

# NEWBERRY COMMUNITY SERVICES DISTRICT

Established 1958

Board Minutes  
January 24, 2017

Item 1 **Call the meeting to order. 6:05 p.m.**

**Roll Call.**

**Present:**

President Springer  
Vice President Deel  
Director Clark  
Director Shaw

**Absent:** Vacant Seat

**Also Present :** General Manager Le Hayes, Board Secretary Jodi Howard , District Treasurer, Kerri Zurcher, Fire Chief Miller and members of the public.

**Pledge of Allegiance**

President Springer asked all present to rise, face the flag and recite the Pledge of Allegiance.

Item 2

**Appoint Board Member to resume Robert Vasseur vacant seat.**

**Motion** Director Deel Appoint Board Member to resume Robert Vasseur vacant seat. **Seconded** Director Clark. **Amended Motion** to appoint Victoria Paulsen vacant seat left by Robert Vassuers resignation. Vote: **Yes-** Director Deel, Director Clark, Director Springer **No-** Director Shaw

**Motion Passed**

President Springer gave the Oath of Office to Victoria Paulsen and she took her seat as a Director.

Item 3

**Review and Approval of the Agenda**

**Motion** Director Shaw to approve as presented. **Seconded** Director Clark.

**Amended Motion Director** Shaw Approve agenda moving Item #9 to Item #4; and change Item #16 Gov. Code 54956.9 (d.2) to 54956.9 (d.3) Vote: **Unanimous**

**Motion Passed**

Item 4

**The State of Silver Valley USD**

Information only

Item 5

**Public Comments:**

No Comments

- Item 6      **Representatives from other agencies in attendance.**  
No Comments
- Item 7      **Approval of the Minutes for December 13, 2016**  
Motion Director Shaw to approve minutes for December 13, 2016 as presented.  
Seconded Director Paulsen. Vote: **Unanimous**  
**Motion Passed**
- Item 8      **Report's-**  
**A. Sheriff's-** Report attached in Supporting Documents under Meetings 1-24-17 Newberrycsd.net  
**B. General Manager-** Offered the food Distribution an outside building to store food for commodities.  
**C. Staff Reports-** Fire Department report attached in supporting Documents under Meetings 1-24-17 Newberrycsd.net  
**E. MWA/CP-** Mr. Snively reported TAC meeting 2-2-17 @ 10:00 a.m.  
**D. F. CSD Luncheon-** Report attached in Supporting Documents under Meetings 1-24-17 Newberrycsd.net
- Item 9      **Pay bills and approve the bills already paid.**  
**Motion** Director Shaw authorize staff to pay bills and approve bills already paid.  
**Seconded** Deel Vote: **Yes** Director Deel, Director Paulsen, Director Shaw, Director Springer. **Recuse and Left the Room-** Director Clark.  
**Motion Passed**
- Item 10     **Performance Evaluation- General Manager**  
Motion Director Shaw to give Performance Evaluation in open session according to his desire. Seconded Director Deel. **Amended Motion Director Shaw Annual evaluation on his job description part of Policy #2300 inclusive 2306.1 through 2301.5 he is performing all duties in accordance with job description specified. Vote: Unanimous**  
**Motion Passed**
- Item 11     **Newberry CSD becoming the sponsoring organization for the Newberry Springs Food Distribution Program/Appointing the existing committee to run the program.**  
Motion Director Deel as stated. Seconded Director Paulsen. Vote: **No Unanimous.**  
**Motion Failed**

- Item 12      **Newberry CSD Requesting LAFCO to move Harvard area into the Newberry CSD sphere of influence.**  
Motion Director Deel as stated. Seconded Director Paulsen. Vote: **Yes** Director Deel, Director Paulsen, Director Shaw, Director Springer. **No** Director Clark  
**Motion Passed**
- Item 13      **Government Code. 1090 Conflict of Interest.**  
 Information only
- Item 14      **Talk about goals, communication with the community**  
 Information only
- Item 15      **Create a consent calendar with multiple items including- Approve the agenda, Approve the minutes, Treasurers report, etc.**  
 Information only
- Item 16      **Closed Session Significant Exposure to Litigation Gov. Code 54956.9 (d.3)**  
Motion Director Shaw to remove Item#16. Seconded Director Paulsen.  
Vote: **Yes** -Director Clark, Director Paulsen, Director Shaw, Director Springer.  
**No**- Director Deel  
**Motion Passed**
- Item 17      **Old and New Business**
- Item 18      **Adjournment- 8:24 p.m.**

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Board Secretary

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Board President

Item 10

Agenda Item

Action

Discussion and Possible action for approval to send a letter to Judge Trask protesting additional ramp downs with copies sent to the Mojave River Basin Watermaster and the MWA Directors.

Suggested letter attached.

Newberry Community Services District  
P. O. Box 206  
Newberry Springs, CA 92365

February 28, 2017

The Honorable Judge Trask  
Dept. 4 of the Riverside Superior Court  
4050 Main Street  
Riverside, CA 92501-3037

RE: City of Barstow v City of Adelanto #208568

Dear Judge Trask:

It may seem equitable to ramp down all stipulators equally, however if a stipulator starts with 23 acre feet, and is ramped down to 40% they are left with 9.2 acre feet -- less than the 10 acre feet normally referred to as the minimal producers allowed production.

As Newberry Community Services District two of our responsibilities are for Park and Recreation and Fire Protection. At the possible allowed amount we are going to find it increasing difficult to insure adequate fire protection and Park maintenance?

We are urging you to stop the ramp down and proceed with other methods of bringing our valley into balance.

Sincerely,

Robert Springer, President

Cc: Mojave River Basin Watermaster Kimberly  
Cox, MWA President  
Michael Page, MWA Vice-President  
Jim Ventura, MWA Treasurer  
Carl Coleman, MWA Secretary  
Richard Hall, Director  
Beverly Lowry, Director

## Goals and Objectives

### Goals:

- Promote and support the Newberry Springs economic development association
- Farmers market
- Increase tourism
- Establish sustainable water plan
- Develop comprehensive road plan
- Improve emergency services and medical services
- Improve community park
- Create a Newberry shopping village (hub) to increase tax base based on civic/commercial services, digital technology, tourism, and cottage industry
- Work with the county on a sustainable water plan to ensure water supply in Newberry Springs
- Need grade separation to keep railroad from splitting railroad
- Bring community together, and more involved to better the community
- Develop full service community
- Influx of grant money
- Build a community garden
- Increase volunteerism – community involvement
- Expand youth activity summer program

### Goal: Public Safety

- Develop area/community water system with storage for fire protection
- 40,000 gal water tank within 5 miles
- Better sheriff protection and presence
- Need to add living quarters at main fire station (need 2 more locations)
- ISO rating of 7 or 8
- Neighborhood watch
- Ask BNSF railroad to stop extensive crossing blockage

### Goal: Smart Government

- Building and safety ombudsmen program
- Reduce streamline government bureaucracy
- Create a municipal advisory council to achieve a closer relationship to the county
- Mentor program with county training local government staff
- Reduce government fees in rural areas

### Goal: Water

- Water conservation ordinance
- Lahontan has very lackadaisical attitude toward around- water pollution in N.S. they need a kick in the rear

### Goal: Infrastructure

- Medical clinic community park
- Improve broad band
- Connect to level 3 communications fiber cable along natural trail Hwy
- More paved roads but no curbs on sidewalks
- Build a public library (from Carnegie foundation possibly)

- Allow CSD to grade unmaintained roads (without liability as per government code) as done in Baker

#### *Goal: Economic Development*

- Good 40 hour skilled jobs
- Vocational training in schools
- Need more tourism related restaurants and motels
- Promote increased Hwy 66 tourism
- Improvement
  - More code enforcement by the county i.e. trashy properties

#### *Objectives*

- Econ. dev. strategy for farmers market and tourism
- Secure grants/County funds to support community development for roads, parks, emergency services
- Capitalize on Route 66
- Ecotourism
- Have a local grocery store – trader joes, fresh and easy
- EMS certification with volunteer fire department
- Have a local ambulance service

**Job Description: Fire Department Office Administrator**

This position answers directly to the Fire Chief and Department's Chief Officers. Membership in the Department is a plus but not a necessity. There is no rank connection with this salaried position. This position handles confidential information under HIPPA and other regulations or standards.

**Duties:**

Maintain Fire Department records in a complete and detailed manor free of errors and omissions. Input all run details into the Emergency Reporting (ER) data base on a weekly basis. Run sheets, ICEMA, photos and other documents shall be scanned and attached to run documentation. This may require contacting other Agencies to obtain run information for statistical and finding information. Documentation for all training shall be maintained in ER. A record of the Office Administrator's time shall be kept in ER indicating start and end time and location work is done. Departmental records that are confidential in nature shall not leave District facilities except for transport from District office to Fire Department Office.

Prepare reports as requested. Specific information shall be assembled the first week of the following month and assembled into a monthly report for presentation to the CSD Board. Other data may be requested supporting projects, grant projects and Department analysis. NFIRs reporting shall be completed no later than 30 days past the end of the past quarter. Payroll reporting shall be completed and turned in to the District by the 10<sup>th</sup> of the following month.

Records relating to personnel shall be kept confidential in a locked file cabinet. Paper copies of ICEMA records shall be maintained by month and year in a separate drawer of the locked file cabinet. Purchasing records / receipts that have been approved by the Fire Chief shall be copied, scanned, filed and transmitted to the Treasurer on a weekly basis.

Personnel and purchasing records shall be prepared for approval by the Fire Chief and if assigned transferred to the District office the following business day.

Inventory records shall be maintained in an Excel work book detailing the equipment and supplies based on apparatus, and operational basis.

Other categories of records. All records are included in the duties of the Office Administrator, including but not limited to fire prevention, planning, conditioning, equipment and facility maintenance, purchasing, O&M manuals and any other documentation of value to the Department. Files as appropriate shall be arranged alphabetically, numerically or by date as appropriate.

Other duties relating to office administration nature may be assigned or taken on voluntarily for the good of the Department or personnel development.

**Skills:**

Maintain data within ER, using on line tutorials and tech support as needed.

Develop / maintain spread sheet (Excel) skills including page organization, charting, basic mathematic calculations and filtering

Basic word processing skills with use of spell and grammar check, page layout

Maintain digital files in an organized manner.

Filing skills in maintaining files in a neat and organized manner.

**Physical Requirements:**

Ability to sit for extended periods and use personal computer type devices. Stand and or carry items up to 30 pounds, filing and use of telephone and possibly radio equipment. Walking on level ground and operation of the gate at Station 392.



# NEWBERRY SPRINGS FIRE DEPARTMENT

## Policies and Procedures

Rev. Date: 11/27/2016

**Policy No: 111**

**Policy Title: PERSONNEL INDUCTION**

1.0 This policy outlines the process and timetable for the induction of sworn personnel of the Newberry Springs Fire Department.

### 2.0 STEPS FOR INDUCTION

2.1 When an individual shows interest in joining the Department they will be given a tour of the station and basics of duty and operation are explained. If still interested the prospective member is given an application for membership and an invitation to attend upcoming events is given.

2.2 Upon completion of the application and submission of DMV print out the prospect will be sized for Basic PPE and introduced to department members and given a walk-through of the apparatus. At this point the application will be processed and basic PPE, Helmet, eye protection, brush coat and pants prepared for issue.

2.3 During this process it is the responsibility to go on-line and register with FEMA and complete IS 100, IS 200 and is 700 at no cost and print completion.

2.4 Upon presentation of ICS certifications basic PPE will be issued and orientation training will begin. The prospect will receive instructions for life scan to be completed within two weeks unless another agreed time frame is necessary. At this point the prospect will be instructed for ride out status.

2.5 Ride out status allows the prospect to ride out on calls where they are under direct one on one supervision and will not be in a private part of a home. The dispatch must not indicate that violence is involved or be on the freeway

2.6 Upon review of DOJ report by the Fire Chief and General Manager should there be an issue in question the prospects report. At this point the prospect will be given an all clear, provisional or not hireable status.

2.7 Two Chief Officers will sit down in private with the prospect and advise them of their status and how they will move forward. At this time a secondary interview will determine what actions the prospect may have to do to clear a past issue. A prospect with a non-correctable issue will be thanked for their interest and released. The prospect with an all clear status will be sworn in and promoted to probationary firefighter.

**APPROVAL DATE:**

ITEM # 14

# NEWBERRY SPRINGS FIRE DEPARTMENT

## Policies and Procedures

Rev. Date: 09/17/2016

**Policy No:**

**Policy Title: Driver Qualification**

**Purpose:**

Emergency vehicle operation involves a variety of unique challenges not found in daily driving responsibilities. While the CVC provides a variety of exemptions to certain traffic controls, exercising these exceptions can increase risk of injury and liabilities. Understanding the specifics of these laws and the consequences of exercising them inappropriately. Additionally emergency vehicles are uniquely equipped and have physical characteristics that are significantly different than ordinary passenger vehicles.

**Vehicle Classification:**

Newberry Fire Department currently operates multiple types of vehicles that we historically have classified as:

Light (less than 26,001 lbs and less than 1000 gallons of water)

Medium (26,001 to 40,000lbs. and less than 2200 gallons of water)

Heavy (40,001 to 80,000 and 7,500 gallons water). Heavy units may be equipped with manual transmissions, interlocking axles and differentials as well as a higher yet center of gravity.

Each of the vehicle classes involve unique driving challenges and characteristics, thus a driver must qualify on each class. Life experience will play a significant role in the qualification of a driver but each classification shall be qualified individually. It is also essential to observe each driver under the stress of emergency operation as it does affect priorities and judgement.

**Qualification Process:**

Each driver shall be trained on the function, characteristics, of each unit and class. Light class vehicles do not require special licensing but they do require a knowledge of operational rules and responsibilities. They too are larger, heavier, and have a higher center of gravity than the average passenger car.

Driver training shall consist of legal aspects of emergency operation, vehicle operation, controls, maneuverability and a period of practice and evaluation. Each step involves documentation and evaluation by senior members of the Department to ensure competency.

Operation of units exceeding 26,001 lbs or having a tank of 1000 gallons or larger requires either a firefighter endorsement issued by the DMV or possession of a commercial driver's license of an appropriate class. The process to obtain a Firefighter endorsement requires the completion of the 40 hour OSFM "Operator 1A" course or an equivalent, Department specific

**APPROVAL DATE:**

# NEWBERRY SPRINGS FIRE DEPARTMENT

## Policies and Procedures

Rev. Date: 09/17/2016

policies, procedures, skills evaluation, completion of a medical exam, a written test at the DMV, a DMV background check and a letter of qualification by the Chief of the Department. Upon completion of this process the candidate will receive a "Firefighter Endorsement" on their Class C license. This allows the individual to operate any class of vehicle as far as the DMV is concerned. It is for this reason each driver must qualify on the medium and heavy class vehicles separately.

### **Medium Class:**

Vehicles in this class are type 1 and type 3 engines, water tenders 2000 gallons and smaller. These vehicles are two axel chassis with a GVW of 26,001 and 40,000 lbs. By current industry standards these vehicles are equipped with commercial diesel engines, automatic transmissions and air brake systems. While similar there are specific nuances that lean toward the commercial truck as opposed to a passenger vehicle and the driver must prove capable to handle required maneuvers and controls for these units. The driver must also be capable of operating the vehicles auxiliary equipment such as pumps or power take off options.

### **Heavy Class:**

Vehicles in this class are typically Type 2 water tenders, heavy rescue or ladder trucks. These vehicles are in the 40,000 to 80,000 lb. range, have three or more axels, often are equipped with ten to eighteen speed manual transmissions, multi drive axel configurations, and may be equipped with axel and differential interlocks. Misapplication of these devices can result in significant damage to the vehicle and expensive repairs. In addition to the extra size weight and motive features, these vehicles can have complex pumping, piping and control functions that the driver must prove competency.

### **Qualification process:**

All personnel are expected to obtain a basic understanding of the operation of each piece of apparatus in all classes including to the point of being able to move a unit out of harm's way if directed to do so. Operators shall possess and consistently demonstrate thorough knowledge of the equipment before they are cleared to operate independently. Testing will consist of oral and written examination, manipulative skills and not less than 20 hours of observed driving under a variety of roads, conditions and circumstances. Upon completion of these qualification a chief officer familiar with that class of vehicle will recommend that individual for approval by all chief officers. Agreement of all chief officers shall constitute approval for that class of vehicle.

### **Suspension, Revocation of driving privilege:**

Suspension of driving privilege may be imposed by a senior or chief officer for immediate cause and is temporary until the cause is reviewed as per NSFD's disciplinary policy. The nature of an

**APPROVAL DATE:**

# NEWBERRY SPRINGS FIRE DEPARTMENT

## Policies and Procedures

Rev. Date: 09/17/2016

event can require retraining, coaching and requalification, specific personalized training plan and requalification. Disqualification may include a particular class of vehicle a specific vehicle such as a heavy duty manual transmission or may be total suspension / disqualification due to repeated infractions showing poor decision making skills.

APPROVAL DATE:

Item # 15



# Phelan Piñon Hills Community Services District

4176 Warbler Road • P. O. Box 294049 • Phelan, CA 92329-4049 • (760) 868-1212 Fax (760) 868-2323

## REGULAR BOARD MEETING AGENDA January 4, 2017 Phelan Community Center 4128 Warbler Road, Phelan, CA 92371

### REGULAR BOARD MEETING – 6:00 P.M.

Call to Order - Pledge of Allegiance

Roll Call 1. Approval of Agenda

2. **Public Comment** – Under this item, any member of the public wishing to directly address the Board on any item of interest that is within the subject jurisdiction of the Board, but not listed on the agenda, may do so at the Phelan this time. However, the Board is prohibited by law from taking any action on Piñon Hills any item not appearing on the agenda unless the action is otherwise Community authorized by the Brown Act. Any member of the public wishing to directly Services address the Board on any item listed on the agenda may do so when the District is to item is being considered by the Board. If you wish to address the Board, provide all please complete a Comment Card and present it to the Board Secretary. authorized Speakers are requested to be brief in their remarks. The Chair may limit services

each speaker to a comment period of five (5) minutes. reliably and economically for the

a. **General Public**

b. **Community Reports** promotion of □ County Supervisor community

- Fire development
- School District and to utilize
- Sheriff all available resources for

3. **Consent Items**

- a. Approval of Minutes beneficial use.
- b. Approval of Board Stipends/Reimbursements

4. **Matters Removed from Consent Items**

5. **Presentations/Appointments**

*Vision*

6. **Continued/New Agenda Items – Action Items**

- a. Discussion & Possible Action Regarding Water Service to Snowline Joint Unified School District's 80-Acre Site in the Area Including & Surrounding Serrano High School To develop a Community Services District that
- b. Discussion & Possible Action Regarding District Committee Assignments
- c. Update on Chromium-6 Mitigation Project enhances
- d. Update on Water Conservation the living

*Statement*

experience for

Sherriff's Representatives /

**7. Committee Reports/Comments**

all people in the District.

- a. Engineering Committee (Standing)
- b. Parks, Recreation & Street Lighting Committee (Standing)
- c. Finance Committee (Standing)
- d. Legislative Committee (Standing)
- e. Waste & Recycling Committee (Standing)

Office (760) 868-1212

**Phelan Piñon Hills**

P.O. Box 294049, Phelan, CA 92329

Fax (760) 868-2323

**Community Services District**

[www.PPHCSD.org](http://www.PPHCSD.org)

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- f. Conservation Committee (Ad Hoc)
  - g. Adjudication Committee (Ad Hoc)
  - h. Employee Benefits Committee (Ad Hoc)

**8. Staff and General Manager's Report 9. Reports**

- a. Director's Report
- b. President's Report

**10. Correspondence/Information 11. Review of Action Items**

- a. Prior Meeting Action Items
- b. Current Meeting Action Items

**12. Set Agenda for Next Meeting – January 18, 2017      Adjournment**

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

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

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Office (760) 868-1212 **Phelan Piñon Hills** P.O. Box 294049, Phelan, CA 92329 Fax (760) 868-2323 **Community Services**  
**District** [www.PPHCSD.org](http://www.PPHCSD.org)



# Helendale Community Services District

BOARD OF DIRECTORS MEETING  
January 19, 2017 at 6:30 PM  
26540 Vista Road, Suite C, Helendale, CA 92342

## Call to Order - Pledge of Allegiance

### 1. Approval of Agenda

2. **Public Participation** - 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.

### 3. Consent Items

- Approval of Minutes: January 5, 2016 Regular Board Meeting
- Bills Paid and Presented for Approval
- San Bernardino Sheriff's Statistics for November 2016

### 4. Reports

- Directors' Reports
- General Manager's Report

## Discussion Items

- Discussion and Possible Action Regarding Adoption of Resolution 2017-01: A Resolution of the Board of Directors of the Helendale Community Services District, San Bernardino County, Recommending Consolidated Election for Governing Board Members with Statewide General Elections and Approving the Rescheduling of Such Elections from Odd-Year to Even-Year Elections Commencing with the 2017 Election Cycle
- Discussion and Possible Action Regarding Adoption of Resolution 2017-02, A Resolution Of The Helendale Community Services District Board Of Directors, In Support Of Filing An Application With The Bureau Of Reclamation For A Grant Under The Water Conservation Field Services Program Grants For Fiscal Year 2017
- Discussion only Regarding Review of the District's Water Supply, Condition of Wells and other Related Information

## Other Business

- Requested items for next or future agendas (Directors and Staff only)

## Closed Session

- Conference with Legal Counsel – Anticipated Litigation  
Significant Exposure to Litigation  
Pursuant to Government Code Section 54956.9(d)(2):  
One Potential Case

## Open Session

- Reportable Action from Closed Session
- Adjournment

Pursuant to Government Code Section 54954.2(a), any request for a disability-related modification or accommodation, including auxiliary aids or services, that is sought in order to participate in the above agendized public meeting should be directed to the District's General Manager's office at (760) 951-0006 at least 24 hours prior to said meeting. The regular session of the Board meeting will be recorded. Recordings of the Board meetings are kept for the Clerk of the Board's convenience. These recordings are not the official minutes of the Board meetings.

## Providing:

- Water
- Wastewater
- Park & Recreation
- Solid Waste Management
- Street lighting
- Graffiti Abatement for the Helendale Community

## OFFICE HOURS:

Monday-Friday  
8:00 – 5:30 p.m.

## PHONE:

760-951-0006

## FAX:

760-951-0046

## ADDRESS:

26540 Vista Road  
Suite B  
Helendale, CA  
92342

## MAILING

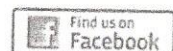
### ADDRESS:

PO BOX 359  
Helendale, CA  
92342

Visit us on the Web

at:

[www.helendalecsd.org](http://www.helendalecsd.org)





HELENDALE COMMUNITY SERVICES DISTRICT  
REGULAR BOARD MEETING MINUTES  
January 5, 2016  
26540 Vista Road, Suite C. Helendale, CA 92342

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE** – The special meeting was called to order at 6:30 pm by President Clark after which the Pledge of Allegiance was recited.

**Present:** President Ron Clark; Vice President Tim Smith Director Craig Schneider; Director Henry Spiller  
**Absent:** Secretary Sandy Haas  
**Staff:** Kimberly Cox, General Manager; Cheryl Vermette, Program Coordinator  
**Consultants:** Steve Kennedy, Legal Counsel; Paul Harmon  
**Audience:** There were five (5) audience members present.

1. **Approval of Agenda**

**Action:** Director Schneider made the motion to approve the Agenda as presented. Vice President Smith seconded the motion. The motion was unanimously approved by the Board members present.

2. **Public Participation**

None

3. **Consent Items**

- a. Approval of Minutes: December 15, 2016, Regular Board Meeting
- b. Bills Paid and Presented for Approval

**Action:** Vice President Smith made the motion to approve the Agenda as amended. Director Schneider seconded the motion. The motion was unanimously approved by the Board members present.

4. **Reports**

- a. Director's Reports – Director Spiller has a tour scheduled with the wastewater department. Director Schneider discussed issues with the Post Office.
- b. General Manager Report – General Manager Cox gave an update on the office remodel, the upcoming basketball season, and requested a special board meeting be held on January 13, 2017 to discuss proposed rate increase. The Board concurred with holding a special meeting on January 13, 2017 at 4:30 pm. General Manager Cox presented the wastewater, cash flow, investment, cash balances by fiscal year, tipping fees, and refuse tonnage reports.

**Discussion Items**

- 5. Discussion and Possible Action Regarding Proposed Revisions to Use Agreement for Calvary Chapel, Helendale for Community Center Suite C.  
**Action:** Director Spiller made the motion to approve the updated use agreement with Calvary Chapel. Vice President Smith seconded the motion. The motion was approved by the following 4 yes -0 no -1 absent vote: CS – Yes; RC – Yes; TS – Yes; HS – Yes.
- 6. Discussion and Possible Action Regarding Future Mandate to Move Elections to General Election Cycle and Consideration of Complying Before Next Election Cycle.  
**Action:** There was no action on this item. The consensus of the Board was to move forward with changing Helendale CSD elections to the general election cycle. The Board requested to bring the Resolution to the Board for adoption before the February meeting.
- 7. Discussion Only Regarding Review of Public Notice Information Related to 2012 Water Rate Increase  
**Action:** General Manager Cox reviewed the public notice that was sent out for the 2012 Water Rate Increase. This was an information only item, there was no action.

**Other Business**

8. Requested Items for Next or Future Agendas (Directors and Staff Only)  
None

9. Adjournment

Action: President Ron Clark adjourned the meeting at 7:28 pm.

Submitted by:

Approved By:

\_\_\_\_\_  
Ron Clark, President

\_\_\_\_\_  
Tim Smith, Vice President

*The Board actions represent decisions of the Helendale Community Services District Board of Directors. A digital voice recording and copy of the PowerPoint presentation are available upon request at the Helendale CSD office.*

**RESOLUTION NO. 71-2017**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE NEWBERRY COMMUNITY SERVICES DISTRICT RESCINDING RESOLUTION NO. 68-2015 AND APPROVING RESOLUTION NO 71-2017 CHANGING THE REGULAR ELECTION FOR THE GOVERNING BOARD OF DIRECTORS FROM NOVEMBER OF ODD-NUMBERED YEARS TO THE STATEWIDE GENERAL ELECTION IN NOVEMBER OF EVEN-NUMBERED YEARS.**

**WHEREAS**, Pursuant to Elections Code Section 1303(a) and Resolution NO. 68-2015, the Newberry Community Services District holds its regular election for its Governing Board of Directors in November of each odd-numbered year; and

**WHEREAS**, The California Voter Participation Rights Act (SB 415) becomes effective January 1, 2018 and prohibits a political subdivision (including special districts) from holding a regular election on a date other than on a statewide primary or general election date in even-numbered years, if holding a regular election on a non-statewide election date has previously resulted in a "significant decrease in voter turnout", which is defined by SB 415 as at least 25% less voter turnout than average voter turnout within the District for previous four statewide general elections; and

**WHEREAS**, the District's regular election date is not statewide election date and the 2015 District regular election resulted in approximately 10 percent of eligible voter participation; and

**WHEREAS**, elections held in odd-numbered years have historically resulted in lower participation and higher expenses to the District: and

**WHEREAS**, in order to change its regular election date to comply with SB 415, Elections Code Section 1303(b) authorizes the District to adopt a resolution changing its regular election date from November of odd-numbered years to statewide general election in November of even-numbered years; and

**WHEREAS**, the resolution must then be submitted to the County of San Bernardino Board of Supervisors by no later than March 12, 2017, which at least 240 days before the next District regular election date, and the resolution must be approved by the Board of Supervisors in order to change the District's election date; and

**WHEREAS**, it is the intent and desire of the District's Governing Board of Directors to change its regular election date for Directors from November of odd-numbered years to the statewide general election in November of even-numbered years; and

**WHEREAS**, state law allows District to extend the terms of current Directors until their successors are elected and qualified in order to match their terms with changed regular election date (Elections Code Section 10404(i);

**WHEREAS**, it is also the intent and desire of the District's Governing Board of Directors to extend the terms of office for current Directors by one year ( to November, 2018 and November 2020, respectively) in order to match their terms with the changed regular election dates.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the Newberry Community Services District, pursuant to Elections Code Sections 1303(b) and 10404(b) hereby revokes Resolution No. 68-2015 and adopts this Resolution No. 71-2017 of the Newberry Community Services District, changing its regular election for Governing Board of Directors from the first Tuesday after the first Monday in November of odd-numbered years to the statewide general election on the first Tuesday after the first Monday in November of even-numbered years going forward.

**RESOLUTION NO. 71-2017**

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**BE IT FURTHER RESOLVED** that approval of the Resolution 71-2017 will extend the term of office for the current Directors with terms expiring in November, 2017 to November 2018, and will extend the term of office for current Directors with terms expiring In November 2019 to November 2020. Directors elected to new terms in November , 2018, November, 2020 and in all future elections shall serve standard four-year terms.

**BE IT FURTHER RESOLVED** that special elections called for the purpose of filling Board vacancies, recall of Directors, District initiative or referendum measures, are not affected by this Resolution 71-2017, and may be called at any time authorized by applicable law.

**BE IT FURTHER RESOLVED** that the Board of Directors of the Newberry Community Services District requests approval from the San Bernardino County Board of Supervisors to consolidate all future District regular elections with statewide general election to be held in November of even-numbered years. The Board President or General Manager is hereby authorized to take any and all actions, and execute any documents necessary to assist the San Bernardino County Board of Supervisors in its review and approval of the Resolution.

**BE IT FURTHER RESOLVED** that the Board Secretary of the Board of Directors for Newberry Community Services District shall transmit certified copies of this Resolution No. 71-2017 to the Clerk of the Board of Supervisors and to the Office of the Registrar of Voters for the County of San Bernardino.

**BE IT FURTHER RESOLVED** that this Resolution No. 71-2017 shall become operative upon approval by the San Bernardino County Board of Supervisors.

**ADOPTED** this \_\_\_\_\_ day of February 2017.

**Yes: Board Members:**

**No: Board Members:**

**Abstain: Board Members:**

**Absent: Board Members:**

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Robert Springer, President of the Board of Directors

Newberry Community Services District

ATTEST:

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Jodi Howard, Board Secretary of the Board of Directors

Newberry Community Services District

CERTIFICATION

I, Jodi Howard, in my capacity as Board Secretary of the Board of Directors of Newberry Community Services District, do hereby certify that the attached is true and correct copy of Resolution 71-2017 adopted by said Board of Directors at its regularly scheduled meeting of February 28, 2017.

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Jodi Howard

Board Secretary

Newberry Community Services District

## Resolution 68-2015

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NEWBERRY COMMUNITY SERVICES DISTRICT REQUESTING THAT THE SAN BERNARDINO COUNTY BOARD OF SUPERVISORS AND THE REGISTRAR OF VOTERS AUTHORIZE AND CHANGE THE DISTRICT'S AUGUST, ODD YEAR ELECTIONS TO THE NOVEMBER ODD YEAR ELECTIONS.

**Whereas**, the Newberry Community Services District wishes to change its elections from August odd year elections to November odd year elections; and

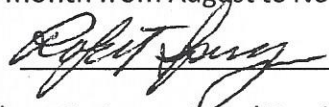
**Whereas**, The Board of Directors wishes to rescind Resolution 67-2015; and

**Whereas**, The Board of Directors wishes to retain its Polling places and to allow those who vote by mail to continue to do so; and

**Whereas**, The Board of Directors recognizes that by consolidating the elections they can save the people in Newberry Springs some election costs;

**Now Therefore be it Resolved** by the Board of Directors as follows:

The District requests that the San Bernardino County Board of Supervisors authorize the odd year Election to continue, but move the month from August to November to consolidate the elections.



Robert Springer, Board President



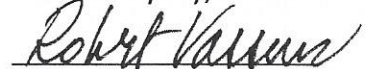
Paula Deel, Vice President



Robert Shaw, Member

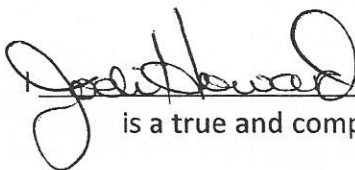


Robert Royalty, Member



Robert Vasseur, Member

**Reviewed, Approved and Adopted** this 28<sup>th</sup> day of April, in the year 2015



Jodi Howard, Secretary to the Board do hereby certify that the above is a true and complete copy of the Board Resolution adopted on the above date.