



BOMBAY BEACH COMMUNITY SERVICES DISTRICT

BOMBAY BEACH, CALIFORNIA

9590 Avenue "C", Niland, CA 92257

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<https://bombaybeachcsd.specialdistrict.org>

Special Called Meeting Minutes

Board of Directors

James Connelly – Board Chair
Kimberly Hernandez – Vice Chair
Paedrin Fusco
Candace Youngberg
Cameron Leslie

Date: December 20, 2023
Time: 1:00 PM for Open Session
Place: 9590 Ave C, Bombay Beach
Niland, CA 92257

1. **CALL TO ORDER:** The meeting was called to order at 1:05 P.M. by Director Hernandez.
 - A. Pledge of Allegiance to the Flag – The Pledge of Allegiance to the Flag was led by Secretary Sadorra.
 - B. Roll Call

Director Connelly	Not Present
Director Hernandez	Present
Director Fusco	Not Present – Arrived at 1:07 PM
Director Youngberg	Present
Director Leslie	Present

Three of five Directors present. Quorum met.
Staff Present: Secretary Sadorra

2. **APPROVAL OF THE AGENDA:** The Board will approve the agenda for the Special Called Meeting for December 20, 2023, as is or delete/clarify any item on the agenda.

Note: Director Fusco arrived at 1:07 PM

Motion made by Director Youngberg to approve the agenda for December 20, 2023, except. Item 8e will be moved to be discussed with item 7d because both items are discussing the same subject. Motion seconded by Director Hernandez. Motion passed by unanimous vote of Board members present. (4-0-0)

3. **CONSENT AGENDA:** **“A consent agenda may be presented by the Board president at the beginning of a meeting. Items may be removed from the consent agenda on**

the request of any one member. Items not removed may be adopted by general consent without debate. Removed items may be taken up either immediately after the consent agenda or placed later on the agenda at the direction of the assembly”.

Items pulled from consent agenda and moved to item #6 on agenda: None.

Motion made by Director Youngberg to approve the consent agenda as presented. Motion seconded by Director Leslie. Motion passed by unanimous vote of Board members present. (4-0-0)

Consent Agenda

- A. Approval of meeting minutes from the Regular Meeting of November 16, 2023.
- B. Approve the FINANCIAL REPORT: The financial status of the District as of November 30, 2023.

1.	County Auditor Account.	\$ 11,647.37
	Positive Balance in County Fund Account	<u>\$11,647.37</u>
2.	Bank of America Accounts	
	a. General Checking Account (ending 1946)	\$ 8,908.87
	b. Savings Account (6398) Bombay North	9,665.89
	c. Savings Account (5949)	50,811.97
	d. Savings Account (8163)	62,808.38
	Bank Accounts Total	<u>\$ 132,195.11</u>

TOTAL CASH ASSETS \$143,842.48

- C. The Board will approve payment of accounts payable in the form of demands to the County. Copy of list of demands is available upon request.
- D. Park Application Process. The State Park Grant Office has provided the District an extension to the end of contract to utilize the \$177,952.00 no later than June 30, 2028.
- E. District Kitchen Remodel Project. The District is waiting for the Contractor to install the new sinks after removing the previously installed used sinks, A Class 1 range hood that meets County requirements will need to be purchased and installed by the contractor. The floor will need to be finished with authorized coving. The District will continue working to complete the Kitchen Project.
- F. The Process to Establish an Emergency Medical Response Unit. ERU Administrator to report. None Heard
- G. Status of Medical Trailer (Youngberg) – The Air Conditioning system will need to be upgraded before the Medical Trailer can be occupied.

- H. The Process to acquire the Fire Department Building at Bombay Beach (Fusco). The Districts Legal Counsel is working with the County to get the County Board of Supervisors to approve the transfer of title from the County to the District.
- I. What to do with the Large Water Pumps that belong to the District. (ERU Admin) – The Blue Gorman-Rupp T Series Pump was put up for auction on GovDeals.net with a starting Bid of \$500.00 and a reserve bid o \$5,000.00. Bids start Dec ember 21, 2023.
- J. The process to establish a Flood Response Unit for Bombay Beach. (Youngberg/Fusco) No report

4. 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 published agenda. Public Comment on agenda items will be allow when agenda items is called by the Board.

None Heard

5. BOARD REORGANIZATION AND ADMINISTRATIVE REQUIREMENTS.

A. The Board will Reorganize the Board by Selecting a Chairperson and Vice Chair.

Motion made by Director Youngberg to appoint Director Hernandez as Board Chairperson for the Calendar Year 2024. Motion seconded by Director Leslie. Motion passed by unanimous vote of Board members present. (4-0-0).

Motion made by Director Youngberg to appoint Director Fusco as Board Vice Chairperson for the Calendar Year 2024. Motion seconded by Director Leslie. Motion passed by unanimous vote of Board members present. (4-0-0).

B. Approval to Submit Statement of Facts, Roster of Public Agencies Filing.

It is recommended that the Board approve submitting a revised Statement of Fact to the Secretary of State, listing the Board of Directors and Officers.

Motion made by Director Youngberg to approve submitting a revised Statement of Fact to the Secretary of State, listing the Board of Directors and Officers. Motion seconded by Director Fusco. Motion passed by unanimous vote of Board members present. (4-0-0).

C. The Board will create and approve the Board meeting Calendar for 2024.

Motion made by Director Youngberg to establishing the Board meeting Calendar for 2024 as meeting on the third Thursday of each month at 6:00 PM, excluding the months of July, August and September when the Board will go dark. Motion

seconded by Director Leslie. Motion passed by unanimous vote of Board members present. (4-0-0).

- D. The Board will discuss and establish the Districts Training Schedule for 2024

Motion made by Director Fusco to establishing the Board Training Calendar for 2024 by having all Directors and Staff providing the District Secretary their training preferences for the year. The training schedule will be put on a schedule at the January Board Meeting. Motion seconded by Director Youngberg. Motion passed by unanimous vote of Board members present. (4-0-0).

6. Items moved for further discussion from Consent Agenda. None

7. OLD BUSINESS: DISCUSSION/ACTION ON THE FOLLOWING:

- A. The process to acquire the Fire Department Building at Bombay Beach (Fusco)

The Districts Legal Counsel is working with the County to get the County Board of Supervisors to approve the transfer of title from the County to the District. Director Fusco will contact the County Board of Supervisors District 4, Ryan Kelly, to see if the process can be moved along.

- B. The Board will consider approving expense to construct a fence to separate the trash dumpsters lot from the adjoining lot. (Connelly) (Item introduced 6/15/2023)

Director Youngberg reported she will be contacting the Bianelli founders to see if they will build the fence as they had mentioned last year.

- C. A Street Beautification. Project to restart to beautify Bombay Bay Beach and the Tree planting project (Youngberg).

Director Youngberg reported that the tree project is being funded by Cal Fire to plant trees along 1st street and also at the District Park. The project includes planting, maintaining and watering the trees for a period of five years.

Item #8E Moved for discussion at this time because both items cover the same discussion area.

This amended contract will provide an increased the monthly stipend paid by United Justice for All from \$633.00 to \$853.33 for three years for the duration of the tree project. Motion seconded by Director Fusco. Motion passed by unanimous vote of Board members present. (4-0-0).

- D. Annual Financial Audit – The Board will hear an update on the 2022-2023 Financial Audit.

The Final Audit Report was completed by the CPA firm of George Woo. The report was made available to the Board.

Motion made by Director Youngberg to approve the Final Audit Report. Motion seconded by Director Fusco. Motion passed by unanimous vote of Board members present. (4-0-0).

- E. The Board will be briefed on the progress of the Second Annual Harvest Festival to be held on Thanksgiving Weekend went. (Youngberg)

Director Youngberg reported that it was a great weekend. The total amount of donations computed after the initial \$2,500.00 up front funds provided by the District was \$7,388.15 in net earnings.

- F. The Board will be briefed on the progress on the adult Contest for billboard mural on Highway 111. (Youngberg)(Approved \$300.00 expenditure 7/10/2023)

It was announced that the final vote for the winner of the billboard mural submissions will be determined by public recommendations to the Board at the January 18, 2024 Meeting.

- G. The Board will discuss kid contest to redo the District logo. (Youngberg)

It was announced that the final vote for the winner of the kid contest to redo the District logo submission will be determined by public recommendations to the Board at the January 18, 2024 Meeting.

- H. The Board will be briefed on the submission for a \$2,500.00 IID Green Project Grant.(Youngberg) (Approved 7/10/2023)

Director Youngberg reported that this project will be primarily targeted to install solar lighting in the District Park. She is working with IV Wellness foundation to find a grant writer to help get the IID Green Project.

- I. The Board will consider adopting the Uniform Public Construction Cost Accounting Act (Youngberg) (Introduced 9/14/2023)

Director Youngberg explained that by adopting the Accounting Act will be to make it simpler for small Districts to meet construction requirements. The Board directed the secretary to develop a resolution for board approval at the next meeting.

- J. The Board will discuss and consider having the Policy Committee develop a new policy regarding communications with outside sources and appointing a Board member to act as communications liaison for the District. (Youngberg) (Introduced 9/14/2023)

Director Youngberg requested that this item be removed from agenda because board policy already covers the subject

- K. The Board will hear the progress in obtaining a contract to provide termite and pest control for the District buildings. (Youngberg)

Director Youngberg explained what the technician from E and X termite service discovered. The entire park area, 135 ft x 4,000 ft will need to be sprayed to destroy the termites that have infested the park area. Also, both the Medical Building and the Community Center will need to be injected below the foundations to eradicate the termites. The District is waiting for an estimate from the termite company. IV pest control is also scheduled to visit the park and buildings to make an estimate on termite control.

- L. The Board will hear comment on the Triennial Review Letter 2023 where the District added the District Logo to the letter sent to the White House –Executive Office of the President-Council of Environmental Quality.

None Heard.

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

- A. The Board will discuss Authorizing increasing the capacity of the dumpsters for trash collection and changing the hours of operation for dumpster operations.

It will cost the District approximately \$300,00 per month to add an additional pickup date thus doubling the collection capacity of the facility.

The Board determined that the hours of operation can be increased to allow customers to have greater access to the collection facility.

Motion made by Director Youngberg to start new hours for trash collection as follows: Sunday from 09:00 AM to 11:00 AM and on Wednesdays from 09:30 AM to 10:30 AM and from 6:00 PM till 7:00 PM. Motion seconded by Director Fusco. Motion passed by unanimous vote of Board members present. (4-0-0).

In discussion of above, the Board found it necessary to have lighting installed at the trash collection facility to illuminate the areas after daylight. Motion made by Director Hernandez to authorize purchase and installation of lighting at the trash collection facility. Motion seconded by Director Youngberg. Motion passed by unanimous vote of Board members present. (4-0-0).

- B. The Board will hear an update on the establishment of a local mass texting or information dissemination service for Bombay Beach Residents (Hernandez)

Director Hernandez requested that this item be carried to next meeting.

- C. The Board will discuss and decide on using another Bank or Financial institution for District business (Youngberg)

Motion made by Director Youngberg to authorize the secretary to start the transfer to District funds to Five Star Bank. Motion seconded by Director Hernandez. Motion passed by unanimous vote of Board members present. (4-0-0).

- D. The Board will discuss for approval an independent contractor agreement with Audubon National Society Inc., Audubon Salton Sea Program.

Motion made by Director Youngberg to approve approval an independent contractor agreement with Audubon National Society Inc., Audubon Salton Sea Program. This agreement will authorize The Audubon National Society to donate \$2,000.00 to the Bombay Beach Community Services District for use of District Facilities over the next year. Motion seconded by Director Leslie. Motion passed by unanimous vote of the Board members present (4-0-0)

- E. The Board will discuss for approval an Amendment to Memorandum of Understanding Between Bombay Beach Community Services District And United for Justice Inc. (Tree Planting Project for the Salton Sea Shores Climate and Equity Project I.)

Item Discussed at Item #7C

- F. The Board will discuss for approval applications for the California Department of Parks and Recreation Office of Grants and Local Services. There are two Grants Available.

Motion made by Director Hernandez to discuss the need to determine what the grants could be used for. Motion seconded by Director Youngberg. In discussion it was decided that the District will wait for the next round of grants.

Motion made by Director Hernandez to wait for the next round of grants before applying for Parks and Recreation Office of Grants and Local Services. Motion seconded by Director Youngberg. Motion passed by unanimous vote of the Board members present (4-0-0)

- G. The Board will discuss authorizing expenditure for the Bombay Beach Christmas Celebration.

Motion made by Director Youngberg to authorize funding the Community Christmas Celebration with a \$500.00 donation. Motion seconded by Director Fusco. In discussion it was noted that the County Board of Supervisors had donated \$500.00 to the District for a Community Christmas Celebration. Motion passed by unanimous vote of Board members present. (4-0-0). A check was authorized by the Board for the Celebration.

12. COMMUNITY REPORTS:

Comments heard:

- There will be a Community Christmas Celebration on Friday, December 22, 2023. Children's party will be from 4:00 PM till 7:00 PM and the adult's celebration will be start at 8:00 PM.
- It was reported that Imperial County had declined to declare a disaster after the September 1, 2023, rains storms
- The Lasagna project produced 150 packages of cooked Lasagna that were distributed to Bombay Beach, Niland and Calipatria.
- It was announced that there will be a Community Spaghetti dinner for all Bombay Beach residents and guests at 4 PM, before the January 18, 2024, meeting.
- The Secretary mentioned that office supplies, such as printing paper, printer ink and paper clips and staples. The Board directed secretary to refill needed supplies.


13. BOARD DISCUSSION/DIRECTIVES:

The Next scheduled regular meeting of the Board is scheduled on January 18, 2024, at 6:00 P.M.

14. DIRECTOR REPORTS: None


15. ADJOURNMENT: Motion made by Director Fusco to adjourn. Motion seconded by Director Youngberg. Motion passed by unanimous vote of Board members present. (4-0-0)


Meeting adjourned at 2:32 PM.


James Connelly


Paedrin Fusco


Cameron Leslie


Kimberly Hernandez


Candace Youngberg

Attested to: 
Augustine Sadorra, Secretary