**NEWBERRY COMMUNITY SERVICES DISTRICT**

Established 1958

Draft Minutes of the Regular Meeting of the Newberry CSD Board of Directors Held. August 26, 2025 at 6:00 P.M.

After an invocation by Director Deel, the meeting was called to order at 6:00pm by Director Deel. The Pledge of Allegiance was led by Director Deel.

Present were Directors Deel, Matson, Roberts, and Unger. Director Springer joined the meeting at 6:50pm.

Also present were GM Vanek, Chief Lanier, members of the Public

1. **Approval of Agenda**

Director Deel - Move Item 4D (Directors Comments) directly after item 7 on the agenda.

Director Roberts moved to accept the agenda as amended, 2nd by Director Matson.

Public Comments - Director Comments –

Vote: Ayes 3 Directors Deel, Matson, and Roberts

Noes 1 Director Unger

Absent:\_\_1\_\_ Director Springer

1. **Approval of Minutes**
2. Draft Board Meeting Minutes of July 22, 2025.

Director Roberts moved that the Board approve the Regular Board Meeting Draft Minutes of July 22, 2025 as presented; 2nd by Director Matson.

Public Comments - Director Comments –

Vote: Ayes 4 Directors Deel, Matson, Roberts, Unger

Noes 0

Absent:\_\_1 \_ Director Springer

1. **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).*
2. General Public Comment made by Ted Stimpfel attached
3. Agency Reports*(to be included in the Supporting Documents written Reports must be submitted to GM or Secretary)*
   * + 1. Sheriff Captain Ron Markegard
       2. ~~CHP- Captain Meeker~~
4. **NCSD Reports** *(to be included in the Supporting Documents written Reports must be submitted to GM or Secretary)*
5. General Manager – GM Vanek
6. Fire Department - Chief Lanier
7. Financial Reports – GM/Treasurer Vanek - Balance Sheet, Budget vs Actuals

**5. Agenda Items- Discussion/Possible Action**

1. **Swearing in of Lillian Plascencia** as Newberry Community Services District Secretary/Bookkeeper**,** submitted by General Manager Vanek. Swearing in only.
2. **Presentation by American Legion of a new Flag;** submitted by GM Vanek Presentation only – Terry Fredrickson was not present, no action.
3. **Review of Policy 4010 Code of Ethics; Discussion Only; Submitted by Director Deel**

We need to be reminded to follow our Policies.

1. **Rivers, Trails & Conservation Assistance Grant Program – Discussion Possible Action;** Submitted by Directors Matson, Roberts, and GM Vanek. Continued from July 22nd meeting.

A Feasibility study, illustrating Newberry Springs Park’s capacity to accommodate certain outdoor space elements and recreational experiences is available at the NCSD building. This should not be interpreted as a “Site Design” or a construction document. Newberry CSD wants to hear from our residents which study they feel we should use as a basis for a plan for upgrading our parkland.

Concept Drawings were on display at the July 3rd event and written comments were gathered from the public. Public Discussion was also received in July and August.

In September with considerations of the public input NCSD will make determination of which Concept drawing to use as a base for park updates, noting if revisions are to be made. Carlos will integrate changes and produce a finished Concept Drawing plus other information. The Parkland Implementation (ad hoc) Committee will be formed on September 23, 2025 and then they will proceed with the planning utilizing the final Concept Drawing as a base. The final Concept Drawing will be tremendously helpful in applying for grants.

Public comments are still being accepted tonight. Survey sheets on info table.

Public Comments – From Karla Claus we received an emailed comment that is included in Supporting Documents; asking NCSD to emphasize our history; and consider including “Historical” in the name of the park plus other suggestions.

Director Comments

1. **We Have Been Requested To Include In Our Minutes A Statement As Follows. Discussion/Possible Action: Submitted by Director Deel**

We have learned that the statement will help in the pursuit of grants.

“The Newberry Community Services District sees the historical importance and contribution the following locations have made to the development of our community: The Newberry Community Services District Park, the Armstrong House, Echo Ranch, Bagdad Café, the old Pie Shop, the old Gas Stations, the Newberry Springs Services Association aka “Family Center” building, Cliff House, The Barn, Camp Ironwood, The Volcano House, Camp Cady, Henning Motel Sign, The Sand Buried House, Mojave River, and Lake Wainani.”

The Statement was updated prior to the motion.

Motion by Director Unger to add the statement to our minutes. 2nd by Director Matson.

Vote – Unanimous

**Break to Celebrate Birthdays at 7:16pm**

**Back from Break at 7:38pm**

1. **Search for an Attorney – Discussion Possible Action; Submitted by GM Vanek, Director Deel, and Director Unger. Continued from July 22nd meeting.**

As our attorney is stepping down; we will be sending out RFPs for a General Counsel. We received a list from the CSDA plus Director Matson made contact with several attorneys at the last CSDA conference.

If RFP is accepted we will proceed if revisions are requested we will modify RFP and continue at September 23rd meeting.

Public Comments - Director Comments

Motion by Director Unger to Submit a proposal for a General Services Attorney. 2nd by Director Roberts.

Vote - Unanimous

1. **Establish Rates for Use of Park and Creating a Park Policy**.**; Discussion Only; Submitted by Director Matson and Director Deel; Continued from July 22nd Meeting**

Tabled until September so Park Liaison and staff can review.

Public Comments - Director Comments –

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

Motion by Director Roberts to approve the Bills Paid and Presented 2nd by Director Springer

Vote - Unanimous

1. **Unfinished and New Business**

Parkland Resolution Meeting with Carlos Flores tentatively scheduled for the September 2025 NCSD Meeting

Parkland Implementation Committee named at the regularly scheduled meeting of September 23, 2025

Next Regular NCSD Board Meeting will be held September 23, 2025 at 6pm

1. Directors Comments (1 min.) Yermo Days is November 8, 2025; Daggett Pioneer Day is September 21, 2025

Director Springer brought attention to wildlife due to the weather.

Director Unger- Moving the Directors comments is a mistake, shared copies of his FPPC complaint with the community.

Director Matson – The property purchase was on the Agenda before I was on the board.

1. **Adjournment**

Motion to adjourn the meeting by Director Unger; 2nd by Director Roberts; Motion Passed Unanimously

Meeting adjourned at 8:31pm

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| Kayleen Vanek, General Manager Date | Paula Deel, President Date |