

POLICY TITLE: Members of the Board of Directors
POLICY NUMBER: 4050

4050.1 Directors shall thoroughly prepare themselves to discuss agenda items at meetings of the Board of Directors. Information may be requested from staff or exchanged between Directors before meetings.

4050.1.1 Information exchanged before meetings shall be distributed through the General Manager, and all Directors will receive all information being distributed.

4050.1.2 Copies of information exchanged before meetings shall be available at the meeting for members of the public in attendance, and shall also be provided to anyone not present upon their request.

4050.2 ~~Directors shall at all times conduct themselves with courtesy to each other, to staff, and to members of the audience present at Board meetings~~ As Directors we agree to: 1) Show respect. Never dismissing or devaluing others; 2) Listen openly, trying to really hear what other people are saying without defensiveness or mentally preparing a response; 3) Ask probing – not challenging – questions to further understanding and knowledge; 4) Address process, not personalities; 5) Paraphrase for understanding; 6) Use “I” messages (no blame); 7) Look for common ground; 8) Maintain confidentiality (builds trust); 9) Work toward the future – learning from the past; 10) Each be responsible for the success of the meeting by participating equally and raising concerns.

4050.3 Directors shall defer to the ~~chairperson~~ Board President for conduct of meetings of the Board, but shall be free to question and discuss items on the agenda. All comments should be brief and confined to the matter being discussed by the Board.

4050.4 Directors may request for inclusion into minutes brief comments pertinent to an agenda item only at the meeting that item is discussed (including, if desired, a position on abstention or dissenting vote).

4050.5 Directors shall abstain from participating in consideration on any item involving a personal or financial conflict of interest. Unless such a conflict of interest exists, however, Directors should not abstain from the Board's decision-making responsibilities.

4050.6 Requests by individual Directors for substantive information and/or research from District staff will be channeled through the General Manager.

Revised, Approved and Adopted 12/15/2020

POLICY TITLE: Board Meeting Agenda
POLICY NUMBER: 5020

5020.1 The General Manager, in cooperation with the Board President, shall prepare an agenda for each regular and special meeting of the Board of Directors in accordance with the Ralph M. Brown Act. (Cal. Govt. Code, section 54950-54963) Any Director may call-contact the General Manager and request any item to be placed on the agenda no later than 3:00 P.M. two days prior to the posting of the agenda for the next meeting date (per Section 5020.4).

5020.1.2 Agenda Items shall be submitted by email or in writing and contain the following: Subject(possible motion), Reason and Support for need, and Recommended Action.

5020.2 Any member of the public may request that a matter directly related to District business be placed on the agenda of a regularly scheduled meeting of the Board of Directors, subject to the following conditions:

5020.2.1 The request must be in writing or emailed and be submitted to the General Manager together with supporting documents and information, if any, at least seven business days prior to the date of the meeting;

5020.2.2 The General Manager shall be the sole judge of whether the public request is or is not a "matter directly related to District business"; the public member requesting the agenda item may appeal the General Manager's decision at the next regular meeting of the Board of Directors. Any Director may request that the item be placed on the agenda of the Board's next regular meeting.

5020.2.3 The Board of Directors may place limitations on the total time to be devoted to a public request issue at any meeting, and may limit the time allowed for anyone person to speak on the issue at the meeting. The Board President may also extend the time made available on any issue upon request of the speaker or any member of the Board.

5020.3 This policy does not prevent the Board from taking testimony at regular and special meetings of the Board on matters which are not on the agenda which a member of the public may wish to bring before the Board. However, the Board shall not take action on such matters at that meeting.

5020.4 At least 72 hours prior to the time of all regular meetings, an agenda, which includes but is not limited to all matters on which there may be discussion and/or action by the Board, shall be posted conspicuously for public review at the District office. If the District maintains a website, the agenda shall be posted on the website for public information at the same time. All information made available to the Board (except confidential information allowed by State law per legal counsel authority) shall be available for public review prior to the board meeting.

5020.4.1 The agenda for a special meeting shall be posted at least 24 hours before the meeting in the same locations.

Reviewed and adopted by the Board of Directors on 2/27/18 12/15/2020

POLICY TITLE: Board Meeting Conduct
POLICY NUMBER: 5030

5030.1 Meetings of the Board of Directors shall be conducted by the Board President in a manner consistent with the policies of the District. Policy No. 5070, "Rules of Order for Board and Committee Meetings", shall be used as a general guideline for meeting protocol.

5030.2 All Board meetings shall commence at the time stated on the agenda and shall be guided by same.

5030.3 The conduct of meetings shall, to the fullest possible extent, enable Directors to:

5030.3.1 Consider problems to be solved, weigh evidence related thereto, and make wise decisions intended to solve the problems; and,

5030.3.2 Receive, consider and take any needed action with respect to reports of accomplishment of District operations.

5030.4 Provisions for permitting any individual or group to address the Board concerning any item on the agenda of a special meeting, or to address the Board at a regular meeting on any subject that lies within the jurisdiction of the Board of Directors, shall be as followed:

5030.4.1 Three minutes may be allotted to each speaker and a maximum of 20 minutes to each subject matter. The Board ~~President-of-the-Board~~, at his/her own discretion may allow additional time upon request of the speaker.

5030.4.2 No disruptive conduct shall be permitted at any Board meeting. Persistence in disruptive conduct shall be grounds for summary termination, by the Chairperson~~Board President~~, of that person's privilege of address.

5020.4.3 The Board President may eject any person or persons making personal, impertinent or slanderous remarks, refusing to abide by a request from the Board President or otherwise disrupting the meeting.

5030.5 Willful disruption of any of the meetings of the Board of Directors shall not be permitted. If the Board President finds that there is in fact willful disruption of any meeting of the Board, he/she may order the disrupting parties out of the room and subsequently conduct the Board's business without them present.

5030.5.1 After clearing the room of disruptive individuals, the Board President may permit those persons who, in his/her opinion, were not responsible for the willful disruption to remain in the meeting room.

Revised, Approved and Adopted 12/15/2020

POLICY TITLE: Board Actions and Decisions

POLICY NUMBER: 5040

5040.1 Actions by the Board of Directors include but are not limited to the following:

5040.1.1 Adoption or rejection of regulations or policies;

5040.1.2 Adoption or rejection of a resolution;

5040.1.3 Adoption or rejection of an ordinance;

5040.1.4 Approval or rejection of any major contract or expenditure;

5040.2 **Action can only be taken by the vote of the majority of the Board of Directors. Three (3) Directors represent a quorum** for the conduct of business.

5040.2.1 A member abstaining in a vote is considered as absent for that vote. A member ~~abstaining-recusing~~ due to a conflict of interest does not count towards a quorum.

5040.2.1.1 Example. If three of five Directors are present at a meeting, a quorum exists and business can be conducted unless ~~one Director abstains or recuses the abstention is~~ (due to a conflict of interest). ~~However, if one Director abstains on a particular action and the other two cast "aye" votes, n~~o action is taken because a "majority of the Board" did not vote in favor of the action.

5040.2.1.2 Example. If an action is proposed requiring a two-thirds vote and two Directors abstain, the proposed action cannot be approved because four of the five Directors would have to vote in favor of the action.

5040.2.1.3 Example. If a vacancy exists on the Board and a vote is taken to appoint an individual to fill said vacancy, three Directors must vote in favor of the appointment for it to be approved. If two of the four Directors present abstain, the appointment is not approved.

5040.3 The Board may give directions that are not formal action. Such directions do not require formal procedural process. Such directions include the Board's directives and instructions to the General Manager to provide further information at the next meeting of the Board and to respond to questions raised by the Public.

5040.3.1 The Board President shall determine by consensus a Board directive and shall state it for clarification. Should any two Directors challenge the statement of the Board President, a voice vote may be requested.

5040.3.2 A formal motion may be made to place a disputed directive on a future agenda for Board consideration, or to take some other action (such as refer the matter to the General Manager for review and recommendation, etc.).

5040.3.3 Informal action by the Board is still Board action and shall only occur regarding matters that appear on the agenda for the Board meeting during which said informal action is taken.

recuse: to disqualify (oneself) as judge in a particular case
broadly : to remove (oneself) from participation to avoid a conflict of interest

The current legal use of "recuse" as a term specifically meaning "to disqualify (oneself) as a judge" didn't come into frequent use until the mid-20th century. Broader applications soon followed from this sense - you can now recuse yourself from such things as debates and decisions as well as court cases.

abstain: **1:** to choose not to do or have something : to refrain deliberately and often with an effort of self-denial from an action or practice *abstain* from drinking

2: to choose not to vote Ten members voted for the proposal, six members voted against it, and two *abstained*.

Synonyms & Near Synonyms for *abstain*

- decline, refuse, reject, turn down, delay, halt, hesitate, stall, temporize, shilly-shally, vacillate, waffle, waver

Revised, Approved and Adopted

12/15/2020

POLICY TITLE: Rules of Order for Board and Committee Meetings
POLICY NUMBER: 5070

5070.1 General.

5070.1.1 Action items shall be brought before and considered by the Board by motion in accordance with this policy. These rules of order are intended to be informal and applied flexibly. The Board prefers a flexible form of meeting and, therefore, does not conduct its meetings under strict formalized rules such as Robert's Rules of Order.

5070.1.1.1 If a Director believes order is not being maintained or procedures are not adequate, then he/she should raise a point of order - not requiring a second - to the Board President. If the ruling of the Board President is not satisfactory to the Director, then it may be appealed to the Board. A majority of the Board will govern and determine the point of order.

5070.2 Obtaining the Floor.

5070.2.1 Any Director, or Staff member, desiring to speak should address the Board President and, upon recognition by the Board President, may address the subject under discussion.

5070.2.2 Virtual Meetings: Any Director or Staff member desiring to speak should make that request by "chat" and upon recognition by the Board President may address the subject under discussion.

5070.3 Motions.

5070.3.1 Any Director, including the Board President, may make or second a motion. A motion shall be brought and considered as follows:

5070.3.1.1 A Director makes a motion; another Director seconds the motion; and the Board President states the motion.

5070.3.2 Once the motion has been stated by the Board President, it is open to discussion and debate. After the matter has been fully debated, and after the public in attendance has had an opportunity to comment, the Board President will call for the vote.

5070.3.2.1 If the public in attendance has had an opportunity to comment on the proposed action, any Director may move to immediately bring the question being debated to a vote, suspending any further debate. The motion must be made, seconded, and approved by a majority vote of the Board.

5070.4 Secondary Motions. Ordinarily, only one motion can be considered at a time and a motion must be disposed of before any other motions or business are considered. There are a few exceptions to this general rule, though, where a secondary

motion concerning the main motion may be made and considered before voting on the main motion.

5070.4.1 Motion to Amend. A main motion may be amended before it is voted on, either by the consent of the Directors who moved and seconded, or by a new motion and second.

5070.4.2 Motion to Table. A main motion may be indefinitely tabled before it is voted on by motion made to table, which is then seconded and approved by a majority vote of the Board.

5070.4.3 Motion to Postpone. A main motion may be postponed to a certain time by a motion to postpone, which is then seconded and approved by a majority vote of the Board.

5070.4.4 Motion to Refer to Committee. A main motion may be referred to a Board committee for further study and recommendation by a motion to refer to committee, which is then seconded and approved by a majority vote of the Board.

5070.4.5 Motion to Close Debate and Vote Immediately. As provided above, any Director may move to close debate and immediately vote on a main motion.

5070.4.6 Motion to Recess. Any Director may make a motion to recess. The Board President shall then call for a second and a vote.

5070.4.7 Motion to Adjourn. A meeting may be adjourned by motion made, seconded, and approved by a majority vote of the Board before voting on a main motion.

5070.5 Decorum.

5070.5.1 The Board President shall take whatever actions are necessary and appropriate to preserve order and decorum during Board meetings, including public hearings. The Board President may eject any person or persons making personal, impertinent or slanderous remarks, refusing to abide by a request from the President, or otherwise disrupting the meeting or hearing.

5070.5.2 The Board President may also declare a short recess during any meeting.

5070.6 Amendment of Rules of Order.

5070.6.1 By motion made, seconded and approved by a majority vote, the Board may, at its discretion and at any meeting: a) temporarily suspend these rules in whole or in part; b) amend these rules in whole or in part; or, c) both.

Revised, Approved and Adopted

12/15/2020

AIR QUALITY MONITORING REPORT FOR CSD BOARD

December 15, 2020

This report is a follow-on to my November 17, 2020 report to the CSD Board. Today's report contains new information since November 17, as well as corrections to the initial report.

Here's a brief summary of the earlier November 17, 2020 report.

- Newberry's **legal settlement** with Clearway Energy **earmarked \$20,000 \$15,000** for "air quality monitoring" ~~two "professional quality" air quality monitors~~. Our intent was to deploy two "professional quality" monitoring systems, one upwind of the project in the Daggett area and one downwind in the Newberry area. Consistent, significant differences between the upwind and downwind air quality readings would indicate an air quality problem originating within the solar project area.
- The Mojave Desert Air Quality Management District (MDAQMD) estimated initial hardware and software cost to equip both sites (upwind and downwind) with "professional quality" equipment made by Met One that meets government-required accuracy standards is approximately \$150,000. This does not include the ongoing costs for electrical power, Internet access, maintenance, calibration, repairs, consumable supplies as well as initial installation costs.
- The lower-cost alternative to the Met One equipment is made by Purpleair in Draper, Utah. These air quality monitors cost \$279 each. The estimated initial cost to equip two sites with Purpleair monitors would be approximately \$560. This does not include the ongoing cost for electrical power and Internet access. There are no ongoing costs for maintenance, calibration, or consumable supplies. Repairs, when needed, are covered under a Purpleair one-year warranty.
- Purpleair monitors are **not certified** to meet **government and regulatory standards for accuracy**. This means that government agencies can not use their data for regulatory purposes.
- Air quality data from Purpleair monitors is displayed for the public on both the Purpleair.com website and on the Environmental Protection Agency (EPA) fire.airnow.gov website.
- Purpleair data, although likely not useable in court cases, has been demonstrated to be close to the accuracy of the professional quality air quality monitors.
- Using Purpleair, the CSD may choose to provide **additional monitors** at Newberry residents' homes who are **especially close to the solar plant project site** and are **more heavily impacted** by PM2.5 and PM10 particles (for example, residents in the Minneola area).

NEW INFORMATION SINCE November 17, 2020

The CSD's two existing Purpleair monitors

The CSD has **two existing Purpleair monitors**. Both monitors have been out of service for at least several months. On December 4th, I met with two MDAQMD Air Quality Instrument Specialists at the CSD office. I watched as they restored the Purpleair monitor **back into service**. It had stopped working when the wireless router in the CSD office was changed out. Reconnecting the air quality monitor and restoring monitoring was a simple and straightforward reconfiguration process. I spoke with the two specialists extensively and they provided answers to a number of my air quality monitoring questions. Using my Android phone, they demonstrated and stepped me through the very simple monitor reconfiguration process.

I then accompanied the MDAQMD personnel to the Newberry Volunteer Fire Department where there was another Purpleair unit that had stopped functioning. That unit failed to reconnect to the Internet. The unit is located outside of the (metal) north wall of the Fire Department while the wireless router is located inside the metal Fire Station building and also inside a wood-walled office. It is likely that the **Wi-Fi signal level** between the outdoor Purpleair unit and the indoor wireless router is **too low** to support a wireless connection.

While at the Fire Department, the MDAQMD specialists spoke with the Silver Valley Unified School District Information Technology technician who works just next door at the Elementary School. The school already has an installed wireless router that provides outdoor Wi-Fi signal coverage believed to be strong enough to connect with a new Purpleair monitor placed just outside the school building. The MDAQMD specialists plan to return to the school **within a few weeks to install this new Purpleair monitor** which would replace the non-functional monitor on the Fire Department north wall and once again provide air quality monitoring data for the area.

Archiving and analyzing future Purpleair data

Once Newberry installs additional air quality monitors, it will be important to **archive and analyze the air quality data**. Purpleair recommends that this be done using a website called "Thingspeak". The Thingspeak license fee for a government user (like Newberry) is \$650 per year. I've opened a personal account Thingspeak account to learn to use the site and to begin collecting and analyzing air quality data.

MDAQMD Site Visit

On December 8, 2020 I visited the MDAQMD headquarters in Victorville and met with the Deputy Director of Operations as well as several Air Quality Instrument Technicians. I was given a site tour and shown their "professional quality" (Met One/Agilair) monitoring equipment rooms. All of the personnel were very helpful in explaining the equipment operation and

maintenance to me as well as discussing the use of the low-cost Purpleair equipment. The staff showed a great deal of interest in assisting us to deploy an efficient and effective Purpleair network in the Newberry/Silver Valley area.

NSEDA

Newberry Springs Economic Development Association
P.O. Box 306 Newberry Springs, CA 92365

November 10, 2020

Directors of the Newberry Community Service District

Greetings,

The Newberry Springs Civic Hub Strategic Plan is a necessary study to consider and recommend which strategy will best incorporate the elements of shifting population and necessary upgrade of resources into an achievable action.

As the population of Newberry has developed further and further north of the Rt. 66 corridor; the old center of civic activity, (the park, community building, and Fire station) have aged, been outgrown and are distant from the people. Additionally, the Rt. 66 corridor businesses have been bypassed by the freeway and are closed.

The existing old center of civic activity has become largely irrelevant and outdated. Improvements to the Community Building, Park and Fire Department are overdue.

The conclusions and goals represented in the November 10, 2020 Newberry Springs Civic Hub Strategic Plan (draft) centralizes resources closer to the population of Newberry while delivering the required upgrades to those resources.

NSDA knows that a secondary benefit of this strategy will be a place where people interact; where commerce develops and community coalesces to the betterment of all. NSEDA knows too, that without a hub where people connect there will be little opportunity for local commerce and the benefits of a circular economy in Newberry may never be enjoyed.

Therefore NSEDA supports this Draft of the Strategic Planning Committee and encourages your support also.

Sincerely,

Paul Deel
President, Newberry Springs Economic Development Association.
Submitted without board review

Newberry Springs Civic Hub Strategic Plan (Nov. 17, 2020 Draft)

NOTE: Items shown in red below are the latest suggested revisions. These have not yet been reviewed and approved by the Civic Hub Strategic Planning Committee.

Executive Summary

The Newberry Community Services District (CSD) is the only local government agency in Newberry Springs. Our mission is to deliver, sustain and improve the delivery of authorized services to the community. By LAFCO charter, the CSD is authorized to provide fire protection, parks and recreation, street lighting and water service for parks, recreation and the volunteer fire department. Region-wide agencies such as the Silver Valley Unified School District as well as community groups such as the Newberry Springs Family Center and the Newberry Springs Economic Development Association are active in providing additional services. The CSD endeavors to partner with these agencies as well as other regional business and community groups.

Committee Membership

Committee members included Paul Deel (NSEDA), Brian Fisher (Newberry Family Center), Karen Gray (Community Member), Mike Sullivan (Principal, Silver Valley High School/Silver Valley Unified School District), Daphne Lanier (Chief, Newberry Volunteer Fire Dept.), Cory Rogers (Assistant Chief, Newberry Volunteer Fire Dept.), Co-Chair Victoria Paulsen (Director, Newberry CSD) and Chair, Jack Unger (Director, Newberry CSD).

Mission Statement

The ~~Civic Hub Strategic Planning Committee~~ was formed to study the feasibility of creating a new centralized Civic Hub. ~~CSD is planning a new, centralized Civic Hub for Newberry Springs~~ to improve and centralize the delivery of authorized CSD services. Also, as much as allowed by our LAFCO authorizations, to enable the availability of leased land for small commercial businesses ~~services~~ desired by the community. Examples of such small business services include (but are not limited to) auto mechanic, grocery store, coffee shop/restaurant/ice cream parlor, medical clinic, sheriff substation, general store, antique store, small business office center, etc.

Historic Community Goals, Values and Aspirations

The CSD recognizes and respects that there are many needed and desirable community improvement projects however, the CSD's legal spending authority is currently limited to the following four areas - fire protection, parks and recreation, street lighting and water services (to the extent described in the above Executive Summary). Notwithstanding these limitations, the CSD can support the broader list of community aspirations as much as is practical and legally allowable.

During the past few years, several community studies have been performed regarding community goals and aspirations. The following table includes both goals that are within the

scope (“**IN Scope**”) of the CSD’s legally-permitted San Bernardino County Local Agency Formation Commission (LAFCO) authorizations as well as goals that are out of the scope of the CSD’s authorizations (“**OUT of Scope**”). There may be some creative ways to incorporate some of the “out of scope” goals in whole or in part within the “in scope” goals. Going forward, it may be appropriate to consider revising (broadening) the CSD’s LAFCO authorizations, thereby enabling some currently out-of-scope activities to be brought within the CSD’s scope of action.

The findings from one previous community survey, one previous community study as well as the current San Bernardino County Newberry Community Action Guide are summarized in the following table. The “FROM” column indicates which survey, study or guide addresses each item.

- (A) San Bernardino County’s 2018 Newberry **Community Planning workshop** conducted as part of the county’s “Countywide Plan” preparation.
- (B) **Cal Poly** graduate student March 2017 **Planning Study**.
- (C) San Bernardino County **Newberry Springs Community Action Guide**. (NOTE: This material was largely the same as that contained in (A) above.

Similar items from the **different surveys** are listed **following each other**. The letter (A, B or C) in the “From” column shows which survey the specific **Goal, Value or Aspiration** is drawn from.

	Goal, Value, Aspiration	From (A, B or C)	Comments
IN Scope			
	Improve public safety (EMS, Fire, Sheriff).	A	Improving emergency medical services and fire services would be enabled by the construction of a new civic hub fire station to replace the current station located on the elementary school (leased) property. Improving law enforcement (i.e. Sheriff) is less obvious however a satellite law enforcement office at the civic hub is also a realistic, IN-Scope goal.
	Improve public infrastructure .	A	The civic hub itself is a major public infrastructure improvement . Some elements of public infrastructure such as road improvements fall into the out-of-scope category below.
	Develop a civic hub that provides essential retail support services to the community.	B	Help support the establishment of a stable economy by encouraging the establishment of private businesses on leased land in the civic hub so residents can shop and obtain services locally

	Develop a civic hub that provides essential services and that also provides for the leasing of land to private businesses that choose to provide essential retail services to the community.		instead of regionally. Examples include a grocery store, auto shop, ATM, medical clinic, restaurant, youth center, shared office center, laundromat, beauty salon and barbershop.
	Maintain Set a positive example by promoting a clean civic hub and (by extension) a clean community .	A	Emphasize a clean and litter-free civic hub. Provide civic hub recycling facilities .
	Provide for a stable economy focusing on economic development, eco-tourism and Route 66 tourism. NOTE: This item has been moved to and is addressed in the "OUT of Scope" section of this table (below).	A	Lease out commercial small business space. In addition, make shared office space available that can be reasonably rented by entrepreneurs of small home-based businesses. Additionally, focus on enabling as many of the points in C1 through C14 of the Community Planning workshop as possible.
	Increase community involvement and volunteerism.	A	The civic hub operation will increase opportunities for volunteerism in operation and maintenance of the civic hub itself. In addition, the civic hub will expand and improve the meeting spaces available for use by a wide range of community organizations.
	Newberry residents value serenity and the desert landscape including wide open spaces, clear night skies, quietness, independence, large lots, agricultural neighbors and a rural, small town atmosphere.	A	These goals and values can be supported by the use of 1) educational and informational kiosks , 2) native plants , 3) low intensity solar-powered lighting and 4) <u>climate-appropriate</u> building architecture.
	Increase investment in community services .	A	A new community center will provide vastly improved meeting spaces for community meetings and events. A new fire station as part of the civic hub will attract and house more volunteer firefighters , provide better training facilities , shorten response times , improve fire department water availability and lower home insurance rates.

Improve the fire department water supply.	A	A new water well as part of the civic hub will 1) allow the fire department to improve the supply of water for fire protection and 2) possibly allow the CSD to expand its water services to the community.
Support fire services through the construction expansion of necessary water infrastructure .	B	One example: A series of backup fire protection water tanks placed throughout the community fed, in part, by the well at the civic hub.
Engage external agencies to support local interests.	A	Successfully building the civic hub will require more engagement and partnerships with external agencies and districts (to everyone's mutual benefit).
Establish primary and backup emergency communications systems .	A	The civic hub (both fire department and CSD offices) would provide sufficient space to install primary and backup emergency communications systems including commercial two-way radio equipment, commercial fixed wireless broadband equipment, amateur radio equipment and Citizens Band radio equipment. Space would also be available to install meteorological (weather) and air quality monitoring equipment.
Establish a community learning center .	B	Provide the opportunity for continuing education for all residents regardless of their age by establishing a community learning center with computers and highspeed broadband Internet access.
Promote tourism .	B	The new community hub will draw tourists in both for their convenience and to satisfy their curiosity about the Newberry community. Establish a Newberry Springs Desert/History Museum as part of the civic hub.
Provide public spaces to promote the sense of community.	B + C	An open-space plaza (or plazas) will provide outdoor public meeting space for farmer's markets, car shows, art shows and other open-space public activities. A community garden will provide the community shared, hands-on education and practical knowledge.

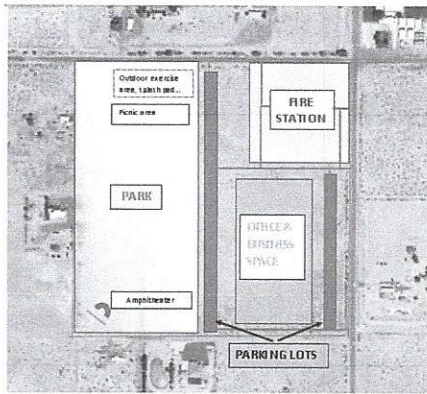
	Research and prepare a list of funding and grant opportunities.	B	See CalPoly Study Appendix for list.
OUT of Scope			
	Establish a water plan .	A	Although this is a desired community goal, it is currently outside the scope of this strategic plan. A review of the CSD's current LAFCO-authorized "water powers" (management, domestic use, irrigation, sanitation, industrial, fire protection, recreation) should probably be done first followed by a review and discussion of points A1 through A8 of the Community Planning workshop.
	Create a sustainable economic environment that enables entrepreneurial opportunities for residents and businesses.	B	Increase home-based businesses . Create a technical assistance program so that permit process and concerns are communicated to prospective business owners. Adopt zoning overlay districts that maintain community characteristics and needs while also encouraging new development, streamlining the permit process, and reducing impact, development, and permit fees
	Capitalize on our presence along the Route 66 corridor . Give travelers a reason to stop and enjoy our community.	A	A marketing campaign focused on Newberry's new civic hub can also highlight the attractions of Newberry's Route 66 corridor .
	Encourage tourism opportunities along Route 66 . Work with regional groups to promote Newberry Springs as a tourist destination as part of a larger (tourism) network.	B	Transform Newberry Springs into a key tourist destination along the Las Vegas and Los Angeles corridor.
	Promote the adoption of zoning overlay districts that maintain community characteristics and needs while also encouraging new development, streamlining the permit process, and reducing impact, development, and permit fees.	B	Overlay district(s) have already been mentioned in the context of a centrally located civic hub however a zoning-overlay district for the Route 66 corridor , while out-of-scope, should also be kept in mind.
	Newberry Springs has a higher rate of emergency room visits due to chronic	C	Newberry has funding to implement an air quality monitoring program to alert residents to instances of higher

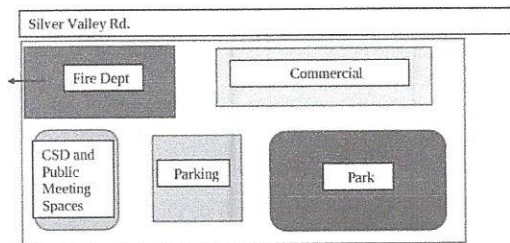
	<p>obstructive pulmonary disease (COPD) than San Bernardino County.</p>	<p>than normal PM2.5 and PM10 air quality so corrective actions can be taken by the public. Depending on costs, Local Agency Formation Commission (LAFCO) approval may be needed before implementing this program.</p>
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Possible Civic Hub Configurations

This Civic Hub Strategic Plan contains the following components. a) a new fire station, b) new CSD offices and public meeting spaces, c) a new park, and d) commercial small-business office space (as legally allowed by CSD LAFCO authorization). Two potential all-inclusive single-site configurations have been drawn up.

40-acre square property parcel



20-acre rectangular east to west parcel

Other configurations are also possible; for example, a split-parcel configuration for nearby but non-contiguous parcels. To maximize services and to enable the provision of small business commercial services, the civic hub **may** (the legal issues of CSD-provided commercial small-office space needs further research) need to be located on one parcel or on contiguous parcels.

SWOT (Strengths, Weaknesses, Opportunities, Threats) Analysis

A SWOT analysis follows.

Strengths

- Expansive natural beauty including dark night skies
- Cal Poly Pomona study
- Rural, independent lifestyle
- On and Off freeway access
- Off-road recreational opportunities
- San Bernardino County Newberry Springs Community Action Guide

Weaknesses

- Minimum number of public services
- High speed Internet access not available everywhere
- Challenging weather (heat, wind, etc.)
- County fees and regulations stifle growth
- Loneliness
- Vacant homes subject to vandalism
- Lack of opportunity
- Lack of services
- Lack of recreational facilities

- Marijuana farms bring criminal cartels
- Water sustainability for long-term community viability and growth

Opportunities

- Cottage industries
- Tourism along Route 66
- Business growth, shopping, restaurants
- Airbnb sites
- Youth/afterschool programs; summer programs
- Business growth

Threats

- Excessive upstream water usage
- Invasion of large solar and wind projects
- Restrictions and unreasonable taxes for small scale businesses
- Aging population (losing young families)
- No healthcare facilities
- Crime, pot farms
- Limited fire and emergency medical access due to no railroad crossing at Fort Cady Road
- Need to be governed as a rural community – not held to big-city standards. One set of rules does not fit all.

Goals and Timeframes – To be determined by later CSD Board actions

[To be supplied] – pretty tight, (we may need more than 1 meeting to add and review)

This section can will outline 6-month, 1-year, 5-year and 10-year goals

Target Groups and Needs

[To be supplied] ... also our stakeholder groups that we ask for input

- a) Group description and needs (**example:** Families)
- b) Group description and needs (**example:** Elementary school students)
- c) Group description and needs (**example:** High school and junior high school students)
- d) Group description and needs (example: Working adults between the ages of 20 and 65)
- e) Group description and needs (**example:** Seniors)
- f) Group description and needs (Group “x”)
- g) Other groups - TBD

Project Implementation Plans

~~{To be supplied}~~ - We recommend following will follow the San Bernardino County Planning Department "Newberry Community Action Guide" template. Survey Monkey ~~can~~ will also be used however, first the CSD we needs to narrow and define goals and actions. Define the "steps" first, then reach out for partners and volunteers.

- a) ~~Project~~ Goal 1
- b) ~~Project~~ Goal 2
- c) ~~Project~~ Goal 3
- d) ~~Project~~ Goal 4
- e) ~~Project~~ Goal 5

Communication Plans and Messaging

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~~{To be supplied}~~ Karen has a prior Communications Plan describing who to notify and how to notify them - from elected officials down to members of the Public.

- a) Ways to reach and inform target group "a"
- b) Ways to reach and inform target group "b"
- c) Ways to reach and inform target group "c"
- d) Ways to reach and inform target group "d"
- e) Ways to reach and inform target group "e"
- f) Ways to reach and inform target group "x"

Teaming and Partnerships

No single organization can achieve community development alone. A team effort is required. Possible partnerships may include:

- The U.S. Bureau of Land Management
- Newberry Springs Economic Development Association (NSEDA)
- Silver Valley Unified School District (SVUSD)
- Desert Discovery Center
- Mainstreet Murals
- Mojave River Valley Museum
- Newberry Family Center
- U.S. Department of Agriculture
- California Rt. 66 Association
- Silver Valley Fire Alliance
- Daggett CSD
- Yermo CSD
- Daggett Historical Society

- BNSF Railroad
- Union Pacific Railroad
- The Bradco (Real Estate Development) Companies
- Barstow Chamber of Commerce
- Newberry Springs Chamber of Commerce
- Other regional and state agencies

Key Performance Indicators

~~[To be supplied]~~ The CSD Board will want to specify ~~Need~~ goals and resources first.

[Insert description of key performance indicators here]

Financial Projections

~~[To be supplied]~~

[Financial projections will likely include ~~Insert~~ estimated capital costs, yearly operating costs, and yearly revenue estimates and any other financial considerations here]

Revision History

This is intended to be the first attempt at Civic Hub strategic planning. It will likely be revised in the future. N/A at this time.

NEWBERRY COMMUNITY SERVICES DISTRICT

Established 1958

REGULAR DRAFT MEETING MINUTES

(ZOOM MEETING)

November 17, 2020

Call the meeting to order- 6:03 p.m.

Pledge of Allegiance

President Springer asked all present recite the Pledge of Allegiance.

Roll Call.

Present:

President Springer
Director Deel
Director Clark
Director Paulsen
Director Unger

Absent:

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

1. Approval of Agenda

Motion Director Clark to approve agenda as presented. Seconded Director Deel.

Vote: Unanimous

Motion Passed

2. Public Comments:

a. General Public- *emailed comments on website*

b. Community Reports

3. Reports

a. General Manager-

-District Audit is almost complete

Treasurer Position- Not yet filled.

b. Staff

c. Strategic Planning Committee – *report on newberrycsd.net website*

4. Agenda Items- Discussion/Possible Action

Board Min
11-17-20 pg. 2

- a. Discuss Education Opportunities For Our Board and How to Encourage Participation.**
Discussion Only
- b. Update on Park Grants CSD/Civic Hub**
No Update
- c. Address water supply for Fire Department/Parks and Recreation**
Discussion only
- d. Air Quality Monitoring Report.**
Discussion Only. *Comments attached on Newberrycsd.net website.*
- e. Approve General Manager to Hire District Treasurer.**
Motion Director Deel to give authority to let GM hire Savannah Becknall as District Treasurer. Seconded Director Paulsen.
Vote: **Unanimous**
Motion Passed
- f. Approval of Minutes for October 27, 2020.**
Motion Director Paulsen to approve as presented. Seconded Director Unger.
Vote: **Unanimous**
Motion Passed
- g. Approve Bills Paid and Presented.**
No action taken

5. Old and New Business-

6. Directors Comments (1 min)

Director Unger asked that directors and public look at Strategic Plan let him know if there is any suggestion or corrections needed.

Director Springer thanked Director Clark for his service as a board member.

7. Adjournment 7:40 p.m.

Board Secretary

Board President

Newberry Community Services District

EXPENSES BY VENDOR SUMMARY

October 1 - December 10, 2020

	TOTAL
Active911	260.00
Advance Copy Systems	73.68
Alfredo Rodriguez	20.00
Amazon	789.30
American Heart	176.96
Brandon Salgado	30.00
Brian Vintus	210.00
Clark Pest Control	400.00
CORY ROGERS	110.00
CSDA	1,140.00
DAPHNE LANIER {FD}	1,230.00
David B. Whitford Jr.	8,275.00
David Wetterman	120.00
De Lage Landen Financial Services	182.21
Desert Disposal	630.72
Devaney Pate Morris and Cameron LLP	157.50
ebay	54.59
Extreme Safety	990.00
Fire Agencies Self Insurance System	2,389.00
Frontier Communications	520.53
GEO Monitoring	35.00
Jack Unger	194.97
Jay Potter	440.00
Jon Stone	1,000.00
Kelly's Market	52.10
Larry Clark.	150.00
Main St Auto and Fleet	343.06
Michelle Rodriguez	80.00
Mohsen Truck Stop	548.08
Nathan Powell	270.00
National Fire Fighter Corp.	471.84
Newberry Chevron	183.78
Nuvair	41.00
O'Reilly Auto Parts	493.70
Paul Deel,	50.00
Paula Deel	150.00
PR Daphne Lanier	250.00
Robert Springer	150.00
Roberto Rodriguez	110.00
Rylan Lanier	767.00
SCE	4,680.01
Silver Valley Propane	658.60
Stewarts Business and Tax Service	510.00
Streamline	200.00

Newberry Community Services District

EXPENSES BY VENDOR SUMMARY

October 1 - December 10, 2020

	TOTAL
SWDT Yucca Valley	1,629.00
Verizon Wireless	739.24
Vickie Paulsen	250.00
Wal-Mart	139.89
TOTAL	\$32,346.76