

# Newberry Community Services District

Item C

Budget vs. Actuals: Approved FY 2020/2021 - FY21 P&L

July 2020 - June 2021

|   | TOTAL               |                     |                    |                 |
|---|---------------------|---------------------|--------------------|-----------------|
|   | ACTUAL              | BUDGET              | OVER BUDGET        | % OF BUDGET     |
| <b>Income</b>   |                     |                     |                    |                 |
| 5000.0 Income   |                     |                     |                    |                 |
| 5001.0 Income-Interest                                  |                     |                     |                    |                 |
| 5001.2 Income-Interest, CD Interest                     |                     | 500.00              | -500.00            |                 |
| 5001.3 Income-Interest, Savings Acct                    |                     | 800.00              | -800.00            |                 |
| <b>Total 5001.0 Income-Interest</b>                     |                     | <b>1,300.00</b>     | <b>-1,300.00</b>   |                 |
| 5002.0 Income-Rental Income                             |                     |                     |                    |                 |
| 5002.1 Income-Rent Income, Space Rent                   |                     | 500.00              | -500.00            |                 |
| 5002.2 Income-Rent Inc, Equip Rent                      |                     | 130.00              | -130.00            |                 |
| <b>Total 5002.0 Income-Rental Income</b>                |                     | <b>630.00</b>       | <b>-630.00</b>     |                 |
| 5003.0 Income-Fire Department                           |                     |                     |                    |                 |
| 5003.1 Income-FD, Burn Permits                          | 1,316.00            | 2,000.00            | -684.00            | 65.80 %         |
| 5003.2 Income-FD, Response Charges                      | 5.00                | 50.00               | -45.00             | 10.00 %         |
| 5003.4 Income-FD Donations                              | 2,500.50            |                     | 2,500.50           |                 |
| 5003.5 FD, Reserve Transfer                             |                     | 10,000.00           | -10,000.00         |                 |
| <b>Total 5003.0 Income-Fire Department</b>              | <b>3,821.50</b>     | <b>12,050.00</b>    | <b>-8,228.50</b>   | <b>31.71 %</b>  |
| 5004.0 Income-Other Income                              |                     |                     |                    |                 |
| 5004.2 Income-Other Inc, Pur Card Reb                   | 816.23              | 500.00              | 316.23             | 163.25 %        |
| 5004.3 Income-Other Inc, Copies                         |                     | 20.00               | -20.00             |                 |
| 5004.4 Income-Other Inc, Fireworks Don                  | 9,610.00            | 6,000.00            | 3,610.00           | 160.17 %        |
| 5004.5 Income-Other Inc, Misc Income                    | 0.14                |                     | 0.14               |                 |
| 5004.6 Misc Income -Legal Settlement                    | 249,400.00          |                     | 249,400.00         |                 |
| 5004.7 General Reserve Transfer                         |                     | 50,000.00           | -50,000.00         |                 |
| <b>Total 5004.0 Income-Other Income</b>                 | <b>259,826.37</b>   | <b>56,520.00</b>    | <b>203,306.37</b>  | <b>459.71 %</b> |
| 5005.0 Income, SB County Tax Share                      | 140,564.98          | 235,000.00          | -94,435.02         | 59.81 %         |
| <b>Total 5000.0 Income</b>                              | <b>404,212.85</b>   | <b>305,500.00</b>   | <b>98,712.85</b>   | <b>132.31 %</b> |
| <b>Total Income</b>                                     | <b>\$404,212.85</b> | <b>\$305,500.00</b> | <b>\$98,712.85</b> | <b>132.31 %</b> |
| <b>GROSS PROFIT</b>                                     | <b>\$404,212.85</b> | <b>\$305,500.00</b> | <b>\$98,712.85</b> | <b>132.31 %</b> |
| <b>Expenses</b>   |                     |                     |                    |                 |
| 1000.0 Administrative-Subtotal                          |                     |                     |                    |                 |
| 1001.0 Advertising                                      |                     | 300.00              | -300.00            |                 |
| 1003.0 Auditor Expense                                  | 9,506.25            | 10,000.00           | -493.75            | 95.06 %         |
| 1004.0 Bank Fees  | 12.00               | 200.00              | -188.00            | 6.00 %          |
| 1005.0 Directors Stipend                                | 2,750.00            | 4,000.00            | -1,250.00          | 68.75 %         |
| 1006.0 Education Exp-Staff & Directors                  |                     |                     |                    |                 |
| 1006.1 Education-Tuition                                | 100.00              | 1,000.00            | -900.00            | 10.00 %         |
| 1006.2 Education-Books                                  | 20.75               | 200.00              | -179.25            | 10.38 %         |
| 1006.3 Education-Lodging                                |                     | 600.00              | -600.00            |                 |
| 1006.4 Education-Mileage Reimbursement                  |                     | 300.00              | -300.00            |                 |
| <b>Total 1006.0 Education Exp-Staff &amp; Directors</b> | <b>120.75</b>       | <b>2,100.00</b>     | <b>-1,979.25</b>   | <b>5.75 %</b>   |
| 1007.0 Election Expenses                                | 1,490.00            | 2,500.00            | -1,010.00          | 59.60 %         |

# Newberry Community Services District

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July 2020 - June 2021

|   | TOTAL            |                  |                   |                |
|---|------------------|------------------|-------------------|----------------|
|   | ACTUAL           | BUDGET           | OVER BUDGET       | % OF BUDGET    |
| 1008.0 LAFCO Expense                          | 365.96           | 700.00           | -334.04           | 52.28 %        |
| 1009.0 Legal Expenses                         | 475.00           | 15,000.00        | -14,525.00        | 3.17 %         |
| 1009.1 Legal Expenses-Solar Project           | 4,387.03         |                  | 4,387.03          |                |
| <b>Total 1009.0 Legal Expenses</b>            | <b>4,862.03</b>  | <b>15,000.00</b> | <b>-10,137.97</b> | <b>32.41 %</b> |
| 1010.0 Office Expenses                        | 170.00           |                  | 170.00            |                |
| 1010.1 Office Supplies                        | 100.46           | 1,500.00         | -1,399.54         | 6.70 %         |
| 1010.2 Office Equipment-Maint/Repair          | 1,189.89         | 1,400.00         | -210.11           | 84.99 %        |
| 1010.3 Office Equipment-Purchase              |                  | 500.00           | -500.00           |                |
| 1010.4 Postage (US Mail, UPS, FedEx)          | 179.00           | 500.00           | -321.00           | 35.80 %        |
| 1010.5 Annex Telephone/Fax                    | 233.98           | 400.00           | -166.02           | 58.50 %        |
| 1010.6 Subscriptions/Memberships, Adm         | 3,463.84         | 4,000.00         | -536.16           | 86.60 %        |
| 1010.7 Annex Internet                         | 1,570.58         | 1,500.00         | 70.58             | 104.71 %       |
| <b>Total 1010.0 Office Expenses</b>           | <b>6,907.75</b>  | <b>9,800.00</b>  | <b>-2,892.25</b>  | <b>70.49 %</b> |
| 1012.0 Admin Personnel Expenses               | 937.32           |                  | 937.32            |                |
| 1012.1 Board Secretary-Salary                 | 1,499.76         | 2,000.00         | -500.24           | 74.99 %        |
| 1012.2 General Manager-Salary                 | 9,373.20         | 12,000.00        | -2,626.80         | 78.11 %        |
| 1012.3 Office Assistant-Salary                | 7,507.50         | 8,500.00         | -992.50           | 88.32 %        |
| 1012.4 Treasurer - Salary                     | 1,875.00         | 4,500.00         | -2,625.00         | 41.67 %        |
| 1012.5 Fedl/State/Local Empl Tay Pmts         | 89.48            | 7,000.00         | -6,910.52         | 1.28 %         |
| 1012.7 Department of Justice-Live Scan        |                  | 100.00           | -100.00           |                |
| 1012.8 Workers Comp Insurance                 | 6,767.00         | 8,000.00         | -1,233.00         | 84.59 %        |
| 1012.9 Staff Mileage                          |                  | 300.00           | -300.00           |                |
| <b>Total 1012.0 Admin Personnel Expenses</b>  | <b>28,049.26</b> | <b>42,400.00</b> | <b>-14,350.74</b> | <b>66.15 %</b> |
| 1013.0 SDRMA Insurance-Liab/Bonding           |                  | 4,000.00         | -4,000.00         |                |
| <b>Total 1000.0 Administrative-Subtotal</b>   | <b>54,064.00</b> | <b>91,000.00</b> | <b>-36,936.00</b> | <b>59.41 %</b> |
| 2000.0 Parks and Recreation - Subtotal        |                  |                  |                   |                |
| 2001.0 Community Events                       |                  |                  |                   |                |
| 2001.1 Community Event-Advertising            | 54.82            | 300.00           | -245.18           | 18.27 %        |
| 2001.2 Community Event-Expenses               | 8,500.00         | 12,000.00        | -3,500.00         | 70.83 %        |
| <b>Total 2001.0 Community Events</b>          | <b>8,554.82</b>  | <b>12,300.00</b> | <b>-3,745.18</b>  | <b>69.55 %</b> |
| 2002.0 Community Center Expenses              | 274.40           |                  | 274.40            |                |
| 2002.1 CC-Consumable Supplies                 | 25.16            | 400.00           | -374.84           | 6.29 %         |
| 2002.2 CC-Electricity                         | 2,440.30         | 4,000.00         | -1,559.70         | 61.01 %        |
| 2002.3 CC-Propane                             | 658.60           | 2,000.00         | -1,341.40         | 32.93 %        |
| 2002.4 CC-Contract Labor/Cleaning             | 3,600.00         | 4,200.00         | -600.00           | 85.71 %        |
| 2002.5 CC-Health Permits                      | 880.00           | 1,400.00         | -520.00           | 62.86 %        |
| 2002.6 CC-Maint/Repairs                       | 875.00           | 12,000.00        | -11,125.00        | 7.29 %         |
| 2002.7 Pest Control                           | 556.00           | 600.00           | -44.00            | 92.67 %        |
| <b>Total 2002.0 Community Center Expenses</b> | <b>9,309.46</b>  | <b>24,600.00</b> | <b>-15,290.54</b> | <b>37.84 %</b> |
| 2003.0 Ground Expenses                        | 45.69            |                  | 45.69             |                |
| 2003.1 Grounds-Landscaping                    | 4,675.00         | 5,500.00         | -825.00           | 85.00 %        |
| 2003.2 Grounds-Disposal Services              | 1,641.64         | 2,300.00         | -658.36           | 71.38 %        |

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July 2020 - June 2021

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|---|------------------|-------------------|-------------------|----------------|
|   | ACTUAL           | BUDGET            | OVER BUDGET       | % OF BUDGET    |
| 2003.3 Grounds-Tractor Expense                      | 60.00            | 1,800.00          | -1,740.00         | 3.33 %         |
| 2003.4 Grounds Maint/Repair                         | 860.72           | 5,000.00          | -4,139.28         | 17.21 %        |
| 2003.5 Gounds-Well Maint/Repair                     |                  | 2,000.00          | -2,000.00         |                |
| 2003.6 Grounds-MWA Fees                             | 34.65            | 200.00            | -165.35           | 17.33 %        |
| 2003.7 Grounds-Capital Improvement                  |                  | 45,000.00         | -45,000.00        |                |
| 2003.8 Grounds-Electric                             | 896.91           | 1,800.00          | -903.09           | 49.83 %        |
| 2003.9 Gounds-Water Testing                         | 110.00           | 500.00            | -390.00           | 22.00 %        |
| <b>Total 2003.0 Ground Expenses</b>                 | <b>8,324.61</b>  | <b>64,100.00</b>  | <b>-55,775.39</b> | <b>12.99 %</b> |
| <b>Total 2000.0 Parks and Recreation - Subtotal</b> | <b>26,188.89</b> | <b>101,000.00</b> | <b>-74,811.11</b> | <b>25.93 %</b> |
| 3000.0 Municipal Services-Subtotal                  |                  |                   |                   |                |
| 3001.0 Electric - Street Lights                     | 5,425.61         | 6,500.00          | -1,074.39         | 83.47 %        |
| <b>Total 3000.0 Municipal Services-Subtotal</b>     | <b>5,425.61</b>  | <b>6,500.00</b>   | <b>-1,074.39</b>  | <b>83.47 %</b> |
| 4000.0 Fire Department - Subtotal                   |                  |                   |                   |                |
| 4002.0 FD-Capital Improvements                      |                  |                   |                   |                |
| 4002.1 FD-Cap Improvements, Station                 | 5,900.00         | 10,000.00         | -4,100.00         | 59.00 %        |
| <b>Total 4002.0 FD-Capital Improvements</b>         | <b>5,900.00</b>  | <b>10,000.00</b>  | <b>-4,100.00</b>  | <b>59.00 %</b> |
| 4003.0 FD-Equipment Expense                         |                  |                   |                   |                |
| 4003.1 FD-Equip Exp, Fuel                           | 4,284.48         | 7,000.00          | -2,715.52         | 61.21 %        |
| 4003.2 FD-Vehicle Maint/Repair                      | 2,749.05         | 10,000.00         | -7,250.95         | 27.49 %        |
| 4003.3 FD-Equip Exp, Veh, SDRMA Ins                 |                  | 7,000.00          | -7,000.00         |                |
| <b>Total 4003.0 FD-Equipment Expense</b>            | <b>7,033.53</b>  | <b>24,000.00</b>  | <b>-16,966.47</b> | <b>29.31 %</b> |
| 4004.0 FD-Equip Exp, Non-Vehicle                    |                  |                   |                   |                |
| 4004.1 FD-Equip Exp, NV, Purchase                   | 4,202.96         | 10,000.00         | -5,797.04         | 42.03 %        |
| 4004.2 FD-Equip Exp, NV, Maint/Repair               | 269.88           | 4,000.00          | -3,730.12         | 6.75 %         |
| 4004.3 FD-Equip Exp, NV, First Aid Sup              | 1,973.73         | 2,500.00          | -526.27           | 78.95 %        |
| 4004.4 FD-Equip Exp, NV, Equip Fuel                 | 20.00            | 300.00            | -280.00           | 6.67 %         |
| <b>Total 4004.0 FD-Equip Exp, Non-Vehicle</b>       | <b>6,466.57</b>  | <b>16,800.00</b>  | <b>-10,333.43</b> | <b>38.49 %</b> |
| 4004.5 Grant Expenses                               |                  | 500.00            | -500.00           |                |
| 4005.0 FD-Dispatching Expense                       |                  |                   |                   |                |
| 4005.1 FD-Disp Exp, Equip Purchase                  | 1,697.92         | 4,000.00          | -2,302.08         | 42.45 %        |
| 4005.2 FD-Disp Exp, Equip Maint/Repair              | 1,703.89         | 1,900.00          | -196.11           | 89.68 %        |
| 4005.3 FD-Disp Exp, Cal Fire Dispatch               |                  | 8,000.00          | -8,000.00         |                |
| <b>Total 4005.0 FD-Dispatching Expense</b>          | <b>3,401.81</b>  | <b>13,900.00</b>  | <b>-10,498.19</b> | <b>24.47 %</b> |
| 4006.0 FD-Station Expenses                          |                  |                   |                   |                |
| 4006.1 FD-Station Exp, Internet                     | 2,313.08         | 3,500.00          | -1,186.92         | 66.09 %        |
| 4006.2 FD-Station Exp, Maint/Repair                 | 1,007.13         | 3,000.00          | -1,992.87         | 33.57 %        |
| 4006.3 FD-Station Exp, Office Supplies              | 821.23           | 1,100.00          | -278.77           | 74.66 %        |
| 4006.4 FD-Station Exp, Pest Control                 | 350.00           | 600.00            | -250.00           | 58.33 %        |
| 4006.5 FD-Station Exp, Membership/Subs              | 4,233.07         | 3,000.00          | 1,233.07          | 141.10 %       |
| 4006.6 FD-Station Exp, Electric                     | 3,080.30         | 3,000.00          | 80.30             | 102.68 %       |
| 4006.7 FD-Station Exp, Drinking Water               | 356.54           | 500.00            | -143.46           | 71.31 %        |

# Newberry Community Services District

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July 2020 - June 2021

|  | TOTAL               |                     |                       |                |
|--|---------------------|---------------------|-----------------------|----------------|
|  | ACTUAL              | BUDGET              | OVER BUDGET           | % OF BUDGET    |
| 4006.8 FD-Station Exp, Trash Service             | 621.45              | 600.00              | 21.45                 | 103.58 %       |
| <b>Total 4006.0 FD-Station Expenses</b>          | <b>12,782.80</b>    | <b>15,300.00</b>    | <b>-2,517.20</b>      | <b>83.55 %</b> |
| 4007.0 FD-Firefighter Personnel Exp              |                     |                     |                       |                |
| 4007.1 Office Admin-Fire Dept-Salary             | 7,172.55            | 9,000.00            | -1,827.45             | 79.70 %        |
| 4007.10 FD-Personnel Exp, Uniform Exp            | 128.05              | 500.00              | -371.95               | 25.61 %        |
| 4007.4 FD-Personnel Exp, FF Apprec               | 245.96              | 2,000.00            | -1,754.04             | 12.30 %        |
| 4007.5 FD-Personnel Exp, Call-out Stip           | 5,930.00            | 8,500.00            | -2,570.00             | 69.76 %        |
| 4007.6 FD-Perssonel Exp, Training Exp            | 645.00              | 5,000.00            | -4,355.00             | 12.90 %        |
| 4007.8 FD-Personnel Exp, DOJ Live Scan           | 49.00               | 300.00              | -251.00               | 16.33 %        |
| <b>Total 4007.0 FD-Firefighter Personnel Exp</b> | <b>14,170.56</b>    | <b>25,300.00</b>    | <b>-11,129.44</b>     | <b>56.01 %</b> |
| 4008.0 FD-Public Relations                       |                     |                     |                       |                |
| 4008.1 FD-PR, Fire Prevention                    | 197.51              | 200.00              | -2.49                 | 98.76 %        |
| <b>Total 4008.0 FD-Public Relations</b>          | <b>197.51</b>       | <b>200.00</b>       | <b>-2.49</b>          | <b>98.76 %</b> |
| 4010.0 Fire Dept Explorers Expenses              |                     |                     |                       |                |
| 4010.1 Fire Dept Explorer's Admin                | 68.92               | 1,000.00            | -931.08               | 6.89 %         |
| <b>Total 4010.0 Fire Dept Explorers Expenses</b> | <b>68.92</b>        | <b>1,000.00</b>     | <b>-931.08</b>        | <b>6.89 %</b>  |
| <b>Total 4000.0 Fire Department - Subtotal</b>   | <b>50,021.70</b>    | <b>107,000.00</b>   | <b>-56,978.30</b>     | <b>46.75 %</b> |
| 69800 Uncategorized Expenses                     | 399.00              |                     | 399.00                |                |
| <b>Total Expenses</b>                            | <b>\$136,099.20</b> | <b>\$305,500.00</b> | <b>\$ -169,400.80</b> | <b>44.55 %</b> |
| NET OPERATING INCOME                             | \$268,113.65        | \$0.00              | \$268,113.65          | 0.00%          |
| NET INCOME                                       | \$268,113.65        | \$0.00              | \$268,113.65          | 0.00%          |

# Newberry Community Services District

Balance Sheet  
As of May 20, 2021

|                                      | TOTAL               |
|--------------------------------------|---------------------|
| <b>ASSETS</b>                        |                     |
| Current Assets                       |                     |
| Bank Accounts                        |                     |
| 100 Change Fund                      | 0.00                |
| 103 Petty Cash                       | 100.00              |
| 104 Petty Cash-Custodian             | 100.00              |
| 116 CD Account (Reserves)            | 139,539.86          |
| 117 Reseve Account (Savings)         | 197,849.82          |
| 118 Fire Department Reserve Account  | 34,004.35           |
| 120 Checking Account                 | 516,383.71          |
| 123 LAIF                             | 0.00                |
| <b>Total Bank Accounts</b>           | <b>\$887,977.74</b> |
| Accounts Receivable                  |                     |
| 11000 Accounts Receivable            | 0.00                |
| <b>Total Accounts Receivable</b>     | <b>\$0.00</b>       |
| 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                |
| <b>Total Other Current Assets</b>    | <b>\$11,729.20</b>  |
| <b>Total Current Assets</b>          | <b>\$899,706.94</b> |
| Fixed Assets                         |                     |
| 150 Land                             | 6,204.00            |
| 154 New Startion 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         |
| <b>Total Fixed Assets</b>            | <b>\$33,763.10</b>  |
| <b>TOTAL ASSETS</b>                  | <b>\$933,470.04</b> |

# Newberry Community Services District

Balance Sheet  
As of May 20, 2021

|  | TOTAL               |
|--|---------------------|
| <b>LIABILITIES AND EQUITY</b>          |                     |
| Liabilities                            |                     |
| Current Liabilities                    |                     |
| Accounts Payable                       |                     |
| 20000 Accounts Payable                 | 447.36              |
| <b>Total Accounts Payable</b>          | <b>\$447.36</b>     |
| Credit Cards                           |                     |
| Home Depot                             | -892.06             |
| US Bank                                | 1,946.86            |
| <b>Total Credit Cards</b>              | <b>1,054.80</b>     |
| 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              | 3,990.79            |
| <b>Total Other Current Liabilities</b> | <b>\$3,990.79</b>   |
| <b>Total Current Liabilities</b>       | <b>\$5,492.95</b>   |
| Long-Term Liabilities                  |                     |
| 20005 Note Payable                     | 0.00                |
| <b>Total Long-Term Liabilities</b>     | <b>\$0.00</b>       |
| <b>Total Liabilities</b>               | <b>\$5,492.95</b>   |
| Equity                                 |                     |
| 30000 Opening Balance Equity           | 0.00                |
| 30200 Investment in Fixed Assets       | 33,763.10           |
| 32000 Unrestricted Net Assets          | 626,100.34          |
| Net Income                             | 268,113.65          |
| <b>Total Equity</b>                    | <b>\$927,977.09</b> |
| <b>TOTAL LIABILITIES AND EQUITY</b>    | <b>\$933,470.04</b> |

# NEWBERRY COMMUNITY SERVICES DISTRICT

Established 1958

## REGULAR MEETING MINUTES

(ZOOM MEETING)

April 27, 2021

**Call the meeting to order- 6:00 p.m.**

### **Pledge of Allegiance**

President Springer asked all present recite the Pledge of Allegiance.

### **Roll Call.**

### **Present:**

President Springer  
Director Deel  
Director Roberts  
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 Paulsen to approve agenda as presented. Seconded Director Deel.

Vote: **Yes-** Unger, Deel, Paulsen and Springer

**No-** Roberts

**Motion Passed**

### **2. Public Comments:**

**a. General Public-**

**b. Community Reports**

**c. Board of Supervisor Cooks Representative-** Checking with County to see if they can get a Covid shot clinic in Newberry..

### **3. Reports**

**a. General Manager-** Ordered new swings for park.

Hired an office assistant to help with financials in office.

### **b. Staff**

**c. Air Quality Monitoring Report-**

5 Monitors will be installed within the next couple weeks.  
Update will be given next meeting.

**d. Civic Hub- Available Properties**

Information attached on Newberrycsd.net Website

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

**a Discussion of CSD Water-Related Authority (per LAFCO)**

Discussion of how Newberry CSD can help with water issues.

**b. CSD Water Well Test for Toxic Chemicals.**

Discussion- CSD does test for toxic chemicals through a company  
Called GEO Monitor.

**c. Civic Hub "Available Property" possible purchase.**

Copy of properties on Newberrycsd.net website.

**d. Update on Bids for CSD Project.**

Discussion- CSD has not received any Bids at this time.

**e. Approve Resolution 75-2021 For Federal Excess Property (FEPP)  
Program in Accordance With United States Cooperative Forestry  
Assistance Act (CFAA) of 1978.**

Motion Director Paulsen to Approve Resolution 75-2021 for FEPP.

Seconded Director Roberts

Vote: **Unanimous**

**Motion Passed**

**f. Approve Mutual Aide Agreement Between Marine Corps Logistics  
Base, Barstow and Newberry Springs Fire Protection District.**

Motion Director Paulsen to approve Mutual Aide agreement. Seconded  
Director Roberts.

Vote: **Unanimous**

**Motion Passed**

**g. Update- Purchase of Bunking Quarters for Fire Department Volunteers.**

Discussion- waiting on information for County S.B. and School District



**h. Closed Session CA. Gov. Code 54957 (b) General Manager Evaluation.**

Went into closed session at 7:45 p.m.

Returned 9:10 p.m.

Report- Completed employee review

**i. Approval of Minutes for March 23, 2021**

Motion Director Deel to approve minutes. Seconded

Director Paulsen.

Vote: **Unanimous**

**Motion Passed**

**j.. Approve Bills Paid and Presented.**

Motion Director Deel to approve bills paid and presented. Seconded Director Paulsen.

Vote: **Unanimous**

**Motion Passed**

**5. Old and New Business-**

Budget Review

G.M. pay increase

**6. Directors Comments (1 min)**

**7. Adjournment 9:24 p.m.**

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Board Secretary

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Board President

# Newberry Community Services District

Jem F

## Profit and Loss Detail

May 1-21, 2021

| DATE  | TRANSACTION TYPE | NUM   | NAME                                      | MEMO/DESCRIPTION                  | SPLIT                | AMOUNT            | BALANCE  |
|---|------------------|-------|---|-----------------------------------|----------------------|-------------------|----------|
| <b>Ordinary Income/Expenses</b>                           |                  |       |   |                                   |                      |                   |          |
| <b>Expenses</b>   |                  |       |   |                                   |                      |                   |          |
| 1000.0 Administrative-Subtotal                            |                  |       |   |                                   |                      |                   |          |
| 1005.0 Directors Stipend                                  |                  |       |   |                                   |                      |                   |          |
| 05/07/2021  | Check            | 18307 | Jack Unger                                | April                             | 120 Checking Account | 50.00             | 50.00    |
| 05/07/2021  | Check            | 18309 | Robert Springer                           | April                             | 120 Checking Account | 50.00             | 100.00   |
| 05/07/2021  | Check            | 18311 | Paula Deel                                | April                             | 120 Checking Account | 50.00             | 150.00   |
| 05/07/2021  | Check            | 18308 | Margie Roberts.                           | April                             | 120 Checking Account | 50.00             | 200.00   |
| 05/07/2021  | Check            | 18310 | Vickie Paulsen                            | April                             | 120 Checking Account | 50.00             | 250.00   |
| <b>Total for 1005.0 Directors Stipend</b>                 |                  |       |   |                                   |                      | <b>\$250.00</b>   |          |
| 1007.0 Election Expenses                                  |                  |       |   |                                   |                      |                   |          |
| 05/06/2021  | Check            | 18298 | San Bernardino County Registrar of Voters | Presidential General Election     | 120 Checking Account | 1,490.00          | 1,490.00 |
| <b>Total for 1007.0 Election Expenses</b>                 |                  |       |   |                                   |                      | <b>\$1,490.00</b> |          |
| 1010.0 Office Expenses                                    |                  |       |   |                                   |                      |                   |          |
| 05/06/2021  | Check            | 18276 | Stewarts Business and Tax Service         | payroll services April            | 120 Checking Account | 170.00            | 170.00   |
| <b>Total for 1010.0 Office Expenses</b>                   |                  |       |   |                                   |                      | <b>\$170.00</b>   |          |
| 1010.1 Office Supplies                                    |                  |       |   |                                   |                      |                   |          |
| 05/06/2021  | Check            | 18300 | Advance Copy Systems                      | copier supplies                   | 120 Checking Account | 36.84             | 36.84    |
| <b>Total for 1010.1 Office Supplies</b>                   |                  |       |   |                                   |                      | <b>\$36.84</b>    |          |
| 1010.2 Office Equipment-Maint/Repair                      |                  |       |   |                                   |                      |                   |          |
| 05/19/2021  | Check            | 18316 | De Lage Landen Financial Services         | April/May                         | 120 Checking Account | 120.14            | 120.14   |
| 05/19/2021  | Check            | 18319 | Advance Copy Systems                      | Feb - May                         | 120 Checking Account | 147.36            | 267.50   |
| <b>Total for 1010.2 Office Equipment-Maint/Repair</b>     |                  |       |   |                                   |                      | <b>\$267.50</b>   |          |
| 1010.5 Annex Telephone/Fax                                |                  |       |   |                                   |                      |                   |          |
| 05/06/2021  | Check            | 18299 | Verizon Wireless                          | phone/fax                         | 120 Checking Account | 23.74             | 23.74    |
| <b>Total for 1010.5 Annex Telephone/Fax</b>               |                  |       |   |                                   |                      | <b>\$23.74</b>    |          |
| 1010.6 Subscriptions/Memberships, Adm                     |                  |       |   |                                   |                      |                   |          |
| 05/06/2021  | Check            | 18302 | Streamline                                | Web page                          | 120 Checking Account | 50.00             | 50.00    |
| 05/19/2021  | Check            | 18320 | Streamline                                | web page feb/apr/may              | 120 Checking Account | 150.00            | 200.00   |
| <b>Total for 1010.6 Subscriptions/Memberships, Adm</b>    |                  |       |   |                                   |                      | <b>\$200.00</b>   |          |
| 1010.7 Annex Internet                                     |                  |       |   |                                   |                      |                   |          |
| 05/06/2021  | Check            | 18299 | Verizon Wireless                          | internet                          | 120 Checking Account | 38.01             | 38.01    |
| 05/19/2021  | Check            | 18314 | Frontier Communications                   | May                               | 120 Checking Account | 55.76             | 93.77    |
| <b>Total for 1010.7 Annex Internet</b>                    |                  |       |   |                                   |                      | <b>\$93.77</b>    |          |
| <b>Total for 1010.0 Office Expenses with sub-accounts</b> |                  |       |   |                                   |                      | <b>\$791.85</b>   |          |
| 1012.0 Admin Personnel Expenses                           |                  |       |   |                                   |                      |                   |          |
| 1012.1 Board Secretary-Salary                             |                  |       |   |                                   |                      |                   |          |
| 05/20/2021  | Check            | eft   | PR Jodi Howard                            | April 16 2021/May 15 2021         | 120 Checking Account | 249.96            | 249.96   |
| <b>Total for 1012.1 Board Secretary-Salary</b>            |                  |       |   |                                   |                      | <b>\$249.96</b>   |          |
| 1012.2 General Manager-Salary                             |                  |       |   |                                   |                      |                   |          |
| 05/20/2021  | Check            | eft   | PR Jodi Howard                            | April 16 2021/May 15 2021         | 120 Checking Account | 937.32            | 937.32   |
| <b>Total for 1012.2 General Manager-Salary</b>            |                  |       |   |                                   |                      | <b>\$937.32</b>   |          |
| 1012.3 Office Assistant-Salary                            |                  |       |   |                                   |                      |                   |          |
| 05/20/2021  | Check            | eft   | PR Martha Elder                           | April 16 2021/May 15 2021         | 120 Checking Account | 682.50            | 682.50   |
| <b>Total for 1012.3 Office Assistant-Salary</b>           |                  |       |   |                                   |                      | <b>\$682.50</b>   |          |
| 1012.4 Treasurer - Salary                                 |                  |       |   |                                   |                      |                   |          |
| 05/20/2021  | Check            | eft   | PR Eva R Beaty                            | Apr 16 2021/May 15 2021           | 120 Checking Account | 300.00            | 300.00   |
| <b>Total for 1012.4 Treasurer - Salary</b>                |                  |       |   |                                   |                      | <b>\$300.00</b>   |          |
| 1012.5 Fed/State/Local Empl Tay Pmts                      |                  |       |   |                                   |                      |                   |          |
| 05/06/2021  | Check            | 18285 | IRS - Department of Treasury              | Changes to Sept 30, 2018 form 941 | 120 Checking Account | 1,878.22          | 1,878.22 |
| 05/06/2021  | Check            | 18286 | IRS - Department of Treasury              | changes to June 30, 2018 form 941 | 120 Checking Account | 2,322.58          | 4,200.80 |
| 05/20/2021  | Check            | eft   | PR Martha Elder                           | WH                                | 120 Checking Account | -52.21            | 4,148.59 |
| 05/20/2021  | Check            | eft   | PR Eva R Beaty                            | WH                                | 120 Checking Account | -22.95            | 4,125.64 |
| 05/20/2021  | Check            | eft   | PR Jodi Howard                            | WH                                | 120 Checking Account | -160.83           | 3,964.81 |
| 05/20/2021  | Check            | eft   | PR Daphne Lanier                          | WH                                | 120 Checking Account | -326.93           | 3,637.88 |
| <b>Total for 1012.5 Fed/State/Local Empl Tay Pmts</b>     |                  |       |   |                                   |                      | <b>\$3,637.88</b> |          |
| <b>Total for 1012.0 Admin Personnel Expenses</b>          |                  |       |   |                                   |                      | <b>\$5,807.66</b> |          |
| <b>Total for 1000.0 Administrative-Subtotal</b>           |                  |       |   |                                   |                      | <b>\$8,339.51</b> |          |

# Newberry Community Services District

## Profit and Loss Detail

May 1-21, 2021

| DATE  | TRANSACTION TYPE | NUM    | NAME                                  | MEMO/DESCRIPTION               | SPLIT                | AMOUNT             | BALANCE   |
|---|------------------|--------|---------------------------------------|--------------------------------|----------------------|--------------------|-----------|
| 2000.0 Parks and Recreation - Subtotal                  |                  |        |                                       |                                |                      |                    |           |
| 2001.0 Community Events                                 |                  |        |                                       |                                |                      |                    |           |
| 2001.1 Community Event-Advertising                      |                  |        |                                       |                                |                      |                    |           |
| 05/19/2021  | Check            | 18313  | Vickie Paulsen                        | reimb. flyers pot farm meeting | 120 Checking Account | 54.82              | 54.82     |
| <b>Total for 2001.1 Community Event-Advertising</b>     |                  |        |                                       |                                |                      | <b>\$54.82</b>     |           |
| 2001.2 Community Event-Expenses                         |                  |        |                                       |                                |                      |                    |           |
| 05/06/2021  | Check            |        | Pyro Spectaclars, Inc.                | Initial Production Fee         | 120 Checking Account | 0.00               | 0.00      |
| 05/06/2021  | Check            | 18304  | Pyro Spectaclars, Inc.                | initial production fee         | 120 Checking Account | 5,500.00           | 5,500.00  |
| 05/06/2021  | Check            |        | Pyro Spectaclars, Inc.                | Initial Production Fee         | 120 Checking Account | 5,500.00           | 11,000.00 |
| <b>Total for 2001.2 Community Event-Expenses</b>        |                  |        |                                       |                                |                      | <b>\$11,000.00</b> |           |
| <b>Total for 2001.0 Community Events</b>                |                  |        |                                       |                                |                      | <b>\$11,054.82</b> |           |
| 2002.0 Community Center Expenses                        |                  |        |                                       |                                |                      |                    |           |
| 2002.2 CC-Electricity                                   |                  |        |                                       |                                |                      |                    |           |
| 05/06/2021  | Check            | 18284  | SCE                                   | CSD March/April                | 120 Checking Account | 102.66             | 102.66    |
| 05/06/2021  | Check            | 18283  | SCE                                   | community center April         | 120 Checking Account | 37.43              | 140.09    |
| <b>Total for 2002.2 CC-Electricity</b>                  |                  |        |                                       |                                |                      | <b>\$140.09</b>    |           |
| 2002.4 CC-Contract Labor/Cleaning                       |                  |        |                                       |                                |                      |                    |           |
| 05/07/2021  | Check            | 18306  | DAPHNE LANIER (FD)                    | cleaning                       | 120 Checking Account | 300.00             | 300.00    |
| <b>Total for 2002.4 CC-Contract Labor/Cleaning</b>      |                  |        |                                       |                                |                      | <b>\$300.00</b>    |           |
| 2002.7 Pest Control                                     |                  |        |                                       |                                |                      |                    |           |
| 05/19/2021  | Check            | 18318  | Clark Pest Control                    | May pest service               | 120 Checking Account | 52.00              | 52.00     |
| <b>Total for 2002.7 Pest Control</b>                    |                  |        |                                       |                                |                      | <b>\$52.00</b>     |           |
| <b>Total for 2002.0 Community Center Expenses</b>       |                  |        |                                       |                                |                      | <b>\$492.09</b>    |           |
| 2003.0 Ground Expenses                                  |                  |        |                                       |                                |                      |                    |           |
| 2003.1 Grounds-Landscaping                              |                  |        |                                       |                                |                      |                    |           |
| 05/07/2021  | Check            | 18305  | Jon Stone                             | Grounds landscaping            | 120 Checking Account | 425.00             | 425.00    |
| <b>Total for 2003.1 Grounds-Landscaping</b>             |                  |        |                                       |                                |                      | <b>\$425.00</b>    |           |
| 2003.2 Grounds-Disposal Services                        |                  |        |                                       |                                |                      |                    |           |
| 05/06/2021  | Check            | 18278  | Desert Disposal                       | trash service March/April      | 120 Checking Account | 329.10             | 329.10    |
| <b>Total for 2003.2 Grounds-Disposal Services</b>       |                  |        |                                       |                                |                      | <b>\$329.10</b>    |           |
| 2003.4 Grounds Maint/Repair                             |                  |        |                                       |                                |                      |                    |           |
| 05/07/2021  | Check            | 18305  | Jon Stone                             | Grounds maintenance            | 120 Checking Account | 75.00              | 75.00     |
| <b>Total for 2003.4 Grounds Maint/Repair</b>            |                  |        |                                       |                                |                      | <b>\$75.00</b>     |           |
| 2003.6 Grounds-MWA Fees                                 |                  |        |                                       |                                |                      |                    |           |
| 05/06/2021  | Check            | 18281  | Mojave Basin Area Watermaster         | usage fees                     | 120 Checking Account | 34.65              | 34.65     |
| <b>Total for 2003.6 Grounds-MWA Fees</b>                |                  |        |                                       |                                |                      | <b>\$34.65</b>     |           |
| 2003.8 Grounds-Electric                                 |                  |        |                                       |                                |                      |                    |           |
| 05/06/2021  | Check            | 18280  | SCE                                   | park lights April              | 120 Checking Account | 151.42             | 151.42    |
| 05/06/2021  | Check            | 18280  | SCE                                   | park lights March              | 120 Checking Account | 224.16             | 375.58    |
| <b>Total for 2003.8 Grounds-Electric</b>                |                  |        |                                       |                                |                      | <b>\$375.58</b>    |           |
| <b>Total for 2003.0 Ground Expenses</b>                 |                  |        |                                       |                                |                      | <b>\$1,239.33</b>  |           |
| <b>Total for 2000.0 Parks and Recreation - Subtotal</b> |                  |        |                                       |                                |                      | <b>\$12,786.24</b> |           |
| 3000.0 Municipal Services-Subtotal                      |                  |        |                                       |                                |                      |                    |           |
| 3001.0 Electric - Street Lights                         |                  |        |                                       |                                |                      |                    |           |
| 05/06/2021  | Check            | 18279  | SCE                                   | street lights March/April      | 120 Checking Account | 1,225.94           | 1,225.94  |
| <b>Total for 3001.0 Electric - Street Lights</b>        |                  |        |                                       |                                |                      | <b>\$1,225.94</b>  |           |
| <b>Total for 3000.0 Municipal Services-Subtotal</b>     |                  |        |                                       |                                |                      | <b>\$1,225.94</b>  |           |
| 4000.0 Fire Department - Subtotal                       |                  |        |                                       |                                |                      |                    |           |
| 4003.0 FD-Equipment Expense                             |                  |        |                                       |                                |                      |                    |           |
| 4003.1 FD-Equip Exp, Fuel                               |                  |        |                                       |                                |                      |                    |           |
| 05/06/2021  | Expense          | 4003.1 | Mohsen Truck Stop                     | E392 miles 79781               | US Bank              | 49.06              | 49.06     |
| 05/06/2021  | Expense          | 4003.1 | Mohsen Truck Stop                     | Wt392 miles 23581              | US Bank              | 70.02              | 119.08    |
| 05/13/2021  | Expense          | 4003.1 | Newberry Chevron                      | WT392 miles 23684              | US Bank              | 102.07             | 221.15    |
| 05/19/2021  | Check            | 18312  | Silver Valley Unified School District | April fuel charge              | 120 Checking Account | 43.83              | 264.98    |
| <b>Total for 4003.1 FD-Equip Exp, Fuel</b>              |                  |        |                                       |                                |                      | <b>\$264.98</b>    |           |
| <b>Total for 4003.0 FD-Equipment Expense</b>            |                  |        |                                       |                                |                      | <b>\$264.98</b>    |           |
| 4004.0 FD-Equip Exp, Non-Vehicle                        |                  |        |                                       |                                |                      |                    |           |
| 4004.3 FD-Equip Exp, NV, First Aid Sup                  |                  |        |                                       |                                |                      |                    |           |
| 05/07/2021  | Expense          | 4004.3 | Amazon                                | Disposable gloves large        | US Bank              | 139.56             | 139.56    |
| 05/07/2021  | Expense          | 4004.3 | Amazon                                | Gloves medium                  | US Bank              | 98.40              | 237.96    |
| <b>Total for 4004.3 FD-Equip Exp, NV, First Aid Sup</b> |                  |        |                                       |                                |                      | <b>\$237.96</b>    |           |

# Newberry Community Services District

## Profit and Loss Detail

May 1-21, 2021

| DATE  | TRANSACTION TYPE | NUM    | NAME                      | MEMO/DESCRIPTION  | SPLIT                | AMOUNT               | BALANCE         |
|---|------------------|--------|---------------------------|---|----------------------|----------------------|-----------------|
| <b>Total for 4004.0 FD-Equip Exp, Non-Vehicle</b>       |                  |        |                           |   |                      |                      |                 |
| 4006.0 FD-Station Expenses                              |                  |        |                           |   |                      | <b>\$237.96</b>      |                 |
| 4006.1 FD-Station Exp, Internet                         |                  |        |                           |   |                      |                      |                 |
| 05/06/2021  | Check            | 18297  | Frontier Communications   | CSD internet  |                      |                      |                 |
| 05/06/2021  | Check            | 18299  | Verizon Wireless          | FD  | 120 Checking Account | 72.95                | 72.95           |
| <b>Total for 4006.1 FD-Station Exp, Internet</b>        |                  |        |                           |   |                      | <b>240.89</b>        | <b>313.84</b>   |
| 4006.3 FD-Station Exp, Office Supplies                  |                  |        |                           |   |                      | <b>\$313.84</b>      |                 |
| 05/07/2021  | Expense          | 4006.3 | Amazon                    | Planner for daily sign in   | US Bank              | 21.19                | 21.19           |
| <b>Total for 4006.3 FD-Station Exp, Office Supplies</b> |                  |        |                           |   |                      | <b>\$21.19</b>       |                 |
| 4006.5 FD-Station Exp, Membership/Subs                  |                  |        |                           |   |                      |                      |                 |
| 05/06/2021  | Check            | 18303  | Target Solutions Learning | FD subscription   |                      |                      |                 |
| 05/19/2021  | Check            | 18317  | BACKDRAFT OPCO, LLC       | 6/2021 to 5/2022 subscription                                     | 120 Checking Account | 1,195.00             | 1,195.00        |
| <b>Total for 4006.5 FD-Station Exp, Membership/Subs</b> |                  |        |                           |   |                      | <b>3,038.07</b>      | <b>4,233.07</b> |
| 4006.6 FD-Station Exp, Electric                         |                  |        |                           |   |                      | <b>\$4,233.07</b>    |                 |
| 05/06/2021  | Check            | 18280  | SCE                       | FD lights April   | 120 Checking Account | 281.89               | 281.89          |
| 05/06/2021  | Check            | 18280  | SCE                       | FD lights March   | 120 Checking Account | 260.01               | 541.90          |
| <b>Total for 4006.6 FD-Station Exp, Electric</b>        |                  |        |                           |   |                      | <b>\$541.90</b>      |                 |
| 4006.7 FD-Station Exp, Drinking Water                   |                  |        |                           |   |                      |                      |                 |
| 05/07/2021  | Expense          | 4006.7 | Amazon                    | Electrolytes for summer (fire activities coming up 5/8&9 5/15&16) | US Bank              | 90.03                | 90.03           |
| <b>Total for 4006.7 FD-Station Exp, Drinking Water</b>  |                  |        |                           |   |                      | <b>\$90.03</b>       |                 |
| 4006.8 FD-Station Exp, Trash Service                    |                  |        |                           |   |                      |                      |                 |
| 05/06/2021  | Check            | 18277  | Desert Disposal           | FD Trash service  | 120 Checking Account | 45.69                | 45.69           |
| <b>Total for 4006.8 FD-Station Exp, Trash Service</b>   |                  |        |                           |   |                      | <b>\$45.69</b>       |                 |
| <b>Total for 4006.0 FD-Station Expenses</b>             |                  |        |                           |   |                      | <b>\$5,245.72</b>    |                 |
| 4007.0 FD-Firefighter Personnel Exp                     |                  |        |                           |   |                      |                      |                 |
| 4007.1 Office Admin-Fire Dept-Salary                    |                  |        |                           |   |                      |                      |                 |
| 05/20/2021  | Check            | eft    | PR Daphne Lanier          | April 16 2021/May 15 2021   | 120 Checking Account | 652.05               | 652.05          |
| <b>Total for 4007.1 Office Admin-Fire Dept-Salary</b>   |                  |        |                           |   |                      | <b>\$652.05</b>      |                 |
| 4007.5 FD-Personnel Exp, Call-out Stip                  |                  |        |                           |   |                      |                      |                 |
| 05/06/2021  | Check            | 18290  | Nathan Powell             | April Stipen  |                      |                      |                 |
| 05/06/2021  | Check            | 18294  | Brian Vintus              | April Stipen  | 120 Checking Account | 80.00                | 80.00           |
| 05/06/2021  | Check            | 18291  | Roberto Rodriguez         | April Stipen  | 120 Checking Account | 50.00                | 130.00          |
| 05/06/2021  | Check            | 18292  | CORY ROGERS               | April Stipen  | 120 Checking Account | 30.00                | 160.00          |
| 05/06/2021  | Check            | 18296  | David Wetterman           | April Stipen  | 120 Checking Account | 20.00                | 180.00          |
| 05/06/2021  | Check            | 18295  | Mitch Ward                | April Stipen  | 120 Checking Account | 10.00                | 190.00          |
| 05/06/2021  | Check            | 18293  | Christopher Saucier       | April Stipen  | 120 Checking Account | 10.00                | 200.00          |
| 05/06/2021  | Check            | 18287  | DAPHNE LANIER (FD)        | April Stipens   | 120 Checking Account | 10.00                | 210.00          |
| 05/06/2021  | Check            | 18288  | Rylan Lanier              | April Stipen  | 120 Checking Account | 80.00                | 290.00          |
| 05/06/2021  | Check            | 18289  | Jay Potter                | April Stipen  | 120 Checking Account | 120.00               | 410.00          |
| <b>Total for 4007.5 FD-Personnel Exp, Call-out Stip</b> |                  |        |                           |   |                      | <b>30.00</b>         | <b>440.00</b>   |
| <b>Total for 4007.0 FD-Firefighter Personnel Exp</b>    |                  |        |                           |   |                      | <b>\$440.00</b>      |                 |
| <b>Total for 4000.0 Fire Department - Subtotal</b>      |                  |        |                           |   |                      | <b>\$1,092.05</b>    |                 |
| <b>Total for Expenses</b>                               |                  |        |                           |   |                      | <b>\$6,840.71</b>    |                 |
| <b>Net Income</b>                                       |                  |        |                           |   |                      | <b>\$29,192.40</b>   |                 |
|   |                  |        |                           |   |                      | <b>\$ -29,192.40</b> |                 |