



BOMBAY BEACH COMMUNITY SERVICES DISTRICT
BOMBAY BEACH, CALIFORNIA
 9590 Avenue "C", Niland, CA 92257
 (760) 550-3264 or email: BombayBeach2015@gmail.com
<https://bombaybeachcsd.specialdistrict.org>

Regular Meeting Minutes

Board of Directors

Cindy Hollenbeck - Chairperson
 Michael Burnell
 Louis Knight
 Gloria Town
 Krystal Worden

Date: March 19, 2020
 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 06:00 p.m. by Director Hollenbeck.
 - A. Pledge of Allegiance to the Flag – The Pledge of Allegiance to the Flag was led by Secretary Sadorra.
 - B. Roll Call

Director Hollenbeck	Present
Director Knight	Present
Director Town	Present
Director Burnell	Not Present
Director Worden	Present

Four of five Directors present. Quorum met.

Staff Present: Secretary: Augustine Sadorra

2. APPROVAL OF THE AGENDA: The Board will approve the agenda for March 19, 2020 as is or delete/clarify any item on the agenda.

Motion made by Director Hollenbeck to approve the agenda for March 19, 2020 as presented. Motion seconded by Director Worden. Motion passed by unanimous vote of Board members present. (4-0-0)

3. APPROVAL OF THE MINUTES: The Board will review and approve the meeting minutes from February 20, 2020 meeting. Motion made by Director Hollenbeck to approve the meeting minutes of the last Regular Meeting from February 20, 2019 as presented by staff. Motion seconded by Director Worden. Motion passed by unanimous vote of Board members present. (4-0-0)
4. FINANCIAL REPORT The Board will hear a report on the financial status of the District as of February 29, 2020.

A.	County Auditor Account.	\$ <u>17,802.59</u>
	Positive Balance in County Fund Account	\$ <u>17,802.59</u>
B.	Bank of America Accounts	
	General Checking Account (ending 1946)	\$ 8,507.57
	Savings Account (6398) Bombay North	22,432.53
	Savings Account (5949)	70,700.94
	Savings Account (8163)	91,656.56
	Bank Accounts Total	\$ <u>193,297.60</u>
	TOTAL CASH ASSETS	<u>\$211,100.19</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. (4-0-0)

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) (Each speaker is requested to voluntarily provide their name and residence prior to speaking)
 - A. Public Discussion on the COVID-19 (Coronavirus). This item was agenzized to allow input for the current state of the District and to make any changes to the Districts operation needed during this medical emergency.
 1. Motion made by Director Knight to postpone all further regular meeting until Federal, State and county Health officials lift public gathering restrictions. Motion seconded by Director Hollenbeck. Discussion: Many closures of public and private gatherings have been recommended by Federal, State and County health agencies. Motion passed by unanimous vote of Board members present. (4-0-0)
 2. Motion made by Director Hollenbeck to only have Special Meetings to carry on only the essential business requirements of the District. Motion seconded

by Director Worden. Discussion: The Board still will need to approve any expenditures such as recurring accounts payables. Motion passed by unanimous vote of Board members present. (4-0-0)

3. Director Town commented that we should use the same process to approve demands that is used during the summer closure. Motion made by Director Knight to authorize two signatures for approving demands. Motion seconded by Director Town. Motion passed by unanimous vote of Board members present. (4-0-0)

4. Bill Rohler asked if the Board would consider reducing the rental cost for the American Legion due to the mandated closure of the Post Bar due to the Corona Virus.

Motion made by Director Hollenbeck to reduce the March rental for the American Legion to be \$135.00 and to only charge \$2.00 per month for any months that the legion must stay closed due to the COVID-19. Motion seconded by Director Worden. Discussion: Director Knight recommended that there must be a charge for the non-profit Legion for legal reasons. The revenues from the bar will be zero due to mandated closure. The reduced payment for March rent was based on a pro rated reduction for the month. Motion passed by unanimous vote of Board members present. (4-0-0)

5. Motion made by Director Knight to Due to the COVID-19 virus, the District will not allow the District Community Center to be used for private gatherings until further notice. Motion seconded by Director Worden. Motion passed by unanimous vote of Board members present. (4-0-0)

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

A. Bombay Beach Community Services District (BBCSD) Policies based on CSDA templates and Establish Policies based on CSDA guidelines, and establish procedures to carry out the Board Policies. The Board will provide recommended changes to the draft policy manual.

The Directed the Secretary to make a first draft for the Board to review and consider a First reading at next meeting.

B. County Roads Department - The Board will hear an update on the results of the request to the County Roads Department for the repair of the public streets on Bombay Beach. (Knight) –

The Board deferred this item to next regular meeting.

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

Community concern to the Sheriffs' Office. (tabled 3/21/2019)

- D. Beautification of A Street – The Board will discuss ideas and inputs from the public on how to beautify A Street.(Introduced May 16, 2019)(Committee to beautify A Street)

The Board deferred this item to next regular meeting.

- E. Southern Border Broadband Consortium (SBBC). The Board will receive information on the viability of having a District Board Member attend SBBC meetings to enhance the possibility of bringing Broadband to Bombay Beach (Burnell)

The Board deferred this item to next regular meeting.

- F. The Board will hear a report on obtaining automated Meeting Recorders.

The Board Directed the Secretary to continue research and pricing for meeting recorders.

- G. CSDA Training Opportunities for Directors and Staff.

The Board deferred this item to next regular meeting.

- H. Establishing a committee to develop an emergency response policy to set up Block Captains to act as lead during a local disaster. (Knight)

The Board deferred this item to next regular meeting.

- I. Presentation by Matt Dessert, Imperial County Air Pollution Control Officer.

Presenter did not show.

- J. Update presentation by John Gay, Imperial County Public Works Director. Status of street repairs on Bombay Beach and status of County efforts to provide a solution to flooding on 5th Street.

Presenter did not show.

- K. The Board will discuss the status of the public complaint towards Bombay Beach Community Services District regarding excessive dust being created on District

property by trespassers on off road vehicles.

The Formal Complaint was received from the County. The District is required to reduce the amount of PM-10 or Fugitive Dust. As before, the complaint requires the District to prevent access to the property know as Bombay Beach North. The District had previously posted Bombay Beach North with "NO TRESPASSING" signs. Over the past few years, the signs have been taken down or due to the harsh weather have become unreadable. New signs have been ordered and Director Knight will oversee that they will be re installed.

The Secretary was directed to contact the Districts Counsel for guidance in obtaining a cease and desist order for the group of individuals that frequently trespass on Bombay Beach Norht.

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

- A. The District will discuss and approve making District Buildings and properties ADA Compliant to include the restrooms, service animal access and any other ADA related areas of concern.

Motion made by Director Hollenbeck to authorize Director Knight to modify the access to the men's restroom to make it ADA compliant. Motion seconded by Director Knight. In discussion; Originally, Director Hollenbeck requested that bids be accepted to modify the restroom. Director Knight explained that as the building manager it would be best if he were to remove the internal divider and modify the restroom to make it ADA compliant. Director Knight has researched the compliant requirements and he can do the required modification. Motion passed by unanimous vote of Board members present. (4-0-0)

Motion made by Director Hollenbeck for the District to purchase three dog leash required signs for the Districts community used properties. Motion seconded by Director Knight. Discussion: Director Knight recommended checking with the County animal control for signs availability. Motion passed by unanimous vote of Board members present. (4-0-0)

The Board deferred the issue of service animal access to public gatherings in the Districts community building to the next regular meeting.

- B. The District will discuss and consider contracting Human Resource service through Automatic Data Processing (ADP).

The Board of Directors is the Districts Human Resource Department. Professional advice is required in this area.

The Board directed the secretary to review and report on cost for HR services at next meeting.

8. COMMUNITY REPORTS:

- A. Fire Department – Director Knight announced that he had received a check from Bashford’s Hot Mineral Spa in the amount of \$1,600.00 for Bombay Beach fire department. The check was turned over to the Secretary for deposit to the County account.
- B. Women’s Club – Director Town reported that the Breakfast went great. There was an issue at the Breakfast with a visitor bringing in her dog that was not on a leash (issue to be discussed in a future meeting). Director Town announced that the District community building will be closed until further notice and will cancel further breakfast events and the children’s Easter party.
- C. Local Activities
 - 1. American Legion Post is closed. Limited food menu offered for take out orders.
 - 2. The Ski Inn will close tonight until further notice.
 - 3. Coffee with a Cop is canceled
- D. Update on Neighborhood Watch Program (Burnell)

The Board deferred this item to next regular meeting.

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 \$ 1,23.60. Motion seconded by Director Hollenbeck. Motion passed by unanimous vote of Board members present. (4-0-0)

10. BOARD DISCUSSION/DIRECTIVES: None

11. DIRECTOR REPORTS:

The next regular meeting will be announced. Only special called meetings will be called to complete necessary District business.

12. ADJOURNMENT: Motion made by Director Hollenbeck to adjourn. Motion seconded by Director Town. Motion passed by unanimous vote of Board members present. (4-0-0)

Meeting adjourned at 6:32 p.m.

Michael Burnell

per B Town

Gloria B. Town

Cindy Hollenbeck

Cindy Hollenbeck

Louis Knight

Louis Knight

Krystal Worden

Krystal Worden

Attested to: _____
Augustine Sadorra, Secretary to the Board of Directors