

# 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

August 22, 2023, 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 noon until 4 p.m.

## AGENDA

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. Special Board Meeting Draft Minutes 6/30/2023
  - B. Regular Board Meeting Draft Minutes 7/25/2023
  - C. Special Board Meeting Draft Minutes 7/28/2023
  - D. Special Board Meeting Draft Minutes 7/31/2023
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.*
  - A. General Public
  - B. Community Reports-
    1. County Supervisor-Elaine Villareal
    2. Sheriff Captain Ron Markegard
    3. CHP
3. Reports
  - A. General Manager – GM Vanek
  - B. Temporary CSD Administrator – Daphne Lanier
  - C. Fire Department - Chief Lanier
  - D. Financial Reports – Temporary CSD Administrator  
Reconciliation of Revenue for July 3<sup>rd</sup> Event,
  - E. Air Quality Monitors - Director Unger
  - F. Directors Comments (1 min.)
4. **Agenda Items- Discussion/Possible Action**
  - A. **Scoreboard Installation Discussion/Possible Action Directors Matson, & Unger**
    1. **Cover (canvas) for scoreboard – contact Lisa Stevens**
    2. **Carrying case for scoreboard controls**

B. **Sign for Fitness Park, Discussion/Possible Action, Director Matson and Temp. CSD Admin Lanier -- Update**

C. **Consideration of the Transformative Climate Communities Grant Report for the Newberry CSD Building and Park for Planning or Project Development Funds. Discussion/Possible Action: Directors Matson and Roberts Report from Committee: Application due August 1<sup>st</sup>.**

Update from Rose Beardshear

D. **Revision of Policy 2300 “General Manager Job Description” Discussion/Possible Action Director Unger**

The Board will consider adding a required list of training classes to the General Manager Job Description.

Remove - We had this discussion before about putting the training in the Job Description and agreed it was not the place for it.

2300.1.2 Discussion of removing “and the Board of Directors” on the 2<sup>nd</sup> line and 2 other changes in same paragraph

Item was tabled from July Regular Meeting

E. **Proposed Policy 2020 Vacations. Discussion/Possible Action Director Deel**

Proposed Policy for Vacations. Policy from the CSDA Manual have been included for reference.

Added: 2020.2(c) “After ten years of service, the employee earns vacation time at the rate the employee is expected to work during a 3 week period. 12 hours per week = 36 hours vacation.”

Item was tabled from July Regular Meeting

F. **Policy to Institute the Using of Liaisons to Assist the GM, Discussion/Possible Action, Director Deel**

Communication or cooperation which facilitates a close relationship between people or organizations. Being a tiny CSD when we have special projects our staff may have a difficult time taking care of everything. We have been doing this for some time – Mike and Jack working on the park getting the scoreboard up and working for the kickball game; Robert helping with the Fire Department; my helping with financials and Policies etc., Margie advising regarding contracting. We work at the request of the GM and can only do what the GM gives us permission to do.

Park & Rec Liaison – Director Matson

Fire Department Liaison – Director Springer

Office/Financial Liaison – Director Deel

Street Lights & CSD Building Liaison – Director Roberts

Events – Director Unger

Policy #2310 to be written

- G. Suggestion of putting a sign at the corner of National Trails and Newberry Road. CSD to check it out.
  - H. Policy to Provide Public Wi-Fi in the Community Center Building Discussion/Possible Action, Director Unger  
If the Board decides to have Public Wi-Fi, we need to include a policy to govern it.
  - I. Policy stating what the Board does to written public comments. Discussion Only
  - J. 2023 Pistachio Festival Kickball Tournament Status – Discussion/Possible Action, Director Unger Update
  - K. MAR Construction Invoice, Discussion and Possible Action Director Unger  
(Don Beardshear) Protests Previous NCSD Rejection of his "Consulting" Invoice (Mr. Beardshear is protesting the Board's refusal to pay his invoice regarding negotiations to hire his company to install the ballfield scoreboard.) NOTE: Jack will provide a transcript of the most recent text exchanges between Mr. Beardshear and the NCSD so the Board and the public can be fully informed during the Board meeting.
  - L. CLOSED SESSION GOV. SEC. CODE 54954.5(e)  
Public Employee Performance Evaluation - General Manager
5. Approve Bills Paid and Presented Discussion/Possible Action
  6. Old and New Business
    - Agenda Preparation – Items received with no back-up should be “Discussion Only”
  8. Adjournment

I, Paula Deel

Print name



Signature

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](http://www.NewberryCSD.net).