



## BOARD OF DIRECTORS REGULAR MEETING AGENDA

Kelly J. Gregg *President*

James Roberts III *Vice President*

Jose Gonzalez *Director*

Shawna Irish *Director*

Roman Aguilar III *Director*

Kyle Woolley *General Manager*

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### HESPERIA RECREATION AND PARK DISTRICT

Wednesday, February 14, 2024 - 6:00 P.M.

Lime Street Park Community Center

16292 Lime Street, Hesperia, CA 92345

### AGENDA

THE PUBLIC MAY PARTICIPATE VIA TELECONFERENCE BY DIALING:

+1 (872) 240-3212, ACCESS CODE: 881-209-821

OR, JOIN THE MEETING FROM YOUR COMPUTER, TABLET, OR SMARTPHONE:

<http://meet.goto.com/881209821>

PLEASE MUTE YOUR PHONE UNLESS YOU WISH TO SPEAK

#### CALL TO ORDER

- a. Roll Call
- b. Approval of Agenda

#### FLAG SALUTE

#### PROCLAMATIONS AND PRESENTATIONS

- a. Presentation, Christmas Tree Lighting Ceremony
- b. Presentation, Silverwood Development
- c. Presentation, Maintenance Protocol to Maintain Fields

#### MESSAGE TO THE PUBLIC/PUBLIC COMMENT

Welcome to this Board of Directors Meeting. The Board encourages public participation. If you desire to address the Board on any District related matter or item on the Agenda, you are asked to please fill out one of the speaker forms in the back of the meeting room and turn it in to the General Manager. When called upon, please come forward, and state your name and address (if you wish) before addressing the Board. Please limit your comments to five minutes per speaker.

Please note that if you address the Board on items NOT on the Agenda, the Brown Act does not allow discussion of such items. Therefore, the Board may only do the following: refer the

matter to staff, ask for additional information, request a report back, or give a very limited factual response.

### **CONSENT ITEMS**

The following items are expected to be routine and non-controversial, and will be acted upon by the Board at one time without discussion, unless a Board member requests that an item be removed from the consent agenda and held for discussion.

- A. Approval of Minutes of Regular Meeting, January 24, 2024

### **PULLED CONSENT ITEMS**

### **DISCUSSION/ACTION ITEMS**

- B. Silverwood Project Memorandum of Understanding – Parks Dedication and Improvement Agreement
- C. Silverwood Project Parks Design Guidelines
- D. Silverwood Project Overlook Park Design
- E. Hesperia Farmer’s Market Credit Audit
- F. RCG Consultant Contract for Federal and State Lobbying Services
- G. Updated Facility Rental Packet
- H. Greater High Desert Chamber of Commerce Agreement
- I. Park Ranger on Duty During All Working Hours
- J. Creation of a Policy Review Committee
- K. Consideration of Quotes for the Rick Novack Community Center Gym Improvements

### **CORRESPONDENCE/WRITTEN COMMUNICATION**

### **GENERAL MANAGER REPORT**

### **BOARD MEMBER REPORTS**

Standing Committees:
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Recreation Foundation – Gonzalez/Irish Tri-Agency – Aguilar/Gonzalez (no meeting held) Safety, Security, and Maintenance – Gregg/Roberts Personnel – Gregg/Aguilar Finance – Aguilar/Gregg
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Development Review – Gregg/Roberts  
Event – Irish/Gonzalez  
Recreation – Roberts/Irish

Other:

Association of the San Bernardino County Special Districts

## **BOARD MEMBER COMMENTS**

### **CLOSED SESSION ITEMS**

- L. CLOSED SESSION Pursuant to Govt. Code Section 54957 – PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Title: General Manager
- M. Conference with Legal Counsel – Anticipated Litigation under Government Code Section 54956.9(d)(3) (3 Items)

### **REPORT FROM CLOSED SESSION, IF ANY**

### **ANNOUNCEMENTS**

The next Regular Board Meeting is scheduled for February 28, 2024, at 6:00 p.m. and will be held in the Lime Street Community Center at 16292 Lime Street, Hesperia, CA 92345.

### **ADJOURNMENT**

It is the intent of the Hesperia Recreation and Park District to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the Hesperia Recreation and Park District will attempt to accommodate you in every reasonable manner. Please contact the District Office at (760) 244-5488, at least 48 hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodations to attend or participate in meetings on a regular basis.

Board Meeting documents can be reviewed by the public at the District Office, 16292 Lime Street, Hesperia, CA - Monday through Friday, 8:30 a.m. to 5:00 p.m.

**HESPERIA RECREATION AND PARK DISTRICT  
INTER-OFFICE MEMO**

**DATE:** February 7, 2024

**PHONE:** (760) 244-5488

**FROM:** *KJ* KARABETH GARCIA, EXECUTIVE DISTRICT CLERK  
Hesperia Recreation and Park District

**TO:** BOARD OF DIRECTORS  
Hesperia Recreation and Park District

**SUBJECT:** EXPANDED AGENDA INFORMATION FOR REGULAR BOARD  
MEETING 2/14/2024

**DISCUSSION/ACTION ITEMS**

**B. Silverwood Project Memorandum of Understanding - Parks Dedication and Improvement Agreement**

**Background:** After a series of Development Review Committee meetings, and meeting with the developers during the January 24, 2024, regular Board meeting, the Silverwood Project Memorandum of Understanding is ready for approval.

**Recommendation:** Approve the Memorandum of Understanding with Silverwood Development as is or provide staff with direction needed to move forward.

**Reference Materials Included In Tab:**    ☒ YES                      ☐ NO

1. Silverwood Project – Parks Dedication and Improvement Agreement

**C. Silverwood Project Parks Design Guidelines**

**Background:** Approval from the Board is needed of the Silverwood Parks Design Guidelines. The developers have met or exceeded the District's Landscape Standards and Specifications.

**Recommendation:** Approve the Silverwood Parks Design Guidelines as presented, or provide the developers with direction to move forward.

**Reference Materials Included In Tab:**    ☒ YES                      ☐ NO

1. Silverwood Parks Design Guidelines



**D. Silverwood Project Overlook Park Design**

**Background:** Silverwood Development has requested this item be placed on the Agenda to discuss the amended parking and park concept at Overlook Park.

**Recommendation:** Review the amended design and provide the developers with direction to move forward.

**Reference Materials Included In Tab:** ☐ YES ☒ NO

**E. Hesperia Farmer's Market Credit Audit**

**Background:** Please refer to the Hesperia Farmer's Market Accounts Receivable Aging Audit in your tab, which includes the Invoices, Dates, Description of Charges, and Amounts. The Finance Manager has made notes and included requests for clarification and direction from the Board on how to proceed.

**Recommendation:** Provide staff with clarification and direction; and drop the credit to \$125 per day the user was not able to use the premises.

**Reference Materials Included In Tab:** ☒ YES ☐ NO

1. Hesperia Farmer's Market Credit Audit

**F. RCG Consultant Contract for Federal and State Lobbying Services**

**Background:** The Board has given staff direction to seek out State and Federal Lobbying Services.

**RCG Background**

For almost a decade, RCG has offered a wide range of services to a variety of organizations across many industry sectors. These include local governments, Fortune 500 companies, and trade associations. They have provided government relations services throughout California and Washington, D.C. to some of the largest and most complex governmental and business entities in the country; helped clients successfully achieve policy, regulatory, and funding goals; and assisted others to envision and implement multi-year, multi-million-dollar development projects. Their in-depth substantive knowledge combined with our creativity, hard work, and reputation for integrity has earned us the trust of longstanding clients. They are proud that clients think of RCG as an integral part of their operations, capable of delivering the services they need when they need them.

### **Scope of Services**

RCG will collaborate with Hesperia Recreation and Park District to open doors in Washington, D.C., and Sacramento to assist finding additional funds to various needs like park projects, senior and youth programming, and aquatics. The partnership would include:

- Working with the District to raise their profile with the California House and Senate delegation, federal agencies, and the Biden Administration; California State Senate and Assembly, state agencies, and Governor Newsom's Office; and other local agencies.
- Building support for the District's objectives and resource needs within Congress, State Legislatures, and Board of Supervisors and target key allies and influential lawmakers, committees, and Executive branch policy makers.
- Coordinating trips to Washington D.C. and Sacramento to meet with the Congressional, State, and local delegation and key staff in the federal, state, and local agencies.
- Assisting the District with any issues that have a federal, state, or local nexus, which may include providing comments on federal and state regulations, securing letters of support for grant applications, and connecting local officials to federal and state agency professionals to maximize opportunities for success.

RCG will collaborate with the District to create a federal and state government funding and outreach program. The focus will be on developing a plan to apply for earmarks and targeted funding within specific government agencies and developing crucial relationships with program managers responsible for administering target grants.

### **Rojas Communications Group Team**

#### **Jaime Rojas, Jr. - President, Rojas Communications Group**

Jaime Rojas is President of RCG and has over 25 years of local, state, and federal experience in public affairs, public relations, and marketing, including working in the Clinton White House. Jaime has also worked for companies like UPS, Lucent Technologies, and was the President of the California Hispanic Chambers of Commerce. He has received his undergrad and graduate school degrees from USC. Jaime has taught at USC's Sol Price School of Public Administration. He grew up in Los Angeles and is based in Rancho Cucamonga, California.

#### **Jayson Braude - Vice President of Federal Government Relations and Chief Counsel**

Jayson Braude is the Chief Counsel. Jayson Braude grew up in the Los Angeles area and is the grandson of former United States Congressman Glenn Anderson. Jayson worked for United States Senators Kent Conrad and Sherrod Brown in Washington D.C. After law school, he worked as Legislative Counsel for United States Congresswoman Janice Hahn, where he staffed the Congresswoman on the House Transportation and Infrastructure Committee. He then became the District Director for Congresswoman Nannette Diaz Barragan in her San Pedro office. Jayson has over ten years of experience in government affairs and maintains contacts all over Capitol Hill and throughout federal, state, and local agencies. Jayson is a graduate of the UC Santa Barbara and received his law degree from

Southwestern Law School in Los Angeles. Jayson is a member of the Washington Bar and resides in Washington, D.C.

**Fee**

RCG's retainer fee is \$2,900 (two thousand nine hundred dollars) per month. The contract will start February 1, 2024, and RCG will email an invoice at the start of every month.

**Recommendation:** Direction of the Board.

**Reference Materials Included In Tab:**    ☒ YES                      ☐ NO

1. RCG Consultant Contract for Federal and State Lobbying Services

**G.      Updated Facility Rental Packet**

**Background:** This item was placed on the Agenda at the request of the Recreation Committee. A redlined Facility Rental Packet is in your tab with the recommendations. Staff will defer the remaining introduction to the Committee.

**Recommendation:** Provide staff with direction on updates to the Facility Rental Packet and procedures.

**Reference Materials Included In Tab:**    ☒ YES                      ☐ NO

1. Updated Facility Rental Packet

**H.      Greater High Desert Chamber of Commerce Agreement**

**Background:** At the recommendation of the Board of Directors, below is the total cost for staff to set-up the south room at the Percy Bakker Community Center for the In-Person Chamber Coffee.

Staff spends 30 minutes to set up each date, a total of five hours, which equates to \$91.55 in staff time. Staff does not spend any time on clean-up as the Chamber cleans up before they leave.

**Recommendation:** Approve the Greater High Desert Chamber of Commerce Agreement, or provide direction on any requested updates.

**Reference Materials Included In Tab:**    ☒ YES                      ☐ NO

1. Staff Memo RE: Staffing Cost for Setup of In-Person Chamber Coffee
2. Greater High Desert Chamber of Commerce Agreement

## **I. Park Ranger on Duty During All Working Hours**

**Background:** The Safety, Security, and Maintenance Committee and Board have requested discussion of assigning a Park Ranger to be on duty during all working hours. In your tab are numbers gathered by staff which illustrate what is currently budgeted for the Park Ranger program, and the salaries and benefits associated with any park ranger on staff, both full time and part time.

**Recommendation:** If the Board chooses to amend the Policy/Employee Handbook/Park Ranger Policy, staff recommends to go over the possibilities in a workshop to define and strategize the fiscal impact. Please provide staff with direction on any suggested amendments.

**Reference Materials Included In Tab:**    ☒ YES                      ☐ NO

1. Park Ranger Budget
2. Park Ranger Salaries and Benefits

## **J. Creation of a Policy Review Committee**

**Background:** This item was placed on the Agenda at the request of the Board. Staff will defer the introduction of the item to the Board.

**Recommendation:** Direction of the Board. If the Board votes to form the new committee, define the purpose of the committee to be added to the HRPD Policy Manual of Organization and Operation.

**Reference Materials Included In Tab:**    ☐ YES                      ☒ NO

## **K. Consideration of Quotes for the Rick Novack Community Center Gym Improvements**

**Background:** The District is in the process of getting quotes to make the Rick Novack Community Center Gym operational.

**Recommendation:** Direction of the Board.

**Reference Materials Included In Tab:**    ☐ YES                      ☒ NO

**HESPERIA RECREATION AND PARK DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING  
January 24, 2024**

**MINUTES**

**THE PUBLIC MAY HAVE PARTICIPATED VIA TELECONFERENCE BY DIALING  
+1 (646) 749-3122, ACCESS CODE: 567-486-637**

**CALL TO ORDER**

The Hesperia Recreation and Park District Board of Directors Regular Meeting was called to order by President Gregg at 6:00 p.m., at the Lime Street Park Community Center, located at 16292 Lime Street, Hesperia, CA 92345.

**ROLL CALL  
ATTENDANCE**

<b>BOARD PRESENT:</b>	Aguilar, Roberts, Gonzalez, Gregg, Irish
<b>BOARD ABSENT:</b>	None
<b>STAFF PRESENT:</b>	Woolley, Garcia, Varner, Hauser, Hague, Artola, Zepeda, Louie
<b>OTHERS:</b>	Alex Gibbs, Townsend Public Affairs (via teleconference); John O'Hanian and Jonathan Weldy, Silverwood Development; Alexandria Dinsdale, Oak Hills Farmstand (via teleconference); and Micheal Meller and team, the KYA Group (via teleconference);

**APPROVAL OF AGENDA**

President Gregg requested Item P. to say, "Discussion/ Action," and that Item R. reference, "Government Code Section 54956.9(d)(2) – Three Cases."

It was moved by Vice President Roberts and seconded by Director Irish to approve the Agenda with the changes. The motion passed by the following roll call vote:

<b>AYES:</b>	Aguilar, Roberts, Gonzalez, Gregg, Irish
<b>NOES:</b>	None
<b>ABSENT:</b>	None
<b>ABSTAIN:</b>	None

**FLAG SALUTE**

The Flag Salute was led by Director Aguilar.

**PROCLAMATIONS AND PRESENTATIONS**

**a. Proclamation, Veterans Day**

- Mr. Ramos presented local students with a Certificate of Appreciation for their service and participation in the Veterans Day Ceremony 2023 including: Sultana ROTC (not present); and Sultana High School Choir, accepted by Sarah Allsman.
- b. Presentation, Townsend Grants Update**
  - Alex Gibbs, Townsend Public Affairs, presented an update on the District's grants.
- c. Presentation, Silverwood Development**
  - Jonathan Weldy and John O'Hanian, Silverwood Development, presented an update on the progress of the project.
- d. Presentation, Frances Schauwecker, HRPD Squirrel Abatement Project**
  - Frances Schauwecker, Executive Assistant, presented the Board with her idea for a possible squirrel abatement project.

#### **MESSAGE TO THE PUBLIC/PUBLIC COMMENT**

None

#### **CONSENT ITEMS**

- A. Approval of Minutes of Special Meeting, January 5, 2024**
- B. Approval of Minutes of Special Meeting, January 9, 2024**
- C. Approval of Minutes of Regular Meeting, January 10, 2024**
- D. Approval of Minutes of Special Meeting, January 16, 2024**
- E. Claims for Payment**

**MOTION:** It was moved by President Gregg and seconded by Director Aguilar to approve Consent Items A., B., and D. The motion passed by the following roll call vote:

**AYES:** Roberts, Gonzalez, Gregg, Irish, Aguilar  
**NOES:** None  
**ABSENT:** None  
**ABSTAIN:** None

#### **PULLED CONSENT ITEMS**

Items C. and E. were pulled by President Gregg.

**MOTION:** It was moved by President Gregg and seconded by Vice President Roberts to approve Consent Item C. with corrections. The motion passed by the following roll call vote:

**AYES:** Gonzalez, Gregg, Irish, Aguilar, Roberts  
**NOES:** None  
**ABSENT:** None  
**ABSTAIN:** None

**MOTION:** It was moved by President Gregg and seconded by Vice President Roberts to approve Consent Item E. The motion passed by the following roll call vote:

**AYES:** Gregg, Irish, Aguilar, Roberts, Gonzalez  
**NOES:** None  
**ABSENT:** None  
**ABSTAIN:** None

## **DISCUSSION/ACTION ITEMS**

### **F. Approval of Silverwood Project Memorandum of Understanding**

**MOTION:** No motion was made. Item was postponed to the February 14, 2024, meeting.

### **G. Approval of Agreement with Special Council**

**MOTION:** It was moved by President Gregg and seconded by Vice President Roberts to approve the Agreement with Special Council with corrections. The motion passed by the following roll call vote:

**AYES:** Irish, Aguilar, Roberts, Gonzalez, Gregg  
**NOES:** None  
**ABSENT:** None  
**ABSTAIN:** None

Meeting recessed from open session at 8:04 p.m.

Meeting reconvened into open session at 8:11 p.m.

### **H. Approval of Greater High Desert Chamber of Commerce Agreement**

**MOTION:** No motion was made. Item was postponed to the February 14, 2024, meeting.

### **I. Approval of Hesperia Community Farmer's Market Agreement**

**MOTION:** It was moved by President Gregg and seconded by Director Irish to approve the contract with the discussed changes and to bring back the credit audit to the February meeting. The motion passed by the following roll call vote:

**AYES:** Roberts, Gonzalez, Gregg, Irish, Aguilar  
**NOES:** None

**ABSENT:** None

**ABSTAIN:** None

Item O. was postponed to the February 14, 2024, meeting.

Item N. was postponed to the February 14, 2024, meeting.

Item K. was addressed at this time.

**J. KYA Group Renovations and Improvements**

(Addressed after Item K.)

**MOTION:** No motion was made. Item was postponed to the February 28, 2024, meeting.

**K. Security Camera Quotes**

(Addressed after Item I.)

**MOTION:** No motion was made. Item was postponed to the February 28, 2024, meeting.

Item J. was addressed at this time.

**L. SitelogIQ Plan Review Changes, Placement of Percy Bakker Community Center Shade Structure**

**MOTION:** It was moved by President Gregg and seconded by Director Irish to take the recommendation of SitelogIQ, choosing Option 1 to the south. The motion passed by the following roll call vote.

**AYES:** Irish, Aguilar, Roberts, Gonzalez, Gregg

**NOES:** None

**ABSENT:** None

**ABSTAIN:** None

**M. Authorization to Advertise for Bids: Mowers**

**MOTION:** It was moved by President Gregg and seconded by Director Aguilar to approve Item M. The motion was rescinded.



**MOTION:** It was moved by Director Aguilar and seconded by President Gregg to approve Item M., John Deere, presented to the Board in the December meeting. The motion passed by the following roll call vote.

**AYES:** Aguilar, Roberts, Gonzalez, Gregg, Irish

**NOES:** None

**ABSENT:** None

**ABSTAIN:** None

**N. Discussion, Park Ranger on Duty During All Working Hours**

**MOTION:** No motion was made. Item was postponed to the February 14, 2024, meeting.

**O. Discussion, Board of Directors Approval of Hiring and Transferring v. Current Policy for General Manager Hiring and Transferring**

**MOTION:** No motion was made. Item was postponed to the February 14, 2024, meeting.

**P. Discussion, General Manager Spending Limit and Cap**

**MOTION:** It was moved by President Gregg and seconded by Director Gonzalez to approve the spending cap to \$50,000, and under 9.4. The motion passed by the following roll call vote.

**AYES:** Gregg, Irish, Aguilar, Roberts, Gonzalez

**NOES:** None

**ABSENT:** None

**ABSTAIN:** None

Closed Session was addressed at this time, addressing Item R. before Item Q.

**CORRESPONDENCE/WRITTEN COMMUNICATION**

None

**GENERAL MANAGER/STAFF REPORTS** - The General Manager will report on the following topics, report on committees, or other activities.

- a. Recreation Programs
- b. Lake
- c. Parks Division

- d. Park Ranger
- e. Marketing
- f. General Manager

- Mr. Woolley highlighted the quarterly Budget Report.

#### **BOARD MEMBER COMMENTS**

- Director Aguilar commented on the Timberlane Dog Park Ribbon Cutting. He thanked staff for putting it together and noted that there still aren't trash cans. He's looking forward to more.
- Director Irish is looking forward to projects. She thanked the staff for the ribbon cutting.
- Director Gonzalez commented that things are moving along. He's glad to meet the new council, and encouraged all to stay positive and move forward.
- Vice President Roberts inquired about the Timberlane Dog Park size and amenities.
- President Gregg stated that the Board needs to sign off on completion of projects. He's embarrassed the Board tabled seven items. He inquired about the Executive Advisor position, and requested an update on the Olive Tree project and timeclocks. He advised on the Board Packet completion and expressed that the Timberlane Dog Park is small. He welcomed the new council.

Meeting recessed from open session at 9:36 p.m.

Meeting reconvened into closed session at 9:41 p.m.

#### **CLOSED SESSION ITEMS**

Addressed after Item P.

- Q. CLOSED SESSION Pursuant to Govt. Code Section 54957 – PUBLIC EMPLOYEE PERFORMANCE EVALUATION**  
**Title: General Manager**
- R. Conference with Legal Counsel – Anticipated Litigation under Government Code Section 54956.9(b)(2)**

Meeting recessed from closed session at 11:14 p.m.

Meeting reconvened into open session at 11:15 p.m.

#### **REPORT FROM CLOSED SESSION, IF ANY**

None

#### **ANNOUNCEMENTS**

The next Regular Board Meeting is scheduled for Wednesday, February 14, 2024, at 6:00 p.m. and will be held in the Lime Street Community Center at 16292 Lime Street, Hesperia, CA 92345.

## ADJOURNMENT

The meeting was adjourned by declaration by President Gregg at 11:30 p.m.

Respectfully submitted,

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Kyle Woolley  
General Manager

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Karabeth Garcia  
Board Secretary/Clerk of the Board

DRAFT

**RECORDING REQUESTED BY  
AND WHEN RECORDED MAIL TO:**

Silverwood Development Phase I, LLC  
17750-1/2 Ranchero Road  
Hesperia, California 92345

Space above this line for Recorder's Use Only

**PARKS DEDICATION AND IMPROVEMENT AGREEMENT**

THIS PARKS DEDICATION AND IMPROVEMENT AGREEMENT is entered into as of \_\_\_\_\_ 2024, by and between the Hesperia Recreation & Park District, a special district of the State of California ("District"), and Silverwood Development Phase I, LLC ("Property Owner"). District and Property Owner are referred to in this Agreement individually as a "Party" and collectively as the "Parties".

**RECITALS:**

WHEREAS, District is an independent California recreation and park district organized and operated pursuant to Public Resources Section 5790, and areas within the District include those within San Bernardino County and the City of Hesperia ("City");

WHEREAS, Property Owner is the owner of land in the City, which is legally described on Exhibit A attached to this Agreement ("Phase I Site"), and which is also located within the boundaries of District;

WHEREAS, the Phase I Site is part of a larger site (the "HV I Site", and together with the Phase I Site, collectively, the "Site") owned by Hesperia Venture I LLC, a California limited liability company ("HV I"), and together with the Phase I Site comprises approximately 9,365 acres in the City and located within the boundaries of District;

WHEREAS, the City approved the Tapestry Specific Plan on January 28, 2016 (as the same has been and may be amended from time to time, the "Specific Plan") which, among other things, establishes the zoning and development standards and design guidelines for development of the Site with a residential housing project consisting of up to 15,663 residential units ("Development"), which will be developed over time in approximately eight phases (each a "Phase" and collectively, the "Phases");

WHEREAS, Property Owner intends to develop Phase I on the Phase I Site and HV I will either develop the other Phases on the HV I Site or will transfer one or more Phases to affiliated entities (each an "Affiliated Property Owner") to develop future Phases;

WHEREAS, the Property Owner's position is that the Development is intended to be a high-quality residential project with particular excellence in the quality of the scope and maintenance of the parks within its boundaries which require additional services from the District;

WHEREAS, the Specific Plan (1) identifies 387 acres of planned parks, trails and recreation uses to be developed in Phases on the Site, as shown on Table 4.B - Park Requirements in the Specific Plan, comprising community parks (minimum 10 acres including a sports park of approximately 40 acres that will be built in a future phase), neighborhood parks (ranging in size from 3 to 10 acres) and trails, (2) requires that neighborhood parks greater than 3 acres and the community parks in each Phase be dedicated to District or the City, and (3) requires that Property Owner and District or City, as applicable, establish a mechanism for maintenance of such parks;

WHEREAS, Government Code Section 66477 ("Quimby Act") authorizes the Property Owner's dedication of land and/or improvement or payment of a fee in lieu thereof, or combination of both, to District for purposes of establishing parks and developing park and recreation facilities to serve the future residents of subdivided property;

WHEREAS, the City has conditioned Phase I (TT13-00001), and is anticipated to condition subsequent Phases, with a requirement that Property Owner design and develop parks to the standard required under the Specific Plan and dedicate such parks to the District, as the City's designee, to satisfy such condition of approval;

WHEREAS, District standards and policies place specific requirements on Property Owner for the provision of Improvements (defined below) and maintenance and landscaping of same for the benefit of the public;

WHEREAS, as each Phase is developed, Property Owner intends to develop the parks within the applicable Phase, to construct improvements within the parks and to dedicate the same to District following completion thereof;

WHEREAS, the land to be dedicated to District specifically excludes all conservation easements and open space on the Site which will not be the responsibility of District;

WHEREAS, in compliance with the requirements of this Agreement, District and Property Owner intend that District shall accept dedication of, and operate and maintain, the improved parks and other landscaping areas described in this Agreement;

WHEREAS, to assure that there are sufficient funds from the Development available to District for maintenance of the parks and related improvements within the Development to meet the Maintenance Standards (defined below) and requirements described in this Agreement, Property Owner has agreed to file a petition and pay the

required deposit to form a new community facilities district in accordance with District's procedures and policies, which Property Owner intends to do; and

WHEREAS, District and Property Owner desire to enter into this Agreement to memorialize their understanding with respect to the development, maintenance and funding of maintenance for the District Maintained Areas (as defined below) in Phase 1 of the Development.

#### AGREEMENT:

NOW, THEREFORE, in consideration of the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. PARKS: At its sole cost and expense, but subject to the terms and conditions of this Agreement (including Section 4.E requiring that Property Owner be solely responsible for maintenance costs to the extent that the CFD funds are not sufficient to fund such maintenance costs), Property Owner will improve and thereafter dedicate to District the parks specified in Section 1.C (the "Park Land") and all Improvements associated therewith.
  - A. This Agreement does not apply to parks smaller than three (3) acres, which shall be improved, owned and maintained by Property Owner.
  - B. Each park that is three (3) acres or larger shall be dedicated to District in fee simple title free of any monetary liens as separate legal lots as shown on the final subdivision map.
  - C. With respect to Phase I, the following three (3) parks that are three (3) acres or larger shall be dedicated to District:
    - a. Overlook Park – 12.54 acres, located within Phase I as set out in Exhibit B-1 attached to this Agreement. Property Owner shall (i) commence construction of Overlook Park on or before commencement of construction of the first production residential unit (excluding model homes) and (ii) offer the completed Overlook Park for dedication to District at the time the City issues a certificate of occupancy for the 100th residential production unit within Phase I.
    - b. Community Park – 19.84 acres, located within Phase I as set out on Exhibit B-2 attached to this Agreement. Property Owner will commence development of Community Park upon issuance of certificate of occupancy for the 750<sup>th</sup> unit within Phase 1 and will offer the completed Community Park to the District by the time City issues certificate of occupancy for the 1,500<sup>th</sup> unit in Phase 1.

- c. Nature Park – 3.7 acres, located within Phase I as set out on Exhibit B-3 attached to this Agreement. Property Owner will commence development of Nature Park upon issuance of certificate of occupancy for the 750<sup>th</sup> unit within Phase 1 and will offer the completed Nature Park to the District by the time City issues certificate of occupancy for the 1,500<sup>th</sup> unit in Phase 1.
  - D. The final acreage of the parks dedicated to District shall be determined on the final map for the Development.
2. PARK FEES: The determination made by the City is that park fees will not be owed in exchange for improvement and dedication of the Parks to the District. The District agrees that it will not collect any development impact fees from the Property Owner.
3. STREET LANDSCAPING:
  - A. To maintain uniformity of design, City and Property Owner have requested that District maintain the street landscaping adjacent to all public streets in the Development.
  - B. At its sole cost and expense, subject to the terms and conditions of this Agreement, Property Owner shall design and install landscaping for all public streets located within the Development as set out on the Silverwood Trail Plans attached as Exhibit E to this Agreement, including, without limitation, Silverwood Trail. The area to be landscaped is referred to in this Agreement as the “Landscaping Area”.
  - C. Property Owner hereby grants to District a non-exclusive easement for the term of this Agreement over and across the Landscaping Area for the sole purpose of permitting the District access to provide maintenance to the Landscaping Area in accordance with this Agreement.
4. DESIGN, DEDICATION, AND MAINTENANCE OF DISTRICT MAINTAINED AREAS:
  - A. The landscaping, irrigation and related utilities and structures, including restrooms, playgrounds, hardscape, and other improvements to be constructed on the Park Land are referred to in this Agreement as the “Improvements” and, with the Park Land, are collectively referred to as “District Parks”. The District Parks together with the Landscaping Area is referred to in this Agreement collectively as the “District Maintained Areas”.
  - B. Property Owner shall design the District Maintained Areas and establish landscaping plans for the District Maintained Areas, which plans shall be (i) consistent with the City Conditions for the Development, or, in the absence of such standards, to at least District standards, and (ii) approved by the District and the City in accordance with the terms of a separate agreement between the

District, the City and Property Owner. The landscaping and improvements for Overlook Park shall include those set out on Property Owner's Silverwood Overlook Park Plans dated October 20, 2023 (or as may be further amended, modified, or supplemented by Property Owner).

- C. Property Owner shall offer the District Parks to District for dedication, and District shall accept such offer of dedication, only when (i) the CFD has been formed, (ii) the District Parks have been built in compliance with the approved plans for such parks, and (iii) District, or the City, as applicable, has inspected the completed parks.
  - D. Until acceptance by the District, Property Owner shall maintain the parks at its sole expense.
  - E. Upon expiration of the Guarantee Period set out below, (i) District shall maintain the Landscaping Area consistent with the standards attached to this Agreement as Exhibit C (the "Street Landscaping Maintenance Standards"), and (ii) District shall maintain the District Parks consistent with the Silverwood Park Maintenance standards attached to this Agreement as Exhibit D (the "Park Maintenance Standards", and together with the Street Landscaping Maintenance Standards, the "Maintenance Standards"). Property Owner shall have the right to amend the Maintenance Standards from time to time with the approval of the General Manager of the District, which approval shall not be unreasonably conditioned, withheld or delayed, provided that the Maintenance Standards are consistent with the City Conditions and can be achieved with the funds available to the District for such maintenance. Maintenance of the District Maintained Areas shall be funded from the CFD. To the extent that the CFD funds are not sufficient to fund maintenance, such costs shall be the sole responsibility of the Property Owner and not of the District.
  - F. District may contract with Property Owner to perform maintenance to the District Maintained Areas and, in such case, shall cause Property Owner to be paid for the maintenance from the CFD to the extent of available funds for such purpose.
  - G. Upon acceptance of each of the District Parks from Property Owner, District, at its cost and expense, shall be solely responsible for all programming and operations of the District Parks, which shall be consistent in quality and frequency with programming and operation of other parks managed by the District. District agrees that Property Owner may pay for additional programming to the District Parks.
5. POST ACCEPTANCE GUARANTEE: Upon acceptance of each of the District Maintained Areas by District, and for a period of one (1) year after the date of each such acceptance ("Guarantee Period"), Property Owner at its sole cost and expense, separate and apart from the CFD, shall guarantee maintenance of the District Maintained Areas consistent with the Maintenance Standards.



6. FORMATION OF COMMUNITY FACILITIES DISTRICT:

- A. CFDs for District Maintained Areas: Property Owner and District have determined that funding is needed for maintenance of the District Maintained Areas. Property Owner has agreed to file a petition and pay the required deposit to form a new community facilities district, CFD No. 2024-1 (Silverwood Maintenance) (“CFD”), pursuant to the Mello Roos Community Facilities District Act of 1982 (Gov. Code §§ 53311–53368.3) (the “Mello-Roos Act”) to finance District maintenance of the District Maintained Areas. The CFD shall provide funding for the maintenance and upkeep of the District Maintained Areas within the Development and shall be formed prior to the issuance of the first certificate of occupancy for a production residential unit within Phase 1A. Special taxes of the CFD shall be deposited in a separate fund or account and shall not be commingled with other District funds.
- B. CFD Boundary. The CFD will be initially formed to include only the planning areas in Phase 1A, with the balance of the Site being identified as future annexation area. The attached Figure 1 shows the proposed initial boundaries of the CFD, which will be designated as “Tax Zone 1.” Future phases or subphases of the Development will annex into the CFD as separate tax zones as maps record to create the necessary parcels for annexation. This annexation process allows the maintenance costs to be estimated at the time of annexation so that an appropriate maintenance special tax can be established for each subphase based on actual and estimated maintenance costs at the time.
- C. CFD Special Tax. The rate and method of apportionment of special tax (“RMA”) will be structured to allow for separate special tax rates for each tax zone. The RMA will allow for each tax zone to have different special tax rates for different product types (e.g., single family detached units, single family attached units, and apartment units). District and Property Owner agree that the fiscal year 2024/2025 special tax for Phase 1A shall be \$732.70 per residential unit. The RMA shall provide for the levy of special taxes only on “Developed Property” which shall be parcels for which a building permit has been issued prior to June 1 of the fiscal year preceding the fiscal year in which the special tax is to be levied. No special taxes will be levied on any property not classified as Developed Property pursuant to the RMA. The special tax shall increase each July 1<sup>st</sup>, commencing with July 1, 2025, by an amount equal to the product of (i) the prior fiscal year special tax amount and (ii) the percentage increase in the Riverside-San Bernardino-Ontario consumer price index (as more specifically set forth in the RMA).
- D. Process for CFD Formation. District agrees that, upon Property Owner’s presentation of a landowner’s petition and Property Owner’s payment of a fee, as described in subdivision (d) of Government Code section 53318, District will use its best efforts to commence proceedings to form CFD No. 2024-1 (Silverwood Maintenance) in accordance with the following.

- i. The target date for the CFD formation (i.e., approval of the resolution of formation and conducting the special tax election) is on or before March 31, 2024.
- ii. District shall retain a consultant for formation of the CFD.
- iii. District shall provide to Property Owner its local goals and policies, procedures and forms related to CFD formation.
- iv. District will provide Property Owner with the opportunity to review and provide input on all documents and budgets relating to the formation of the CFD (including, but not limited to, any resolutions, funding agreements, maps, maintenance budgets, cost estimates, special tax calculations and RMAs) at least thirty (30) calendar days prior to the date on which such documents, or related documents, are to be submitted for the agenda package for the District board meeting. If the Property Owner fails to approve the levy of the special tax of the CFD or votes no to form the CFD consistent with this Agreement, the District will not accept dedication of the parks.
- v. The CFD shall not be authorized to issue bonds or debt of any kind.
- vi. Upon the District's approval of the required CFD documents, including without limitation, the RMA, Property Owner will execute and return to District or its designee all necessary documents, including election documents and consent and waiver forms related to condensed election procedures and applicable fees, and shall take the necessary actions to form the CFD pursuant to adopted District policies and this Agreement.

## 7. REMEDIES:

- A. If District defaults in its obligations to maintain the District Maintained Areas in accordance with the Maintenance Standards, and if such default continues after Property Owner has provided notice of such default to District and an opportunity for District to cure such default (which shall not exceed sixty (60) days after District's receipt of such default notice), Property Owner shall have the right, but not the obligation, to correct or remedy such default, which right may be delegated by Property Owner to any one or more Homeowners' Associations, and to continue to provide such maintenance to all or any part of the District Maintained Areas until such time as the Parties agree that District can resume its maintenance obligations under this Agreement.
- B. In addition to the foregoing, Property Owner and District each shall have the right, but not the obligation, to exercise all rights and remedies, and to maintain any actions or suits at law or in equity or other proper proceedings to enforce the curing of any default by the other under this Agreement, including, without limitation, (i) to institute legal action against the other for specific performance, injunction, declaratory relief, damages, or any other remedy provided by law; and

- (ii) to pay any sum owed by either to the party entitled to such payment. Prior to exercising any rights or remedies (except as provided in 8.A above), the non-defaulting Party shall provide not less than ten (10) days prior written notice to the defaulting Party and a reasonable opportunity for the defaulting Party to cure such default.
- C. If there is a dispute between the Parties as to the Maintenance Standard applicable to the District Maintained Areas or whether the Maintenance Standard is being performed by District, Property Owner shall deliver notice to the District which notice shall specify Property Owner's dispute in particularity ("Property Owner's Notice"). The District shall have fifteen (15) days after receipt of the Property Owner's Notice to respond in writing ("District Response") to Property Owner's dispute, which District Response shall include, with specificity, any disagreement with Property Owner's dispute or any assertions made in Property Owner's Notice with respect to the Maintenance Standards applicable to the District Maintained Areas or any shortfalls with District's performance of such Maintenance Standards. If Property Owner and District are unable to resolve the dispute within such fifteen (15) day period, the parties shall submit the matter to a mediator agreed to by the parties, which mediator shall be competent and impartial. If the parties cannot agree on a mediator within fifteen (15) days after District's delivery of the District Response, the parties will promptly select a mutually acceptable mediation provider entity, which entity shall, as soon as practicable following such entity's selection, designate a mediator. The mediator shall conduct the mediation in accordance with the rules and procedures that he or she determines following consultation with the parties. The parties shall discuss the dispute in good faith and attempt, with the mediator's assistance, to reach an amicable resolution of the dispute. The mediation shall be treated as a settlement discussion and shall therefore be confidential and may not be used against either party in any later proceeding relating to the dispute. The mediator may not testify for either party in any later proceeding relating to the dispute. Each party shall bear its own costs in the mediation. The parties shall share equally the fees and expenses of the mediator.
- D. If Property Owner exercises its rights under this Section 8, such funds from the CFD for the District Maintained Areas that are necessary to reimburse Property Owner for the cost to correct or remedy any failure by District to comply with this Agreement or to maintain the District Maintained Areas shall be delivered to Property Owner and not to District. Such payment shall be made in accordance with the documents establishing the applicable CFD.
8. TERM: The term of this Agreement shall be perpetual, unless termination is consented to by the Parties, each in their sole discretion.
9. AMENDMENT AND INTERPRETATION OF THE AGREEMENT: The Property Owner may request interpretations of this Agreement. Any questions regarding the application or interpretation of District Standards and Specifications shall be resolved in consultation with District's General Manager, subject to the requirements of the

City Conditions. The General Manager may approve minor amendments such as details of park construction or maintenance. The General Manager may approve use of Property Owner standards to the extent that they exceed those of District. The District Board shall approve all other amendments.

10. INDEMNIFICATION:

- A. Property Owner shall indemnify, defend and hold harmless District, its officers, employees and agents from and against any and all claims, demands, actions, judgments, fines, penalties, or costs (including but not limited to attorneys' fees and expert costs) arising or alleged to arise from Property Owner's performance or failure to perform under this Agreement, except those arising from the sole gross negligence or willful misconduct of District or any of District's officers, employees and agents.
- B. District shall indemnify, defend and hold harmless Property Owner, its officers, agents and employees, from and against any and all claims, demands, actions, judgments, fines, penalties, or costs (including but not limited to attorneys' fees and expert costs) arising or alleged to arise from District's performance or failure to perform under this Agreement, except those arising from the sole gross negligence or willful misconduct of Property Owner or any of Property Owner's officers, agents and employees.

11. BINDING ON SUCCESSOR; RELEASE AND TERMINATION; HOMEOWNERS' ASSOCIATIONS.

- A. This Agreement and the terms, provisions, promises, covenants and conditions hereof shall constitute equitable servitudes and covenants running with the land comprising the Site. This Agreement (but not the CFD) shall automatically be released and terminate with respect to any portion of the Site which is improved with a residential dwelling unit and conveyed to a home buyer ("Home Buyer"). In the event of a transfer by Property Owner of all or any portion of the Site, the obligations and liabilities of the Property Owner under this Agreement shall be binding upon the successor owner of such portion of the Site, and the Property Owner conveying its interest shall be released from all obligations and liabilities under this Agreement accruing from and after the date of the conveyance with respect to the portion of the Site so conveyed. Each Property Owner shall only be liable for the obligations and liabilities under this Agreement which accrue with respect to the portion of the Site owned by it during the period that Property Owner is the owner thereof.
- B. Property Owner may assign its rights, duties, obligations and liabilities under this Agreement (including its remedies to maintain the District Maintained Areas) to one or more master homeowner's associations or sub-associations (each a "Homeowners' Association"). Such assignment may be in full, or with respect to certain Phases or portions of the District Maintained Areas. Such assignment shall be accomplished through the recordation of an assignment and assumption

instrument which shall clearly set forth those portions of the District Maintained Areas to which such assignment applies and shall contain an assumption by the Homeowners' Association of the obligations and liabilities under this Agreement with respect to such portions of the District Maintained Areas arising from and after the date of the assignment ("Assignment Agreement"). Upon recordation of the Assignment Agreement, Property Owner shall be released from any and all obligations or liabilities arising or accruing under this Agreement from and after the effective date of the assignment with respect to those portions of the District Maintained Areas and those obligations and liabilities which are subject to the Assignment Agreement. If all of the duties, obligations and liabilities of Property Owner under this Agreement have not been assigned to one or more Homeowners' Associations on or before the date of conveyance of the last residential lot within the Site to a Home Buyer by a builder or other entity required to file a public report as required by Section 11010(a) of the California Business and Professions Code ("Final Home Sale Date"), the Homeowners' Association shall automatically, and without requirement or necessity for any further written documentation or assignment agreement, assume and be obligated to perform any duties and obligations of Property Owner arising or accruing under this Agreement from and after the Final Home Sale Date which have not been previously assigned to a Homeowners' Association. If, after the Final Home Sale Date, there is more than one master association, the obligations of the master association under this Agreement with respect to the performance of any duties and obligations which have not been previously assigned to a Homeowners' Association shall be joint and several.

- C. The term "Property Owner" as used in this Agreement shall include the successors and assigns of Property Owner, including any Homeowners' Association, and shall include any Affiliated Property Owner or other entity that joins this Agreement in connection with a Phase annexation pursuant to Section 13 below. Upon the execution of any joinder agreement pursuant to Section 13 below, the Affiliated Property Owner (or applicable fee owner of the annexed Phase) shall be included in the definition of "Property Owner" and wherever references in this Agreement refer to "Property Owner" such references shall include the entity joining in this Agreement, provided that, to the extent that any obligations under this Agreement are applicable to a specific Phase, the fee owner of such Phase shall be solely responsible for such obligations and there shall be no cross-default between Phases or between Property Owners.

12. ANNEXATION: The Parties contemplate that the CFD will apply to future Phases of the Development as Property Owner or an Affiliated Property Owner, as applicable, commences construction of each such Phase and the relevant portions of the Site comprising such Phase will be annexed into the CFD to support the maintenance of each Phase. Accordingly, when, and if, additional Phases are annexed into the CFD (or applicable maintenance district within the CFD), Property Owner (or Affiliated Property Owner, as applicable) and District shall enter into an agreement for such

Phase on substantially the same terms and in substantially the same form as this Agreement.

13. MISCELLANEOUS:

- A. The laws of the State of California shall govern this agreement with venue for any litigation in San Bernardino County, CA.
- B. In the event of litigation to enforce this Agreement, the prevailing party in such litigation shall be entitled to reasonable costs and attorneys' fees.
- C. No waiver of any term or condition of this Agreement shall be a continuing waiver thereof.
- D. This Agreement constitutes the entire agreement of the parties and supersedes all other agreements, whether written or oral.
- E. All Exhibits are incorporated into this document as if fully set forth herein.
- F. This Agreement shall be recorded in the official records of San Bernardino County, California.

[Signature Page Follows]

IN WITNESS WHEREOF, Property Owner and District have caused this Agreement to be signed in their names and on their behalf by their duly authorized representatives.

PROPERTY OWNER:

Silverwood Development Phase I, LLC

DISTRICT:

Hesperia Recreation and Park District

By: \_\_\_\_\_

Its: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California )  
 )  
County of \_\_\_\_\_ ) SS

On \_\_\_\_\_, 2023, before me, \_\_\_\_\_, a  
Notary \_\_\_\_\_ Public, \_\_\_\_\_ personally \_\_\_\_\_ appeared  
\_\_\_\_\_, who proved to me on the basis of  
satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within  
instrument and acknowledged to me that he/she/they executed the same in his/her/their  
authorized capacity(ies), and that by his/her/their signature(s) on the instrument the  
person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature \_\_\_\_\_ (Seal)

(This area for official notarial seal)



**EXHIBIT A**  
**Legal Description of Phase I Site**

The Land referred to herein below is situated in the City of Hesperia, County of San Bernardino, State of California, and is described as follows:

**LOTS 1 OF TRACT MAP NO. 18985-1, IN THE CITY OF HESPERIA, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, AS PER PLAT RECORDED IN BOOK 355, PAGES 9 THROUGH 13, INCLUSIVE, OF TRACT MAPS.**

EXHIBIT B-1  
Overlook Park Concept Plans

EXHIBIT B-2  
Community Park Concept Plans

EXHIBIT B-3  
Nature Park Concept Plans

**EXHIBIT C**  
**Street Landscaping Maintenance Standards**

**EXHIBIT D**  
**Parks Maintenance Standards**

EXHIBIT E  
Street Landscaping Plans



SILVERWOOD  
MINOR SPECIFIC PLAN AMENDMENT NO. 7  
PARKS DESIGN GUIDELINES

JANUARY 16, 2024



Section III, Chapter  
16.4.1:

**PARK DESIGN**

## 16.4.1 PARKS

A total of 387 acres is planned as parks and recreation uses for the community of Silverwood, as shown in **Table 4B.B – Park Requirements**. This includes community parks, neighborhood parks, and the sports park located in Summit Valley Village. **See Section 17.4.1 – Park Design Guidelines** for additional details on park programming and park design guidelines.

### General Design Approach

A variety of park types are located throughout the Silverwood community. This chapter aims to provide general design direction to guide the visual character of the various community parks.

The overall characteristics of each park relate to one or more of the Silverwood Communities, “Brand Dimensions”, which are Big Nature, Spirit of Connection, Inspired Outdoor Living, and Small Town California. Where possible, views from any park remain unobstructed towards the surrounding natural context.

Plant material shall adhere to the recommended plant palette established for the community. Refer to the plant palette matrix.

Where appropriate, parks with views may incorporate interpretive signage to describe the views of the adjacent landscape or inform of the flora and fauna native to the San Bernardino County region.

### Park Types

The Silverwood Community has a wide range of park types and sizes.

1. *Community Park*: Community Parks are destination parks with a minimum of 10 acres in size. These parks are Hesperia Recreation and Parks District, (HRPD), maintained with active amenities including field space for organized sports to practice, a restroom building, tot-lots for multiple age groups, walking trails, picnic areas with tables, and shade pavilions. Parking will be provided on and off-site, including reciprocal parking with the neighboring school, if available. See parking requirements in this section.
2. *Sports Parks*: Sports Parks shall provide a major public recreation amenity for the project and residents of Hesperia. These parks shall be a minimum of 25 acres in size. Sports Parks will be HRPD maintained with multiple facilities and will accommodate organized outdoor sports activities. See parking requirements in this section.
3. *Neighborhood Parks*: Neighborhood Parks are defined as being between 2-10 acres and are located within short walking distances for residents. Depending on its size, these parks may be maintained by either HRPD or the HOA. These parks are designed to be gathering places within the neighborhood core areas and may have active uses. Parking lots may not be provided. See parking requirements in this section.
4. *View Parks*: View parks are areas of open space that are directly adjacent to the natural open space and act as gateways to the trail system. Amenities within these parks are more passive with benches, shade structures, trails, and small portions of open turf. Limited on-street parking shall be provided. Parking lots will not be provided. See parking requirements in this section.
5. *Pocket Parks*: Within each neighborhood of the Community, there may be one or multiple HOA-maintained parks ranging in size from a 1/2 acre to 1 acre. These parks are meant to be places for the adjacent

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neighbors to utilize and walk to. The amenities provided in each park will depend on their proximity to other parks within the Community. Neighborhood parks located further than a ½ mile radius of a park with active uses will provide active amenities, such as a tot-lot, picnic tables, open turf, and a shade structure. Parks located less than a ½ mile from a park with active uses, but more than a ¼ mile, will provide semi-active play uses, such as corn hole, exercise equipment, picnic tables, and open turf. Parks located within a ¼ mile radius of an active park are designed to be passive with walking trails, and benches, and may have some turf. Parking lots will not be provided. See parking requirements in the section.

6. *Homeowners Association Recreational Centers*: The Homeowners Association Recreational Centers are areas with outdoor recreational facilities located within individual tentative tracts and will be maintained by the HOA. The location and size of these parks will be determined by individual builders at the time of Tentative Tract Map preparation and shall be reviewed by the City as a Public Facilities Review, (PFR), or Site Plan Review, (SPR). The parks may consist of active amenities, such as basketball, pickleball, and a tot-lot for multiple age groups. If the park contains a swimming center with restrooms, a multi-purpose building, and/or lap pool, on-site parking will be provided. See parking requirements in this section.
7. *Town Center Lake and Park*: The Town Center lake and park is located at the heart of the community and is the focal point within the Town Center. This area will be a central social gathering place for recreation, shopping, business, and entertainment. Potential uses around the lake may include trails, plazas, outdoor seating and eating areas, benches, an amphitheater, passive play areas, picnic tables, shade structures, playgrounds, and kiosks. A synergy of tenants and uses is encouraged that will attract people together into a vibrant public space both day and night.
8. *Village Green*: The Village Green is HOA-maintained and may feature specialty performance spaces, outdoor dining and barbecue areas, flexible-use event lawns, and other elements that facilitate outdoor gatherings. Limited on-street parking shall be provided. See parking requirements in this section.

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## 16.4.2 PARKING

The Silverwood Community is designed to be a walkable community, with the slogan, “Your porch is your trailhead”. For the majority of the parks within the community, only on-street parking will be provided.

*Community Parks and Sports Parks (HRPD Maintained):* Community Parks shall provide a minimum of 20 stalls, (combined on-site, street, and reciprocal parking), per usable acre. If the Community Park is adjacent to a school site, reciprocal parking can be used toward the required parking stalls. At least 25% of the total parking stalls required shall be on-site.

*Neighborhood Parks:* Neighborhood Parks shall provide a minimum of 8 stalls per usable acre. Street parking is an encouraged form of parking and on-site parking is only required for ADA stalls when a restroom building is provided.

*View Parks (HOA Maintained):* View Parks shall provide a minimum of 5 stalls per usable acre. View Parks are meant to be trailheads for the natural open areas and will utilize on-street parking only.

*Pocket Parks (HOA Maintained):* Pocket Parks are meant to be used by adjacent residents within a ¼ mile radius of the park. While these parks will be situated in locations that have on-street parking, these parks do not have minimum parking requirements.

*Homeowners Association Recreational Centers (HOA Maintained):* Homeowners Association Recreational Centers shall provide a minimum of 20 stalls per acre if the park has a recreational building and/or pool facility, (combined on-site and street). If no pool or building is provided, these parks shall match requirements for Neighborhood Parks with a minimum of 8 stalls per usable acre.

*Town Center Lake and Park:* The Town Center Lake and Park will be integrated within and/or adjacent to commercial establishments. The Park shall utilize the commercial parking as well as street parking. On-site parking is only required for ADA stalls when a restroom building is provided.

*Village Green:* The Village Green is meant to be a location where Neighborhood activities occur. These activities are meant to take place with little to no cars present. Parking is only required for ADA stalls when a restroom building is provided.

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## 16.4.3 PARK THEMES

All Silverwood Parks will relate to one of four (4) Themes: Hiking/Biking/Outdoors; Botany/Native Flora/Agriculture; Water/Lake/Aqueduct; Wildlife/Native Fauna. Each Phase of the Silverwood Community will dedicate its parks' programming to one specific theme.

### Hiking/Biking/Outdoor

#### HIKING / BIKING / OUTDOORS THEME

##### POTENTIAL TOT LOT ELEMENTS:

- RANGER STATION
- ROPE SWING
- ROPE CLIMB
- CLIMBING ROCKS
- BRIDGE(S)

##### INTERPRETIVE SIGNS:

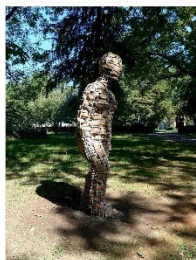
- 'PACIFIC CREST TRAIL'
- LOCAL HIKING/BIKING TRAIL MAP/INFO
- CAMPING

##### POTENTIAL AMENITIES:

- TRAILHEAD MARKERS
- POTENTIAL FRONT PORCH ENTRY TO TRAIL
- BIKE STATION (WITH CHARGER)
- PAR COURSE EQUIPMENT
- HUMAN/DOG DRINKING FOUNTAINS
- BRIDGE(S)
- 'CAIRN' ROCK SCULPTURE  
(THE WORD CAIRN MEANS "MOUND OF STONES ERECTED TO MARK A SITE.")
- BICYCLE PUMP TRACK OR MINI PUMP TRACK
- PUBLIC TELESCOPE

##### PROJECT VISION CATEGORY

'INSPIRED OUTDOOR LIVING'



#### SILVERWOOD NEIGHBORHOOD PARK THEMING

#### HIKING / BIKING / OUTDOORS





# Botany/Native/Flora

## BOTANY / NATIVE FLORA / AGRICULTURE

### POTENTIAL TOI LOT ELEMENTS:

- BEES / HONEYCOMBS
- LEAVES / VINES / FLOWERS
- GARDENING / AGRICULTURE

### INTERPRETIVE SIGNS:

- NATIVE FLORA
- AGRICULTURE / GARDENING
- IRRIGATION
- LEAF IDENTIFICATION

### POTENTIAL AMENITIES:

- LEARNING AMPHITHEATER
- SHELTER WITH LEAVES / VINES
- BOTANICAL GARDEN
- BIRDHOUSES
- WEATHER VANES
- BOTANICAL THEMED BENCHES / TABLES
- VINE ARBOR / TUNNEL
- FARMER'S MARKET

### PROJECT VISION CATEGORY:

'SMALL TOWN CALIFORNIA'



## SILVERWOOD NEIGHBORHOOD PARK THEMING

# Water/Lake/Aqueduct

## WATER / LAKE / AQUEDUCT THEME

### POTENTIAL TOT LOT ELEMENTS:

- BOATS
- FISH / FISHING
- DOCK
- SPLASH PAD

### INTERPRETIVE SIGNS:

- CALIFORNIA AQUEDUCT
- SILVERWOOD LAKE
- CANOES / KAYAKS / BOATS
- FISHING

### POTENTIAL AMENITIES:

- SMALL R.C. BOAT POND  
(SHAPE OF SILVERWOOD LAKE?)
- WATER ELEMENT SUCH AS WATERFALL
- GLASS STREAM IN PAVING
- DRY STREAMS
- AQUEDUCT SIMULATION

### PROJECT VISION CATEGORY

'SPIRIT OF CONNECTION'



## WATER / LAKE / AQUEDUCT THEME



## SILVERWOOD NEIGHBORHOOD PARK THEMING



## WILDLIFE / NATIVE FAUNA

POTENTIAL TOT LOT ELEMENTS:

- REPTILES / BIRDS / FISH / MAMMALS
- DINOSAURS

INTERPRETIVE SIGNS:

- REPTILES / BIRDS / FISH / MAMMALS
- NATIVE ANIMALS
- DINOSAURS
- STATE PARKS
- PAW IDENTIFICATION

POTENTIAL AMENITIES:

- PAW PRINTS
- SHELTER WITH WILDLIFE THEME
- BIRDHOUSES
- WILDLIFE THEMED BENCHES / TABLES
- ANIMAL CUTOUTS / INFO

PROJECT VISION CATEGORY

“BIG NATURE”

## WILDLIFE / NATIVE FAUNA





















## SILVERWOOD NEIGHBORHOOD PARK THEMING

## WILDLIFE / NATIVE FAUNA

POTENTIAL TOT LOT ELEMENTS:  
A. BERTHELE / BIRDS / THEM /

- \* REPTILES / BIRDS / FISH / MAMMALS
- \* DINOSAURS

**INTERPRETIVE SIGNS:**  
1. BERTHOFF / PIPE

- \* REPTILES / BIRDS / FISH / MAMMALS
- \* NATIVE ANIMALS
- \* DINOSAURS
- \* STATE PARKS
- \* PAW IDENTIFICATION

**POTENTIAL AMENITIES:**

- PAW PRINTS
- SHELTER WITH WILDLIFE THEME
- BIRDHOUSES
- WILDLIFE THEMED BENCHES / TABLES
- ANIMAL CUTOUTS / INFO

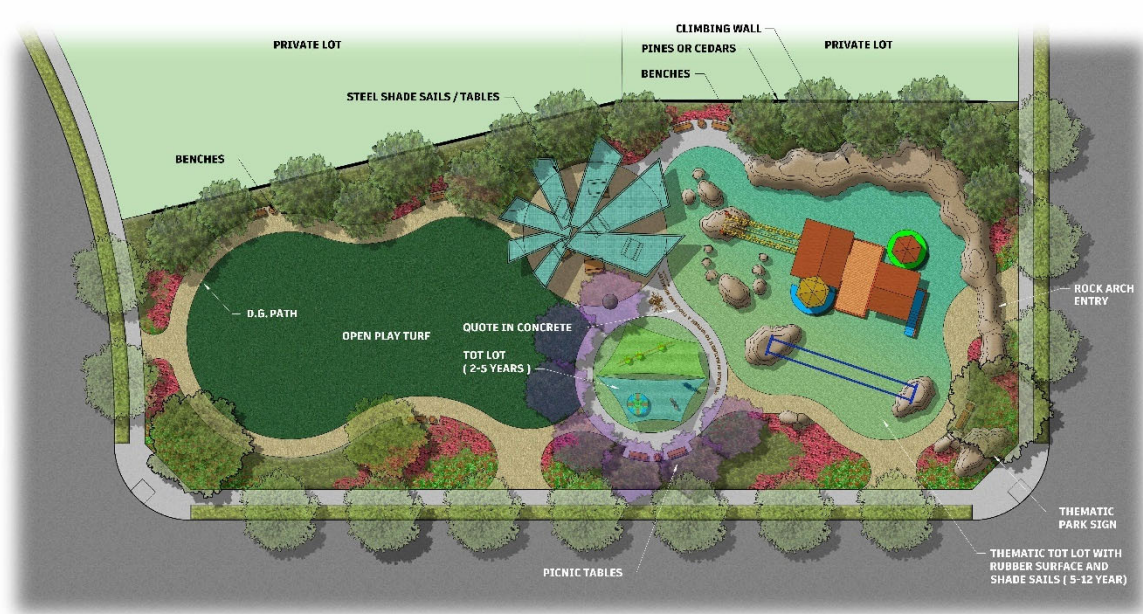
PROJECT VISION CATEGORY

## 'BIG NATURE'





FIGURE 16.3.1 POCKET PARK 'A'



NEIGHBORHOOD PARK "A" (ACTIVE)  
"Hiking / Biking / Outdoors"  
"Inspired Outdoor Living"

**SILVERWOOD - PHASE 1**  
DMB DEVELOPMENT

HESPERIA, CALIFORNIA

FIGURE 16.3.2 POCKET PARK 'B'

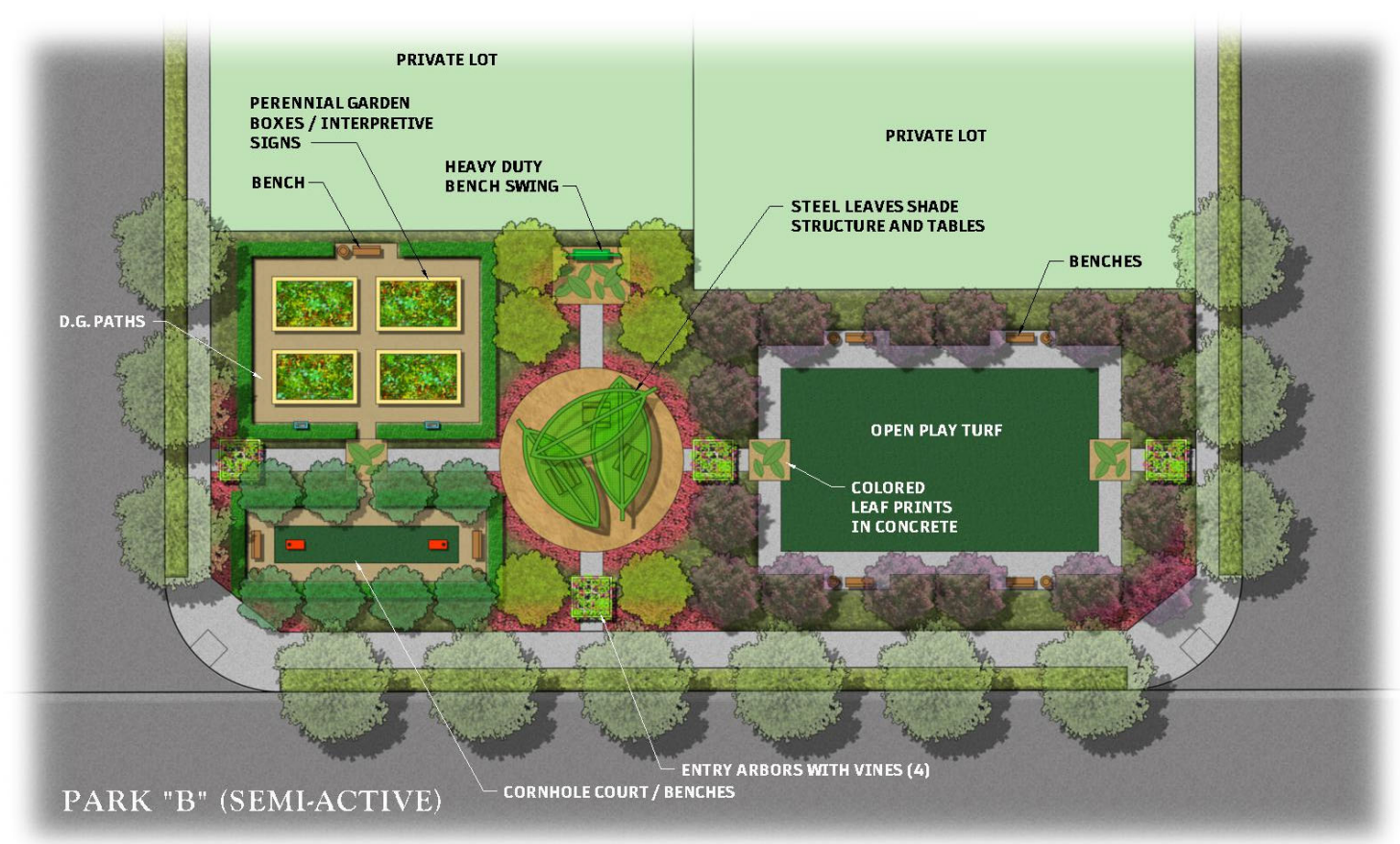




FIGURE 16.3.3 POCKET PARK 'C'





FIGURE 16.4 NEIGHBORHOOD PARKS





FIGURE 16.5 COMMUNITY PARK





FIGURE 16.6 VIEW PARKS



**Farmers Market Accounts Receivable Aging Audit**

<b>Invoice Date</b>	<b>Due Date</b>	<b>Service Month</b>	<b>Description of Charges</b>	<b>Amounts</b>
10/13/2022	11/14/2022	June 2022	District Personnel	280.16
			Reimbursement Restroom Usage	813.84
			<b>Total</b>	<b>1,094.00</b>
10/13/2022	11/14/2022	July 2022	District Personnel	148.32
			Reimbursement Restroom Usage	635.39
			<b>Total</b>	<b>783.71</b>
10/13/2022	11/14/2022	August 2022	District Personnel	123.60
			Reimbursement Restroom Usage	604.64
			<b>Total</b>	<b>728.24</b>
2/28/2023	3/28/2023	September - October 2022	District Personnel	131.84
			Reimbursement Restroom Usage	634.64
			<b>Total</b>	<b>766.48</b>
2/28/2023	3/28/2023	November - December 2022	District Personnel	173.04
			Reimbursement Restroom Usage	901.96
			<b>Total</b>	<b>1,075.00</b>
4/21/2023	5/22/2023	January 2023	District Personnel	-
			Reimbursement Restroom Usage	580.75
			<b>Total</b>	<b>580.75</b>
6/1/2023	7/1/2023	February - March 2023	District Personnel	-
			Reimbursement Restroom Usage	518.86
			<b>Total</b>	<b>518.86</b>
6/1/2023	7/1/2023	April - May 2023	District Personnel	-
			Reimbursement Restroom Usage	515.00
			<b>Total</b>	<b>515.00</b>
<b>Total of all Invoices Due in Arrears</b>				<b>6,062.04</b>

I have audited and verified the fees in arrears are correct based on billing requests received from Recreation department. Tyler invoicing does not allow for detailed information due to limitations of characters in the cells. User was provided with detailed support of invoice which substantiates charges presented.

### Farmers Market Accounts Receivable Aging Audit

Board gave direction on 1/10/2024 meeting to co-sponsor the event, and therefore, allowing user to pay 1,000 a month until all payments in arrears are satisfied. Board subsequently decided to remove restroom costs since it is a co-sponsored event and for the user to pay \$500 a month. Could board give clarification if this was intended to cover restroom charges in arrears as well? If so, credits would reduce Total Due in Arrears to \$856.96, which is the charge of personnel costs.

<b>Total of all Invoices Due in Arrears</b>	<b>6,062.04</b>
<b>Less: Board directed restroom credits</b>	<b><u>(5,205.08)</u></b>
<b>New Total Due in Arrears</b>	<b>856.96</b>

Board gave direction on 1/10/2024 meeting to give user a credit of \$250 when the user is unable to use the facility. From my understanding of the board's direction is that these credits are to be issued on a forward basis (after signing of new contract) and no credit will be issued in arrears for past dates user was not able to use the premises. Could the board give clarification? Furthermore, the \$250 credit was established on the premise that the fee for the user would be \$1,000 a month. The board decided to co-sponsor the event and reduce the fee for the user to \$500 a month. Finance recommends to drop the credit to \$125 in order to align with the \$500 fee for the user.





## **Hesperia Recreation and Park District RCG Consultant Contract**

### **Federal & State Lobbying Services**

#### **Consulting Services**

Rojas Communications Group (RCG) will assist on all Federal and State lobbying and government relations services for the Hesperia Recreation and Park District (District).

#### **RCG Background**

For almost a decade, RCG has offered a wide range of services to a variety of organizations across many industry sectors. These include local governments, Fortune 500 companies, and trade associations. We have provided government relations services throughout California and Washington, D.C. to some of the largest and most complex governmental & business entities in the country; helped clients successfully achieve policy, regulatory, and funding goals; and assisted others to envision and implement multi-year, multi-million-dollar development projects. Our in-depth substantive knowledge combined with our creativity, hard work and reputation for integrity has earned us the trust of longstanding clients. We are proud that clients think of RCG as an integral part of their operations, capable of delivering the services they need when they need them.

#### **Scope of Services**

RCG will collaborate with Hesperia Recreation and Park District to open doors in Washington, D.C. and Sacramento to assist finding additional funds to various needs like park projects, senior and youth programing and aquatics. Our partnership would include:

- Working with the District to raise their profile with the California House and Senate delegation, federal agencies and the Biden Administration; California State Senate and Assembly, state agencies and Governor Newsom's Office; and other local agencies.
- Building support for the District's objectives and resource needs within Congress, State Legislatures and Board of Supervisors and target key allies and influential lawmakers, committees and Executive branch policy makers.
- Coordinating trips to Washington, D.C. and Sacramento to meet with the Congressional, State & local delegation and key staff in the federal, state and local agencies.



- Assisting the District with any issues that have a federal, state or local nexus, which may include providing comments on federal and state regulations, securing letters of support for grant applications, connecting local officials to federal and state agency professionals to maximize opportunities for success.

RCG will collaborate with the District to create a federal and state government funding and outreach program. The focus will be on developing a plan to apply for earmarks and targeted funding within specific government agencies and developing crucial relationships with program managers responsible for administering target grants.

#### Rojas Communications Group Team

##### **Jaime Rojas, Jr. - President, Rojas Communications Group**

Jaime Rojas is President of RCG and has over 25 years of local, state & federal experience in public affairs, public relations & marketing, including working in Clinton White House. Jaime has also worked for companies like UPS, Lucent Technologies and was the President of the California Hispanic Chambers of Commerce. He has received his undergrad and graduate school degrees from USC. Jaime has taught at USC's Sol Price School of Public Administration. He grew up in Los Angeles and is based in Rancho Cucamonga, California.

##### **Jayson Braude – Vice President of Federal Government Relations and Chief Counsel**

Jayson Braude is the Chief Counsel. Jayson Braude grew up in the Los Angeles area and is the Grandson of former United States Congressman Glenn Anderson. Jayson worked for United States Senators Kent Conrad and Sherrod Brown in Washington D.C. After law school, he worked as Legislative Counsel for United States Congresswoman Janice Hahn, where he staffed the Congresswoman on the House Transportation and Infrastructure Committee. He then became the District Director for Congresswoman Nannette Diaz Barragan in her San Pedro office. Jayson has over ten-years of experience in government affairs and maintains contacts all over Capitol Hill and throughout federal, state and local agencies. Jayson is a graduate of the

UC Santa Barbara and received his law degree from Southwestern Law School in Los Angeles. Jayson is a member of the Washington Bar and resides in Washington, D.C.



### **Fee**

RCG's retainer fee is \$2,900 (two thousand nine hundred dollars) per month. The contract will start February 1, 2024 and RCG will email an invoice at the start of every month.

RCG will work directly with Kyle Woolley of the Hesperia Recreation and Park District as the main point of contact. RCG and District can terminate the contract at any time via email for any reason with at least a 30-day notice.

Jaime Rojas Jr Date: January 26, 2024  
Jaime Rojas, Jr.  
President  
Rojas Communications Group  
(213) 400-8664  
[jaime@rojascommunications.com](mailto:jaime@rojascommunications.com)

\_\_\_\_\_  
Date: \_\_\_\_\_  
Kyle Woolley  
General Manager  
Hesperia Recreation and Park District  
(760) 244-5488  
[kwoolley@hesperiaparks.com](mailto:kwoolley@hesperiaparks.com)



# BANQUET AND HALL RENTAL FEE SCHEDULE AND INFORMATION



Percy Bakker Community Center \$500 deposit	First 6 Hours	Each Additional Hour	
<b>NORTH ROOM - Capacity 230</b>			Rentals requesting bar service have an additional \$200 bar deposit.
Standard Fee	\$750	\$150	
*Discounted Fee	\$600	\$120	
Business/For Profit Fee	\$1,500	\$300	
<b>SOUTH ROOM - Capacity 130</b>			Rentals requesting bar service have an additional \$200 bar deposit.
Standard Fee	\$450	\$100	
*Discounted Fee	\$360	\$80	
Business/For Profit Fee	\$900	\$200	
Lime Street, Rick Novack, John Swisher Community Centers \$500 deposit	First 6 Hours	Each Additional Hour	
Standard Fee	\$325	\$80	Capacities vary and are booked by planned attendance.
*Discounted Fee	\$260	\$64	
Business/For Profit Fee	\$650	\$160	

**\*Discounted Fee:** District Residents, Active Military, Veterans, First Responders, and standalone Non-Profit Organizations. Valid identification will be required.

- For more information on rentals, visit [www.HesperiaParks.com](http://www.HesperiaParks.com) or call the District Office at (760) 244-5488.
  - Rental applications are accepted Monday through Friday, 8:30 a.m. to 4:00 p.m., at the Lime Street Park Community Center, 16292 Lime Street, Hesperia.
  - Deposit(s) due at the time the application is submitted. Deposit is not applied to room fee. Any damage to the facility and/or equipment will be deducted from deposit.
  - NO outside chairs and/or tables may be brought to the facility.
  - NO CONFETTI ALLOWED
  - NO ALCOHOL ALLOWED when the emphasis of the event is for minors under the age of 21 years old.
  - All rental facilities close at 12:00 midnight. Please include decorating time, event time and required one hour cleanup time in rental hours.
  - Fees must be paid in full two weeks~~thirty days~~ prior to date of event ~~or may be subject to a late fee of \$50.00.~~
  - Certificate of insurance may be required; see insurance policy guidelines.
  - Fees, hours, dates and facilities are subject to change. Additional charges may apply.**
- ALL FACILITIES ARE NONSMOKING • CA GOVERNMENT CODE CHAPTER 32 SECTION 7597**

# Hesperia Recreation and Park District Facility Accommodations

## Percy Bakker Center – 9333 E Avenue

North Room Capacity 230	*Tables #20 – 6' Round #6 – 3' x 8' Rectangular	Accommodates 8-10 people per table	*Chairs – 230 Chair Type – Molded Plastic	Kitchen is NOT available for patron use. NO food preparations allowed. Access permitted to: Refrigerator, Steam Tables (5 heating units – 2" deep pans), Ice Unit, Small Sink, Dance Floor and Small Stage.
South Room Capacity 130	*Tables #15 – 5' Round #5 – 3' x 6' Rectangular #7 – 3' x 3' Square	Accommodates 6-8 people per table 2-4 people per table	*Chairs – 130 Chair Type – Molded Plastic	Kitchen is NOT available for patron use. NO food preparations allowed. Access permitted to: Refrigerator, Steam Tables (4 heating units – 2" deep pans), Rolling Ice Unit (21" wide x 53" long) and Dance Floor.

## Community Centers

### Lime Street – 16292 Lime Street

Capacity 180	*Tables #20 – 6' Round #6 – 3' x 8' Rectangular	Accommodates 8-10 people per table	*Chairs – 180 Chair Type – Molded Plastic
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### Rick Novack – 13558 Palm Street

Capacity 100	*Tables #15 – 3' x 8' Rectangular	Accommodates 8-10 people per table	*Chairs – 100 Chair Type – Molded Plastic
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### John Swisher – 7500 Arrowhead Lake Road

Capacity 120	*Tables #15 – 5' Round #6 – 30" x 8' Rectangular	Accommodates 6-8 people per table 8-10 people per table	*Chairs – 120 Chair Type – Molded Plastic
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\*Tables and chairs subject to availability.



# Hesperia Recreation and Park District – Facility Rental Application



## APPLICANT INFORMATION

Name:	E-mail:	
Address:	City:	Zip:
Phone:	Organization Name:	
Day of event contact:	Day of event contact phone:	

## DATE / TIMES

Requested Date:  
(Month/Day/Year) \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Set-up Time: \_\_\_\_\_ a.m./p.m. to \_\_\_\_\_ a.m./p.m.

Event Time: \_\_\_\_\_ a.m./p.m. to \_\_\_\_\_ a.m./p.m.

Cleanup Time\*: \_\_\_\_\_ a.m./p.m. to \_\_\_\_\_ a.m./p.m.

\*At least one (1) hour of cleanup time is required.

Total Hours: \_\_\_\_\_

## EVENT DETAILS

Type of Event: \_\_\_\_\_ How did you hear about us?

Estimated Attendance: \_\_\_\_\_

Is this event open to the public? **Yes** **No**

Admission/Donation/Collection? **Yes** **No**

Is this event a for-profit business activity? **Yes** **No**

## FACILITY REQUESTED

<b><u>Percy Bakker Center</u></b> <input type="checkbox"/> North Room _____ Steam Tables _____ Refrigerator <input type="checkbox"/> South Room _____ Steam Tables _____ Refrigerator	<b><u>Community Centers</u></b> <input type="checkbox"/> Lime Street Park <input type="checkbox"/> Rick Novack <input type="checkbox"/> John Swisher
Is Bar Service Requested? <b>Yes</b> <b>No</b> *Event emphasis must <u>not</u> be for a minor under 21 years of age. Bar Hours: _____ to _____ Insurance Required: <b>Yes</b> <b>No</b> Hosted Bar: <b>Yes</b> <b>No</b> Will there be Amplified Music? <b>Yes</b> <b>No</b> (See Music/Sound and/or Alcohol Policy)	Will alcohol be served? <b>Yes</b> <b>No</b> *Event emphasis must <u>not</u> be for a minor under 21 years of age. Will alcohol be sold? <b>Yes</b> <b>No</b> Insurance Required: <b>Yes</b> <b>No</b> <input type="checkbox"/> I understand that no hard liquor may be sold or served at this location. Will there be Amplified Music? <b>Yes</b> <b>No</b> (See Music/Sound and/or Alcohol Policy)

**REFUNDS AND CANCELLATIONS:** There will be a 25% penalty charge of all paid rental and/or deposit fees on any cancellation. Refund requests received less than thirty days prior to the date of rental may not be approved. \_\_\_\_\_ Initials

~~Any payments made within 30 days of event will be charged a \$50.00 Late fee. \_\_\_\_\_ Initials~~

Applicant/User agrees to be solely responsible for any and all liability, claims, loss, damages, costs and expenses, including attorney's fees, arising out of or resulting from any injury to persons or damage to property which arise out of their use of the District's facilities. User agrees to defend, indemnify and hold harmless the District, the City of Hesperia, their officers, agents, employees and volunteers against any and all such claims for damages for personal injury, death, communicable diseases, illnesses, and /or viruses arising out of or resulting from their use of the District's facilities.

If applicable I hereby agree that the undersigned and group represented will abide by all District, federal, state and local laws, codes and regulations for consumption and/or sale of alcohol. If alcohol is to be sold, I understand that I am responsible for complying with the California Department of Alcoholic Beverage Control and State Board of Equalization requirements.

I acknowledge that I have read and received the Facility Use Policies and Procedures, Building Regulations, the Music/Sound and/or Alcohol Policy and Insurance Requirements. I agree to abide by them as well as all federal, state, county, local and District policies, procedures, codes, rules and laws.

Signature of Applicant

Print Name

Date

2/6/2024 1/19/2024

**FOR OFFICIAL USE ONLY****ESTIMATED COST****TOTAL AMOUNT DUE:** \$ \_\_\_\_\_

First 6 Hours = \$ \_\_\_\_\_

**Receipt #:**      **Description**      **Amount**

Additional Hours: \_\_\_\_\_ x \$ \_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

Additional Fees: \_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

Other: \_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

**INSURANCE REQUIRED:**    ☐ Yes    ☐ No

\_\_\_\_\_ \$ \_\_\_\_\_

Hosted ☐ Yes ☐ No**BAR DEPOSIT:** \$ \_\_\_\_\_**ROOM DEPOSIT:** \$ \_\_\_\_\_**TOTAL FEES PAID:** \$ \_\_\_\_\_

Payment and Certificate of Insurance (if applicable) due by 4:00 p.m.: \_\_\_\_\_

**Approval:**    Verified Outlook \_\_\_\_\_    Placed on Calendar \_\_\_\_\_

HESPERIA RECREATION AND PARK DISTRICT  
HesperiaParks.com

FACILITY USE POLICIES AND PROCEDURES

1. Building rentals are subject to a six (6) hour minimum. Additional time will be charged at an hourly rate.
2. Applicant must complete and submit a Facility Rental Application for approval to the District Office. A letter of confirmation or denial will be sent within ten (10) business days. An event is not approved until all requirements have been met. Facilities are reserved on a first come first served basis. False information on the Facility Rental Application may be grounds for cancellation.
3. All facilities allow outside caterers and food and/or beverages not containing alcohol (cans and plastic bottles permitted).
4. Rental of the Percy Bakker Center includes set up of tables, chairs, and District equipment as applicable. Rental of Community Centers does not include set up. All decorations, including table linens, napkins, and centerpieces are the responsibility of the applicant. Please note that balloons and streamers are NOT allowed to be left the night before your event. All items not belonging to the District must be removed by the applicant at the end of the event. District staff will tear down tables, chairs, and District equipment, and clean the banquet room after the event.
5. Hesperia Recreation and Park District is not responsible for the property of applicant, their guests, hired persons, etc. (decorations, food, equipment, and/or personal items) at any time during the rental period, nor is the District responsible for any loss, liability, damage, cost, or expense arising from items left behind.
6. Deposit refund: \$500.00 for all events due at time application is submitted.
  - i. Deposit not applied to rental fee.
  - ii. Deposit will be refunded within 4 weeks of the event. Rental deposit returned if facility is left in original condition.
7. Security services (Park Ranger on call with periodic visits) are included with events with alcohol and/or music/sound.
8. ~~Any changes within (30) days of the event will be subject to a \$50.00 change fee.~~
9. ~~Rentals made within (30) days of the event will be subject to a \$50.00 late fee.~~
10. Applicants must follow alcohol and/or music/sound policies and submit permit requests at least two weeks~~thirty days~~ in advance.
11. Events may not be advertised to the public until approved.

BUILDING REGULATIONS

A District staff member will be present to assist you with your event (day of event contact phone number (760) 998-7169); however, the following rules/regulations apply so you know what is expected of you; the following are your responsibilities:

1. Access to rooms or facilities other than those approved on your application is not permitted. No outside structures are included; your rental only includes the inside of the building as specified on application.
  2. The applicant will be responsible for any loss/damage during the use of a facility. A specified contact person must remain at the facility for the duration of the event.
  3. Adequate adult supervision must be provided for youth and teens. No horseplay allowed in hallways, lobbies, restrooms, or other areas in the facility.
  4. No preparations shall be used on the dance floors.
  5. Applicant must provide a certificate of insurance naming the District as additional insured when required by the District.
  6. Open flames are PROHIBITED.
  7. You must check out with the staff member at the conclusion of your event.
  8. Decorations are only allowed in rental area and can only be hung with tape; no staples, pins, or nails are allowed. All decorations (including tape) must be removed at the end of the event.
  9. All doorways and hallways must remain clear at all times due to fire regulations. A six foot unobstructed radius is required at all emergency exits.
  10. Emergency exit doors must remain closed at all times.
  11. Amplified music (that can be heard by others) is prohibited, except by request/permit (Hesperia Recreation and Park District Ordinance Section #14). Definition of Amplified: any type of music/sound or other entertainment where the volume can be greater than before (band, DJ, sound system, PA system/karaoke system).
  12. Animals are not permitted (with exception of service dogs).
  13. All other District policies, procedures, and rules for all applicable federal, state, county, and local codes and laws must be followed.
  14. All facilities are nonsmoking per CA Government Code Chapter 32 section 7597.
- The District reserves the right to discontinue any event if it is deemed necessary for the protection of District property or the safety of staff and/or patrons. Thank you for following these procedures.



# HESPERIA RECREATION AND PARK DISTRICT

HesperiaParks.com

## MUSIC/SOUND AND/OR ALCOHOL POLICY

### 1. Music/Sound and/or Alcohol Restrictions:

- a) No music and/or alcohol in District facilities when they are open to the general public except by special permissions.
- b) No music in District facilities, parks or property which have not been designated for such use.
- c) No music will contain profanity, racial comments or demeaning language (District Code of Conduct #7).
- d) No alcohol at events where the emphasis of the event is for minors under the age of 21 years old (District Policy, section 5). If any alcohol is present at such an event your rental fees and/or deposit may be forfeited and the rental may be shut down.
- e) No unauthorized, outside alcohol will be allowed pursuant to California Alcohol Beverage Control Code Section 25607. If there is any violation of this ruling, your rental fees and/or deposit may be forfeited and the rental may be shut down.

### 2. Music and/or Alcohol may be permitted subject to the following conditions:

- a) With the District General Manager's approval during the facility use permit procedure (must be completed two weeks~~thirty days~~ in advance); and
- b) During hours the District indoor facilities are open for special events but not for general business or public use; and
- c) When no other group is using the facility; and
- d) Certificate of Insurance is provided.
- e) For indoor facilities, music is only permitted in the main assembly rooms and not in the halls, lobbies, restrooms or any other room.
- f) All state, county, local and District policies, procedures, codes, rules and laws must be followed and obeyed.

### 3. Bar Service Information (Percy Bakker):

- a. Deposit for non-hosted bar service is \$200.00. If gross receipts are \$200.00 or more, the \$200.00 deposit will be returned. Only the gross receipts will be refunded if the gross receipts do not meet or exceed the \$200.00 deposit.
- b. Hosted Bars:
  - There is a \$200.00 nonrefundable minimum bar sale charge for all hosted bars. Due two weeks~~thirty (30) days~~ in advance of your event, in the form of a deposit.
  - A maximum amount above or equal to the minimum charge may be set in advance. All drinks are sold on a first come first serve basis. Once the designated maximum has been spent, each guest is responsible to pay for their own drinks.
  - Applicant may choose to allow guests to order any drink from the liquor menu or specify an open bar for beer only.
- c. No alcohol beverages may be brought onto District premises other than champagne/wine for toasting with District approval.
  - If bar service is not requested, a \$2.00 corking fee per bottle and a \$16.00 per hour plus 18% gratuity will be charged for a District bartender, with a two (2) hour and ten (10) bottle minimum.
  - Hosted bars are subject to the per bottle corking fee and gratuity listed above.
  - Bottles must stay at the bar and be opened and poured by the District bartender. No bottles are allowed on the tables and bartender may not leave the bar area.
  - Applicant is responsible for bringing plastic cups for the toast.

### 4. Outside Alcohol Information (Lime Street, Rick Novack and John Swisher): Beer and wine ONLY are allowed at the community centers, NO glass bottles. No hard liquor permitted.

# HESPERIA RECREATION AND PARK DISTRICT

HesperiaParks.com

## Insurance Policy Guidelines

### Insurance Requirement for District Facility Use

**Definition of Facility** - Facility includes specific building, room, space, area, or field to be used as well as all common areas used to include parking areas, sidewalks, adjacent grounds, or other areas used by the User or its officers, agents, employees, or participants/guests.

#### A. Applicability

1. The District Board of Directors has established the following insurance policy requirements applicable as follows:
  - a. Uses where alcohol will be served
  - b. Events open to the public
  - c. Dances
  - d. Equestrian related events
  - e. Youth Sports Leagues (insurance already provided for practices and games)
  - f. Events identified by the District's Joint Powers Insurance Authority or General Manager as a use consisting of high risk activities.

#### B. Minimum Scope and Limit of Insurance

1. User shall procure and maintain for the duration of the use period commercial general insurance, specifying the facility used in the certificate of insurance, occurrence based, against claims for injuries to persons or damages to property (including third-parties and their property and District employees or volunteers and their property) that may arise from or in connection with the use of the District's facilities as defined above and in the Facilities Use Agreement and the activities of the User, their invitees, guests, officers, agents, representatives, employees, or subcontractors, as applicable.
2. Coverage shall be at least as broad as Insurance Services Office Form CG 00 01, covering Commercial General Liability (CGL) on an "occurrence" basis, personal injury, with limits no less than \$1,000,000 per occurrence for most uses and no less than \$2,000,000 per occurrence for specific higher risk activities as identified by District's Joint Powers Insurance Authority or General Manager.

#### C. Other Insurance Provisions

1. The general liability policy is to contain, or be endorsed to contain, the following provisions:
  - a. The Hesperia Recreation and Park District, the Hesperia Area Recreation District Foundation, the City of Hesperia (only when property is owned by the City), and its/their officers, officials, employees, and authorized volunteers are to be covered as additional insureds.
  - b. For any claims related to this project, the User's insurance coverage shall be primary insurance as respects the District and any insurance or self-insurance maintained by the District shall be excess of the User's insurance and shall not contribute with it.
  - c. The User's insurer shall waive all rights of subrogation against the Hesperia Recreation and Park District, Hesperia Area Recreation District Foundation, the City of Hesperia (when required) for losses paid under the terms of any policy covering the facility use or any activities of the User, their guests, agents, representatives, employees, or subcontractors.

D. Verification of Coverage

1. User shall furnish the District with original certificates and amendatory endorsements effecting coverage required by this policy. All certificates and endorsements are to be received and approved by the District *at least ~~two weeks~~ 15 calendar days* before User commences activities.

E. Liquor Liability

1. If User will be supplying alcoholic beverages, the general liability insurance shall include host liquor liability coverage. If User is using a caterer or other vendor to supply alcohol that vendor must have liquor liability coverage. If User intends to sell alcohol either the User or vendor providing the alcohol for sale must have a valid liquor sales license and liquor liability insurance covering the sale of alcohol.

F. Homeowners Insurance

1. In some cases the User's homeowner's liability insurance may provide coverage sufficient to meet these requirements. User should provide these requirements to his or her agent to confirm and provide verification to the District.

G. Special Risks or Circumstances

1. The District, through its General Manager reserves the right to modify these requirements based on the nature of the risk, prior events, insurance coverage, or other special circumstances.

H. Indemnification

1. The User also will provide an indemnification which holds the Hesperia Recreation and Park District and the Hesperia Area Recreation District Foundation, individual members thereof, its officers, agents, and employees free and harmless from such loss, damage, liability, cost or expense that may arise during or be caused, in any way by such use or occupancy of District property or property controlled by the District.

**HESPERIA RECREATION AND PARK DISTRICT  
INTER-OFFICE MEMO**

**DATE:** February 6, 2024

**PHONE:** (760) 244-5488

**FROM:** *SA* SARAH HAUSER, RECREATION MANAGER  
Hesperia Recreation and Park District

**TO:** KYLE WOOLLEY, GENERAL MANAGER  
MOISES ARTOLA, FINANCE MANAGER  
Hesperia Recreation and Park District

**SUBJECT: STAFFING COST FOR SETUP OF IN-PERSON CHAMBER COFFEE**

At the recommendation of the Board of Directors, below is the total cost for staff to setup the south room at the Percy Bakker Community Center for the In-Person Chamber Coffee.

Staff spends 30 minutes to setup each date, a total of 5 hours = \$91.55. Staff does not spend any time on clean-up as the Chamber cleans up before they leave.

/sh

**Greater High Desert Chamber of Commerce, California Division Inc.**

**Facility Use Cost for the Percy Bakker Center – South Room**

The Greater High Desert Chamber of Commerce will hold in-person Coffee Breaks and Leadership meetings at the Percy Bakker Center for a total of 39 hours. The facility costs total \$2,340.00.

The District will be included/receive the following for sponsoring the in-person Coffee Breaks:

- a. Company logo in the Coffee Break PowerPoint.
- b. Public recognition at the Coffee Break.
- c. Social Media tags when event photos are published.
- d. Recognition in reminder blast emails.
- e. DISTRICT will be recognized as a \$1,000 Business Sponsor at the next State of the City – Hesperia, that includes a table of eight (8). (2023 value of table was \$240.00)
- f. DISTRICT will be recognized as a \$1,000 Flame Sponsor at the annual Ignite High Desert Event scheduled for April 11, 2024, in Hesperia.

**HESPERIA RECREATION AND PARK DISTRICT**  
P.O. Box 401055  
Hesperia, CA 92340  
(760) 244-5488

## **2024 REGULAR FACILITY USER AGREEMENT**

Name of Organization: Greater High Desert Chamber of Commerce, California Division Inc.

Organization Representative: Mark Creffield

Mailing Address: 15428 Civic Drive #310, Victorville, CA 92392

Phone: (Office) (760) 244-6506

Phone: (Mark Creffield's Cell) (707) 365-2990

E-Mail: Mark@ghdcc.com

THIS CONTRACT is entered into the State of California by and between the Hesperia Recreation and Park District (hereinafter called the "DISTRICT") and the Hesperia Area Recreation District Foundation (hereinafter called "H.A.R.D."), under contract to the DISTRICT, and Greater High Desert Chamber of Commerce (hereinafter called "USER").

WHEREAS, pursuant to Public Resources Code Section 5780 (b), a recreation and park district may cooperate with other agencies and private organizations to deliver authorized facilities and services.

### **Recitals**

- A. USER desires to conduct the events and H.A.R.D. desires to cosponsor the following named events; and
- B. USER has signified a willingness to host and undertake the required work in hosting the following events in connection therewith. The following provision shall govern the execution of this Agreement:

- 1. Facilities to be used:

- a. The Percy Bakker Center, South Room, 9333 'E' Avenue, Hesperia.

- Setup:** 6:00 a.m. to 7:00 a.m.

- Event begins:** 7:00 a.m.

- Event concludes:** 9:00 a.m.

- b. Dates of use will be:

January 19<sup>th</sup> and 26<sup>th</sup>  
February 2<sup>nd</sup> and 23<sup>rd</sup>  
March 1<sup>st</sup>, 15<sup>th</sup>, 22<sup>nd</sup> and 29<sup>th</sup>  
April 19<sup>th</sup> and 26<sup>th</sup>

- c. H.A.R.D. will allow use of the Percy Bakker Center, South Room, on three (3) weekday uses for special activities/events. Facility use is subject to availability.

C. USER's Responsibilities: USER shall:

1. Conduct a safety inspection of any facility prior to each use. Use of a facility will indicate the facility was inspected and deemed safe to use by your organization. If the facility is not safe, USER will not proceed with usage.
2. Label equipment brought into the facility and provide DISTRICT a copy of such inventory. DISTRICT is not responsible for lost, stolen or damaged items.
3. Be responsible for the setup and cleanup of the activities/events.
4. Submit state and federal nonprofit numbers and copies of the state and federal issued nonprofit status letters within forty-five (45) days of agreement execution.
5. Be solely responsible for properly reporting all monies earned as a result of activities/events to the state and federal governments. USER shall provide H.A.R.D. a copy of the post-activity/event financial reports. H.A.R.D. shall have responsibility for reports of income for tax purposes only as required by law.
6. Not make any alterations, additions, or changes to the areas or equipment used without written permission of the DISTRICT. If approved, the USER is responsible for those alterations, additions, changes, and/or extra utility or other charges to the DISTRICT.
7. Enforce DISTRICT's no smoking policy at all times.
8. Be responsible for ensuring all sponsors and vendors comply with all federal, state, and local regulations. H.A.R.D. reserves the right to review and approve sponsors and vendors.
9. Assumes all responsibility of booths, personnel, and patrons associated with these activities/events.
10. Agrees to maintain the DISTRICT's Chamber membership at a "Chairman Circle – Gold Member." Provided that the in-person Coffee Break is held at the Percy

Bakker Center, DISTRICT will be recognized as one of the weekly sponsors. The following benefits are included with the sponsorship:

- a. Company logo in the Coffee Break PowerPoint.
- b. Public recognition at the Coffee Break.
- c. Social Media tags when event photos are published.
- d. Recognition in reminder blast emails.
- e. DISTRICT will be recognized as a \$1,000 Business Sponsor at the next State of the City - Hesperia, that includes a table of eight (8).
- f. DISTRICT will be recognized as a \$1,000 Flame Sponsor at the annual Ignite High Desert Event scheduled for April 11, 2024 in Hesperia.

11. Provide all required publicity for the events.
12. H.A.R.D. and USER shall establish appropriate Rules and Regulations for conducting the activities/events and use of the facility. USER agrees to adhere to DISTRICT policies, procedures, and facility rules along with all federal, state, and local rules, regulations, policies, and procedures.
13. Agrees to provide an appropriate level of staffing to work the activities/events as outlined in Section 1 of this agreement.
14. Comply with the Americans with Disabilities Act, not discriminate on the basis of disability, and provide all other required services.
15. Assign Mark Creffield, 707-365-2990, mark@ghdcc.com, to act as the USER representative in all details related to this Agreement unless the USER representative otherwise designates in writing another representative.
16. Comply with any and all applicable federal, state, county, local, and DISTRICT laws, regulations, and guidelines. Submit copies of any inspections and/or reports that concern the facility in any manner.
17. Not sublet DISTRICT facilities. No usage other than that previously stated will be allowed without written permission from the DISTRICT.
18. Notify H.A.R.D., in writing, of all incidents, accidents, or cancellations related to the activities/events within forty-eight (48) hours of the event.
19. USER shall not be responsible for lost, stolen, or damaged supplies or equipment unless such loss is the fault of the USER through negligence or improper use, in which case the cost of repair shall be the responsibility of the USER.
20. Include H.A.R.D. as a part of the activities/events. USER further agrees to allow H.A.R.D. officials access to the sound system as needed.



D. DISTRICT Responsibilities: DISTRICT shall:

1. Give the USER notice of any facility changes, projects, or cancellations affecting the USER's program.
2. Assign Sarah Hauser, Recreation Manager, (760) 244-5488 Ext. 125, shauser@hesperiaparks.com, to act as representative in all details related to this Agreement.
3. Make required repairs in a timely manner after notification of the need to repair.
4. Allow use of DISTRICT facility, tables, chairs, podium, P.A. system and limited storage for event supplies during in-person Coffee Break. For special activities/events H.A.R.D. will allow USER use of the steam tables, walk-in refrigerator, tables, chairs, and podium. H.A.R.D. will retain all profits from bar services.
5. DISTRICT shall set up the South Room according to USER's layout provided.

E. Indemnification and Insurance:

1. Notwithstanding the limits of any insurance or any other provisions of the Agreement, USER shall indemnify, defend, and hold harmless H.A.R.D. and DISTRICT, including their officers, employees, volunteers, and agents from any and all liability arising out of or connected in any way with USER's participation in the activity, even though that liability may arise out of negligence or carelessness on the part of the persons or entities mentioned above. It is understood that this activity involves an element of risk and danger of accidents or communicable disease and knowing those risks, USER assumes those risks. It is further agreed that this waiver, release, and assumption of risk is to be binding on heirs and assigns. USER shall indemnify and hold the above entities free and harmless from any loss, liability, damage, cost, or expense in which they may incur as the result of death or any injury or property damage that USER may sustain while participating in said activity. The parties to this Agreement understand that this document is not intended to release any party from any act or omission of "gross negligence," as that term is used in applicable case law and/or statutory provision.
2. USER hereby waives, releases, and discharges any and all claims for damages for personal injury, death, or property damage which may have, or which may hereafter accrue, as a result of the use of the Facilities and the activities contemplated by this Agreement. This release is intended to discharge in advance the Hesperia Recreation and Park District, the Hesperia Area Recreation District Foundation, and their respective officers, employees, authorized volunteers, and

agents from any and all liability arising out of or connected in any way with said activity, even though that liability may arise out of negligence or carelessness on the part of the persons or entities mentioned above. It is understood that this activity involves an element of risk and danger of accidents and USER, knowing those risks, hereby assumes those risks. It is further agreed that this waiver, release, and assumption of risk is to be binding on USER successors and assigns.

- a. USER shall report any personal injuries or property damage arising at any time during and/or arising out of or in any way connected with use or occupancy of the facility and adjoining property to DISTRICT in writing as soon as practical.
  - b. USER waives any right of recovery against DISTRICT for fires, floods, earthquakes, civil disturbances, regulation of any public authority, or any causes beyond their control.
3. USER waives any right of recovery against DISTRICT for indemnification, contribution, or declaratory relief arising out of or in any way connected with use or occupancy of the facilities and adjoining property, even in the event of negligence by DISTRICT.
  4. USER shall procure and maintain general liability insurance or self-insurance against any and all losses, costs, expenses, claims, liabilities, actions, or damages, including liability for injuries to any person or persons or damage to property arising at any time during and/or arising out of or in any way connected with USER use or occupancy of the facility and adjoining property in the amount of \$1,000,000.00 per occurrence and an aggregate of \$2,000,000.00. Such insurance shall name Hesperia Recreation and Park District and the Hesperia Area Recreation District Foundation, their officers, agents, employees, and authorized volunteers as additional insureds; a properly endorsed Certificate of Insurance showing such additional insured coverage must be submitted prior to any use by USER. The program will be suspended or access to the facility denied if at any time there is a lapse in insurance or proof thereof.

F. Miscellaneous:

1. This Agreement constitutes the only agreement, written or oral, between the parties as to the subject matter thereof.
2. This Agreement may be amended only in writing signed by all parties.
3. No waiver of any term or condition of this Agreement shall be a continuing waiver thereof.
4. In the event of litigation to enforce this Agreement, the prevailing party shall be entitled to costs and reasonable attorney's fees as determined by the court.

5. No Joint Venture: The USER is and shall remain an independent contractor and shall not be deemed a joint venture with H.A.R.D. or DISTRICT, nor shall USER's officers, authorized volunteers, or employees be deemed to be employees of the H.A.R.D. or the DISTRICT as a result of this Agreement. The USER's officers, authorized volunteers, and employees shall not be eligible or lay claim to benefits from Social Security, State Unemployment Insurance, Disability Insurance, Workers' Compensation Insurance, or to those benefits reserved for employees of the H.A.R.D. or the DISTRICT.

When this Agreement is signed by both parties, it shall constitute a binding Agreement from January 1, 2024, through April 26, 2024. Either party may cancel this Agreement by providing thirty (30) days written notice.

The parties signing this Agreement signify that they are authorized by their Agency to enter into contractual agreements on behalf of their Agency.

APPROVED:

**Hesperia Area Recreation  
District Foundation**

BY: \_\_\_\_\_  
Kyle Woolley, General Manager

DATE: \_\_\_\_\_

**Greater High Desert Chamber of  
Commerce**

BY: \_\_\_\_\_  
Mark Creffield, President/CEO

DATE: \_\_\_\_\_

**Hesperia Recreation & Park District**

BY: \_\_\_\_\_  
Kyle Woolley, General Manager

DATE: \_\_\_\_\_

Submitted by: Sarah Hauser, Recreation Manager

\_\_\_\_\_  
Initials



## Hesperia Recreation and Park District

# Budget Report Account Summary

For Fiscal: 2023-2024 Period Ending: 12/31/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 100 - MDD - General Fund</b>							
<b>Expense</b>							
<a href="#">100-61200-00-45</a>	Regular salary - Rangers	143,832.00	143,832.00	19,630.40	69,185.04	74,646.96	51.90 %
<a href="#">100-61220-00-46</a>	Casual Salary - Public Safety - Casua	129,846.00	129,846.00	7,981.26	46,693.79	83,152.21	64.04 %
<a href="#">100-61250-00-45</a>	Overtime - Rangers	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
<a href="#">100-61500-00-45</a>	FICA and Medicare taxes - Rangers	2,086.00	2,086.00	299.84	894.70	1,191.30	57.11 %
<a href="#">100-61500-00-46</a>	FICA and Medicare taxes - Public Sa	1,883.00	1,883.00	116.83	456.61	1,426.39	75.75 %
<a href="#">100-61530-00-45</a>	SDI Employer paid - Rangers	1,359.00	1,359.00	196.02	561.98	797.02	58.65 %
<a href="#">100-61530-00-46</a>	SDI Employer paid - Public Safety -	1,169.00	1,169.00	75.92	284.92	884.08	75.63 %
<a href="#">100-61600-00-45</a>	Workers comp insurance - Rangers	5,136.00	5,136.00	0.00	0.00	5,136.00	100.00 %
<a href="#">100-61600-00-46</a>	Workers comp insurance - Public Sa	4,415.00	4,415.00	0.00	0.00	4,415.00	100.00 %
<a href="#">100-61700-00-45</a>	Employee group insurance - Ranger	30,733.00	30,733.00	3,788.58	12,062.72	18,670.28	60.75 %
<a href="#">100-61750-00-45</a>	Life insurance - Rangers	327.00	327.00	38.72	126.64	200.36	61.27 %
<a href="#">100-61760-00-45</a>	Vision & Dental Insurance - Rangers	3,367.00	3,367.00	400.70	1,307.20	2,059.80	61.18 %
<a href="#">100-61800-00-45</a>	Members retirement - Rangers	44,678.00	44,678.00	5,155.26	17,184.20	27,493.80	61.54 %
<a href="#">100-61820-00-45</a>	Deferred comp District paid - Rang	1,578.00	1,578.00	182.07	606.90	971.10	61.54 %
<a href="#">100-61830-00-46</a>	PST plan District paid - Public Safet	2,597.00	2,597.00	161.15	629.84	1,967.16	75.75 %
<a href="#">100-62270-00-45</a>	Communication	0.00	0.00	254.84	4,515.23	-4,515.23	0.00 %
<a href="#">100-62744-00-45</a>	Repairs and maintenance - Auto	5,500.00	5,500.00	0.00	14,801.07	-9,301.07	-169.11 %
<a href="#">100-62802-00-45</a>	Safety Supplies	0.00	0.00	0.00	4,184.23	-4,184.23	0.00 %
<a href="#">100-62804-00-45</a>	Technical Supplies	0.00	0.00	0.00	1,115.40	-1,115.40	0.00 %
<a href="#">100-62850-00-45</a>	Utilities	2,700.00	2,700.00	236.41	1,049.06	1,650.94	61.15 %
<b>Expense Total:</b>		<b>383,206.00</b>	<b>383,206.00</b>	<b>38,518.00</b>	<b>175,659.53</b>	<b>207,546.47</b>	<b>54.16%</b>
<b>Fund: 100 - MDD - General Fund Total:</b>		<b>383,206.00</b>	<b>383,206.00</b>	<b>38,518.00</b>	<b>175,659.53</b>	<b>207,546.47</b>	<b>54.16%</b>
<b>Report Total:</b>		<b>383,206.00</b>	<b>383,206.00</b>	<b>38,518.00</b>	<b>175,659.53</b>	<b>207,546.47</b>	<b>54.16%</b>

## Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance	Percent Remaining
					Favorable (Unfavorable)	
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<b>Fund: 100 - MDD - General Fund Total:</b>		<b>383,206.00</b>	<b>383,206.00</b>	<b>38,518.00</b>	<b>175,659.53</b>	<b>207,546.47</b>	<b>54.16%</b>
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## Fund Summary

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					Favorable (Unfavorable)	
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Report Total:	383,206.00	383,206.00	38,518.00	175,659.53	207,546.47	54.16%

Proposed Position	Proposed Annual			Proposed Annual		Proposed Total			Proposed	
	Wages	Rate	Hourly	Hours	Annual	Salary and	Benefits	PARS	SDI	Workers Comp
Park Ranger PT	\$28,957.02	\$29.73		974		\$1,587.92	\$30,544.94	22.27	1.23	37.57
Park Ranger PT	\$28,957.02	\$29.73		974		\$1,587.92	\$30,544.94	22.27	1.23	37.57
Park Ranger PT	\$28,957.02	\$29.73		974		\$1,587.92	\$30,544.94	22.27	1.23	37.57

**\$91,634.81**



Proposed Position	Proposed Annual Wages	Proposed Annual Rate	Proposed Hourly Rate	Proposed Annual Hours	Proposed Annual Benefits	Proposed Total Salary and Benefits	SBCERA T2 ER RATE	PARS	SDI	Survivor Benefit \$	BiWeekly Health Insurance	BiWeekly Dental/Vision	BiWeekly Group Term Life	Workers Comp	Proposed Biweekly Benefit
Ranger FT	\$64,937.60		\$31.22	2,080	\$48,291.08	\$113,228.68	775.01	-	3.05	0.91	923.08	64.75	6.28	84.27	1,857.35
Park Ranger PT	\$24,973.20		\$29.73	840	\$1,369.46	\$26,342.66		19.21	1.06					32.40	52.67

**\$139,571.34**



January 23, 2024

TO: CARPD Member Districts

FROM: Matthew Duarte, Executive Director

SUBJECT: CARPD Conference 2024 – May 22 - 25, 2024, Hyatt Regency Sonoma

On behalf of the Board of Directors of CARPD, we would like to invite you to join us at our **Annual CARPD Conference at Hyatt Regency Sonoma Wine Country on May 22 – 25, 2024**. Preparations are underway for our annual event and we are excited to be heading to Sonoma County. This year's Conference theme pairs well with our venue as we will be embracing the resiliency of the region and how our agencies are "Built to Last."

To register for the 2024 CARPD Conference, please visit our website at [caparkdistricts.org](http://caparkdistricts.org) or fill out the enclosed registration form. Early Bird registration closes on **March 15, 2024**, so make sure you register today!

We also want to remind our members that CARPD encourages attendance from all of our members and, to facilitate that participation, we offer a **Conference Scholarship Program**. A Conference Scholarship includes complimentary registration and accommodations for the event and each year we select as many winners as we are able. To be considered, please apply by **March 15, 2024**.

Finally, CARPD is committed to honoring excellence in the field by again recognizing the winners of our esteemed **Awards of Distinction**. CARPD will be continuing its tradition by acknowledging Districts, Board Members, Staff Members, and community members who -- by parks and rec standards -- have really "knocked it out of the park!" The deadline to submit Awards Nominations is **April 5, 2024**, so please review the enclosed materials and submit your nominations today.

If you have any questions regarding the Conference, please feel free to contact our team at (916) 722-5550. See you in Santa Rosa!

Sincerely,

Matthew Duarte  
Executive Director

enclosures



CARPD Annual Conference: May 22 - 25, 2024 - Hyatt Regency Sonoma Wine Country

## Attendee Registration Form

For convenient and immediate processing, please go to at [caparkdistricts.org](https://caparkdistricts.org) to register and pay electronically. Or complete the below form and return to CARPD. See you n Santa Rosa!

### 1. Fill out your District Information:

District Name: \_\_\_\_\_

District Contact: \_\_\_\_\_ Contact Email: \_\_\_\_\_

### 2. Fill out your Attendee Information:

Attendee #1 Name: \_\_\_\_\_ Attendee Title: \_\_\_\_\_

Attendee Email: \_\_\_\_\_ Guest Name (If applicable): \_\_\_\_\_

Attendee #2 Name: \_\_\_\_\_ Attendee Title: \_\_\_\_\_

Attendee Email: \_\_\_\_\_ Guest Name (If applicable): \_\_\_\_\_

Attendee #3 Name: \_\_\_\_\_ Attendee Title: \_\_\_\_\_

Attendee Email: \_\_\_\_\_ Guest Name (If applicable): \_\_\_\_\_

Attendee #4 Name: \_\_\_\_\_ Attendee Title: \_\_\_\_\_

Attendee Email: \_\_\_\_\_ Guest Name (If applicable): \_\_\_\_\_

Attendee #5 Name: \_\_\_\_\_ Attendee Title: \_\_\_\_\_

Attendee Email: \_\_\_\_\_ Guest Name (If applicable): \_\_\_\_\_

### 3. Calculate Your Attendee & Guest Pricing:

Attendee Registration **before** March 15, 2024 \$300 x \_\_\_\_\_ = \_\_\_\_\_

Attendee Registration **after** March 15, 2024 \$325 x \_\_\_\_\_ = \_\_\_\_\_

Guests (All meals + Awards Banquet) \$150 x \_\_\_\_\_ = \_\_\_\_\_

Guests (Awards Banquet Only) \$50 x \_\_\_\_\_ = \_\_\_\_\_

One Day Attendee \$200 x \_\_\_\_\_ = \_\_\_\_\_

Grand Total: \_\_\_\_\_ = \_\_\_\_\_

### 4. Select your Payment Type:

☐ Check (Payable to CARPD)  
1075 Creekside Ridge Drive, Ste. 240  
Roseville, CA 95678

☐ Credit Card  
Pay online at:  
[caparkdistricts.org](https://caparkdistricts.org)

Cancellations must be received no later than **April 15, 2024**. All cancellations made within the specified time frame will be refunded, less a \$50 processing fee. Substitutions are accepted, but must be submitted no later than **May 1, 2024**.

#### Hotel Accommodations

Hyatt Regency Sonoma Wine Country  
170 Railroad Street  
Santa Rosa, CA 95401

Reserve by Phone: (800) 233-1234

Group Code: G-C051

Reserve Online: <https://www.hyatt.com/en-US/group-booking/SONOM/G-C051>

#### Conference Schedule (Condensed & Tentative)

Wed. PM	May 22	3:00pm   6:00p	Hotel Check In   Welcome Reception
Thurs. AM	May 23	9:00am   2:00pm	General Membership Mtg.   Sessions
Thurs. PM	May 23	6:00pm	Sponsor Reception & Awards Banquet
Fri. AM   PM	May 24	9:00am   5:30pm	Sessions   Closing Reception
Sat. AM	May 25	12:00pm	Hotel Check Out

1075 Creekside Ridge Drive, Suite 240, Roseville, CA Phone: (916) 722-5550





CARPD Annual Conference: May 22 - 25, 2024 - Hyatt Regency Sonoma



## Scholarship Application



For convenient and immediate processing, please go to [caparkdistricts.org](https://caparkdistricts.org) to submit electronically. Or complete the below form and return to CARPD. See you in Santa Rosa!

CARPD Conference Scholarship recipients receive one (1) complimentary Conference Registration and hotel accommodations at Hyatt Regency Sonoma Wine Country.

Scholarship applications will be evaluated on the following criteria:

- Districts that have never attended, rarely attended, or whose District has budget constraints that will not allow them to attend.
- Individuals who have never attended the CARPD Conference.

To apply, please submit 2-3 paragraphs addressing why you should be selected and how the Conference will benefit you and your District. Submissions may be emailed to [awards@capri-jpa.org](mailto:awards@capri-jpa.org) or you can apply online at [caparkdistricts.org](https://caparkdistricts.org).

**Submissions must be received by 5:00 p.m. on March 15, 2024. Good luck!**

District Name: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Scholarship Application: \_\_\_\_\_

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CARPD Annual Conference: May 22 - 25, 2024 - Hyatt Regency Sonoma



## Awards of Distinction - Nomination Form



For convenient and immediate processing, please go to [caparkdistricts.org](http://caparkdistricts.org) to submit electronically. Or complete the below form and return to CARPD. See you in Santa Rosa!

District Name: \_\_\_\_\_

District Contact: \_\_\_\_\_ Contact Email: \_\_\_\_\_

### NOMINATION

Nominee Name: \_\_\_\_\_

#### District Awards

- ☐ Outstanding New Facility: Honors excellence in design and planning of newly constructed public park facilities. Demonstrates high standards of quality, versatility, accessibility, and community involvement.
- ☐ Outstanding Renovated Facility: Honors excellence in design and planning of newly renovated public park facilities. Exhibits high standards of quality, versatility, accessibility, and community involvement.
- ☐ Environmental Excellence Award: Honors programming or planning that supports environmental sustainability in the operation and management of District facilities.
- ☐ Outstanding Activity/Program/Special Event: Honors outstanding and unique achievements in program planning, development, and implementation of a District activity or special event.
- ☐ Outstanding Innovation: Honors unique or groundbreaking recreation programs, park maintenance practices, or District operations.
- ☐ CARPD Community Landmark Award: Recognizes public park facilities that have served communities for 30 or more years. Honors those facilities that have been at the core of recreation and park activities for a diverse user base and provided a wide-range of experiences and activities to the community.

#### Individual Awards

- ☐ Outstanding District Employee: Any employee whose significant contributions have gone above and beyond in service of their District.
- ☐ Outstanding General Manager: Any General Manager or District Administrator whose significant contributions have gone above and beyond in service of their District.
- ☐ Outstanding Board Member: Any individual serving as Board Member for at least one term of office (4 years) whose significant contributions have benefitted their District.

#### Community Awards (Limit 1 Per District—ALL Nominees Honored)

- ☐ Outstanding Community Organization/Partner: Honors any public or private club, special interest group, or public agency that has made a significant contribution to a District recreation or park program.
- ☐ Outstanding Volunteer: Honors any person who has provided outstanding participation, volunteer service, or other significant contributions to a District recreation or park program.

#### **SUBMITTAL OF NOMINATION (Written submission no longer than 1 page & 1-2 photographs in support of your Nominee.)**

Submissions must be received by **April 5, 2024**. Districts may submit nominations in multiple categories. To submit:

Online: [www.caparkdistricts.org](http://www.caparkdistricts.org) or Email this completed form, written submission, & photos to: [awards@capri-jpa.org](mailto:awards@capri-jpa.org)

1075 Creekside Ridge Drive, Suite 240, Roseville, CA Phone: (916) 722-5550





# DAILY PRESS

PETS

## Opening of Timberlane Dog Park in Hesperia, a tail wagging good time



**Rene Ray De La Cruz**

Published 10:18 p.m. PT Jan. 19, 2024 | Updated 1:02 p.m. PT Jan. 20, 2024



Britzel Hernandez and her French Bulldog, "Munchy," attend the ribbon cutting ceremony for the Timberlane Dog Park in Hesperia on Friday, Jan. 19, 2024.

Rene Ray De La Cruz, The Daily Press



The ribbon cutting ceremony for the Timberlane Dog Park in Hesperia was a tail wagging success for humans and their furry companions on Friday, Jan. 19, 2024.

Rene Ray De La Cruz, The Daily Press







San Bernardino County Fire Captain Brent Cannon and Support K9 Remi at the ribbon cutting ceremony for the Timberlane Dog Park in Hesperia on Friday, Jan. 19, 2024.

Rene Ray De La Cruz, The Daily Press









San Bernardino County Fire Support K9 Remi at the ribbon cutting ceremony for the Timberlane Dog Park in Hesperia on Friday, Jan. 19, 2024.

Rene Ray De La Cruz, The Daily Press









Hesperia Recreation and Park District General Manager Kyle Wooley at the ribbon cutting ceremony for the Timberlane Dog Park in Hesperia on Friday, Jan. 19, 2024.

Rene Ray De La Cruz, The Daily Press





The ribbon cutting ceremony for the Timberlane Dog Park in Hesperia was a tail wagging success for humans and their furry companions on Friday, Jan. 19, 2024.

Rene Ray De La Cruz, The Daily Press



Hesperia Mayor Pro Tem Rebekah Swanson at the ribbon cutting ceremony for the Timberlane Dog Park in Hesperia on Friday, Jan. 19, 2024.

Rene Ray De La Cruz, The Daily Press







Hesperia Recreation and Park District Board President Kelly Gregg at the ribbon cutting of the Timberlane Dog Park in Hesperia on Friday, Jan. 19, 2024.

Rene Ray De La Cruz, The Daily Press













[All News](#) [Events](#) [Featured](#) [Hesperia News](#)

## Hesperia Welcomes a New Haven for Hounds: Timberlane Dog Park



Victor Valley News Group • January 19, 2024 | 2:46 pm 1 minute read

9

**HESPERIA, Calif. (VVNG.com)** – Hesperia’s local community of dog lovers and their four-legged friends have a new reason to wag their tails with delight, as the Hesperia Recreation and Park District (HRPD) introduces Timberlane Dog Park.

The grand opening is scheduled for Friday, January 19, 2024, with an inaugural ribbon cutting event slated to begin at 3:30 p.m. at the park’s location at 9480 Timberlane Avenue.

The introduction of Timberlane Dog Park is part of HRPD’s continuous effort to offer valuable amenities to Hesperia’s residents and their pets.

Kahoots Feed and Pet Store, alongside Pick of the Litter Pet Salon, will grace the opening event with their presence. They will provide attendees with helpful information and guarantee a demonstration of their top-tier services.

Furthermore, pet owners will gain insightful knowledge from Sean Lunnon of A Breed Apart Dog Training, who will lead a demonstration on dog park rules and proper pet etiquette—vital for maintaining a safe and enjoyable atmosphere for all park-goers.

Kyle Wooley, General Manager of the HRPD said “Hesperia Recreation and Park District, has been working to bring much needed amenities to the community, and an addition of the Timberlane Dog Park marks another milestone in these efforts.”

But the amenities at Timberlane extend beyond this canine-friendly space. The park is also equipped with baseball fields, a playground, and areas perfect for picnics, making it a diverse community hub suitable for various recreational activities.

Additionally, for the youngest community members, Timberlane is also where Little Learners—classes for children aged 15 months to five years—find their nurturing educational environment.

Dog owners, families, and those who cherish outdoor recreational spaces are encouraged to attend this much-anticipated grand opening.

For more detailed information about Timberlane Dog Park and the park's other facilities, community members can visit the website at [Hesperiaparks.com/timberlane-park](https://hesperiaparks.com/timberlane-park).



To follow updates to this article and more, join our [newsgroup](#) on Facebook with over 165,000 members. Like our [Facebook page](#), and Follow us on [Instagram](#) and [Twitter](#).





Charlene Baxter is with Loni Richling.

Suggested for you · 22h · 🌐



I would like to take a moment to put a spotlight on this amazing lady right here... Miss [Loni Richling](#) Is The most amazing dance teacher ever❤️. We were so lucky to find her about a year and a half ago through the [Hesperia Recreation and Park District](#). She has turned my daughter into a little dancing star🌟. She always goes above and beyond for all our kids, and makes sure that everyone feels included and has a good time. She truly is an inspiration🥰 She never puts any pressure on them to perform, But definitely encourages it. She really helps them to feel comfortable and confident on stage. She plans all kinds of events on her own time and dime that everyone is welcome to be included in, but it's not required to be part of her class... It's so obvious that she has a true passion for dancing, and for teaching our kids how to dance, and to perform... She instills such confidence in our kids, that I cannot thank her enough for... So I just wanted to take this moment to say thank you for being the amazing person that you are. You are so very appreciated. More than you will ever know.🥰🥰❤️❤️ You impact so many lives, and I want you to know how truly blessed we are to have you in our lives ❤️❤️❤️



## **GENERAL MANAGER'S REPORT**

### **February 7, 2024**

#### **ANNOUNCEMENTS**

The February Board of Directors Regular Meetings are both scheduled at 6:00 PM for: February 14, 2024, and February 28, 2024

Other important dates in the month of February:

2/5: Development Committee Meeting at 3:30 PM  
2/12: Finance Committee Meeting at 11:00 AM  
2/12: Personnel Committee Meeting at 12:15 PM  
2/15: Safety, Security, and Maintenance Committee Meeting at 3:30 PM  
2/15: Recreation Committee Meeting at 5:30 PM  
2/22: Event Committee Meeting at 5:00 PM  
2/22: HARD Foundation Meeting at 6:00 PM

For reference, January's meetings included:

1/3: Special District Board Meeting  
1/4: Development Committee  
1/5: Special District Board Meeting  
1/9: Special District Board Meeting  
1/10: Regular District Board Meeting  
1/16: Special District Board Meeting  
1/18: Safety, Security, and Maintenance Committee Meeting  
1/18: Recreation Committee Meeting  
1/22: ASBCSD Board Member Meeting  
1/24: Regular District Board Meeting  
1/25: Event Committee  
1/25: HARD Foundation Committee

#### **GENERAL INFORMATION & UPDATES**

**CLOSURE:** The Hesperia Recreation and Park District administrative offices will be closed on 2/19 for President's Day.

#### **Outdoor Recreation LP 7 Application Received**

We just submitted the OLRP Grant. If our project is selected, we will be invited to submit a full application. Below is the project budget:

- Soccer Field - \$1,500,000
- Parking Lot - \$1,000,000
- Playground/Shade Structures - \$600,000

- “Tailgate Town” (Picnic Tables/BBQs) - \$40,000
- Corn Hole (2 Sets/4 Boards) - \$10,000
- Ping Pong Tables (2 Tables) - \$18,000
- 10% Total Contingency - \$316,000

Total Project Cost: \$3,484,800  
50% Required Match: \$1,742,400

## **LAFCO**

The Local Agency Formation Commission for San Bernardino County sent out notices of the Proposal NO.: LAFCO 3260 and its according hearing date: January 17, 2024.

The notice includes the following information:

“A resolution of the Local Agency Formation Commission for San Bernardino County making determinations on LAFCO 3260 and approving the annexation to the Lake Arrowhead Community Services District (Hesperia Farms Property – district owned). The annexation area comprises approximately 344 acres generally located along the Mojave River on the east side of Arrowhead Lake Road immediately south of the Hesperia Lake Park, within the Lake Arrowhead Community Services District sphere of influence.”

The proposal was approved and is now subject to terms and conditions.

## **PROFESSIONAL DEVELOPMENT**

### **2024 CSDA AND CARPD EVENTS**

Here are the dates and location of upcoming training opportunities. Please review and let Kara know (via email) if you are interested in attending and any specific requested travel arrangements.

1. **CARPD Annual Conference 2024** – May 22–25, Hyatt Regency Sonoma Wine Country
2. **CSDA Special Districts Legislative Days** - May 21 and 22, Sacramento
3. **CSDA Special District Leadership Academy**
  - a. April 14-17, 2024 – San Diego
  - b. November 3-6, 2024 – San Rafael
4. **CSDA Annual Conference & Exhibitor Showcase** - September 9–12, Indian Wells



**REGULAR JOINT MEETING OF THE  
HESPERIA RECREATION AND PARK DISTRICT  
AND THE  
HESPERIA AREA RECREATION DISTRICT FOUNDATION BOARD MEMBERS  
Thursday, January 25, 2024 - 6:00 p.m.  
Lime Street Park Community Center  
16292 Lime Street, Hesperia, CA 92345**

**MINUTES**

**CALL TO ORDER**

Meeting was called to order at 6:00 p.m. by Chair Member Blocker.

**ROLL CALL**

Committee: Irish, Aguilar  
Foundation: Daugherty, Drylie, Hill, Blocker, Gingerich  
District Staff: Woolley, Garcia, Zepeda  
Other: Alex Gibbs – Townsend Public Affairs

**FLAG SALUTE**

Member Gingerich led the flag salute.

**MESSAGE TO THE PUBLIC/PUBLIC COMMENT**

None

**COMMUNICATIONS**

None

**DISCUSSION/ACTION ITEMS**

**a. Approval of December 14, 2023, Meeting Minutes**

1. Motion made by Member Hill to approve the minutes, seconded by Member Daugherty. The motion passed by the following vote:

**AYES:** Drylie, Hill, Blocker  
**NOES:** None  
**ABSENT:** Daugherty, Gingerich  
**ABSTAIN:** None

**b. Grants Update with Townsend Public Affairs**

1. Alex Gibbs, Townsend Public Affairs, presented the Board with an update on the grants the District has been awarded and has applied for.
2. The Board inquired about potential grants for the future.

**c. Rick Novack High School Scholarship Update**

1. The Board discussed a possible recategorization for the high school sizes, and concurred to leave it the way it is currently.

**d. HARD Foundation Mission and Vision Statements**

1. The Board requested staff's help in combining the previous suggestions to be brought back to future meetings.

**e. HARD Foundation Logo**

1. The Board presented their progress and ideas.
2. Motion made by Member Daugherty to approve the concept and send off for digitized versions, seconded by Member Gingerich. The motion passed by the following vote:

**AYES:** Hill, Blocker, Gingerich, Daugherty

**NOES:** None

**ABSENT:** None

**ABSTAIN:** Drylie

**f. Event Ad Hoc Committee Update**

1. Chair Member Blocker reported on the January 25 meeting, including the Easter Egg Hunt.
2. Member Gingerich and Member Daugherty presented their Chili Cook-Off fundraiser event idea.
3. Member Daugherty inquired about a metal plate over the creek at Hesperia Lake Park to allow for more parking access during the Hesperia Days Rodeo.
4. Chair Member Blocker reported that he was contacted regarding a possible bull riding only event.

**g. Preservation Committee Update**

1. Vice Chair Member Drylie reported on the model school house, Hesperia Wrangler's historical albums, and a possible advertising campaign on how the parks have evolved and improved through time.

**h. HARD Foundation By-Laws Discussion**

1. Mr. Woolley reported the By-Laws are still in review by District legal counsel.

Director Irish left at 7:48 p.m.

Director Aguilar left at 7:49 p.m.

**DISTRICT FOUNDATION COMMITTEE**

**a. District Board Report**

None

**b. Comments**

None

**STAFF REPORTS**

**a. Programs/Events/Activities Handouts**

None

**b. Comments**

None

**FOUNDATION CHAIR'S COMMENTS**

None

**FOUNDATION MEMBERS' COMMENTS**

None

**ADJOURNMENT** - Meeting was adjourned at 8:00 p.m.

DRAFT

**HESPERIA RECREATION AND PARK DISTRICT  
BOARD OF DIRECTORS  
SAFETY, SECURITY, AND MAINTENANCE COMMITTEE MEETING  
Thursday, January 18, 2024 – 3:30 p.m.  
Maple Park  
7770 Maple Avenue, Hesperia, CA 92345  
  
MINUTES**

**Call to Order**

Meeting was called to order at 3:30 p.m. by Vice President Roberts.

**A. Attendance**

Board Committee Members: Roberts, Aguilar

District Staff: Woolley, Garcia, Varner, Sanchez, Zepeda

Guests: None

**Flag Salute**

Flag salute was led by President Gregg.

**Message to the Public/Public Comment**

- Calvin Louie addressed the Committee on Park Ranger training.

**Discussion/Action Items**

**B. Park Ranger Report**

- Ranger Zepeda reported the season is slower with less contacts.
- The Committee inquired about the contacts and inputting of citations.

**C. Maintenance Report**

- Mr. Sanchez reported on the following: Hercules Center exit sign; removal of decorations at Hesperia Civic Plaza Park; Repairs and painting of the Kids Kamp House at Lime Street Park; Repaired slides at Malibu Park and Hesperia Lake Park; Carpet cleaning at the John Swisher Community Center; and weed abatement and painting of entrance gates at Maple Park.
- Mr. Varner added that the logos for the trucks were delivered and installed.

**D. Review of Highlighted Items from the August 17, 2023, Safety, Security, and Maintenance Meeting**

- The Committee reviewed the highlights from the most recent Safety, Security, and Maintenance meeting at Maple Park including: tree planting, lights for the parking area toward the road; weed abatement; and the sewer line.
- Vice President Roberts requested repair to the plaque, and an update on the plan for turf rotation and maintenance.

- E. Policy Review: Security Measures for Events with Alcohol On-Site**
  - The Committee discussed potential policy updates regarding security requirements for facility rentals.
- F. Options of Floor Maintenance Services Including Contract vs. In-House**
  - Staff is working on obtaining quotes for floor maintenance service on District facilities.
- G. Security Camera Policy**
  - A policy is in the process of being drafted that defines permissions and access.
- H. Maple Park Walk-Through**
  - The Committee discussed the following: turf condition and a strategic plan for it; additional parking and maintenance of the adjacent lot; and painting of the entrance gate.

**Adjournment** - Meeting was adjourned at 4:45 p.m.

**HESPERIA RECREATION AND PARK DISTRICT  
BOARD OF DIRECTORS  
DEVELOPMENT COMMITTEE MEETING  
Monday, February 5, 2024 - 3:30 p.m.  
Lime Street Park Community Center  
16292 Lime Street, Hesperia, CA 92345**

**MINUTES**

**Call to Order**

Meeting was called to order at 3:30 p.m. by President Gregg.

**A. Attendance**

Board Committee Members: Gregg, Roberts

District Staff: Woolley, Varner, Garcia

Other: John O'Hanian and Jonathan Weldy, Silverwood Development

**Flag Salute**

The Flag Salute was led by President Gregg.

**Message to the Public/Public Comment**

- Calvin Louie addressed the Committee regarding the Tot Lot at the proposed Overlook Park in the Silverwood Development Project.

**Discussion Items**

**A. Silverwood Project Rates**

- Mr. Weldy presented rate projections from a variety of sources and methods.
- The Committee discussed variations to the work being performed by contracted maintenance vs. in-house maintenance staff.

**B. Silverwood Items Including Barbecues and Water Fountains**

- The Committee agreed to not including barbecues in the development, and to go with in-wall water fountains to fill water bottles, and the originally proposed water fountains throughout the park.

**C. Discussion on Possible Extended Maintenance Options for Developers**

- The Committee discussed the option of the continuation of maintenance to be coordinated by developers during the gathering and monitoring of data on the Community Facilities District formation.

**Adjournment** - Meeting was adjourned at 5:20 p.m.

**HESPERIA RECREATION AND PARK DISTRICT  
BOARD OF DIRECTORS  
EVENT COMMITTEE MEETING  
Thursday, January 25, 2024 - 5:00 p.m.  
Lime Street Park  
16292 Lime Street, Hesperia, CA 92345**

**MINUTES**

**Call to Order**

Meeting was called to order at 5:00 p.m. by Vice President Roberts.

**A. Attendance**

Board Committee Members: Irish, Roberts, Blocker

District Staff: Woolley, Garcia, Ramos, Zepeda

Guests: Shannon Finch

**Flag Salute**

The Flag Salute was lead by Director Roberts.

**Message to the Public/Public Comment**

None.

**Discussion/Action Items**

**B. Easter Egg Hunt**

- Mr. Ramos updated the Committee on the progress of the Easter Egg Hunt planning including an additional age group category, additional eggs, Easter Bunny, photo backdrop, vendors, and activities.

**C. Hesperia Days Rodeo 2023 Recap**

- Mr. Woolley presented the revenue and expenditure report.
- Chair Member Blocker reviewed the aspects of the event including the mechanical bull, shirts and merchandise, parking, bathrooms, and vendors.
- Mr. Finch suggested moving the start time and reported on the announcer and rodeo clown.

**D. Hesperia Days Rodeo 2024**

- Chair Member Blocker reported on the following: the sponsorship packet, AC or fans for the sponsor tent, VIP seating, VIP passes, ticket sales and distribution, and sponsors.

**E. Special Events Update**

- Member Gingerich and Member Daugherty presented their idea for a chili cook-off fundraiser event.
- Staff is working on the event cost breakdowns for events moving forward.

**Adjournment** - Meeting was adjourned at 5:50 p.m.

**HESPERIA RECREATION AND PARK DISTRICT  
BOARD OF DIRECTORS  
RECREATION COMMITTEE MEETING  
Thursday, January 18, 2024 - 5:30 p.m.  
Lime Street Park  
16292 Lime Street, Hesperia, CA 92345**

**MINUTES**

**Call to Order**

Meeting was called to order at 5:30 p.m. by Vice President Roberts.

**A. Attendance**

Board Committee Members: Roberts, Irish

District Staff: Woolley, Garcia, Hauser, Zepeda

Guests: None

**Flag Salute**

The Flag Salute was lead by Vice President Roberts.

**Message to the Public/Public Comment**

None

**Discussion/Action Items**

**B. Review Active Participant Service Categories and Each District Location with Recreation Services**

- Mr. Woolley reported on the active participants.
- Vice President Roberts inquired about the classes, current and in the planning stages.
- Ms. Hauser reported on the following: live streaming; apps; disc golf; fishing fees; and corn hole.

**C. Strategic Outreach Plan for Each Recreation Service Category**

- Ms. Hauser reported her plan to break up the classes into quadrants for advertising purposes. The Recreation department is working on building up contract classes.
- Vice President Roberts suggested a program similar to a “culture of kindness,” getting the community involved, and to implement more recognition programs.
- Director Irish suggested working to bring back indoor soccer.

**D. User Update on New Programs, If Any, for Seniors**

- Ms. Hauser reported Meals on Wheel’s Intergenerational Grant which will allow for more activities; paint nights; and senior resource night.

**E. Percy Bakker Community Center Rental Reservations**

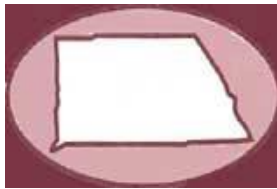
- Director Irish inquired about the reservation process and suggested changing the 30 days requirement to two weeks, and removing the \$50 late fee.



**F. Percy Bakker Community Center Freezer Update**

- Director Irish inquired about the freezer at the Percy Bakker Community Center.

**Adjournment** - Meeting was adjourned at 6:43 p.m.



**Association of The  
San Bernardino County  
Special Districts**



**Chino Valley Fire District**  
will be hosting the February 26, 2024 Membership Meeting at:

**Planes Of Fame Museum  
14998 Cal Aero Drive  
Chino, CA 91710**

**5:30p.m. – Registration & Social Hour  
6:30p.m. – Call to Order**

**Menu**

**Chicken Saltimbocca  
Crepes with Chicken & Mushrooms  
Sonoma Roquefort Salad, Red Roasted Potatoes, & Seasonal Vegetables  
White Chocolate Crème Burlee  
Coffee, Hot Tea & Iced Tea  
(Please let Kelly know if you need a Vegetarian Entree)**

**Cost: \$42 per person**

**Presentation by Chief Dave Williams, Chino Valley Fire District**

**RSVP by Friday, February 16, 2024 to:**

**Karabeth Garcia at  
kgarcia@hesperiaparks.com**




**District/Associate Attendee**

- ✓ Payment Due – February, 29, 2024
- ✓ Make checks payable to: ASBCSD, mail checks to ASBCSD, Attention: Natalie Barnard, 11081 Muirfield Drive, Rancho Cucamonga, CA 91730
- ✓ Include the name(s) of your attendee(s) with your payment.
- ✓ Credit Card payment visit our website [asbcsd.specialdistrict.org](https://asbcsd.specialdistrict.org) and click on the Purchase tab.
- ✓ You will be billed for the dinner if your cancellation is not received by the deadline.
- ✓ A \$2.00 surcharge will be applied if payment is not received within 30 days of the meeting.

**[asbcsd.specialdistrict.org](https://asbcsd.specialdistrict.org)**

**ASBCSD                      11081 Muirfield Dr.                      Rancho Cucamonga, CA 91730                      562-433-9448**  
**President - T. Milford Harrison, Vice-President – Kelly J. Gregg, Secretary/Treasurer – Randall J. Reed,**  
**Director – Ronald L. Coats, Director – Rebecca Kujawa, Director – Melody McDonald, Director - Kati Parker**

# February 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2 	3
4	5 3:30 pm Development Committee	6	7	8	9	10
11	12 11:00 am Personnel  12:15 Finance Committee	13 	14 Valentine's Day  6:00 pm District Board Meeting	15 3:30 pm Safety, Security, & Maintenance Meeting  5:30 pm Recreation Meeting	16 3:30 pm Historical Preservation Committee Meeting	17
18	19 President's Day <i>District Offices Closed</i>	20	21  Tri Agency 3:30pm	22 5:00 pm Event Committee  6:00 pm Foundation Meeting	23	24
25	26 6:00 pm ASBCSD Chino Valley Fire District	27	28 6:00 pm District Board Meeting	29		

# March 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5 Election Day 	6	7	8	9
10	11	12	13 6:00 pm District Board Meeting	14 3:30 pm Safety, Security, & Maintenance Meeting 5:30 PM Recreation Meeting	15 3:30 pm Historical Preservation Committee Meeting	16
17 St. Patrick's Day 	18 6:00 pm ASBCSD Inland Empire Utilities Agency	19	20	21 5:00 pm Event Committee 6:00 pm Foundation Meeting	22	23
24/31 3/31 - Easter	25	26	27 6:00 pm District Board Meeting	28	29 	30 10:00 am Easter Egg Hunt <i>Hesperia            Community Park</i>



# April 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
3/31  Easter Sunday  	1	2	3	4	5	6
7 	8	9	10  6:00 pm District Board Meeting	11	12	13
14	15  6:00 pm ASBCSD East Valley Water District	16	17	18  3:30 pm Safety, Security, & Maintenance Meeting  5:30 PM Recreation Meeting	19  3:30 pm Historical Preservation Committee Meeting	20
21	22	23	24  6:00 pm District Board Meeting	25  5:00 pm Event Committee  6:00 pm Foundation Meeting	26	27
28	29	30				