



**BOMBAY BEACH COMMUNITY SERVICES DISTRICT
BOMBAY BEACH, CALIFORNIA**

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Regular Meeting Minutes

Board of Directors

Loyd Kattro - Chairperson
Cindy Hollenbeck – Vice Chairperson
Louis Knight
Gloria Town
Ernest Hawkins

Date: March 21, 2019
Time: 06:00 P.M.
Place: 9590 Ave. C Bombay Beach
Niland, CA 92257

1. CALL TO ORDER: The meeting was called to order at 6:05 p. m. by Director Kattro.
 - A. Pledge of Allegiance to the Flag – The Pledge of Allegiance to the Flag was led by Secretary Sadorra.

B. Roll Call

Director Kattro	Present
Director Hollenbeck	Present
Director Knight	Present
Director Town	Present
Director Hawkins	Present

Five of five Directors present. Quorum met.

Staff Present: Secretary: Augustine Sadorra

2. APPROVAL OF THE AGENDA: The Board will approve the agenda for March 21, 2019 as is or delete/clarify any item on the agenda.

Motion made by Director Kattro to move agenda items 7b and 7d from new business to be discussed before item 6a to accommodate presenters. Motion seconded by Director Hollenbeck. Motion passed by unanimous vote of Board members present. (5-0-0)

Motion made by Director Hollenbeck to approve the agenda for March 21, 2019 as ammended. Motion seconded by Director Kattro. Motion passed by unanimous vote of

Board members present. (5-0-0)

3. APPROVAL OF THE MINUTES: The Board will review and approve the meeting minutes from the last Regular Meeting on February 21, 2019.

Motion made by Director Hollenbeck to approve the meeting minutes from the February 21, 2019 Regular Meeting. Motion seconded by Director Knight. Motion passed by unanimous vote of Board members present. (5-0-0)

4. FINANCIAL REPORT The Board will hear a report on the financial status of the District as of February 28, 2019.

A.	County Auditor Account.	\$ <u>381.65</u>
	Positive Balance in County Fund Account	\$ <u>381.65</u>
B.	Bank of America Accounts	
	General Checking Account (ending 1946)	\$27,172.83
	Savings Account (6398) Bombay North	23,403.04
	Savings Account (5949)	70,654.58
	Savings Account (8163)	91,592.57
	Bank Accounts Total	\$ <u>212,820.02</u>
	TOTAL CASH ASSETS	\$ <u>213,201.67</u>

Motion to approve the financial report was made by Director Hollenbeck. Motion seconded by Director Knight. Motion passed by unanimous vote of Board members present. (5-0-0)

5. OPEN FORUM /PUBLIC COMMENT: This is an opportunity for members of the public to address the Board on any subject matter within the Board's jurisdiction, but not an item on the agenda. Any action taken as a result of public comment shall be limited to direction to staff. (Please Limit Comments to 3 Minutes per speaker and to 30 minutes limit for open forum) (Each speaker is requested to voluntarily provide their name and residence prior to speaking)

Stephani – a local resident – made a request to set up library mail boxes adjacent to the mail boxes. Library boxes will hold library books that can be used and exchanged at different locations within the district. She was directed by the Board to contact public works for information on how to go about getting permission to set up the library boxes. Secretary was directed to add to next months agenda the item of placement of library boxes.

Lauren – Local homeowner and Biennale organizer. She explained how the parking passes for local residents would be handled. She also explained the purpose of the wristbands. Maps and programs were handed out. Lauren gave out her phone number to all present and let everyone know that she was available anytime there were questions for

the Art festival.

An unidentified lady - reported that she has a lost dog at Bombay Beach. She described her dog as a White Chihuahua with a dot on one ear. Lauren from the Biennale offered to post the lost dog on social media.

6. OLD BUSINESS – DISCUSSION/ACTION ON THE FOLLOWING:

Item 7b. The Board will hear an update on bringing Trash Collection bins to Bombay Beach. (Knight). Update on Trash Collection. Lauren announced that the Biennale will cover the first three months the cost of trash collection. Kirk was introduced to the assembly. His specialty is in waste management. Data will be collected in the three months to make a determination on the correct size and type of trash containers for local use. Additional data on future recycling – composting – job conversions will be collected.

Director Knight explained how he has been working with Republic Waste management to bring in some dumpsters for the local trash collection after the Art Festival is over.

Item 7d. The Board will discuss and act on authorizing the Biennale Art Festival to utilize a portion of Bombay North for parking. (Kattro)

Motion to approve the authorization to allow the Biennale Art Festival to utilize a portion of Bombay North for parking was made by Director Kattro. Motion seconded by Director Knight. Motion passed by unanimous vote of Board members present. (5-0-0)

- A. Bombay Beach North Properties – The Board will hear a report on the progress of the refund process with individuals claiming interests in Bombay North. (Resolution 2018-06-01 ends June 21, 2019)

With the finalization of Resolution 2018-06-01, a liability of \$39,000.00 was created.

Of the original 39 investors. Eight have requested refunds. Four have been issued their \$1,000.00 claim.

A request for three refund request was received from Mr. Richard F. Bringle for 3 claims. Refund request form has been mailed out to Mr. Bringle.

- B. Flood Control in Bombay Beach residential area. –The Board will be updated on the progress of the District effort to provide flood protection for Bombay Beach. (Item introduced 11/19/2015)

Director Knight reported that nothing new has occurred. The Secretary was directed to get a list of contractors who are authorized to work on the Berm.

- C. Film Commission – Results of developing a bilateral agreement with the Imperial County Film Commission. (Hawkins & Hollenbeck) Item first introduced as agenda item in March 2016.

Director Hawkins reported that he had attempted to contact the Imperial Valley Film Commission office but the coordinator was not receptive or wanted to talk to him.

Motion made by Director Knight to drop the item from the agenda because no progress has been made in three years. Motion seconded by Director Hawkins. Motion passed by unanimous vote of Board members present. (5-0-0)

The Secretary was directed to add to the next agenda the development of a resolution to create a District movie commission to charge fees for movie and filming in the District.

- D. Update on Neighborhood Watch Program - Director Hollenbeck reported that the County program that holds reports the blotter entries is not accessible.

The next Neighborhood Watch Meeting will be on April 11, 2019 at 10:30 a.m.

- E. Street Lights – The Board will hear on the progress of improved street lighting on Bombay Beach. Particularly for lighting streets that are used by the school bus. (Item introduced February 15, 2018, Kattro).

Director Kattro reported that the Biennale supporters have paid for on solar street light to be used for testing. The light will be installed at 2120 3rd Street on a 15 foot pole. He will be collecting feedback on the lights effectiveness.

Director Knight pointed out that there may be a conflict of interest issue because Director Kattro is the property owner at 2120 3rd Street. After some discussion it was settled that the light will go on Biennale property at the corner of 3rd Street and G Avenue, at the Toy House. In the meantime Director Knight will get in contact with USA Cable to use their power poles to test the light.

- F. Disposition of excess equipment – Discuss the disposition of the blue water pump that is owned by the District. (Introduced January 2018, Hawkins). (Item tabled December 20, 2018 to allow resolution of the issue of Flood Control in Bombay Beach residential area)

- G. It is recommended that the Board adopt CSDA Policies based on CSDA templates and Establish Policies based on CSDA guidelines, and establish procedures to carry out the Board Policies.

Director Hawkins completed his review and passed the Book to Director Knight.

- H. Update on how the District can utilize the Special District Risk Management Authority (SDRMA) services.

The District was advised by SDRMA on March 1, 2019, that a quote will not be offered to Bombay Beach Community Services District due to minimum contributions.

The secretary reported that State Compensation fund will be able to cover the Firefighter- volunteer, Secretary, Account Clerk and Janitor.

Motion made by Director Hawkins to approve Work comp coverage as quoted by State Compensation Fund to cover all the Districts personnel requiring coverage and authorize the secretary to process the invoice directly from the District checking account. Motion seconded by Director Knight. Motion passed by a unanimous vote of members present (5-0-0).

- I. Update on how the District can utilize CSDA Legal services – The Secretary was directed to compare the cost of utilizing CSDA services for the required Sexual Harassment Prevention Training that is available on-demand, or to have the Districts legal representative provide the required training.

- J. The Board will receive an update on the process to have ADP provide payroll services for the District.

ADP services have been engaged. First Checks for payroll will be processed at today's meeting.

- K. County Roads Department - The Board will hear the results of the request to the County Roads Department on the repair of the public streets on Bombay Beach. Director Knight reported that the project was "work in progress". He has talked to the County Public Works Director John Gay about getting the Districts roads graded and repaired.

- L. Process to put an Ordinance on the next Ballot to pay for street lighting (Hawkins - Tabled 3/21/2019)

- M. The Board will consider entering into a Joint Powers Agreement (JPA) with The California Special District Risk Management Authority (SDRMA) to provide Insurances services for the District.

Item H has made the JPA with SDRMA invalid since SDRMA denied offering a quote for services.

7. NEW BUSINESS – DISCUSSION/ACTION ON THE FOLLOWING:

- A. The Board will consider establishing an Ad Hoc committee to address

Community concern to the Sheriffs' Office.

Motion made by Director Knight to table issue of establishing an Ad Hoc Committee. Motion seconded by Director Kattro. Motion passed by unanimous vote of members present. (5-0-0)

- B. The Board will hear an update on bringing Trash Collection bins to Bombay Beach. (Knight)

Discussed previously - Director Knight explained how he has been working with Republic Waste management to bring in some dumpsters for the local trash collection after the Art Festival is over.

- C. The Board will consider submitting a request to the County to install a Stop sign at the corner of 4th and E streets.(Kattro)

In discussion, the reason to put up the stop sign and to determine which direction the stop sign would stop traffic was not known.

Motion made by Director Kattro to drop the issue from the agenda. Motion seconded by Director Hollenbeck. Motion passed by unanimous vote of members present. (5-0-0)

- D. The Board will discuss and act on authorizing the Biennale Art Festival to utilize a portion of Bombay North for parking. (Kattro)

Approved previously - Motion to approve the authorization to allow the Biennale Art Festival to utilize a portion of Bombay North for parking was made by Director Kattro. Motion seconded by Director Knight. Motion passed by unanimous vote of Board members present. (5-0-0)

- E. The Board will consider approving a Letter of Authorization to Crown Castle to modify communications equipment for AT&T Mobility.

Motion made by Director Knight to approve a Letter of Authorization to Crown Castle to modify communications equipment for AT&T Mobility. Motion seconded by Director Hollenbeck. Motion passed by unanimous vote of members present. (5-0-0)

8. COMMUNITY REPORTS:

- A. Fire Department – Director Knight reported that he had received \$1,382.00 in donation from Bashford Spa, and that the Fountain of Youth will be conducting a fund raiser to help support the emergency services provided by the District.
- B. Women's Club – Director Town reported that the monthly breakfast is doing

good. The next breakfast on April 14, 2019. The Women's club is planning for the children's Easter party in April.

C. Local Activities – The Biennale Art Festival will be March 22, 23 and 24.

Question from one of the meeting attendees, what time will the Art Festival music stop. Response from the board was that music should stop at mid-night.

9. DISCUSSION/APPROVAL TO ISSUE DEMANDS: It is recommended that the Board approve payment of accounts payable in the form of demands. Copy of list of demands is available upon request.

Motion made by Director Knight to approve accounts payable totaling \$ 774.21. Motion seconded by Director Hawkins. Motion passed by unanimous vote of Board members present. (5-0-0)


10. BOARD DISCUSSION/DIRECTIVES: None


11. DIRECTOR REPORT: None


NEXT REGULAR MEETING: The next regular meeting is scheduled for April 18 , 2019

12. ADJOURNMENT: Motion made by Director Knight to adjourn. Motion seconded by Director Kattro. Motion passed by unanimous vote of Board members present. (5-0-0) Meeting adjourned at 7:13 p.m.


Louie E. Knight


Gloria B. Town


Ernest R. Hawkins


Cindy Hollenbeck


Loyd Kattro

Attested to: _____
Augustine Sadorra, Secretary