

NEWBERRY COMMUNITY SERVICES DISTRICT

Established 1958

REGULAR MEETING MINUTES OF June 27, 2023

After an invocation by Director Unger, the meeting was called to order at 6:12 P.M. by President Unger. Pledge of Allegiance was led by Director Roberts.

Roll Call: Present were Directors Deel, Matson, Roberts, Springer, and Unger

Approval of Agenda

Remove 2nd line of item 5. Moved to accept agenda as amended.

Motion by Director Matson; 2nd by Director Roberts

Vote: Ayes 5 Directors Deel, Matson, Roberts, Springer, Unger
Noes 0
Unanimous

Approval of Minutes

Minutes of Regular Board Meeting on 5/23/2023. Note: Director Springer has completed all the training items in N & O.

Motion to approve as amended by Director Matson; 2nd by Director Roberts

Vote: Ayes 5 Directors Deel, Matson, Roberts, Springer, Unger
Noes 0
Unanimous

Minutes of Special Meeting on 6/5/2023

Motion by Director Roberts; 2nd by Director Matson

Vote: Ayes 4 Directors Deel, Matson, Roberts, Unger
Noes 1 Director Springer

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.*

a. General Public

Robert Whipple, Board President, Daggett CSD returned Public Records Request to Director Unger and requested that Newberry keep its business out of Daggett.

Rose Beardshear spoke of Chamber Installation, Dinner (BBQ by J&S Specialties) on July 13. Tickets \$20 – fundraiser for NSSA. Swap Meet July 1, 8am-2pm

b. Community Reports-

(1) County Supervisor-Elaine Villareal I talked to Elaine about not being able to attend meetings. She shared that in addition to the night blindness issue, she is a part time employee of the County whereas Kimberly Messen is a full time employee and able to attend meetings. Elaine is always available by email or phone. I have her card if you want her email and will leave it with Daphne.

(2) Sheriff Captain Ron Markegard – Gave report. Their system still not operating at 100%.

(3) CHP - None

3. Reports

- A. Temporary CSD Administrator - Attached
- B. Fire Department - Chief Lanier - Attached
- C. Financial Reports – Temporary CSD Administrator - Attached
Ted S. questioned Attorney Expense.
- D. Air Quality Monitors - Director Unger

4. Agenda Items- Discussion/Possible Action

A. **Scoreboard Installation Discussion/Possible Action Directors Matson, & Unger**

The Board and the Community took a walk in the park to visualize the proposed scoreboard installation and the Sports Park Plans.

Motion to accept C&M Fencing estimate presented to board and Public for \$7,740 to make scoreboard portable, assemble Scoreboard and installation of sleeves at two locations.

Motion by Director Matson; 2nd by Director Roberts

Vote: Ayes 5 Directors Deel, Matson, Roberts, Springer, Unger
Noes 0
Unanimous

B. **Newberry CSD and Chamber of Commerce Collaboration for July 3; Discussion/Possible Action, Update from Chamber**

Supervisor Rowe will be at our Park 2:30-3:30pm to present a check for our Fire House refurbishment. All Directors should be there as well as our Volunteer Fire Department.

Rose gave an update on progress.

C. **Sign for Fitness Park, Discussion/Possible Action, Director Matson and Temp. CSD Admin Lanier**

Update – Still cannot find Grant Information. Director Deel to contact Kimberly Cox to see if she has any contact information.

D. **Support the Transformative Climate Communities Program for the Newberry CSD Building and Park for Planning or Project Development Funds. Discussion/Possible Action: Directors Matson and Roberts Report from Committee : Application due in August.**

As part of the grant requirements, the attached resolution needs to be approved at a CSD meeting. Resolution #2024-001

Motion to accept Resolution #2024-001 the Transformative Climate Communities Program Resolution; motion by Director Matson; 2nd by Director Roberts

Vote: Ayes 5 Directors Deel, Matson, Roberts, Springer, Unger
Noes 0
Unanimous

E. Proposed General Manager Training Program Discussion/Possible Action Director Unger

The Board will discuss a proposed training program for the incoming General Manager.

Director Unger will put together a list of Webinars etc. from CSDA's website as soon as it comes back online.

F. Replacing Wood Chips with Rubber Pellets in Fitness Park and Playground. Discussion/Possible Action Temp. CSD Admin Lanier

The wind has blown away much of the wood chips in the Fitness Park and we need to replace them before July 3rd.

There are enough wood chips left to cover the ground. Fire Department will spray the wood chips.

After the 4th, we can decide to replace wood chips with rubber pellets and select color.

G. Update Policy 5020 - Board Meeting Agenda, Discussion/Possible Action, Proposed by Director Deel

a. This update requires written reports from all reporting to the board and Agenda Items.

Motion to adopt Policy 5020 Revisions by Director Springer; 2nd by Director Roberts

Vote: Ayes 5 Directors Deel, Matson, Roberts, Springer, Unger
Noes 0
Unanimous

H. David Whitford's Engagement Letter for Year Ended June 30, 2023 Discussion/Possible Action Temp. CSD Admin Lanier

Letter is agreement for David Whitford to audit our Financial Records for this year – Year ending June 30, 2023. Audit for Year ending June 30, 2022 is complete and awaiting our signature(s).

Move to sign engagement letter for Year Ending 2023 if after checking the law the maximum law limit has not been exceeded.

Motion by Director Deel; 2nd by Director Springer

Vote: Ayes 5 Directors Deel, Matson, Roberts, Springer, Unger
Noes 0
Unanimous

I. Budget Review for FY 2023-24, Discussion/Possible Action, Temp. CSD Admin Lanier

We have not been able to find the FY 2023-24 budget updated at the workshop on the GM's computer. We will start over and produce a budget for FY 2023-24. Temp. CSD Admin Lanier and Director Deel will work on this; is there another Director who would like to work on the FY 2023-24 Budget?

We did find a copy from the Workshop, thank you Director Matson. I move that the Budget Committee Meet Wednesday; Special Board Meeting Thursday (or Friday) to adjust & approve 2023/2024 Budget. That way we can spend money in July.

Temporary CSD Admin Lanier, Director Roberts, and Director Deel will meet Wednesday to

update the 2023/24 Budget and Board will meet Thursday or Friday in a Special Meeting to approve.

J. Reserve Funds Transfer from Park and Recreation to Fire Department, Discussion Only, Director Matson

Movement of Funds from the Park and Recreation Reserve Budget to the Fire Department Budget to allow pursuing the purchase of a new (used) fire engine.

Discussion and will place on the Special Meeting agenda.

5. Approve Bills Paid and Presented Discussion/Possible Action

Motion to approve bills paid and presented.

Motion by Director Deel; 2nd by Director Matson

Vote: Ayes 5 Directors Deel, Matson, Roberts, Springer, Unger
Noes 0
Unanimous

6. Old and New Business

Temporary CSD Administrator would like the Board of Directors to have NCSD shirts

7. Directors Comments (1 min.)

Director Deel: I would like to remind Directors that Agenda Items with explanation and backup are due on the Wednesday before the Meeting. Email them to Daphne and she will forward them to me.

There are 3 Webinars coming up that look very good. And they are Free!

We were told awhile back that it is "illegal" to request speaker's cards. Since I know other CSDs and the County use them I was curious. I posted the question on the CSDA's Open Forum and their attorney responded that they are not illegal to request them; it is illegal to require them. And that prompted my thinking that the same people who tell us we can't ask for names have no problem giving their names at the County Board of Supervisors and I have attended the same meetings and witnessed this.

8. Closed Session

8.1 CONFERENCE WITH LEGAL COUNSEL
Potential/Threatened/Anticipated Litigation
Significant Exposure to Litigation Pursuant to Government Code Section
54956.9(b) (One (1) Matter)

8. Report out from Closed Session at 10:06 P.M.


No reportable action.

9. Adjournment

Motion to adjourn by Director Springer; 2nd by Director Roberts

Vote: Ayes 5 Directors Deel, Matson, Roberts, Springer, Unger
Noes 0
Unanimous

Meeting adjourned at 10:07



President Jack Unger



Paula Deel, Vice-President and Acting Secretary