



**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

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

Date: June 15, 2023
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 6:07 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	Present
Director Youngberg	Present
Director Leslie	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 June 15, 2023 Regular Meeting as is or delete/clarify any item on the agenda.

Motion made by Director Youngberg to approve the agenda for June 15, 2023 Regular Meeting as presented. Motion seconded by Director Leslie. 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”.**

A. The Board will review and approve the meeting minutes of the Regular Meeting of May 18, 2023 and Special Called meetings on June 5, 2023. (See Hand-outs of draft meeting minutes).

B. FINANCIAL REPORT - Report on the financial status of the District as of May 31, 2023.

1.	County Auditor Account.	\$ <u>21,971.09</u>
	Positive Balance in County Fund Account	\$ <u>21,971.09</u>
2.	Bank of America Accounts	
a.	General Checking Account (ending 1946)	\$ 9,924.94
b.	Savings Account (6398) Bombay North	9,665.41
c.	Savings Account (5949)	50,801.77
d.	Savings Account (8163)	82,794.94
	Bank Accounts Total	\$ <u>153,187.06</u>

TOTAL CASH ASSETS **\$175,158.15**

There are two earmarked funds.

- Children’s Festivities Fund had \$990.00 as of May 31, 2023
- The Emergency Response Unit (ERU) Fund had \$18,939.32 as of May 1, 2023. As of May 31, 2023 Balance was \$26,720.64

Date		Rev	Exp	Balance
05/01/2023	Beginning Balance			\$18,939.32
05/01/2023	Staples- ERU Office Supplies		121.40	18,817.92
05/05/2023	Amazon-ERU Office Equip		10.76	18,807.16
05/12/2023	FoY Fundraiser	8,190.00		26,997.16
05/24/2023	Med Bldg-CVWD Util		43.39	26,953.77
05/24/2023	Med Bldg-IID Util		18.93	26,934.84
05/24/2023	Fire Station-CVWD Util		43.51	26,891.33
05/24/2023	Fire Station – IID Util		20.69	26,870.64
05/26/2023	ERU – ADP HR Fees		150.00	26,720.64

C. Park Grant application process.(Youngberg) This item pulled from consent agenda and added to item # 6 F1

D. The District Kitchen Remodel Project. (Youngberg)

District Kitchen Remodel Project (Youngberg) - Kitchen Update: JW Supreme Solutions finished the remodel on June 9, 2023. Jeff took pictures and sent them to the Health Department for review upon their request. Waiting for the county to pass the upgrades and ok us as having a Certified Kitchen.

- E. The process to establish an Emergency Medical Response Unit, to include an update on the communications/scheduling app. (ERU Admin)

No Report Received

- F. Status of the medical trailer. (Youngberg)

The last thing that needs to be completed on order for the medical trailer to be up and running is the Air Conditioning. Medical Trailer Update: get the board approval to contact Divine AC and Heating to clean and test the system for leaks and fill with coolant if possible.

- G. What to do with the Large Water pump that belongs to the District. (ERU Admin)
This item pulled from consent agenda and added to item # 6 F2

- 4. The Board and Public will hear the following:

- A. Presentation by the Audubon California regarding the restoration and enhancing the wetland that emerges on the other side of the Isle of Palm Berm.

- B. Presentation by Imperial County Economic Development

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

None Heard

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

- A. Continued Discussion - The Board will consider joining Calipatria, Niland and Bombay Beach in putting up signs identifying with the Lithium Corridor project funded by Berkshire Hathaway(Youngberg)

Motion made by Director Youngberg to remove item from agenda. Motion seconded by Director Hernandez. Motion passed by unanimous vote of Board members present. (4-0-0)

- B. Continued Discussion - The Board will consider funding for “The FirstNet Core: service and devices designed for first responders and public safety for the ERU and Board Members. (Hernandez)

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

- C. The Board will discuss a master plan, maintenance and management of putting up the art display know as ascension.

After presentation by Bhen, The Board directed the Secretary to contact the Districts Consul to formulate a rental agreement to allow Ascension to have a permanent place on Bombay North.

- D. The Board will discuss and approve the 2023 -2024 District Budget.

Motion Made by Director Youngberg to approve the District Budget at \$74,575.00 Revenues and Expenses. Motion Seconded by Director Hernandez
Motion passed by unanimous vote of members present. (4-0-0)

A Resolution is required for submission of approved budget to the County Auditor Controller.

Motion Made by Director Youngberg to adopt Resolution 2023-06-01 to Formally Adopt the 2023 – 2024 District Budget. Motion Seconded by Director Fusco.

Results of roll call vote to adopt a resolution.

Director Connelly	Not Present
Director Hernandez	Aye
Director Fusco	Aye
Director Youngberg	Aye
Director Leslie	Aye

Motion passed by unanimous vote of members present. (4-0-0)

- E. Process to acquire the Fire Department building at Bombay Beach (Fusco).

The Districts Legal Consul has been notified to start the process to transfer the Fire Department Building from the County to the District.

- F. Items moved from Consent Agenda. Item C and G

1. Park Grant application process (Youngberg)

Park Application Process (Youngberg) - Kitchen Update: I emailed Ryan Kelley requesting a waiver on the CEQA and other demands put in place by the county so that we had those funds to use towards quality equipment for the Splash Pad and Playground. Ryan Kelley forwarded that email to Mr. Minnick and requested he look into it more and we received an email back from him saying that we qualified for an exemption to the CEQA and all we had to do is pay a \$500 filing fee. Auggie went to the county to start that process and also spoke to the lawyer about marrying the properties. I received an estimate from JW Supreme Solutions

for the amount of \$189,000. I spoke with him and explained that this was way over the budget cost for the project and he said he would review it and lower it to the awarded grant amount and submit it again. I also spoke to a contractor from FOY and he suggested that we first hire a Civil Engineer to draw up the plans and then once the county gives us the ok put the project out for bid. I have reached out to a couple of people to get help in finding an engineer to do this and waiting to hear back from them.

2. What to do with the Large Water Pumps that belong to the District. (ERU Admin) – Last status report showed that ERU Admin was working to have the pumps repaired for resale.

In discussion; Pump #1 to be repaired and listed for sale. Pump #2 to be sold and listed and sold as is.

Motion made by Director Youngberg to fix and sell Pump #1 and to sell pump #2 as is. Motion seconded by Director Leslie. Motion passed by unanimous vote of Board Members present. (4-0-0)

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

- A. A Street Beautification. Project to restart to beautify Bombay Bay Beach.

Motion made by Director Youngberg to all broken plumbing and irrigation system on A Street. Motion seconded by Director Hernandez. Motion passed by unanimous vote of Board Members present. (4-0-0)

- B. Annual Financial Audit.. The Board will approve the Engagement letter for completing the Mandated 2022 – 2023 Financial Audit.

Motion made by Director Hernandez to approve the Engagement letter with George Woo, CPA, for completing the Mandated 2022 – 2023 Financial Audit. Motion seconded by Director Leslie. Motion passed by unanimous vote of Board Members present. (4-0-0)

- C. The Board will consider approving expense to construct a fence to separate the trash dumpsters lot from the adjoining lot.(Connelly)

Motion made by Director Hernandez to continue this item to next meeting. Motion seconded by Director Leslie. Motion passed by unanimous vote of Board Members present. (4-0-0)

- D. The Board will open for discussion the duties and responsibilities for a Job Description for the Secretary/Clerk of the Board/General Manager Position.(Youngberg)

Motion made by Director Youngberg to approve the new duties and responsibilities and Job Description for the Secretary/Clerk of the Board/General Manager Position. Motion seconded by Director Leslie. Motion passed by unanimous vote of Board Members present. (4-0-0)

- E. The Board will open for discussion the duties and responsibilities for a Job Description for the ERU First Responders. (Youngberg)

Motion made by Director Leslie to approve the new duties and responsibilities and Job Description for the ERU First Responders Position. Motion seconded by Director Hernandez. Motion passed by unanimous vote of Board Members present. (4-0-0)

- F. Board will open for discussion the duties and responsibilities for a Job Description for the ERU Administrators.(Youngberg)

Motion made by Director Hernandez to approve the new duties and responsibilities and Job Description for the ERU Administrator Position. Motion seconded by Director Leslie. Motion passed by unanimous vote of Board Members present. (4-0-0)

- G. The Board will open for discussion the duties and responsibilities for a Job Description for the Information Technology Technician.(Youngberg)

Motion made by Director Hernandez to approve the new duties and responsibilities and Job Description for the Information Technology Technician Position. Motion seconded by Director Fusco. Motion passed by unanimous vote of Board Members present. (4-0-0)

- H. Discuss adult Contest for billboard mural on Highway 111. (Youngberg)

In Discussion: The Goal of this contest is to involve Bombay Beach area by having local artist present a design to the Board for the Highway 111 Billboard. A contest will be opened to local artist, (age limit will be 18 and older) to present a design to the Board to improve the Highway 111 Billboard.

Motion made by Director Hernandez to approve a contest to redo the Highway 111 Billboard. Motion seconded by Director Youngberg. Motion passed by unanimous vote of Board Members present. (4-0-0)

- I. Discuss Bombay Beach welcome sign repairs. (Youngberg)

Motion made by Director Fusco for the District to purchase materials for the Welcome Sign and find volunteers to complete the required work. Motion seconded by Director Leslie. Motion passed by unanimous vote of Board

Members present. (4-0-0)

- J. Discuss kid contest to redo the District logo. (Youngberg)

Motion made by Director Youngberg to open a kids contest for children under 18 years of age to modernize the Bombay Beach Logo. Motion seconded by Director Fusco. Motion passed by unanimous vote of Board Members present. (4-0-0)

- K. Establishing a Social Media Coordinator for the District. (Youngberg)

Motion made by Director Fusco to appoint Director Youngberg as the District Social Media Coordinator. Motion seconded by Director Hernandez. Motion passed by unanimous vote of Board Members present. (4-0-0)

- L. The Board will discuss authorizing a collection bottle for monetary donations to the District.(Youngberg)

Direction given to the secretary to check with the Districts legal counsel for legality of a collection bottle.

- M. The Board will review and discuss the Independent Contractor Agreement with the Imperial Valley Wellness foundation. (Youngberg)

Motion made by Director Youngberg to the Independent Contractor Agreement with the Imperial Valley Wellness foundation and appoint Directors Youngberg and Hernandez as the Districts representatives. Motion seconded by Director Fusco. Motion passed by unanimous vote of Board Members present. (4-0-0)

- N. The Board will discuss and authorize a 4th of July Town Celebration.(Youngberg)

Motion made by Director Youngberg to authorize the 4th of July Town Celebration and authorize \$500.00 expense for the event. Motion seconded by Director Hernandez. Motion passed by unanimous vote of Board Members present. (4-0-0)

8. COMMUNITY REPORTS:

- A. Director Youngberg announced the 4th of July Celebration. Event starts at 4 PM on July 4th 2023. A planning meeting will be held at 2:00 PM on June 16, 2023.
B. The 2nd annual Harvest Festival planning meeting will be held on June 19, 2023 at 6:00 PM.

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 Fusco to approve accounts payable to the County totaling \$ 1,354.69 and checks and electronic bank payments totaling \$ 7,574.33. Motion seconded by Director Leslie. Motion passed by unanimous vote of Board members present. (4-0-0)

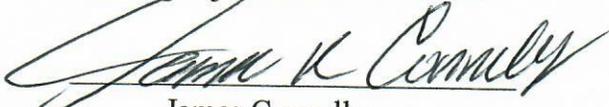
10. BOARD DISCUSSION/DIRECTIVES: None Heard

11. DIRECTOR REPORTS: None

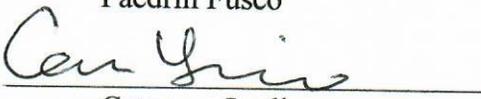
12. ADJOURNMENT:

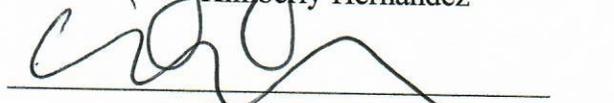
Motion made by Director Fusco to adjourn. Motion seconded by Director Leslie. Motion passed by unanimous vote of Board members present. (4-0-0)

Meeting adjourned at 08:48 PM.


James Connelly


Kimberly Hernandez

Paedrin Fusco

Cameron Leslie


Candace Youngberg

Attested to: 
Augustine Sadorra, Secretary