

NEWBERRY COMMUNITY SERVICES DISTRICT

Established 1958

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

March 25, 2025, AT 6:00 P.M.

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

AGENDA

6:00 P.M. PUBLIC SESSION

Call the Meeting to Order - Pledge of Allegiance

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

1. Approval of Agenda

2. Approval of Minutes

A. Regular Board Meeting Draft Minutes of February 25, 2025

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

A. General Public

B. Agency Reports

1. Community Reports- Steven Reyes, Supervisor Rowe's Field Representative
 - Please see in Supporting Documents: News Release
2. Sheriff Captain Ron Markegard
3. CHP- Captain Meeker

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

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

5. Agenda Items- Discussion/Possible Action

A. LACO Associates Grant Writing Team/ Zoom Meeting Discussion/Possible Action; Submitted by Director Matson and Newberry Springs Fire Department. (Zoom Meeting with LACO)

To go over the grant proposal and zoom meeting with LACO team to answer questions from board members and community.

B. 20-Acre Land Contract Restrictions Discussion/Possible Action; Submitted by Director Matson and Newberry Springs Fire Department.

The board will discuss the contractual restrictions on the parcels 0532-111-05-0000, 0532-111-06-0000, 0532-111-07-0000, emphasizing that the land cannot be sold under the current board or by future boards. These restrictions ensure the property remains under CSD ownership for designated purposes, preventing any sale or transfer. The discussion will outline the legal standing of these limitations and reaffirm the district's commitment to upholding them.

C. Hiring a Bookkeeper for the CSD - Discussion, Possible Action; Submitted by Director Deel.

A part-time Bookkeeper with QuickBooks online experience was suggested in February's meeting and now moving forward in the hiring process. Proposed job description in supporting documents.

D. Director Replacement between Elections Policy- Discussion, Possible Action; Submitted by Director Unger.

A policy has been drafted in the event a Director vacancy of the Board needs to be filled between elections.

E. Planning for the development of the newly purchased Property- Discussion/Possible Action; Submitted by Director Deel.

The timetable for the presentation of the development plan for the existing Park is July 3rd. Even though we may not start the actual renovation for a while, should we appoint a committee to be ready to proceed.

F. July 3rd Event Preparation Discussion Only; Submitted by CSD Staff and Newberry Chamber of Commerce.

Preparation as to what roles the Chamber of Commerce will play for the July 3rd event this 2025 year. Including the tasks the CSD staff will begin.

G. Vice President Matson attending the Special District Leadership Academy on April 21-24,2025 Conference- Discussion, Possible Action; Submitted by Director Matson.

To be an advocate to the CSD, Director Matson would like to attend The CSDA's Special District Leadership Academy. This conference offers curriculum-based training built around the essential partnership between board members and general managers. Designed for both new and seasoned board members, our groundbreaking curriculum equips attendees with the knowledge and skills necessary to lead effectively and uphold vital governance responsibilities. This conference fosters collaborative leadership and sets a strong foundation for achieving shared goals within your special district.

H. Execution of a Plan for the future development of the existing Park- Discussion/Possible Action; Submitted by Director Deel.

A possible committee could be 2 directors, representatives of organizations utilizing the building, plus public members. Responsibilities of the committee would be the project timetable, grant search, finding contractors, etc. This would be a working group.

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

7. Old and New Business

8. Adjournment

I, Marchelle Hall

Print name

MARCHELLE HALL

Signature

Marchelle Hall

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