



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

9590 Avenue "C", Niland, CA 92257  
(760) 550-3264 or email: [BombayBeach2015@gmail.com](mailto:BombayBeach2015@gmail.com)  
<https://bombaybeachcsd.specialdistrict.org>

**Regular Meeting Minutes**

**Board of Directors**

Cindy Hollenbeck - Chairperson  
Ernest Hawkins  
Louis Knight  
Gloria Town  
Michael Burnell

Date: October 17, 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 6:04 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 Hawkins	Present
Director Burnell	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 October 17, 2019 as is or delete/clarify any item on the agenda.

Motion made by Director Knight to approve the agenda for October 17, 2019 as presented. 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 last Regular Meeting on June 20, 2019 and Special Called Meetings of August 28, 2019 and September 21, 2019.

Motion made by Director Knight to approve the meeting minutes from the last Regular

Meeting on June 20, 2019 and Special Called Meetings of August 28, 2019 and September 21, 2019. 2019 as written. Motion seconded by Director Hawkins. 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 September 30, 2019.

A.	County Auditor Account.	\$ <u>5,726.49</u>
	Positive Balance in County Fund Account	\$ <u>5,726.49</u>
B.	Bank of America Accounts	
	General Checking Account (ending 1946)	\$14,880.67
	Savings Account (6398) Bombay North	22,055.68
	Savings Account (5949)	70,680.59
	Savings Account (8163)	91,630.18
	Bank Accounts Total	\$ <u>199,247.12</u>
	<b>TOTAL CASH ASSETS</b>	<b><u>\$204,973.61</u></b>

Motion to approve the financial report was made by Director Hawkins. 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)

Melva Keyes – 1) John Gay announced that there is County money available for the Bus Stop in Bombay. 2) The Name Bombay Beach was being used for go-fund-me accounts.

Sonia Herbert Explained that there was a go-fund-me account for repairing the boat at the beach.

Lauren Brand explained that there is a go-fund-me account that is maintained by the Ministry of Kordada for the Bombay Beach Trash Collection project and all funds are specially earmarked for the Trash program only.

Director Knight reported that he has been paying labor cost for the individuals working at the Trash Bin site. He is being reimbursed by the Ministry of Kordada for labor expenses.

Ronda Hegadorn had questions on the trash collection hours. The gates to the collection site are not open according to the posted hours.

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

- A. Bombay Beach North Properties – The Board will be provided an update on the process of individual claims on Bombay North.
- a. Investor # 14. A claim has been made by the heirs of Joy D. Johnson. There are Death certificates and wills available. A Hartgraves-Johnson Trust needs to be provided by the heirs. There is some complication to the final authorized claimant. The Board directed the Secretary to obtain the Trust and have the Districts legal counsel provide a legal opinion on who would be the final claimant.

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

The primary solution is for the District to develop a scope of work for the Berm Project. An alternate solution comes from the Imperial County Public Works whom has offered to research an option to fix the flood problem at 5<sup>th</sup> Street by putting in a drainage system that takes flood water via gravity flow from 5<sup>th</sup> Street to the sea.

Motion made by Director Burnell to let the County fix the flooding problem because they have a plan and the funds.

In discussion Director Knight explained that he was the one that has had to respond to flood control by pumping water off of 5<sup>th</sup> Street, over the berm, to stop the flooding. Director Hawkins pointed out that he was at the meeting with the County when the Fire Chief was directed to provide response to Bombay Beach when weather threatens flooding. Director Knight responded that that does not work because the County Fire Department can not respond to Bombay Beach because Highway 111 tends to flood and keeps traffic from passing from Niland to Bombay Beach.

Motion by Director Burnell failed due to no second.

Further discussion led to a consensus that a temporary fix was required along with working with the County to provide a long term solution.

Motion made by Director Hawkins to keep everything going as is with the current procedures, to have a temporary fix and to invite County leadership to the next meeting to provide information on a long term solution. Motion seconded by Director Hollenbeck. Motion passed by unanimous vote of members present. (5-0-0)

- C. Street Lights – The Board will hear on the progress of installing solar street lighting at Bombay Beach. (Item introduced February 15, 2018).

Director Knight reported that the four solar lights were recovered and are now in District possession. Director Knight reported that the lights were not made to be mounted on a pole over 20 ft. high. Director Knight is working on an adapter to fit on poles.

- D. 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 while waiting for Flood Control to be resolved)
- E. 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 secretary reported that BBCSD Policy Manual Sections I, II, III and IV draft has been completed. Directors requested hard copies. Hard copies will be distributed to Directors for them to review. Recommended changes will be provided to the Secretary at next meeting for review and incorporation into the draft manual.

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

No update provided – Secretary was directed by the Board to see if County Public Works Director would come to the next meeting to provide some update on repair of public streets on Bombay Beach

- G. Process to put an Ordinance on the next Ballot to pay for street lighting (Hawkins - Tabled 3/21/2019)
- H. The Board will hear an update on the Trash Collection project at Bombay Beach. (Knight)

- 1) The Board will decide on the continuance of the Trash Collection Project (Knight) (Introduced August 2019)

Brisk discussion and comment was heard from members of the public. During discussion it was revealed that the workers at the trash collection site were not covered by District insurance. Workers were paid an hourly wage by Director Knight who in turn was reimbursed by Lauren Brandt from the Ministry of Kordada.

Motion made by Director Burnell to stop allowing non-covered individuals from working at the trash collection site. Motion seconded by Director Hawkins. Motion passed by unanimous vote of members present. (5-0-0)

In further discussion, the Board agreed that the trash collection program was needed by the town. In order to have authorized workers, a job description was needed for trash collection site personnel, the job opening would need to be posted in the District, applications would need to be made available, applicants would need to be interviewed and hired by the Board, selected applicants would be submitted for workers compensation insurance and be submitted for payroll.

Lauren Brandt introduced Kirk Kunihiro, a principal consultant in the waste management industry. Kirk volunteered to work with the Secretary on developing a job description for the trash collection workers. Once the job description is approved by the Board, job announcements will be posted in the District for the required timeframe with application availability, then the Board will select employees to be covered by workers compensation and be on the District payroll.

Director Knight pointed out that he was covered by District workers compensation insurance and would continue the trash collection project until employees are in place to work the program.

Motion made by Director Hawkins to continue the trash collection project with Director Knight keeping the project going until new staff comes in. Motion seconded by Director Burnell. Motion passed by unanimous vote of members present. (5-0-0)

- 2) The Board will act on accepting a Grant Award for Community Trash Collection for Bombay Beach in the amount of \$3,000.00 from The Ministry of the Kordada.

Motion made by Director Burnell to accept the Grant the Ministry of Kordada. Motion seconded by Director Hollenbeck. Motion passed by unanimous vote of members present. (5-0-0)

- I. The Board will consider establishing an Ad Hoc committee to address Community concern to the Sheriffs' Office. (tabled 3/21/2019)
- J. The Board will hear from the Ad Hoc committee to consider the development of a resolution and ordinance to create a District movie commission to charge fees for movie and filming in the District. ((introduced 3/17/2016) (Hawkins & Hollenbeck.)

No progress has been reported in almost three years. The Board directed that this item be deleted from the agenda

- K. Beautification of A Street – The Board will discuss ideas and inputs from the public on how to beautify A Street. (Introduced 5/16/2019)

Discussion was opened on subject. It was determined that an adhoc committee was needed to research the project and provide recommendations to the Board. Motion was made by Director Knight to appoint Director Mike Burnell and Greg Matlock to the A Street Beautification Committee. Motion seconded by Director Town. Motion passed by unanimous vote of members present. (5-0-0)

- L. Southern Border Broadband Consortium (SBBC) (Kattro). (Introduced 5/16/2019)

This project was pursued by the late Director Kattro. It was recommended that the item be tabled to next meeting so Director Burnell can do some research on the subject.

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

- A. The Board will appoint a Vice-Chairperson.

Director Knight nominated Director Burnell for Vice Chairperson. Motion made by Director Knight to close nominations. Motion seconded by Director Town. Motion passed by unanimous vote of members present. (5-0-0)

Vote to appoint Director Burnell was unanimous. (5-0-0)

- B. The Board will consider a request that the Board will meet every month with no “dark period” (Knight)

In discussion, Director Knight pointed out that during the July, August and September period, little to no Board business, other than paying the utility bills and payroll is automated. He recommended that the Board keep its usual schedule for the summer months. Motion made by Director Knight to go dark in July, August and September. Motion seconded by Director Hollenbeck. Motion passed by unanimous vote of members present. (5-0-0)

- C. The Board will consider sponsoring entertainment for the community (Knight).

In discussion, Director Knight was supportive to allowing use of the community building for community events with fee waivers for use of the building during community events.

There is policy procedure that allows rental of the facility for non-community wide events.

- D. The Board will consider planning a Community Project to beautify the Park (Hawkins)

Director Knight thanked volunteers Mark and Rhonda Hegadorn along with Kim for their efforts in cleaning up the park last June.

8. COMMUNITY REPORTS:

- A. Fire Department – Director Knight reported the Fire Department is doing well. The Fountain of Youth is planning fund raisers for the Fire Department.

Director Knight reported that he and his helper Tom would be working on the fire engine and performing minor maintenance and installing new light bars on the engine.

In discussion it was revealed that it was not know by the Board that Tom was responding to calls with Director Knight.

The Board directed the Secretary to submit Toms job description to the Insurance company for coverage of workers compensation insurance as a volunteer first responder. Director Knight will assure training and certifications are completed for Tom.

- B. Women’s Club – Director Town reported that the last breakfast was great. There is a Children’s Halloween party planned for the last Saturday of October. Also, next Tuesday between 1:00 pm and 3:00 pm there will be a childrens Christmas wish list party.

- C. Local Activities –

Sonia Herbert asked what happened to the silverware and coffee pots that were in the kitchen. The coffee pots were very old and did not work. The Secretary was directed to purchase a coffee pot at Staples.

- C. Update on Neighborhood Watch Program. Director Hollenbeck reported that there was no new information.

It was announced that Director Burnell would be taking over the Neighborhood Watch Program.

- 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 \$ 2,062.97. Motion seconded by Director Knight. Motion passed by unanimous vote of Board members present. (5-0-0)

10. BOARD DISCUSSION/DIRECTIVES:

Update on November Election – The Secretary informed the Board that the election with Directors Knight and Hawkins, and Michael Burnell will go on. In case there are registered write-in's, they will be responsible for making their bid to be elected known. The top two vote getters will win the election. In the event Director Burnell is one of the election winners, he will have the option of accepting the appointed position of two years or the elected position of four years. The Board will then have the responsibility of filling an empty Board chair by either special election, appointment by the County Board of Supervisors or follow the appointment process to have the District Board fill the empty position.

Secretary informed new Director Burnell that he would be required to complete both sexual harassment and ethics training. Secretary will accommodate the required training.

11. DIRECTOR REPORT –

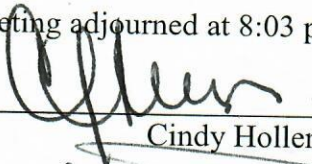
Director Knight reported that he found evidence of illegal dumping into the sump pit on the corner of 5<sup>th</sup> and Isle of Palm. A document referring to 9576 G Street found at the illegal dump site was provide to the Secretary to start a file.

NEXT REGULAR MEETING:

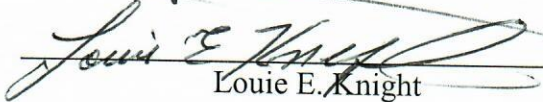
**The next regular meeting is scheduled for November 21, 2019**


12. ADJOURNMENT: Motion made by Director Hollenbeck to adjourn. Motion seconded by Director Knight. Motion passed by unanimous vote of Board members present. (5-0-0)

Meeting adjourned at 8:03 p.m.

  
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Cindy Hollenbeck

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Michael Burnell

  
\_\_\_\_\_  
Louie E. Knight

  
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Gloria B. Town

\_\_\_\_\_  
Ernest R. Hawkins

Attested to: \_\_\_\_\_  
Secretary to the Board of Directors