

Newberry Springs FD

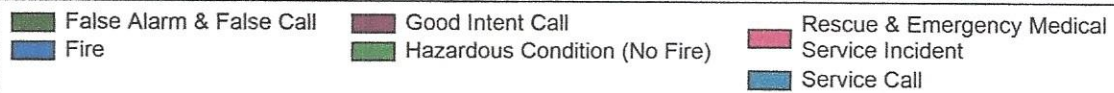
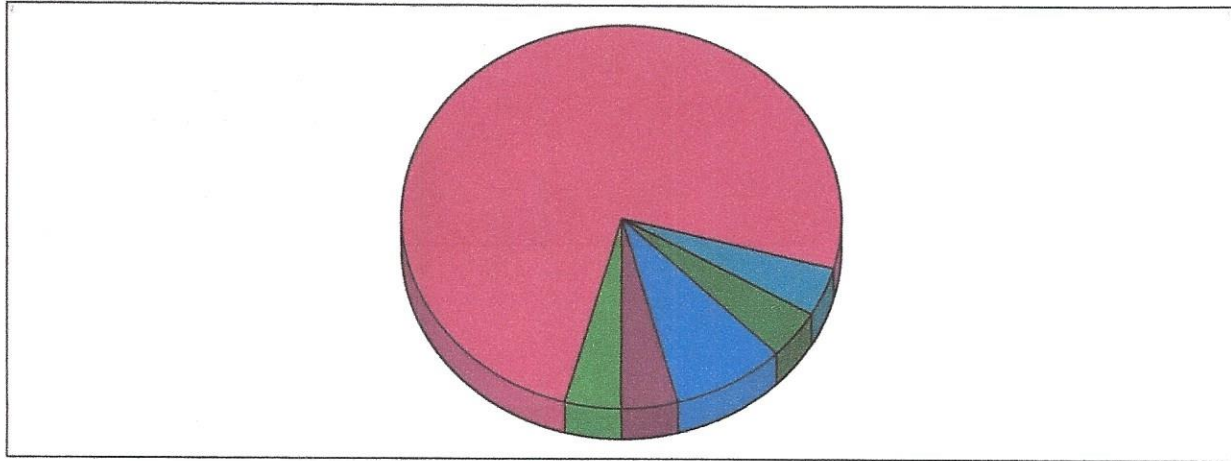
Newberry Springs, CA

This report was generated on 1/17/2023 8:22:36 PM



Major Incident Types by Month for Date Range

Start Date: 12/01/2022 | End Date: 12/31/2022



INCIDENT TYPE	DEC	TOTAL
False Alarm & False Call	1	1
Fire	2	2
Good Intent Call	1	1
Hazardous Condition (No Fire)	1	1
Rescue & Emergency Medical Service Incident	18	18
Service Call	1	1
Total	24	24

Only REVIEWED incidents included



NEWBERRY SPRINGS FIRE DEPT.

MONTHLY REPORT DECEMBER 2022-JANUARY 2023

*TRAINING IN HOUSE:

(11) Hours (with Firefighters & Explorers) Rigs check out. Scene scenario on structure fires, advanced hose-line, mutual aide resources, ERG knowledge, Ropes & knots for rescue

*MUTUAL Fire Dept's Training: FTT is now FSD-First SATURDAY Drills (starts in February)

December was a group BBQ put on by Yermo FD. And for the Fire Chiefs to organize SVFA drills for the year.

*CALL VOLUME and RESPONSE:

(24) calls in the month of December.

(12) missed calls (in our absents MCLB & Desert Ambulance are the Mutual Aid Agencies Responding)

*END OF THE YEAR 2022- MAJOR INCIDENTS

ALL TYPES OF FIRES: 51

ALL TYPES OF MEDICALS: 211

ALL TYPES OF HAZARD CONDITIONS: 18

PUBLIC SERVICE / ASSIST: 25

ALL CANCEL/UNAUTHORIZE BURN/SMOKE: 26

ALL TYPES FALSE ALARMS/DETECTORS/MALFUNCTION: 10

*E392-needs tuneup & hood latch replaced.

*WT392-Headlights will need to be replaced or look into possible faulty Wiring (headlights last changed in 2020). 12/10/22 H&S Mobil performed diagnostics on transmission due to it slipping out of gear while driving."scan showing inactive codes for loss of power 6 times. Voltage dropped below 7 volts but the last 2 times dropped to zero volts (normal 12.0 volts) battery tested-FAILED- purchased new ones. All New cables due to corrosion.

*BP392- 12/10/22 H&S Mobil inspected rear brakes, metal to metal replaced back rotors & brake pads. Steer tires (front's) replaced & aligned , 1 drive tire needs to be replaced.

*STATION 392: "Bunking Quarters & Station 392"

Waiting to move forward with the RFP that was approved. *NOTE: FD 2022-2023 is budgeted for \$40,000 for Electrical in "CAPITAL IMPROVEMENT" line items *4002.1 station \$10,000 & *4002.3 Bunking Quarters \$30,000. remaining balance can come out of savings.

*EVENTS/ACTIVITIES/GRANTS:

12/17/22 "Star of Hope" toy give away with local FD & our Sheriff Dept. Great attendance of children in Newberry Springs.

01/04/23 Started Grant process with 5 different grants.

MUTUAL AID DRAMA! Unfortunately Daggett FD & Yermo-Calico FD has had some quarrels over "call jumping" in Yermos district. I want everyone to know that Newberry Springs FD is not involved with any of their situation. Note that Chief Brakebill (Yermo FD) & myself have a scheduled meeting with our dispatchers (CalFire) for our individual fire dept's "Standard Response Plan" & our own individual FD's CAD system. NOT to have a Mutual Aid disagreement argument. This has been dissolved by Daggett's Fire Chief Clemons, stated: "Daggett FD will not run a mutual aid (attach himself onto Yermo or Newberrys incidents at time of dispatch) but will wait for each individual FD to request Daggetts assistance.

Newberry Community Services District

Balance Sheet
As of January 19, 2023

ASSETS	TOTAL
Current Assets	
Bank Accounts	
100 Change Fund	0.00
103 Petty Cash	100.00
104 Petty Cash-Custodian	100.00
116 Reserve-Park & Rec	209,575.32
117 Reserve-Admin/Build Fund	210,135.48
118 Reserve-Fire Department	173,782.84
120 Checking Account	195,244.88
123 LAIF	0.00
Total Bank Accounts	\$788,938.52
Accounts Receivable	
11000 Accounts Receivable	0.00
Total Accounts Receivable	\$0.00
Other Current Assets	
11010 Uncollected Current Year Taxes	2,393.10
11020 Prepaid Insurance	9,336.10
11030 Prepaid Emergency Reporting	0.00
Uncategorized Asset	0.00
Total Other Current Assets	\$11,729.20
Total Current Assets	\$800,667.72
Fixed Assets	
150 Land	6,204.00
154 New Station Augmentation	25,392.03
157 Fire Department Equipment	673,931.39
160 Office Equipment and Furniture	46,962.64
163 Park and Rec Equipment	90,791.79
166 Building Improvements	180,923.52
169 CSD Office (Care Taker Mobile)	0.00
170 Accumulated Depreciation	-990,442.27
Total Fixed Assets	\$33,763.10
TOTAL ASSETS	\$834,430.82

LIABILITIES AND EQUITY	TOTAL
Liabilities	
Current Liabilities	
Accounts Payable	
20000 Accounts Payable	447.36
Total Accounts Payable	\$447.36
Credit Cards	
Home Depot	-892.06
US Bank	-12,682.88
Total Credit Cards	\$-13,574.94
Other Current Liabilities	
20010 State Disability Payable	0.00
20020 FICA Tax Payable	0.00
20030 Federal Withholding Tax Payable	0.00
21000 Deferred Revenue	0.00
24000 Payroll Liabilities	-3,489.56
Total Other Current Liabilities	\$-3,489.56
Total Current Liabilities	\$-16,617.14
Long-Term Liabilities	
20005 Note Payable	0.00
Total Long-Term Liabilities	\$0.00
Total Liabilities	\$-16,617.14
Equity	
30000 Opening Balance Equity	0.00
30200 Investment in Fixed Assets	33,763.10
32000 Unrestricted Net Assets	769,223.87
Net Income	48,060.99
Total Equity	\$851,047.96
TOTAL LIABILITIES AND EQUITY	\$834,430.82

Newberry Community Services District

Budget vs. Actuals: Approved FY_2022_2023 - FY23 P&L

July 2022 - June 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
5000.0 Income				
5001.0 Income-Interest				
5001.2 Income-Interest, CD Interest		500.00	-500.00	
5001.3 Income-Interest, Savings Acct	4,710.43	800.00	3,910.43	588.80 %
Total 5001.0 Income-Interest	4,710.43	1,300.00	3,410.43	362.34 %
5002.0 Income-Rental Income				
5002.1 Income-Rent Income, Space Rent	250.00	500.00	-250.00	50.00 %
5002.2 Income-Rent Inc, Equip Rent		130.00	-130.00	
Total 5002.0 Income-Rental Income	250.00	630.00	-380.00	39.68 %
5003.0 Income-Fire Department				
5003.1 Income-FD, Burn Permits	798.00	2,000.00	-1,202.00	39.90 %
5003.2 Income-FD, Response Charges	500.00	50.00	450.00	1,000.00 %
5003.3 Income-FD, Grant Income	11,500.00		11,500.00	
5003.4 Income-FD Donations	-802.71		-802.71	
5003.5 FD, Reserve Transfer		5,000.00	-5,000.00	
5003.6 General Fund Reserve Transfer to FD/Bunkhouse		30,000.00	-30,000.00	
Total 5003.0 Income-Fire Department	11,995.29	37,050.00	-25,054.71	32.38 %
5004.0 Income-Other Income				
5004.2 Income-Other Inc, Pur Card Reb	522.01	500.00	22.01	104.40 %
5004.3 Income-Other Inc, Copies		20.00	-20.00	
5004.4 Income-Other Inc, Fireworks Don	5,120.00	6,000.00	-880.00	85.33 %
5004.5 Income-Other Inc, Misc Income	21,080.00		21,080.00	
5004.8 Other Income-Fitness Park Grant		179,641.00	-179,641.00	
Total 5004.0 Income-Other Income	26,722.01	186,161.00	-159,438.99	14.35 %
5005.0 Income, SB County Tax Share	137,585.74	234,236.71	-96,650.97	58.74 %
Total 5000.0 Income	181,263.47	459,377.71	-278,114.24	39.46 %
Total Income	\$181,263.47	\$459,377.71	\$-278,114.24	39.46 %
GROSS PROFIT	\$181,263.47	\$459,377.71	\$-278,114.24	39.46 %
Expenses				
1000.0 Administrative-Subtotal				
1001.0 Advertising		300.00	-300.00	
1003.0 Auditor Expense		11,000.00	-11,000.00	
1004.0 Bank Fees	12.00	100.00	-88.00	12.00 %
1005.0 Directors Stipend	1,700.00	3,500.00	-1,800.00	48.57 %
1006.0 Education Exp-Staff & Directors				
1006.1 Education-Tuition		750.00	-750.00	
1006.2 Education-Books		200.00	-200.00	
1006.3 Education-Lodging		250.00	-250.00	
1006.4 Education-Mileage Reimbursement	67.50	200.00	-132.50	33.75 %
Total 1006.0 Education Exp-Staff & Directors	67.50	1,400.00	-1,332.50	4.82 %

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
1007.0 Election Expenses		700.00	-700.00	
1008.0 LAFCO Expense	3.56	200.00	-196.44	1.78 %
1009.0 Legal Expenses	2,092.50	3,500.00	-1,407.50	59.79 %
1010.0 Office Expenses				
1010.1 Office Supplies	332.60	1,500.00	-1,167.40	22.17 %
1010.2 Office Equipment-Maint/Repair	519.24	1,200.00	-680.76	43.27 %
1010.3 Office Equipment-Purchase		500.00	-500.00	
1010.4 Postage (US Mail, UPS, FedEx)	140.00	400.00	-260.00	35.00 %
1010.5 Annex Telephone/Fax	141.31	350.00	-208.69	40.37 %
1010.6 Subscriptions/Memberships, Adm	1,875.00	1,500.00	375.00	125.00 %
1010.7 Annex Internet	929.94	1,700.00	-770.06	54.70 %
1010.8 Bookkeeping Services	605.00	2,200.00	-1,595.00	27.50 %
Total 1010.0 Office Expenses	4,543.09	9,350.00	-4,806.91	48.59 %
1012.0 Admin Personnel Expenses				
1012.1 Board Secretary-Salary	1,025.84	1,700.00	-674.16	60.34 %
1012.2 General Manager-Salary	9,800.00	16,800.00	-7,000.00	58.33 %
1012.3 Office Assistant-Salary	4,901.68	8,800.00	-3,898.32	55.70 %
1012.4 Treasurer - Salary	1,846.80	5,000.00	-3,153.20	36.94 %
1012.5 Fed/State/Local Empl Tay Pmts	-616.58	2,000.00	-2,616.58	-30.83 %
1012.7 Department of Justice-Live Scan		100.00	-100.00	
1012.8 Workers Comp Insurance	4,478.00	9,000.00	-4,522.00	49.76 %
1012.9 Staff Mileage		300.00	-300.00	
Total 1012.0 Admin Personnel Expenses	21,435.74	43,700.00	-22,264.26	49.05 %
1013.0 SDRMA Insurance-Liab/Bonding	9,934.16	11,583.89	-1,649.73	85.76 %
Total 1000.0 Administrative-Subtotal	39,788.55	85,333.89	-45,545.34	46.63 %
2000.0 Parks and Recreation - Subtotal				
2001.0 Community Events				
2001.1 Community Event-Advertising		300.00	-300.00	
2001.2 Community Event-Expenses	237.00	13,000.00	-12,763.00	1.82 %
Total 2001.0 Community Events	237.00	13,300.00	-13,063.00	1.78 %
2002.0 Community Center Expenses				
2002.1 CC-Consumable Supplies	240.88	400.00	-159.12	60.22 %
2002.2 CC-Electricity	3,198.15	4,000.00	-801.85	79.95 %
2002.3 CC-Propane	754.31	2,000.00	-1,245.69	37.72 %
2002.4 CC-Contract Labor/Cleaning	2,100.00	3,600.00	-1,500.00	58.33 %
2002.5 CC-Health Permits	1,204.50	1,000.00	204.50	120.45 %
2002.6 CC-Maint/Repairs	901.99	3,000.00	-2,098.01	30.07 %
2002.7 Pest Control	440.00	700.00	-260.00	62.86 %
Total 2002.0 Community Center Expenses	8,839.83	14,700.00	-5,860.17	60.13 %
2003.0 Ground Expenses				
2003.1 Grounds-Landscaping	2,700.00	6,000.00	-3,300.00	45.00 %
2003.2 Grounds-Disposal Services	1,164.52	2,000.00	-835.48	58.23 %
2003.3 Grounds-Tractor Expense		750.00	-750.00	
2003.4 Grounds Maint/Repair	1,589.62	5,502.82	-3,913.20	28.89 %
2003.5 Gounds-Well Maint/Repair		1,000.00	-1,000.00	
2003.6 Grounds-MWA Fees		200.00	-200.00	
2003.7 Grounds-Capital Improvement	8,318.10	179,641.00	-171,322.90	4.63 %
2003.8 Grounds-Electric	1,164.77	2,500.00	-1,335.23	46.59 %

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
2003.9 Grounds-Water Testing	70.00	500.00	-430.00	14.00 %
Total 2003.0 Ground Expenses	15,007.01	198,093.82	-183,086.81	7.58 %
Total 2000.0 Parks and Recreation -- Subtotal	24,083.84	226,093.82	-202,009.98	10.65 %
3000.0 Municipal Services-Subtotal				
3001.0 Electric - Street Lights	4,449.42	7,000.00	-2,550.58	63.56 %
Total 3000.0 Municipal Services-Subtotal	4,449.42	7,000.00	-2,550.58	63.56 %
4000.0 Fire Department - Subtotal				
4002.0 FD-Capital Improvements				
4002.1 FD-Cap Improvements, Station		5,000.00	-5,000.00	
4002.3 FD Bunkhouse		30,000.00	-30,000.00	
Total 4002.0 FD-Capital Improvements		35,000.00	-35,000.00	
4003.0 FD-Equipment Expense				
4003.1 FD-Equip Exp, Fuel	2,515.28	7,500.00	-4,984.72	33.54 %
4003.2 FD-Vehicle Maint/Repair	13,096.05	15,000.00	-1,903.95	87.31 %
4003.3 FD-Equip Exp, Veh, SDRMA Ins	6,152.13	7,000.00	-847.87	87.89 %
Total 4003.0 FD-Equipment Expense	21,763.46	29,500.00	-7,736.54	73.77 %
4004.0 FD-Equip Exp, Non-Vehicle				
4004.1 FD-Equip Exp, NV, Purchase	2,409.14	15,000.00	-12,590.86	16.06 %
4004.2 FD-Equip Exp, NV, Maint/Repair	252.30	2,000.00	-1,747.70	12.62 %
4004.3 FD-Equip Exp, NV, First Aid Sup	791.30	2,000.00	-1,208.70	39.57 %
4004.4 FD-Equip Exp, NV, Equip Fuel		200.00	-200.00	
Total 4004.0 FD-Equip Exp, Non-Vehicle	3,452.74	19,200.00	-15,747.26	17.98 %
4004.5 Grant Expenses	11,493.03	500.00	10,993.03	2,298.61 %
4005.0 FD-Dispatching Expense				
4005.1 FD-Disp Exp, Equip Purchase		4,000.00	-4,000.00	
4005.2 FD-Disp Exp, Equip Maint/Repair		500.00	-500.00	
4005.3 FD-Disp Exp, Cal Fire Dispatch	6,994.50	8,500.00	-1,505.50	82.29 %
Total 4005.0 FD-Dispatching Expense	6,994.50	13,000.00	-6,005.50	53.80 %
4006.0 FD-Station Expenses				
4006.1 FD-Station Exp, Internet	1,620.00	3,000.00	-1,380.00	54.00 %
4006.2 FD-Station Exp, Maint/Repair	1,040.55	2,000.00	-959.45	52.03 %
4006.3 FD-Station Exp, Office Supplies	609.36	3,000.00	-2,390.64	20.31 %
4006.4 FD-Station Exp, Pest Control	327.00	600.00	-273.00	54.50 %
4006.5 FD-Station Exp, Membership/Subs	6,075.14	3,050.00	3,025.14	199.18 %
4006.6 FD-Station Exp, Electric	2,706.38	6,000.00	-3,293.62	45.11 %
4006.7 FD-Station Exp, Drinking Water	28.08	500.00	-471.92	5.62 %
4006.8 FD-Station Exp, Trash Service	324.66	600.00	-275.34	54.11 %
Total 4006.0 FD-Station Expenses	12,731.17	18,750.00	-6,018.83	67.90 %
4007.0 FD-Firefighter Personnel Exp				
4007.1 Office Admin-Fire Dept-Salary	4,683.00	9,000.00	-4,317.00	52.03 %
4007.10 FD-Personnel Exp, Uniform Exp	410.81	500.00	-89.19	82.16 %
4007.4 FD-Personnel Exp, FF Apprec	345.34	2,000.00	-1,654.66	17.27 %
4007.5 FD-Personnel Exp, Call-out Stip	1,880.00	8,000.00	-6,120.00	23.50 %
4007.6 FD-Perssonel Exp, Training Exp	1,126.62	4,000.00	-2,873.38	28.17 %
4007.8 FD-Personnel Exp, DOJ Live Scan		300.00	-300.00	
Total 4007.0 FD-Firefighter Personnel Exp	8,445.77	23,800.00	-15,354.23	35.49 %
4008.0 FD-Public Relations				

		TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
4008.1 FD-PR, Fire Prevention		200.00	-200.00	
Total 4008.0 FD-Public Relations		200.00	-200.00	
4010.0 Fire Dept Explorers Expenses		1,000.00	-1,000.00	
4010.1 Fire Dept Explorer's Admin		1,000.00	-1,000.00	
Total 4010.0 Fire Dept Explorers Expenses		1,000.00	-1,000.00	
Total 4000.0 Fire Department - Subtotal	64,880.67	140,950.00	-76,069.33	46.03 %
Total Expenses	\$133,202.48	\$459,377.71	\$-326,175.23	29.00 %
NET OPERATING INCOME	\$48,060.99	\$0.00	\$48,060.99	0.00%
NET INCOME	\$48,060.99	\$0.00	\$48,060.99	0.00%

Margie

Newberry Community Services District (NCSD)

Project List

The NCSD is making a Project List to prioritize the planning and budgeting for maintenance and improvements within the scope of the NCSD's responsibilities. These responsibilities include planning for Fire Protection, Park and Recreation.

We are asking for input from our community for consideration. Fill in your suggestions. Mail, email, or bring to the office by Jan. 18, 2023 or bring to the meeting on January 24, 2023 6:30pm at the CSD Building.

Project and Need	Cost (Approximate)	Timeline Needed 1-5 Years	Priority 1-5 (1 Being Top Priority)
Ball park Tower	PAID	NOW	1
Electric @ Live station	R	NOW	1
New fire engine	R	NOW	1
* combine reserves to purchase with a 10% cash discount			
get kitchen evaluated for possible R & R & opening as a commercial kitchen		6 mos	3
R & R fireplace		6 mos	3
PAINT Hdg. &	15000	1 year	3
earth quake retrofit Hdg.	3-5K	1 year	
* Saturday programs for kids @ park	2000	6 mos	2
Dog training classes @ park	0	2 yrs	2
EMERGENCY radio network per Jack Hoyer	15000	1 yr.	2
Possible solar for bldg.	?	2 yrs	3

Fire Dept.



NEWBERRY SPRINGS FIRE DEPARTMENT

PROJECT LIST 2023

PROJECT / NEEDS	COST	TIMELINE	PRIORITY
Finish Breakroom/training room (drywall mildew, falling in from rains.FD roof)	1400	NOW	1
Station gate (comes off the track)	1000-3000	NOW	4
Fire Truck/ Type 1 "PLAN A, by Grant"	600,000 – 900,000	Now – 1 yr	1
"PLAN B, continue GSAccess auction-transport fees, registration, mechanic fees	30,000	Now-2 yrs	1
"PLAN C, buy used/ career FD reserves	\$1-100,000	Now – 2 yrs	1
Watertender / Type 3 "PLAN A, by Grant"	300,000	Now - 1 yr	1
"PLAN B, continue GSAccess auction-transport fees, registration, mechanic fees.	30,000	Now-2 yrs	1
"PLAN C, buy used/career FD reserves \$1.	1-50,000	Now-2 yrs	1
Electrical (Fire Station & Bunking Quarters)	~ 70,000-	NOW	1
SCBA air compressor repairs	1500	NOW	1
SCBA packs, tanks, mask, & 1 fill station "? GRANT" (tanks will be out of service by 2024-2026.Mask by 2026)	125,000	1-2 yrs	4
Hydraulic Tools (extrication/cutting tools) "looking for Grants"	30,000-80,000	2-3 yrs	5
Bunker Gear (Jacket&pants 16 FF's X's 2 sets @ \$3000ea) "looking for grants" "on waiting list for rentals"	50,000-100,000 (x's 2 sets per FF)	1-3 yrs	3
(each year buy 3-5 sets, build up inventory)	9,000-15,000	1 yr	3
Wildland Gear (16 FF's 1 set \$700 ea)	11,200	1-3 yrs	3
Flag Pole New (needs repaired & painted)	1500-2000 500?	1 yr now	7 3
TIC (thermal imaging camera) "looking into Grant"	7000	1-5 yrs	7
Generator (EU2000 portable w lights x's 2) "looking into Grant"	2000-3000 ea	3-5 yrs	7
New Property (future FD) 10 acres	30,000-40,000	5-10 yrs	9



NEWBERRY SPRINGS FIRE DEPARTMENT

PROJECT LIST 2023

PROJECT / NEEDS	COST	TIMELINE	PRIORITY
New Fire Station	1,500,000-2,500,000	5-10 yrs	9
New gravel (for station now) in drive-way area's	500-1000	1-2 yrs	7
Gravel for Training property (2 acre's in back area-after fenced)	1000	5 yr	9
Landscape	1000	1-2 yrs	8
Station sign	~5000	2-5 yrs	9
Training props (door prop, car prop, agility prep, etc...)	10,000-20,000	2-5 yrs	8
Containers (training facility) x's 5 @40'	5000-7000 ea	5 yr	9
*FUTURE- Training budget to be able to hire State Fire Marshal Instructors to train in specific fields on site, after we establish a facility to train	~working on \$\$~	5-10 yrs	9
Property Fenceline fencing ~ 2 acres (SVUSD gave us 2 more acres behind station)	10,000-20,000	2-5 yrs	7
Chief vehicle (GSAccess Gov.auction/FED auction) (fees are for transporting,registering,insurance, lights,radio)	free ~1500-2000	1-5 yrs	7
Flashlights (GSAccess Gov auction/FED) (fees transporting cost)	Free 100-500	1-5 yrs	7
Tool bench, tool box, tool shelves	3,500-5,000	1-5 yrs	5
Awning / patio deck / patio cover (quarters) "applying for home depot donation/ grant?"	2,500-5,000	1-5 yrs	9
Hoses, Nozzles, Adapters "will look into grants"	7,000-10,000	3-5 yrs	8
Station 391 – cleaned/grounds tools cleared out Rescue trailer-tires to be repaired/replaced	1000	1 yr	2

24883 National Trails Hwy
Oro Grande, CA, 92368
(818) 207-1902
roseloveelectric@yahoo.com
Roseloveelectric.com
Bonded & insured
License #1048911
Elliot Morales
Owner

Rose Love Electric

Estimate

For: Newberry Springs Fire Department
newberrycsd@gmail.com
33701 Newberry Rd
Newberry Springs, CA, 92365

Estimate No: 267
Date: 11/29/2022



Description

Quantity Rate Amount

Labor and material:

1 \$68,985.00 \$68,985.00

Pulling all Electrical permits needed, arranging and passing electrical inspections . Dealing with (SCE) Southern California Edison

Labeling - Label all existing and new, panels, sub-panels, and outlets with the panel and circuit information.

Burial Tape - All underground work shall include underground burial tape.

Meter Section- upgrade from existing 100 amp to 400 amp to be installed in approved (SCE) location Eaton 400 amps single phase meter with 2- 200 amps main breakers ,one 200 amp breaker to control shop sub panel

Existing Building Sub-Panel replacing for 200 amp 30 circuit 60 spaces all breaker included

Material \$4,200

Labor \$7,200

Crew's Quarters #1

connect the existing 120/240 200 amp disconnect to the new meter section. Conduit to be ran underground. stub out with rigid conduit, no exposed PVC.

Work to include trenching, backfill, and compacting.

Running a total of 80 amps to feed panel inside crew quarters #1

Using 1 1/2 in. Pvc and rigid 1 1/2 in.

Crew's Quarters #2

connect the existing 120/240 125 amp disconnect to the new Meter Section. Conduit

to be ran underground. stub out with rigid conduit, no exposed PVC.

Work to include trenching, backfill, and compacting.

Running a total of 60 amps to feed panel inside crew quarters #2

Using 1 inch pvc and 1inch rigid

(1) week trencher rental include

Storage building

connect the existing 120/240 60 amp sub-panel the new Meter Section. Contractor to determine conduit size and wire size. stub

out with rigid conduit, no exposed PVC. Work to include trenching, backfill, and compacting

Exposed wires in container need to be capped and put blank cover on ,need to cover up all light fixtures , need to check electrical junction box seems to have water leak damage

Material \$ 10,815

Labor \$21,600

Existing Building Bathroom Sub-Panel

Need to fix main power for subpanel ran exposed wires as power main feed ,running a total of 60 amp to subpanel from shop subpanel

Shop Lights

rewire shop lights with two three-way switching at

both doors.removing all existing extension cords and hard wiring with mc cable

Material \$ 1,200

Description

Quantity

Rate

Amount

Labor \$2,880

Washer and Work Bench

adding three 20-amp duplex outlets for washer and work bench area along the west wall.

Material \$1,580

Labor \$2,880

Dryer outlet

add one 220VAC outlet for the existing dryer.

Power to be fed from bath room subpanel

Material \$1,250

Labor \$ 1,440

Heat Lamp Outlets

add four outlets for heat lamps.

With (3) retractable cord (2) different circuits 120v fed from shop sub panel

Material \$1,500

Labor \$1,440

Compressor Outlet

Installing a new 110/220 VAC outlet for the existing

Compressor power to be fed from shop sub panel

Labor \$1,850

Labor \$2,160

Outlet Relocation

relocate outlets to each beam on the backside of the shop .

Remove EMT Piping

Remove and dispose of abandoned EMT piping in various locations.

Material \$750

Labor \$1,440

Exterior and interior Outlets

All to be Replaced with G.F.C.I. And w

Subtotal

\$68,985.00

Total

\$68,985.00

Total

\$68,985.00

Notes

Exterior and interior Outlets/outlet removal

Removing outlet from wall near water heater ,painting and patching as needed to match surrounding ,

All exterior outlets to be Replaced with G.F.C.I. And weather proof covers where needed

Material \$900

Labor \$ 1,260

Exterior Lights

installing (1) LED floodlight at the north, east and west sides of the building. The lights will be dusk to dawn. A total of three fixtures to be provided, one on each side.

Light Specifications: CCT-5000K, 15600lm,

14"X8.9"

Material \$1200

Labor \$1,440

Southern California Edison gave me a verbal estimate over phone for

\$10,000 to change existing transformer

(\$10,000 for transformer not included in this bid)

Wire & Conduit prices are good until 1/31/2023

After that date will need to adjust prices to existing market prices

One year warranty on labor and material



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Agenda Item – Policy 3415 – Compensation – Discussion/Action

Policy 3415 sets the basics for compensating our employees. With the State getting stricter about salary vs. hourly pay, most CSDs have moved to hourly compensation. Also moving Director Stipend to Payroll but still limited by LAFCO. This Policy is from CSDA's Policy manual. I have left the entire policy making the edits I thought applied to our CSD. I was going to make this a discussion only item but if you have thoroughly reviewed it and want to approve it we will be that much further along.

POLICY TITLE: Compensation
POLICY NUMBER: 3415

3415.1 This policy shall apply to all District employees.

3415.2 Compensation at Hiring.

3415.2.1 New Employees. All newly appointed employees shall be paid at the first step of the salary range for the position to which the employee is appointed except as provided elsewhere herein.

3415.2.2 Advanced Step Hiring. If the General Manager ~~[or PERSONNEL DIRECTOR, etc.]~~ finds that qualified applicants cannot be successfully recruited at the first step of the wage range, he/she may request the Board of Directors to authorize an appointment at an advanced step of the wage range.

~~3415.2.3 Former Employees. A person who previously held a full-time position from which the person was separated in good standing may, when re-employed in a position with the same or lower pay range than held at separation, be appointed at the same salary rate which was paid at the effective date of the person's termination, or the nearest lower applicable step for the range to which the person is appointed, provided such re-employment occurs within twelve (12) months from the date of said termination.~~

3415.3 Merit Advancement within Range.

3415.3.1 Performance Evaluation Required. The General Manager ~~[or PERSONNEL DIRECTOR~~ or other responsible managing employee] shall authorize ~~a merit~~ merit advancement within the salary range ~~only~~ after evaluating the employee's performance and determining that it is satisfactory. This determination shall be noted on a performance evaluation form to be placed in the employee's file, with a copy given to the employee. Directors increase is dependent on Directors being compliant with shall have completed all training and submitted any all forms required by LAFCO and Government Code law.

3415.3.2 Period of Employment Required for Merit Advancement. Unless otherwise specified herein, each employee shall, in addition to receiving a satisfactory performance evaluation, complete



the following required time of employment to be eligible to receive a merit increase:

3415.3.2.1 New Employees. A person hired as a new employee shall have a merit advancement date which is ~~6~~⁶[~~six, 12, etc.~~] months following the appointment/hire date. Thereafter the merit advancement date shall be July 1.

~~3415.3.2.2 Promotion or Demotion. An employee who is promoted or demoted shall have a new merit advancement date which shall be one year from the date of promotion or demotion.~~

~~3415.3.2.3 Voluntary Demotion. An employee who voluntarily demotes to a position at a lower salary range shall have no change in merit advancement date.~~

~~3415.3.2.4 Change in Range Allocation. If the salary range for an employee's position is changed, the employee's merit advancement date shall not change.~~

~~3415.3.2.5 Position Reclassification. An employee whose position is reclassified to a position having the same or lower salary range shall have no change in merit advancement date. An employee whose position is reclassified to a position having a higher salary range shall have a new merit advancement date which is one year following the effective date of the position reclassification.~~

~~3415.3.2.6 Non-Merit Step Adjustments. An employee whose salary step is adjusted to a higher step for reasons other than regular merit advancement shall have a new merit advancement date effective one year from the date of said adjustment.~~

3415.3.3 Effective Date. An employee's merit increase shall take place on the first day of the pay period in which his/her merit advancement date falls. The General Manager ~~[or PERSONNEL DIRECTOR, etc.]~~ may delay authorizing the merit advancement up to 90 days beyond the employee's merit advancement date without affecting the normal merit advancement date. In case of such a delay, the employee's merit advancement shall be effective the first day of the pay period following the General Manager's ~~[or PERSONNEL DIRECTOR~~ or other responsible managing employee] authorization. If authorization for merit advancement is delayed beyond 90 days from the employee's merit advancement date, the employee shall not be eligible for a merit increase until his/her next normal merit advancement date.

3415.4 Promotion. Employees promoted to a position with a higher salary range may be paid either at the minimum rate of the new range or at the nearest higher rate that the employee would otherwise be entitled to on the date the promotion is effective, whichever is greater, provided that an employee promoted to a salary range in excess of one range above his/her former range shall receive no less than one range increase [or 3%, 5%, etc.], at the same step, in rate.

Agenda Item –GM Performance Evaluation, Yearly review - Closed Session – Discussion/Action

Per Policy 2175 The Board of Directors and General Manager should jointly develop mutually agreed upon written goals and objectives for the subsequent evaluation period. For details see Policy.

POLICY TITLE: Performance Evaluations - General Manager
POLICY NUMBER: 2175

2175.1 The General Manager of the District is retained and serves at the will of the Board of Directors. The Board of Directors shall review the performance of the General Manager after the initial six (6) months of service after appointment and then annually thereafter, using a process that provides for discussion and encourages feedback in the development of goals and the performance evaluation.

2175.1.1 After the initial review, these performance evaluations shall be done between January 1st and March 31st of each year or on another date mutually acceptable to the Board of Directors and the General Manager. The Board Secretary shall maintain a notification system that tracks the date when the evaluation is due to ensure the Board agenda is properly noticed and to provide adequate advance notice to the Board and the General Manager.

2175.2 The performance evaluations should occur in closed session.

2175.2.1 To aid in its review of the General Manager, the Board of Directors shall use the ~~three (3)~~ two (2) page form titled "General Manager - Performance Review" which follows. The form will be completed prior to the formal performance review session. Directors shall be encouraged to prepare input on the form prior to the Board of Directors meeting.

2175.3 During the scheduled closed session(s), the Board should meet as a group with the General Manager to verbally discuss the components of the performance evaluation and received feedback from the General Manager relative to his/her assessment. If requested by the Board and/or the General Manager, the District's Legal Counsel may attend the evaluation session.

Following the meeting with the General Manager, the Board shall meet and determine an overall evaluation of the General Manager's performance for the past review period and provide written notification to the General Manager of the assessment and any recommended compensation adjustment, as appropriate. A copy of this written assessment should be provided to the General Manager and a copy kept in the General Manager's personnel file. The performance evaluation shall be kept confidential. Any decision on a compensation award shall be made at a public meeting following the closed session evaluation meeting.

2175.4 The Board of Directors and General Manager should jointly develop mutually agreed upon written goals and objectives for the subsequent evaluation period.

Revised, Approved and Adopted February 27, 2018

NEWBERRY COMMUNITY SERVICES DISTRICT

Established 1958

DRAFT SPECIAL MEETING MINUTES DECEMBER 15, 2022, AT 5 P.M.

Call the meeting to order- 5:07 p.m.

Pledge of Allegiance

President Springer asked all present to recite the Pledge of Allegiance.

Roll Call.

Present: President Springer
Vice President Deel
Director Paulsen
Director Roberts
Director Unger

Absent:

Also Present: General Manager Jodi Howard, Fire Chief Lanier and members of the public.

1. Approval of Agenda

Motion Director Deel to approve as presented. Seconded Director Paulsen.

Vote: **Unanimous**

Motion Passed

2. Public Comments:

a. General Public

Robert Shaw

Mike Matson

Ron Bearshear

Agenda Items- Discussion/possible Action

A. Rescind Approved Meeting Minutes October 25, 2022.

Motion Director Deel to rescind approved meeting minutes for October 25, 2022. Seconded Director Paulsen.

Vote: **No-** Director Roberts

Yes- Director Unger, Paulsen, Deel and Springer

Motion Passed

B. Approve Regular Meeting Draft Minutes for October 25, 2022
Motion Director Paulsen to approve Original October 25, 2022 meeting minutes. Seconded Director Unger.
Vote: No- Director Unger and Roberts
Yes- Director Springer, Paulsen and Deel
Motion Passed

9. Adjournment- 6:10 p.m.

Board Secretary

Board President

NEWBERRY COMMUNITY SERVICES DISTRICT

Established 1958

REGULAR MEETING DRAFT MINUTES

December 15, 2022

Call the meeting to order- 6:11 p.m.

Pledge of Allegiance

President Springer asked all present to recite the Pledge of Allegiance.

Director Springer, Unger, and Matson sworn in between public meeting.

Director Unger was voted in as President and Director Deel for Vice President

Roll Call.

Present: President Unger
Vice President Deel
Director Matson
Director Roberts
Director Springer

Absent:

Also Present: General Manager Jodi Howard, Fire Chief Lanier and members of the public.

1. Approval of Agenda

Motion Director Deel to approve as presented. Seconded Director Matson.

Vote: **Unanimous**

Motion Passed

2. Public Comments:

a. General Public

Rose Beardshear- Chamber donated 500.00 to the CSD for the use of grounds for Pistachio Festival. She also had meeting with Supervisor Rowe and a lot of good information came out of the meeting.

Virginia Padilla- (handed in resume) She is getting paperwork from desert mana done.

Juan F.- Congratulated Jack, Bobby, and Mike. He offered to take minutes for the meeting.

Community Reports-

Sheriff Report –

3. Reports

a. General Manager-

quote for Scoreboard/Bid Review for Fire Department
Spent a couple weeks figuring out how to fix the Board Minutes for Nov. Meeting.

Paperwork and pictures submitted for park grant to get payment on park equipment.

b. **Fire Department-** Fire Dept. Report attached on newberrycsd.net website.

c. **Air Quality Monitoring Report** – www.purpleair.com all sensors 100%.

Agenda Items- Discussion/possible Action

A. Approve the cost and scope outlined in Estimate No. 267 Fire Department Electricity Installation by Rose Love Electric. The General Manager shall obtain written permission from the Landlord. The General Manager is to negotiate the terms and conditions of the contract with Rose Love Electric. Once permission is obtained and the terms and conditions are agreed upon, the General Manager shall issue a contract to Rose Love Electric based upon the issued RFP, the agreed upon terms and conditions, and the estimated price from Rose Love Electric.
Moton Director Springer to approve the cost outlined in estimate 267 Fire Department Electricity installation by Rose Love Electric conditional to School District approval & SCE cost & time estimate presented to Board for final approval. Seconded Director Roberts.
Vote: **Unanimous**
Motion Passed

B. Approve the cost and scope outlined in Estimate No. 270 Installation of Scoreboard Installation and Wiring by Rose Love Electric. The General Manager is to negotiate the terms and conditions of the contract with Rose Love Electric. Once permission is obtained and the terms and conditions are agreed upon, the General Manager shall issue a contract to Rose Love Electric based upon the issued RFP, the agreed upon terms and conditions, and the estimated price from Rose Love Electric.

Motion Director Roberts to proceed with estimate from Rose Love Electric to install scoreboard stored at Mike Matson's house immediately, per terms and conditions of the RFP. Seconded Director Matson.
Vote: **Unanimous**

5. Approval of Minutes for November 29, 2022

Motion Director Springer approve minutes of November 29, 2022. Seconded Director Matson.
Vote: **Unanimous**
Motion Passed

6. Approve Bills Paid and Presented

Motion Director Springer to approve bills paid and presented. Seconded Director Matson.
Vote: **Unanimous**
Motion Passed

7. Old and New Business

Director Springer- Outline a Community Plan for the District

8. Directors Comments

Director Deel- Tue. Dec. 20 6:30 p.m. NSEDA Cottage Industries
Signed up- Webinar Employment Law

CSDA Book Club- a book she wants to share with Directors.

We lost- Rick Blessing and Jim Blessing

Randy Wallace and Joe Pizzitola

Director Roberts- No comment

Director Matson- 9 months ago his trailer was stolen. He just found it and got it back.

Director Springer- Welcomed the New Board and Mike Matson as a new Board Member.

Director Unger- Hope we can change some ways, minds and move forward. Merry Christmas and Happy New Year!

9. Adjournment- 8:59 p.m.

Board Secretary

Board President

Newberry Community Services District

Bills Paid and Presented

December 16, 2022 - January 24, 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
Ordinary Income/Expenses					
Income					
5000.0 Income					
5001.0 Income-Interest					
5001.3 Income-Interest, Savings Acct					
12/24/2022	Deposit				
		eft		interest	351.61
12/31/2022	Deposit			interest	485.93
12/31/2022	Deposit			interest	484.63
Total for 5001.3 Income-Interest, Savings Acct					484.63
Total for 5001.0 Income-Interest					\$1,322.17
5003.0 Income-Fire Department					
5003.4 Income-FD Donations					
12/16/2022	Expense		Wal-Mart	Christmas Donation from SAL	-24.80
				candy canes	
12/16/2022	Expense		Wal-Mart	Christmas Donation from SAL	-250.00
				Christmas gift cards for kids of Newberry	
Total for 5003.4 Income-FD Donations					\$ -274.80
Total for 5003.0 Income-Fire Department					\$ -274.80
5005.0 Income, SB County Tax Share					
12/19/2022	Deposit				
01/10/2023	Deposit		COUNTY OF SAN BERNARDINO	prop tax apportionment	85,993.96
01/12/2023	Deposit	eft	COUNTY OF SAN BERNARDINO	prop tax apportionment	4,754.86
		eft	COUNTY OF SAN BERNARDINO	prop tax apportionment	508.85
Total for 5005.0 Income, SB County Tax Share					\$91,257.67
Total for 5000.0 Income					\$92,305.04
Total for Income					\$92,305.04
Expenses					
1000.0 Administrative-Subtotal					
1005.0 Directors Stipend					
01/12/2023	Check	19068	Mike Matson	Jan stipend	50.00
01/12/2023	Check	19067	Jack Unger	Jan stipend	50.00
01/12/2023	Check	19071	Paula Deel	Jan stipend	50.00
01/12/2023	Check	19070	Margie Roberts	Jan stipend	50.00
01/12/2023	Check	19069	Robert Springer	Jan stipend	50.00
Total for 1005.0 Directors Stipend					50.00
1012.0 Admin Personnel Expenses					
1012.1 Board Secretary-Salary					
12/20/2022	Check	eft	PR Jodi Howard	PR 11/16/22 to 12/15/22	256.46
Total for 1012.1 Board Secretary-Salary					256.46
1012.2 General Manager-Salary					
12/20/2022	Check	eft	PR Jodi Howard	PR 11/16/22 to 12/15/22	1,400.00
Total for 1012.2 General Manager-Salary					\$1,400.00
1012.3 Office Assistant-Salary					
12/20/2022	Check	eft	PR Martha Elder	PR 11/16/22 to 12/15/22	700.24
Total for 1012.3 Office Assistant-Salary					\$700.24
1012.4 Treasurer - Salary					
12/20/2022	Check	eft	PR Eva R Beaty	PR 11/16/22 to 12/15/22	307.80
Total for 1012.4 Treasurer - Salary					\$307.80
1012.5 Fedl/State/Local Empl Tay Pmts					
12/20/2022	Check	eft	PR Eva R Beaty	WH	-23.55
12/20/2022	Check	eft	PR Daphne Lanier	WH	-328.23
12/20/2022	Check	eft	PR Martha Elder	WH	-53.57
12/20/2022	Check	eft	PR Jodi Howard	WH	-196.71
Total for 1012.5 Fedl/State/Local Empl Tay Pmts					\$ -602.06
Total for 1012.0 Admin Personnel Expenses					\$2,062.44

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
	Total for 1000.0 Administrative-Subtotal				\$2,312.44

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
2000.0 Parks and Recreation - Subtotal					
2002.0 Community Center Expenses					
2002.3 CC-Propane					
01/12/2023	Check	19072	Silver Valley Propane	cc propane	
Total for 2002.3 CC-Propane					540.39
2002.4 CC-Contract Labor/Cleaning					
01/13/2023	Check	19065	DAPHNE LANIER (FD)	CC cleaning	
Total for 2002.4 CC-Contract Labor/Cleaning					300.00
2002.7 Pest Control					
01/13/2023	Check	19055	Clark Pest Control	CC pest control	
Total for 2002.7 Pest Control					55.00
Total for 2002.0 Community Center Expenses					\$55.00
2003.0 Ground Expenses					
2003.1 Grounds-Landscaping					
01/12/2023	Check	19074	Klean Kut Kare	Landscaping Dec	
Total for 2003.1 Grounds-Landscaping					475.00
2003.2 Grounds-Disposal Services					
01/13/2023	Check	19053	Desert Disposal	CC trash service Dec	
Total for 2003.2 Grounds-Disposal Services					166.36
2003.4 Grounds Maint/Repair					
01/13/2023	Check	19066	Allen Marcroft	CC empty trash	
Total for 2003.4 Grounds Maint/Repair					100.00
Total for 2003.0 Ground Expenses					\$100.00
Total for 2000.0 Parks and Recreation - Subtotal					\$741.36
3000.0 Municipal Services-Subtotal					
3001.0 Electric - Street Lights					
01/13/2023	Check	19056	SCE	street lights	
Total for 3001.0 Electric - Street Lights					641.98
Total for 3000.0 Municipal Services-Subtotal					\$641.98
4000.0 Fire Department - Subtotal					
4003.0 FD-Equipment Expense					
4003.1 FD-Equip Exp, Fuel					
12/16/2022	Expense	4003.1	Mobil K & S Petroleum Inc.	Pov	25.05
12/17/2022	Expense	4003.1	Newberry Chevron	Parts run @ 52 miles round trip x 3 times	
12/18/2022	Expense	4003.1	Newberry Chevron	Fuel bp392 miles 102192	90.05
12/18/2022	Expense	4003.1	Newberry Chevron	Bp393 miles 64427	125.18
12/22/2022	Expense	4003.1	Newberry Chevron	E392 miles 83222	170.39
01/12/2023	Check	19073	Silver Valley Unified School District	Bp392 miles 102192	90.05
Total for 4003.1 FD-Equip Exp, Fuel					131.02
Total for 4003.0 FD-Equipment Expense					\$631.74
4004.0 FD-Equip Exp, Non-Vehicle					
4004.1 FD-Equip Exp, NV, Purchase					
01/14/2023	Expense	4004.1	Wal-Mart	2 file boxes, fabreez bathroom, tp, bottled water	
Total for 4004.1 FD-Equip Exp, NV, Purchase					45.30
Total for 4004.0 FD-Equip Exp, Non-Vehicle					\$45.30
4006.0 FD-Station Expenses					
4006.1 FD-Station Exp, Internet					
01/13/2023	Check	19052	Frontier Communications	FD internet	
Total for 4006.1 FD-Station Exp, Internet					70.49
4006.2 FD-Station Exp, Maint/Repair					
12/16/2022	Expense	4006.2	Wal-Mart	Station/bathroom cleaners, bleach, plastic forks, paper plates	
Total for 4006.2 FD-Station Exp, Maint/Repair					67.12
4006.5 FD-Station Exp, Membership/Subs					
01/13/2023	Check	19051	ESO Solutions, Inc.	replace lost check #18885 8/12/22	
Total for 4006.5 FD-Station Exp, Membership/Subs					3,037.07
4006.8 FD-Station Exp, Trash Service					
01/13/2023	Check	19054	Desert Disposal	1006.8	
Total for 4006.8 FD-Station Exp, Trash Service					46.38
Total for 4006.0 FD-Station Expenses					\$46.38

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 4006.0 FD-Station Expenses					
4007.0 FD-Firefighter Personnel Exp					\$3,221.06
4007.1 Office Admin-Fire Dept-Salary					
12/20/2022	Check				
		eft	PR Daphne Lanier	PR 11/16/22 to 12/15/22	
Total for 4007.1 Office Admin-Fire Dept-Salary					669.00
4007.5 FD-Personnel Exp, Call-out Stip					\$669.00
01/13/2023	Check				
01/13/2023	Check	19057	DAPHNE LANIER (FD)	Dec stipend	100.00
01/13/2023	Check	19062	Mitch Ward	Dec stipend	10.00
01/13/2023	Check	19063	Michael Williams	Dec stipend	10.00
01/13/2023	Check	19058	Rylan Lanier	Dec stipend	120.00
01/13/2023	Check	19059	Jay Potter	Dec stipend	20.00
01/13/2023	Check	19060	Nathan Powell	Dec stipend	20.00
01/13/2023	Check	19064	Braulio A Zapata	Dec stipend	20.00
01/13/2023	Check	19061	Brian Vintus	Dec stipends	40.00
Total for 4007.5 FD-Personnel Exp, Call-out Stip					\$340.00
Total for 4007.0 FD-Firefighter Personnel Exp					\$1,009.00
Total for 4000.0 Fire Department - Subtotal					\$4,907.10
Total for Expenses					\$9,498.27
Net Income					\$82,806.77