

Only

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

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Regular Meeting Minutes

Board of Directors

Gloria B. Town
Louie Knight
Ernest R. Hawkins
Cindy Hollenbeck
Loyd Kattro

Date: June 21, 2018
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 06:12 p. m. by Director Town.

A. Pledge of Allegiance to the Flag – The Pledge of Allegiance to the Flag was led by Secretary Sadorra.

B. Roll Call

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

Five of five Directors present. Quorum met.

2. APPROVAL OF THE AGENDA: The Board will approve the agenda for June 21, 2018 as is or delete/clarify any item on the agenda.

Motion made by Director Knight to approve the agenda for June 21, 2018. Motion seconded by Director Hawkins. 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 May 17, 2018 Regular Meeting.

Motion made by Director Knight to approve the meeting minutes from the last Regular Meeting May 17, 2018. . Motion seconded by Director Hollenbeck. 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 May 31, 2018.

A.	County Auditor Account.	\$ <u>8,820.09</u>
	Positive Balance in County Fund Account	\$ <u>8,820.09</u>
B.	Bank of America Accounts	
	General Checking Account (ending 1946)	\$35,763.81
	Savings Account (6398) Bombay North	25,569.25
	Savings Account (5949)	70,632.80
	Savings Account (8163)	91,556.42
	Bank Accounts Total	\$ <u>223,522.28</u>
TOTAL CASH ASSETS		<u>\$232,342.37</u>

Motion to approve the financial report was made by Director Knight. Motion seconded by Director Hollenbeck. 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)

- A. Sonia Herbert – asked about wi-fi for Bombay Beach, Director Knight explained that ATT was installing equipment that may bring broadband to Bombay Beach.
- B. Comments Heard
 - a. Commented that the Coffee with a Cop was a great interface with law enforcement and the community.
 - b. Mentioned that the fence was falling down around the community park. Director Knight commented that 17 post were down and need to get workers to help put the fence back up.
- C. Sonia announced that tonight at Ski Inn, Ted and Trinke will celebrate their birthdays. Ted will is celebrating 101 years.

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

- A. Bombay Beach North Properties – The Board will discuss the process of communicating with the group that is claiming interests in Bombay North and the actions necessary to resolve the issue.
At February 15, 2018 meeting the secretary was directed to start the process to locate the original investors, create forms for documenting, making claims, a process for refunds to investors, tracking the steps for locating investors or

- anything needed to get the refund process started.
- March 15 2018 meeting - A draft resolution was created based on direction from Board that Director Knight quoted. Draft would create a locate process to identify authorized recipients of the initial investment and documents for the recipient to quit claim to any further interest in Bombay Beach North. Board Counsel revised the resolution to pay out initial investment of \$1,000.00 to each authorized recipient plus 1/39th of any funds in the savings account related to Bombay Beach North. At meeting, during introduction of resolution, Director Knight recommended that this item be pushed to next meeting in April where a closed session can be held at beginning of meeting to hear attorney comments.
- April 19, 2018 meeting – Closed session for Bombay North property with attorney. Board report out of closed session. The secretary was directed to work with the attorney to draft a resolution to adopt a claims policy for Bombay Beach North Participants.
- May 17, 2018 meeting – The Secretary reported that the process to refund original contributions was being worked on by the Districts’ legal staff.
- June 21, 2018 meeting – The Districts Attorney has approved a resolution and a process to start the refund process. The Districts policy manual, Section 6, spells out refund process based on Government Code Section 910 and Section 910.2. In addition, the district will publish in a local newspaper the District search for participants and will allow one year for claims to be made. Motion to adopt the Resolution # 2018-06-01, declare and establish the final process to settle claims by participants in the purchase of the property known as Bombay Beach North made by Director Hollenbeck, seconded by Director Knight. In a roll call vote:

Director Town	-	Aye
Director Knight	-	Aye
Director Hawkins	-	Aye
Director Hollenbeck	-	Aye
Director Kattro	-	Aye

Resolution passed by unanimous vote of Board members present. (5-0-0)

In discussion, the issue of paying for the advertisement of the participant search. Motion made by Director Town to approve expenditure to advertise in the newspaper each quarter for one year. Funds to be spent from the Bombay North Bank Account. Motion seconded by Director Hawkins. Motion passed by unanimous vote of Board members present. (5-0-0)

- B. Flood Control in Bombay Beach residential area. –The Board will be updated on the progress of the request for bid on Berm Maintenance. (Knight)
- Nov 16, 2017 Board Meeting – Director Knight reported that he will contact Mike at Primo Construction for a bid on berm maintenance.
 - Dec 21, 2017 Board Meeting – Director Knight reported no response has been received on Primo Construction request.
 - Jan 18, 2018 Board Meeting – Director Knight reported that he had talked to

Mike will discuss and evaluate cutting into the berm.

- Feb 15, 2018 Board Meeting – Director Knight reported that he had talked to Primo Construction. The plan to use the old IID well on the corner of 5th and Isle of Palm and install an electric pump at an approximate cost of \$11,000.00, to pump collected water to the other side of the berm. An additional plan is to install a pipe at A and 5th and punch through the berm, a collection box measuring 4 ft square and 4 ft deep on the North side of the berm with a steel grid to allow traffic to drive over it. This would require a pump to move the collected water through the berm and onto the sea. Approximate cost would be \$12,600.00; In addition, the plan would be to install a free flow pump at 3rd St. and Isle of Palm at an approximate cost of \$10,000.00.
- March 15, 2018 Board Meeting – Director Knight presented a job quote from Primo Construction & Services Inc. that totaled 26,550.00 to hook up all electrical components for most of the project. Quote does not include permits. Electrical expense not included because Director Knight will hook up electrical components. Director Knight explained the need to put a 4x4 ft sump drain at the corner of 5th and A, however the current owner of the property did not agree to allow installation of a sump drain there. Director Knight had previously announced that IID had given the District the Pump and the sump hole on the corner of 5th and Isle of Palm. The secretary was directed to contact IID to get permission in writing to take over the site to put in a District pump for flood control.
- Apr 19, 2018 Board Meeting – Director Kattro explained that he wanted to search out a funding method for permits by working on possible grant funding for the Storm water project. It was decided to wait until IID officially turns over the pumping facility at the corner of 5th and Isle of Palm over to the District.
- May 17, meeting – No new information has been received from IID. Director Knight will make contact with IID to get the storm water project moving forward.
- June 21, 2018 meeting – Director Knight will be contacting IID staff to obtain documentation to transfer the pumping facility on the corner of Isle of Palm and 5th Street. Director Knight also has made contact with Jean Patterson, owner of the property on the corner of A Avenue and 1st Street, the old Trade Winds, and she is willing to allow the District to install a sump pump installation at that property.

C. Grant Funding for Storm Water Project - Director Kattro reported that he will continue to work on possible funding for the storm water project. Director Knight remarked that by going after grant money will get the County involved and would again delay any progress of fixing the berm. Director Kattro wanted to continue to seek out grant funding for the storm water project and requested the issue be continued at the October meeting after the summer break.

June 21, 2018 meeting – Director Kattro reported that there are no funds available for the Storm Water Project in this physical year. Director Kattro recommended

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

- D. Film Commission – Results of developing a bilateral agreement with the Imperial County Film Commission. (Knight & Hawkins)

Directors Knight and Hawkins are the committee for this project
- Item carried to the October meeting.

- E. Update on Neighborhood Watch Program - Director Hollenbeck reported on the events in the Neighborhood and read some items from the May Police Blotter. She also report that the “Coffee with a Cop” function last June 16, 2018 went well with lots of people attending. The refreshments were provide by the Womens Club. Lots of information was provided to the attendees.

The next Neighborhood Watch Meeting will be July 21, 2018 at 1030 a.m.

- F. Bombay Beach Billboard on Highway 111 – Adding flags to tops of poles supporting the Billboard.

- April 19, 2018 meeting - Director Knight reported that he has ordered four flags.
- May 17, 2018 meeting – Director Knight reported that the flags have arrived and he will get the flags put up.
- June 21, 2018 – Director Knight reported that he will put up the flags when the wind dies down.

- G. 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. (Kattro)

- Feb 15, 2018 Meeting - Director Kattro reported that Imperial Irrigation District has requested a new application with the Board Chair signature be submitted. Motion made by Hollenbeck to have the signed application submitted to IID for the street lights, motion seconded by Director Kattro. In a roll call vote.
- Mar 15, 2018 meeting – Director Kattro reported that one more pole is needed. Director Town signed application document that will go to Mr. Lopez and/or Mr. Romo at IID.
- April 19, 2018 Meeting – Director Kattro reported that he sent a request for cost analysis from IID. He reported that IID cost has gone up significantly to put in street light poles. Director Knight wanted Board discussion on whether to pay for street lighting out of the District Budget or request a grant from the County. In Discussion Director Knight did not see a need for light. Director Hollenbeck motioned to have Director Kattro make an appeal to the County

for funding. Motion was seconded and passed by majority vote of 4 ayes with Director Hawkins voting no.

- May 17, 2018 meeting – Director Kattro reported that IIDs’ cost estimate for putting in street lights was around \$25,000.00. He will be talking to Board of Supervisors area representative, Mr. Ryan Kelly to find a way to fund Bombay Beach street lighting.
 - o A member of the audience wanted to know why the District was not honoring their resolution to put in street lighting. It was mentioned that that action had a limit on expenditures.
 - o Director Kattro passed out a copy of a news clipping reporting an individual was arrested on Bombay Beach after stalking a student.
 - o Discussion on funding for street lighting led to direction to the Secretary to contact Imperial County Transportation Commission to request funding to install street lighting at school bus stops. Secretary was also directed to contact the Calipatria School District Superintendent for possible funding from the Safe Routes to School fund.
 - o Sonia Herbert recommended that the Bus Driver drop school children near their home.
 - o Director Kattro remarked that he will contact the IID and ask them to honor the original offered price for street lighting, he will be asking Ryan Kelly to assist him in this contact.
- June 21, 2018 – Director Kattro reported that he will follow up on contact with the County Board of Supervisors for assistance in working with IID to get street lighting.

H. Elevation and Population of Bombay Beach - The Board will hear a report on California DOT plan to put up a sign as visitors enter A Street from Hwy 111 showing the community elevation and population of Bombay Beach.

- April 19, 2018 meeting - Sue Fuller has been communicating with Cal Trans on the progress of the sign. She reported that the signs will be put up in May-June time frame and will be up for both North and South bound traffic. She further explained that the signs will be approximately one mile before the Bombay Beach entrance.
- May 17, 2018 meeting – No new update. The initial delivery time frame was May-June 2018.
- June 21, 2018 meeting – No signs up yet.

I. Disposition of excess equipment – Discuss the disposition of the Blue Water pump owned by the District.

In discussion – Director Knight wants to receive at least \$20,000.00 for the Blue Pump

- February 15, 2018 Meeting - At last meeting the secretary was directed to get

the price from Cleveland pump on a New Gorman Ruff 8" pump that is trailered. Estimate of \$13,000.00 was found for new 6", trailered pump.

- March 15, 2018 Meeting - Motion made by director Hollenbeck to have the secretary contact Rain for Rent and Elms equipment on renting out the District Pump and having local rental agency take on consignment. Motion seconded by Director Kattro. Motion passed by unanimous vote of members present (5-0-0). In discussion it was determined that rental of the pump would bring in revenue.
- Apr 19, 2018 Meeting – Secretary reported contact with both Elms and Rain4Rent did not produce any good results. The Board decided to attempt sale of the pump. Director Knight recommended ebay. It was decided that when the District website is developed, to post the pump for sale.
- May 17, 2018 meeting – No new update, waiting for website completion to post pump for sale.
- June 21, 2018 meeting – No new update, waiting for website completion to post pump for sale.

J. Bombay Beach Community Services District Logo. The Board will discuss developing a logo for the District. (Kattro)

- March 15, 2018 meeting - Director Kattro was looking for more input from the public on what the logo should look like. Jen from the Art group explained that they have expertise in logo development and could help the District in logo development. Director Hollenbeck posted flyer asking for input from the public. This item will be carried on to next regular meeting.
- April 19, 2018 meeting – Director Hollenbeck remarked that we need more public input on the logo that will reflect Bombay Beach. She will put up flyers to get input for next meeting.
- May 17, 2018 – There was only one individual that had logo ideas, Director Hollenbeck will put out additional flyers for logo input at next meeting June 21, 2018.
- June 21, 2018 meeting – Director Kattro reported that he had some recommendations for the Logo, he will send his designs to the secretary. The plan is to solicit logo ideas from the public and the logo will need to be approved at a Board meeting.

K. Bombay Beach Community Services District Web Site. (Kattro)The Board will discuss developing a web site for the District.

- April 19, 2018 meeting - Discussion was heard on what to call the web site. Director Kattro received an offer from the Art Group of developing a website for the district free of cost. Director Town has been discussing website development with an individual that has developed websites for other Districts and would be willing to develop the Bombay Beach Community Services District website at no cost and would be available to provide technical support. The Board elected to have ~~Erin~~ ^{Aaron} Garcia as developer for the Bombay

Beach website.

- May 17, 2018 – The developer for Bombay Beach Community Services District, Aaron Garcia will be providing a cost estimate for development and continued maintenance on the website. Director Town said that she would like to have Melba Peace to be the website administrator. The Board directed the Secretary to obtain the cost estimates for the website development and maintenance.
- June 21, 2018 – Aaron Garcia provided an estimated cost of \$746.00 to build and maintain the website for the first year. Motion to approve cost for website development and initiate website design made by Director Hollenbeck. Motion seconded by Director Town.

In a roll call vote:

Director Town	-	Aye
Director Knight	-	Aye
Director Hawkins	-	Ney
Director Hollenbeck	-	Aye
Director Kattro	-	Aye

Motion passed by majority vote of Board members present. (4-1-0)

- In discussion Director Hawkins asked why would the Board approve such an expenditure when the Art Group wanted to do the development for free. Director Town explained that Aaron Garcia was better suited to develop the website since he does websites for other public agencies and Special Districts. Director Town explained that once the website was developed, a volunteer, ~~Melba Peach~~ will be the site administrator.

Melba Kearys Available to help on the website

- L. Tower Lease-Letter of Authorization for Sprint. – In discussion, no response from Tower contractors on the Sprint upgrade, Sprint is not contributing for their use of the Tower. Secretary reported that after multiple attempts to contact Crown Castle on the Sprint updates, contact was made with County Planning to see if Crown Castle had started upgrades without District permission.
- May 17, 2018 meeting – An email was received from Crown Castle where they provided all the planning for adding Sprint equipment to the District Tower. The question of Sprints contribution to the District still remains. The Board directed the Secretary to deny approval for adding Sprint equipment until Crown Castle has Sprint and The Board meet for compensation for Tower use.
 - June 21, 2018 meeting - An email was received from Crown Castle, they want to meet with the Board and will be available on Oct 10, 2018. Director Knight recommends that Crown Castle be invited to the next regular Board Meeting.
- M. Adding to the Bombay Beach Sign on Highway 111, B&B Motel. A request was made by Sue Fuller to add the Bombay Beach B&B Motel, LLC to the Billboard

on Hwy 111

- March 15, 2018 meeting - In discussion, a request has been made by Sue Fuller, new owner of the Bombay Beach B&B Hotel, to add to the Welcome to Bombay Beach Billboard on highway 111, the B&B hotel. It was determined that it will require a review of the billboard by Graffik Design and determine if it is feasible to add the advertisement without covering up any of the signs display and get a cost to add the B&B to the billboard. Secretary was directed to contact Graffik Design for a feasibility and cost report.
- April 19, 2018 meeting - A presentation was made by Graffik Design where the Billboard could be changed by repainting the existing presentation to accommodate four business and to make the business adds replaceable. The Board directed that a cost estimate be provided for the next meeting.
- May 17, 2018 meeting – Graffikgraffiti provided an estimated cost \$504.72 plus \$215.00 for rental of a bucket lift. In discussion, the subject of allowing the Hotel to be allowed to be on the billboard was heard. Discussion was focused that the “hotel” was not really a hotel because the B&B did not rent out on a daily basis. Director Knight opinioned that the business was not operating as a motel because it did not offer daily rentals. It was decided that there would be a limit on who could be advertised on the Bombay Beach billboard. The Board denied B&B Motel advertisement on the billboard. Discussion continued on how to pay for any changes requested by anyone requesting to be added to the billboard. The Board decided to pass expense of any addition or modification to the billboard to anyone requesting the change
- June 21, 2018 meeting – The Board has elected to leave the billboard as is. No further action required. Item Closed.

N. Maintenance on the Medical Building that belongs to the District – The Board will discuss and take comments and input on how to utilize the Medical Trailer for Bombay Beach residents.

May 17, 2018 meeting - Director Knight opened the discussion by explaining that repairing the skirting, re-leveling and sewer-line replacement is not feasible. One major expense will be replacing the major sewer line that connects to the building sewer discharge line. Director Hawkins did not think it was District responsibility to fix any part of the major sewer line that belongs to Coachella Valley Water District (CVWD). Director Hawkins will check with CVWD to see if they will fix their part of the sewer line.

June 21, 2018 meeting – Director Hawkins reported that any plumbing work and cost that needs to be done will have to be covered by the District. Director Knight explained that no cost should be expended on the medical trailer because there are no planned uses of the building in the near future. Director Hawkins asked who had keys to the trailer, Director Knight was the only holder of keys, but will make a spare key and put it in the key locker. Motion made by Director Hollenbeck close the item. Motion seconded by Director Town. Motion passed by unanimous vote of Board members present. (5-0-0)

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

- A. Resolution to Authorize two signatures on County Demands for the July, August and September accounts payable. This resolution is adopted each June meeting to authorize only two directors to authorize expenditures for the month due to the Board not having monthly meetings during the July, August and September timeframe.

Motion made by Director Hawkins to adopt Resolution 2018 06 02 to authorize two signatures on County Demands for the July, August and September accounts payable Motion seconded by Director Knight. Roll Call Vote:

Director Knight	Aye
Director Town	Aye
Director Hawkins	Aye
Director Hollenbeck	Aye
Director Kattro	Aye

Resolution 2018-06-02 passed by unanimous vote of Board members present.

- B. Approval to authorize engagement of CPA George Woo to conduct the annual 2017-2018 audit.

Motion made by director Kattro to approval to authorize engagement of CPA George Woo to conduct the annual 2017-2018 audit. Motion was seconded by Director Hawkins. Motion passed by unanimous vote of (5-0-0).

- C. Closure of the Spa Road Dump. The Board will report on the results of the County Board of Supervisors decision on the Dump Closure. The public was informed that the Board of Supervisors approved having a transfer facility at the closed dump site.

In discussion, County personnel at the Town meeting discussing the dump closure had talked of possibly having the Board take lead on being the agency to provide street trash pick-up service by contracting one of the waste management companies, Burrtec, Republic or Allied. The District would be providing service to the spas. The secretary was directed to work on the project and report back next regular meeting in October 2018.

- D. Starting a local Library for Bombay Beach. – Director Kattro reported that the individual that requested the item on the agenda was not available to make the presentation to launch the Local Library. Item not acted on and removed from agenda.
- E. CSDA's 2018 Board of Director's election for Seat A in SOUTHERN NETWORK. The Board will decide on how to cast the Districts vote for the position posted. Motion made by Director Knight to have the Board make the

decision on who to select for the position. Motion seconded by Director Hawkins. Motion passed by unanimous vote of the members present. (5-0-0)

8. COMMUNITY REPORTS:

- A. Fire Department – Director Knight reported that there were 15 calls in May as follows:
- 11 for Bombay Beach
 - 2 for FOY
 - 1 at o Spa Rd
 - 1 at lark Spa
 - 1 fire at Bomby Beach

So far there have been calls for June as follows:

- 9 medical calls
- 1 Fire call

- B. Women’s Club – Director Town reported that the May Breakfast was a success. From The next brunch will be on July 8, 2018. There will be a Childrens Party with water slide on July 14, 2018 at 10:00 am.
- C. American Legion – Auxiliary/Post – it was announced that the Niland and Bombay Auxiliary will surrender their charters at the State Convention in June 2018.
- D. Local Activities – A request was made to use the Community Center July 11, 18, 25 and August 1, 2018 for Childrens Day Camp. Motion made by Director Hollenbeck to approve the use of the Center. Motion seconded by Director Knight. Motion passed by unanimous vote of members present (5-0-0)

It was announced that the American Legion will be open Thursday thru Sunday for the summer.

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 Hollenbeck to approve accounts payable totaling \$ 2,996.66 plus \$90.00 payment for Bombay North Attorney fees from the Bombay North Bank Account. Motion seconded by Director Hawkins. Motion passed by unanimous vote of Board members present. (5-0-0)

10. BOARD DISCUSSION/DIRECTIVES:

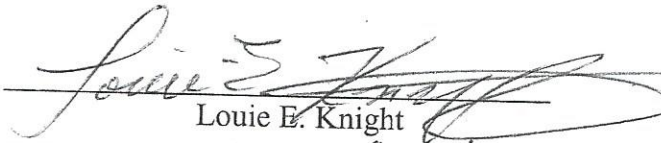

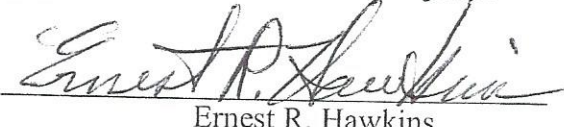
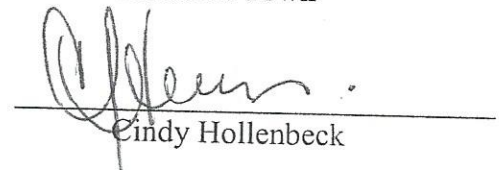

Director Town announced that there will be a resource fair in October. She will contact the County to coordinate fair participants and vendors.

The Secretary was directed to work on the project to provide Bombay Beach and local area with street trash pick-up and report back next regular meeting in October 2018.

11. DIRECTOR REPORTS: - None heard

NEXT REGULAR MEETING: The next regular meeting is scheduled for October 18, 2018

12. ADJOURNMENT: There being no further business to discuss, Director Town adjourned the meeting at 7:42 p.m.

 _____ Louie E. Knight	 _____ Gloria B. Town
 _____ Ernest R. Hawkins	 _____ Cindy Hollenbeck
 _____ Loyd Kattro	