



**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

William Rohler – Board Chair
James Connelly – Board Vice-Chair
Michael Burnell
Paedrin Fusco
Candace Youngberg

Date: November 17, 2022
Time: 05:00 P.M.
Place: 9590 Ave C, Bombay Beach
Niland, CA 92257

1. CALL TO ORDER: The meeting was called to order at 5:09 P.M. by Director Rohler.

A. Pledge of Allegiance to the Flag – The Pledge of Allegiance to the Flag was led by Director Rohler.

B. Roll Call

Director Rohler	Present
Director Connelly	Present
Director Burnell	Not Present
Director Fusco	Present
Director Youngberg	Present

Four of five Directors present. Quorum met.

Staff Present: Secretary: Augustine Sadorra

Attorney: Mitchell Driskill – Appear by Phone

2. APPROVAL OF THE AGENDA: The Board will approve the agenda for November 17, 2022 Regular Meeting as is or delete/clarify any item on the agenda.

Motion made by Director Youngberg to approve the agenda for November 17, 2022 Regular Meeting as presented. Motion seconded by Director Rohler. Motion passed by unanimous vote of Board members present. (4-0-0)

3. PUBLIC COMMENT ON CLOSED SESSION ITEMS: This is an opportunity for members of the public to address the Board on subject relating to closed session items only.

None Heard

4. The Board will go into CLOSED SESSION.

- A. To Consider the Appointment of a Public Employee volunteer. (one position) Emergency Services Administrator. One applicant. Government Code § 54957.)
- B. Conference with Legal Counsel regarding real property negotiations property located at 2198 2nd Street, Bombay Beach, CA 92257 (Government Code § 54956.8) The Secretary announced that Legal Counsel will appear by phone.

Motion made by Director Fusco to go into closed session. Motion seconded by Director Youngberg. Motion passed by unanimous vote of Board members present. (4-0-0)

The Board went into closed session at 5:11 PM.

The Board returned to open session at 5:25 PM. Motion to go into recess until 6:00 PM made by Director Connelly, motion seconded by Director Youngberg. Motion passed by unanimous vote of Board members present. (4-0-0)

5. CALL TO ORDER AND RETURN TO OPEN SESSION AT 6:00 P.M.

A. CALL TO ORDER: The meeting was called to order at 6:05 P.M. by Director Rohler.

B. Roll Call

Director Rohler	Present
Director Connelly	Present
Director Burnell	not Present
Director Fusco	Present
Director Youngberg	Present

Four of five Directors present. Quorum met.

C. Report from Closed Session for the following:

- 1) Emergency Services Administrator volunteer. The Board reviewed one applications from individuals.

Motion made by Director Connelly to approve appointment of Mellissa Tanori Jones (Dixie) as a co-administrator to oversee the administration of the Emergency Services Unit (ERU). The ERU to report directly to the Board. Motion seconded by Director Rohler. Motion passed by unanimous vote of Board members present. (4-0-0)

- 2) Conference with Legal Counsel (Counsel to appear by phone) regarding real property negotiations property located at 2198 2nd Street, Bombay Beach, CA 92257 (Government Code § 54956.8)

Direction given to staff

6. APPROVAL OF THE MINUTES: The Board will review and approve the meeting minutes of the Regular of October 20, 2022.

Motion made by Director Rohler to approve the meeting minutes as presented by staff. Motion seconded by Director Youngberg. Motion passed by unanimous vote of Board members present. (4-0-0)

7. FINANCIAL REPORT The Board will hear a report on the financial status of the District as of October 31, 2022.

A.	County Auditor Account.	\$ <u>18,167.63</u>
	Positive Balance in County Fund Account	\$ <u>18,167.63</u>
B.	Bank of America Accounts	
	General Checking Account (ending 1946)	\$ 4,273.88
	Savings Account (6398) Bombay North	24,664.44
	Savings Account (5949)	65,787.11
	Savings Account (8163)	87,774.72
	Bank Accounts Total	\$ <u>182,500.15</u>
TOTAL CASH ASSETS		<u>\$200,667.78</u>

Motion to approve the financial report was made by Director Rohler. Motion seconded by Director Connelly. Motion passed by unanimous vote of Board members present. (4-0-0)

8. 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.

Speaker # 1 - Kim provided description of events that led up to the location of missing person "Kat", and wanted the Board to recognize the efforts of the Imperial County Sheriff's Office and local volunteers that conducted the search and were able to locate the missing person.

The Board Directed that the next meeting agenda hold discussion on developing a local agency at Bombay Beach that would act as the local communications point for similar needed activities on Bombay Beach.

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

- A. Repair and resurfacing of Bombay Beach Streets – Report from the Imperial County Public Works Department.

The County awarded the project to Vance Construction to complete the work. NEI will be the onsite inspectors working on behalf of the County of Imperial. The contractor will be working on surveying the property monuments within the townsite area and prepare submittals for all the work for pre approval. The contractor has requested a delayed start to allow for hotter paying in Feb/March which will accommodate given the Asphalt Rubber Aggregate Membrane that lays better at that time. Also discussed was coordinating around any planned activities that may happen in Bombay due to festivals that occur.

- B. Flooding at Bombay Beach - The Board will discuss the need for County and Imperial Irrigation District to assist in preventing flooding at Bombay Beach.

The County is beginning a draft RFP to study the drainage issue and explore options for removing or placing a pipe through the dike along 5th Street. The goal is to produce a preliminary engineering feasibility study that can be used for future grant funding opportunities. The scope will include looking at different options with a preferred alternative that will include a 30% design that may clear CEQA/NEPA. The design team will engage the Army Core and the Regional Board to look at jurisdictional boundaries as well as water quality issues that may arise due to discharge. The RFP may be ready for engineering analysis by 1st quarter of next year

- C. The Board will hear a report on the Park Grant application process. (Youngberg)

Director Youngberg announced that Director Fusco attended a zoom meeting with County Planning on November 27, 2022 to see if CEQA waiver could be issued be issued to Bombay Beach to let the park project proceed. Results of the meeting were not favorable for Bombay Beach. Director Youngberg reported that she has had discussion with Imperial County Board of Supervisors member, Ryan Kelly, and he has asked for details on what needs to be done to put in the children's splash pad.

- D, The Board will hear an update on the Kitchen Remodel Project. (Youngberg)

Director Youngberg reported that the Kitchen project is being worked on, initial inspection of the facility by an electrician revealed that electrical work will need to be done before moving forward.

- E. The Board will hear an update on District internet. (IT Team)

During discussion, the current internet provider was identified as Zito Media. The internet service was obtained through a grant many years ago. Although the connectivity is iffy, it is a free service. Options to provide an alternate internet connectivity was discussed. The IT Team will be working with Mr. Freeman on possibly obtaining an alternate connection.

F. The Board will hear an update on the status of the medical trailer. (Youngberg)
Director Youngberg reported that the medical trailer has been leveled and waiting for the sewer and water lines to be connected.

G. The Board will hear an update on the process to establish an Emergency Medical Response Unit (ERU Admin).

ERU Admin reported that training continues to be completed for volunteers. There are 8 volunteers in the program. Communications equipment is still need, ERU Admin is looking at T-Mobile for communications grants to fill their needs. It was clarified that the Fire Squad Pink Slip in in the Districts name and the Squad is covered by Farmers Insurance.

H. The Board will discuss and act on installing streaming meeting equipment (Zoom type) in the District office. (IT Team)

In discussion, the changes to the Brown Act due to ending of the State of Emergency related to COVID-19, will be realized in February or March 2023. The District will delay further plans to install Zoom equipment until the final rules for video recording are established.

I. The Board will her a report on the ongoing process to fill a vacancy on the Board of Directors.

In coordination with the County Elections Office and the County Board of Supervisors Clerk of the Board, on November 22, 2022 - County Board of Supervisors will appoint and swear in the vacancy for Bombay Beach Director.

Cameron Leslie was the only application received by the County

J. The Board will hear an update on the process to acquire the Fire Department Building at Bombay Beach.

The Board is waiting for the 90 day notice period to run its course.

K. The Board will hear an update on the Harvest Festival Nov 26, 2022 (Youngberg)

The District will sponsor the First Annual Harvest Festival on November 26, 2022. \$500.00 startup funds were provided by the District to get the initial expenses for start up moving. An additional \$1,000.00 was invested towards the Festival for ongoing expenses . There will be a Breakfast, Parade, Vendors, Music, Beer Garden, Games, Royalty Contest and more fun things. So far approximately \$2,500.00 has been collected for deposit back to the District account.

- L. The Board will hear an update on the purchase of an updated QuickBooks Program for working the District Financial reports. (IT Team)

The IT Team has been actively looking for a Quickbooks Pro Plus program to accommodate completing the Districts annual financial reports. In discussion, IT will find a suitable program that is acceptable to the financial auditor for processing the annual reports.

- M. The Board will hear an update on what to do with the Large Water pump that belongs to the District. (ERU Admin)

ERU Admin is working to have the water pump sold or repaired and sold. The secretary will contact CSDA to see if there is an agency that could take the pump and sell it on consignment.

- N. The Board will hear the update on the approval of a service agreement with Innercare to provide Medical exams to Emergency Services Volunteers.

A service agreement has been finalized with Innercare. Cost for exams. The cost could be anywhere from \$166.00 to \$398.00. A standard referral form will be drawn up between the District and Innercare to standardize the cost of the referral.

10. NEW BUSINESS – DISCUSSION/ACTION ON FOLLOWING:

- A. The Board will discuss Authorizing temp labor cost in the amount of \$350.00 to replace the Community Building Toilets and replace sink hardware in the Community Center (Youngberg).

Motion to approve temp labor cost in the amount of \$300.00 to replace the Community Building Toilets and replace sink hardware in the Community Center made by Director Rohler. Motion seconded by Director Connelly. Motion passed by unanimous vote of Board members present. (4-0-0)

- B. The Board will discuss Authorizing increasing the capacity of the dumpster capacity for trash collection.

The District currently contracts with Republic Services. Two 6 cubic yard containers that are picked up each week cost an average of \$430.00 per month. Republic is not taking on any new customers in the Bombay Beach area. The secretary was directed to contact other sources of trash collection services. The secretary was also directed to add to the next agenda a discussion on changing the Hours of Service for the trash collection project.

- C. The Board will discuss how the District will comply with: **California** enacted legislation that will require ALL business owners with one or more employees

that do not have retirement plans to offer a state mandated retirement plan.

Research into the requirement to provide retirement plans has a restriction that clearly states “business with five or more employees. Bombay Beach does not meet the five or more employees limit.

- D. The Board will discuss accepting the resignation of Director Burnell and approve the process to fill the vacant position.

Motion to approve accepting the resignation of Director Burnell made by Director Rohler. Motion seconded by Director Youngberg. Motion passed by unanimous vote of Board members present. (4-0-0)

Motion to approve appointment by the District Board to select the replacement Director in accordance with Government Code Section 1780 made by Director Rohler. Motion seconded by Director Fusco. Motion passed by unanimous vote of Board members present. (4-0-0)

The Secretary was directed to immediately publish the Board vacancy with a cut-off for submitting an application for appointment by December 7, 2022. Selection of the new Director will occur at the December 15, 2022 regular Board meeting.

- E. The Board will consider converting all District locks to keyless entry with changeable entry codes (Youngberg)

Motion to approve installing to keyless entry locks at the Fire Station, Community Building and the Storage shed with changeable entry codes made by Director Youngberg. Motion seconded by Director Rohler. Motion passed by unanimous vote of Board members present. (4-0-0)

- F. The Board will authorize two Directors and the Secretary to sign District Checks on the Bank of America Checking Account.

Motion to authorize three Directors, Directors Connelly, Youngberg and Fusco, and the Secretary to sign District Checks on the Bank of America Checking Account made by Director Connelly. Motion seconded by Director Fusco. Motion passed by unanimous vote of Board members present. (4-0-0)

- G. The Board will consider a donation to the Calipatria High School, Future Farmers of America for their fund raiser.(Youngberg)

Motion to approve a donation to the Calipatria High School, Future Farmers of America for their fund raiser in the amount of \$350.00 made by Director Connelly. Motion seconded by Director Rohler. Motion passed by unanimous vote of Board members present. (4-0-0)

11. COMMUNITY REPORTS:

Director Youngberg reported that the Calipatria FFA students will be at Bombay Beach Park on Monday to finish the park clean-up.

12. 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 Youngberg to approve accounts payable to the County totaling \$ 4,005.11 and electronic bank payments totaling \$3,629.93. Motion seconded by Director Rohler. Motion passed by unanimous vote of Board members present. (4-0-0)

13. BOARD DISCUSSION/DIRECTIVES:

IT Team found some radios that may be repaired. The cost may be excessive. The ERU Admin will look for grants to obtain some suitable radios.


14. DIRECTOR REPORTS: The next regular scheduled meeting is scheduled for December 15, 2021 at 6:00 P.M.

15. ADJOURNMENT:

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

Meeting adjourned at 07:45 PM.

William Rohler



Paedrin Fuseo



James Connelly



Candace Youngberg

Attested to:



Augustine Sadorra, Secretary