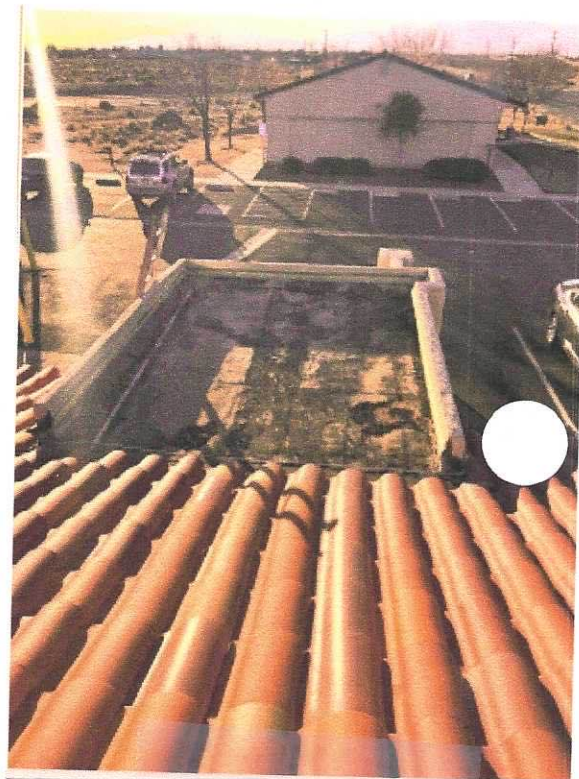


**Staff Report: Emergency Item to be walked on 2024 – 0206.**

Water intrusion from roof, 9300 N Loop West Entryway

Immediate need to repair flat roof portion over the electrical panel.

Photo attached.



EMERGENCY ITEM

Staff Reports – Potential Time line

Process and Timelines for Annexation, 2/1/24

- \*Stakeholder interviews, 2/1-2/9/24
- \*Public information meetings (in person), 2/28 California City, 2/29 Ridgecrest. Zoom meetings 2/27, 2/28.
- \*Notify public agencies of annexation proposal. 2/14/24.
- \*EKHD Board public hearing and meeting to approve resolution to expand district, 3/5/24.
- \*Submit application and materials to LAFCO, 3/6/24.
- \*LAFCO to review application for completeness, complete by 4/6/24.
- \*LAFCO sets public hearing date and sends notice to property owners, 4/7/24.
- \*LAFCO public hearing, review and approve MSR, SOI, and annexation, 4/28/24.
- \*Reconsideration period if requested, 30 days, 5/28/24.
- \*LAFCO protest hearing, 35 day notice of right to protest, hearing to be held within 21-60 days. Estimated 8/1/24.
- \*Annexation ordered if protest fails, 8/1/24.
- \*Completion of conditions of approval, map corrections, payment of fees to Board of Equalization. 9/1/24?
- \*LAFCO records certificate of completion. 9/1/24?

## CB2 (2024 – 0206 Regular Meeting) Staff Report:

### EKHCD website update process with Streamline and Golden Hills IT

- 1) Streamline has agreed to help us maximize our use of their website platform, as part of our existing contract.
- 2) Golden Hills IT has agreed to help us with the ongoing website updates under their existing contract, as we grow into new usage patterns and need greater support.

### NEXT STEPS:

- A) Make sure everyone who will use the website is trained and has the operational knowledge required. The EKHCD website needs to be user friendly, current, and continually updated. Daniel from Golden Hills IT has been added to the authorized user list for Streamline.

#### Suggested skillsets:

- Utilize **Chat GPT** to create a draft version of an article – NOT a final version
  - Utilize **Scribhow.com** to start documenting “how to” for our staff and public
  - **Video tutorials** are available to everyone – including the public – at [support.getstreamline.com](http://support.getstreamline.com).
  - EKHCD will be utilizing the **Engage module** to create mailing lists and keep the public informed. Our goal is to make our website the central hub for our community communications.
- B. Newsletters and public information releases can be built directly in Streamline and will currently connect seamlessly with:
    1. Email
    2. Facebook
    3. X – previously known as Twitter
    4. Next Door
    5. LinkedIn

### C. BOARD DIRECTION REQUESTED:

1. Specific frequency for release of information?
2. What topics do we want to have as our focus?
3. Have Golden Hills IT secure access to the existing Facebook page for the District and set up accounts for the other media.

CB2