

NEWBERRY COMMUNITY SERVICES DISTRICT

Established 1958

A REGULAR MEETING OF THE BOARD OF DIRECTORS WILL BE HELD AT THE
NEWBERRY COMMUNITY CENTER 30884 NEWBERRY ROAD, NEWBERRY
SPRINGS, CALIFORNIA ON

December 10, 2024, AT 6:00 P.M.

In compliance with the American with Disabilities Act and Government Code section 54954.2, if you need special assistance to participate in the District Meeting or other services offered by the District, please contact the District Office at (760) 257-3613. Normal office hours are Wednesday, Thursday and Friday from 12 p.m. until 4 p.m.

AGENDA

Call the meeting to order - Pledge of Allegiance

Roll Call: Director Deel, Director Matson, Director Roberts, Director Springer,
Director Unger

1. Approval of Agenda

2. Approval of Minutes

A. Regular Board Meeting Draft Minutes of 11/19/2024

3. Public Swearing in of Directors

- President: Paula Deel
- Director: Margie Roberts

4. Public Comments: *Anyone wishing to address any matter pertaining to District business listed on the agenda or not, may do so at this time. However, the Board of Directors may not take action on items that are not on the agenda. The public comment period may be limited to three (3) minutes per person. Any member may speak on any agenda item at the time the agenda item is discussed by the Board of Directors. (Comments will be included in the Supporting Documents if written Reports are submitted to the GM or Secretary by meeting time).*

A. General Public

1. Community Reports- Steven Reyes, San Bernardino Board of Supervisors Field Representative
2. Sheriff Captain Ron Markegard
3. CHP

4. Reports *(to be included in the Supporting Documents written Reports must be submitted to GM or Secretary)*

- A. General Manager – GM Vanek
- B. Fire Department - Chief Lanier
- C. Financial Reports – GM/Treasurer Vanek - Balance Sheet, Budget vs Actuals
- D. Directors Comments (1 min.)

5. Agenda Items- Discussion/Possible Action

A. Annual Organizational Meeting. According to Policy 5010.5 - Discussion/ Possible Action; Submitted by Director Deel.

The Board of Directors shall hold an annual organizational meeting at its regular meeting in December. At this meeting the Board will elect a President and a Vice President from among its members to serve during the coming calendar year.

1. President – Nominations:
2. Vice President – Nominations:

B. Rivers, Trails and Conservation Assistance Grant Program - Discussion/ Possible Action; Submitted by Rose Beardshear.

Report Status of any Updates of the Rivers, Trails and Conservation Assistance Grant and Upcoming site visit by Carlos Flores, our NPS Landscape Architect.

C. Emergency Operating Center (EOC) Preparedness - Discussion and Possible Action; Submitted by Director Unger.

Director Springer has drafted a policy referring to power source needs in case of emergencies for the CSD Building to operate as a Emergency Operating Center. This policy is intended to address and identify specific needs for electrical power

sources and the possible application, maintenance, care, and usage of such resources.

D. Purchasing of an AED Defibrillator for the CSD - Discussion and Possible Action; Submitted by Director Unger.

A draft policy for an AED Defibrillator in the CSD building has been done. Discussion regarding the policy will be discussed with the board.

Fire Chief Lanier and CSD staff have researched OSHA regulations and it isn't mandatory to supply an AED for our community building. AED maintenance is required yearly if present at the district and would be around \$421.31(pads & battery)

E. Policy 5060: Minutes of Board Meetings - Discussion and Possible Action; Submitted by Director Unger.

Board Minutes need to capture (1) a summary of the discussion, (2) the action taken by the Board and (3) the Director or staff member who will be taking the action. This policy revision **adds this information to Policy 5060** so both the Directors and the Public have a record of District actions taken and actions planned to be taken.

F. Project List - Discussion and Possible Action; Submitted by Director Unger.

Completed items marked as complete. Please be prepared to discuss if new items need to be added and/or current items need to be re-ordered.

G. Patio Cover/ Semi Closed in Building for Rigs Outside - Discussion and Possible Action; Submitted by Chief Lanier.

The Fire Department is ongoingly researching necessary requirements to get a closure cover for Fire Trucks and Equipment.

**H. Future Property for Fire Department Station- Discussion Only;
Submitted by Chief Lanier.**

Staff has reached out to a realtor to obtain a Property Profile on property of the Fire Department's interest.

**I. Community Alert System - Discussion and Possible Action;
Submitted by Director Springer.**

The letter drafted by Director Springer needs to be reviewed by the Board to move forward on sending it to Supervisor Rowe.

**J. Homelessness in Our Community- Discussion/Possible Action;
Submitted by Director Matson.**

Staff and Director Deel have reached out to a few districts regarding any ordinances they may have and it seems like these districts have made their own ordinance. We are waiting to hear from the County of any specific code we may need in conjunction with the ordinance.

**K. Dress Code Policy for Directors and Staff- Discussion/Possible
Action; Submitted by Director Matson.**

A reminder of the dress code was approved in 2023. CSD shirts have been made and provided for each Director. Discussion of implementing to wear shirts during Board Meetings is what is to be discussed.

L. Spring Fest 2025- Discussion/Possible Action; Submitted by Director Matson.

Possible Festival for May 2025 is still in discussion.

6. Approve Bills Paid and Presented; Discussion/Possible Action; GM/Treasurer Vanek.

7. Old and New Business

8. Adjournment

I, Marchelle Hall

Print name

MARCHELLE HALL

Signature

Marchelle Hall

declare under penalty of perjury that I am a Board member or designated Staff member of the Newberry Community Services District and that this agenda was posted at least 72 hours prior to the meeting on a District office Display Board and on the District's Website at www.NewberryCSD.net.