



**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 Vice-Chair
Paedrin Fusco
Candace Youngberg

Date: December 15, 2022
Time: 06:00 P.M.
Place: 9590 Ave C, Bombay Beach
Niland, CA 922571.

1. **CALL TO ORDER:** The meeting was called to order at 6:04 P.M. by Director Connelly.
 - A. Pledge of Allegiance to the Flag – The Pledge of Allegiance to the Flag was led by Director Connelly.

- B. Roll Call

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

Three Directors present. Quorum met.
Staff Present: Secretary: Augustine Sadorra

2. **APPROVAL OF THE AGENDA:** The Board will approve the agenda for December 15, 2022 Regular Meeting as is or delete/clarify any item on the agenda.

Motion made by Director Youngberg to approve the agenda for December 15, 2022 Regular Meeting as presented. Motion seconded by Director Fusco. Motion passed by unanimous vote of Board members present. (3-0-0)

3. **APPROVAL OF THE MINUTES:** The Board will review and approve the meeting minutes from the Regular Meeting on November 17, 2022.

Motion made by Director Youngberg to approve the meeting minutes from November 17, 2022 Regular Meeting as presented by staff. Motion seconded by Director Connelly. Motion passed by unanimous vote of Board members present. (3-0-0)

4. Directors Fusco and Youngberg will be sworn in for a four year term.

The Secretary preformed the Swearing in of Directors Fusco and Youngberg and

Appointment Certificates signed. Director were seated to the Board.

5. The Board will act on filling a vacancy on the Board of Directors from applications approved by the Imperial County Board of Elections. Appointment will be made following Gov. Code 1780. This is a two year appointment.

Applicants to be publicly interviewed for Board Appointment: Kimberly Hernandez, Sharonda Nichole Clark, Andrea Strickland, Damien Tietjen and Steven Johnson

Applicants Strickland and Tietjen announced that they would withdraw from the selection process due to personal reasons. Applicant Johnson did not show for interview.

Public Comment:

Speaker #1 – Kim Brannigan made an appeal to the board to select Sharonda Clark as Director.

Motion made by Director Connelly to appoint Kimberly Hernandez as Director to fill vacancy in accordance with Gov. Code 1780. Motion seconded by Director Youngberg. Motion passed by unanimous vote of Board members present. (3-0-0)

The Secretary conducted the Swearing in of Director Hernandez and Appointment Certificate signed by Board. Director Hernandez was seated to the Board.

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

REORGANIZATION OF THE BOARD OF DIRECTORS:

- A) Election of Chairperson of the Board for 2022 – 2023.
Motion made by Director Youngberg to appoint Director Connelly as Board Chairperson. Motion seconded by Director Fusco. Motion passed by unanimous vote of Board members present. (4-0-0)

- B) Election of Vice- Chairperson of the Board for 2022 – 2023.

Motion made by Director Connelly to appoint Director Hernandez as Board Vice-Chairperson. Motion seconded by Director Youngberg. Motion passed by unanimous vote of Board members present. (4-0-0)

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

8. Approval of the Imperial County Auditor/Controller Authorized Signature List. It is recommended that the Board approve the Imperial County Auditor/Controller Authorized Signature List.

Motion made by Director Fusco to approve the Imperial County Auditor/Controller Authorized Signature List. Motion seconded by Director Connelly. Motion passed by unanimous vote of Board members present. (4-0-0)

9. Set and Adopt the 2023 Board Meeting Calendar. It is recommended that the Board approve the 2023 Board Meeting calendar.

Motion made by Director Connelly to the 2023 Board Meeting calendar as posted below. Motion seconded by Director Fusco. Motion passed by unanimous vote of Board members present. (4-0-0)

2023 Board Meeting Calendar:

6:00 P.M. January 19, 2023

6:00 P.M. February 16, 2023

6:00 P.M. March 16, 2023

7:00 P.M. April 15, 2023

6:00 P.M. May 18, 2023

6:00 P.M. June 15, 2023

July 2023 No Schedule, Board Dark Months

August 2023 No Schedule, Board Dark Months

September 2023 No Schedule, Board Dark Months

6:00 P.M. October 19, 2023

6:00 P.M. November 16, 2023

6:00 P.M. December 14, 2023

10. The Board will appoint standing committee members per Board Policy Sec 4105 et seq.

- Planning Committee: Directors Youngberg and Fusco
- Policy Committee: Directors Connelly and Hernandez
- Personnel Committee: Directors Youngberg, Fusco and Hernandez
- Finance Committee: Directors Connelly, Youngberg and Hernandez
- Public Relations Committee: Directors Connelly and Fusco
- The Executive Committee: Directors Connelly and Hernandez
- Claims against the District Committee: Directors Connelly and Fusco
- Legislative Advocacy Committee: Directors Youngberg, Hernandez and Fusco
- Internal Audit Committee: Directors Connelly and Hernandez

Complaint from the public that it was very difficult to hear the Board conducting business. Mike Patterson offered to donate a public address system with microphones to the District. The Board directed staff to add to next agenda acceptance of the donation.

11. FINANCIAL REPORT: The Board will hear a report on the financial status of the District as of November 30, 2022.

A.	County Auditor Account.	\$ <u>15,597.99</u>
	Positive Balance in County Fund Account	\$ <u>15,597.99</u>
B.	Bank of America Accounts	
	General Checking Account (ending 1946)	\$ 6,966.55
	Savings Account (6398) Bombay North	24,664.64
	Savings Account (5949)	65,789.27
	Savings Account (8163)	87,777.61
	Bank Accounts Total	\$ <u>185,198.07</u>
	TOTAL CASH ASSETS	<u>\$200,797.06</u>

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

12. 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 announced in the published agenda.

Comment #1 – Bill Rohler wanted to thank Director Youngberg for her very successful Harvest Festival.

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

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

Imperial County Public Works Department is waiting for temperatures drop to more acceptable range for paving streets.

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.

Imperial County Public Works Department has sent scope of work to engineering firms to begin the feasibility study for drainage issues in Bombay Beach and explore options of draining into the playa. It is expected to have a response back around December 29th with an award sometime in January.

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

Director Youngberg reported that the County has given the District many obstacles to overcome. She has had communications with Board of supervisors

representative Ryan Kelly about the problems being encountered with the County. Director Youngberg provided the issues the County has with the Project.

- The Bombay Beach Community Services District (District) property is composed of ten separate lots. Some of the District's permanent structures are constructed across property lines. The District should complete a merger of the collective lots or otherwise "tie" them together. A lot merger could be processed concurrently with the park improvements.
- The developer shall prepare a Traffic Study per the Imperial County Traffic Study and Report Policy (<https://publicworks.imperialcounty.org/wp-content/uploads/2019/12/TrafficStudyReportPolicy.pdf>).
- Applicant shall furnish fully engineered drainage and grading plans to provide for property grading and drainage control, which shall also include prevention of sedimentation of damage to off-site properties. Said plan shall be completed per *County of Imperial Department of Public Works Engineering Design Guidelines Manual for the Preparation and Checking of Street Improvement, Drainage, and Grading Plans within Imperial County*. The Study/Plan shall be submitted to the Department of Public Works for review and approval. The applicant shall implement the approved plan. Employment of the appropriate Best Management Practices (BMP's) shall be included (Per Imperial County Code of Ordinances, Chapter 12.10.020 B).
<https://publicworks.imperialcounty.org/wp-content/uploads/2019/12/EngineeringSurveyApplication.pdf>
<https://publicworks.imperialcounty.org/wp-content/uploads/2020/04/County-Procedure-Manual-September-2008.pdf>
- Applicant will be required to repair any damages caused to County roads by construction traffic during construction and maintain them in a safe conditions.
- Any activity and/or work within Imperial County right-of-way shall be completed under a permit issued by this Department (encroachment permit) as per Chapter 12.12 - EXCAVATIONS ON OR NEAR A PUBLIC ROAD of the Imperial County Ordinance.

<https://publicworks.imperialcounty.org/wp-content/uploads/2020/04/Encroachment-Permit-checklist-application.pdf>
- All permanent structures abutting public roads shall be located outside County right-of-way, public utility easements, and drainage easements
- Applicant for encroachment permits within Imperial County right-of-way, grading plans and/or improvement plans is responsible for researching, protecting, and preserving survey monuments per the Professional Land Surveyor's Act (8771 (b)). This shall include a copy of the referenced survey map and tie card(s) (if applicable) for all monuments that may be impacted.
- Corner record is required to be filed with the county surveyor prior to construction for monuments: 8771. (b) When monuments exist that control the location of subdivisions, tracts, boundaries, roads, streets, or highways, or provide horizontal or vertical survey control, the monuments shall be located and

referenced by or under the direction of a licensed land surveyor or licensed civil engineer legally authorized to practice land surveying, prior to the time when any streets, highways, other rights-of-way, or easements are improved, constructed, reconstructed, maintained, resurfaced, or relocated, and a corner record or record of survey of the references shall be filed with the county surveyor.

- A second corner record is required to be filed with the county surveyor for monuments:
8771. (c) A permanent monument shall be reset in the surface of the new construction or a witness monument or monuments set to perpetuate the location if any monument could be destroyed, damaged, covered, disturbed, or otherwise obliterated, and a corner record or record of survey shall be filed with the county surveyor prior to the recording of a certificate of completion for the project. Sufficient controlling monuments shall be retained or replaced in their original positions to enable property, right-of-way and easement lines, property corners, and subdivision and tract boundaries to be reestablished without devious surveys necessarily originating on monuments differing from those that currently control the area.
- All solid and hazardous waste shall be disposed of in approved solid waste disposal sites in accordance with existing County, State and Federal regulations (Per Imperial County Code of Ordinances, Chapter 8.72).
- The project may require a National Pollutant Discharge Elimination System (NPDES) permit and Notice of Intent (NOI) from the Regional Water Quality Control Board (RWQCB) prior to County approval of onsite grading plan (40 CFR 122.28).
- A Transportation Permit may be required from road agency(s) having jurisdiction over the haul route(s) for any hauls of heavy equipment and/or large vehicles which impose greater than legal loads on riding surfaces, including bridges. (Per Imperial County Code of Ordinances, Chapter 10.12 - OVERWEIGHT VEHICLES AND LOADS).
<https://publicworks.imperialcounty.org/wp-content/uploads/2019/12/TransPermitupdate021913Letter.pdf>
https://publicworks.imperialcounty.org/wp-content/uploads/2019/12/2008_Transportation_Permit.pdf
- Applicant shall comply with Chapter 8.72A – Mandatory Organic Waste Disposal Reduction Program of Imperial County Ordinance.
- Effective September 15, 2020, the State’s Mandatory Organic Waste Recycling Law (AB 1826 or Chapter 727, Statutes of 2014) decreased the threshold requiring all businesses and multi-dwelling facilitates of 5 units or more generating two (2) cubic yards or more of solid waste per week to recycle their organic waste including landscape waste, wood waste, and food waste. Information about possible organics waste recycling services can be found at the CalRecycle site at:
<https://www.calrecycle.ca.gov/Recycle/Commercial/Organics/>

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

A review of the kitchen by an electrician revealed that the electrical system in the

Community Center will need upgrade.

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

The IT team with the assistance of Mr. Freeman have installed the antenna that allows 100 mps.

- F. The Board will hear an update on the status of the medical trailer. (Youngberg)

Director Youngberg reported that all plumbing and sewer repairs to the medical trailer will be completed by the end of the year.

- 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. No certifications have been completed as of today. Negotiations are being worked on to have the county provide the training and certifications that County Fire Chief had promised.

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

Before the Board request the Fire Department Building be returned to the District, the Board insist that the County bring the building up to code. The Board directed the secretary to obtain a copy of the inspection report from September 15, 2022 to be able to submit the discrepancies to Mr. Kelly from the Board of supervisors.

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

The First Annual Harvest Festival was held on November 26, 2022. Activities included Breakfast, Parade, Vendors, Music, Games, Silent Auction and Royalty Contest

\$1,500.00 loan was provided by the District as seed funds for the Festival. To date \$ 13,663.67 has been received. A total of \$ 7,596.67 in expense has been realized. A net revenue from the Festival to date is \$ 6,067.00. A total of \$8,271.00 was received from business and organizations. Not yet received are two donations, \$ 1,000.00 from the Imperial County Board of Supervisors and \$5,000.00 from Imperial Irrigation District. An additional over \$400.00 accounts receivable is due for collection by end of month. All revenues and donations received from the Harvest Festival will be earmarked for ERU operations. \$12,325.00 was collected from donations last April/May. The \$ 6,067.00 received from the Festival put ERU funds at \$18,392.00 minus any outstanding expenses.

- J. The Board will hear an update on what to do with the Large Water pump that

belongs to the District. (ERU Admin)

ERU Admin reported that they will take pictures of the pump and get an estimated value of the pump.

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

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.

The company CR&R provides trash collection services. The secretary was directed to contact CR&R to come to the January Board meeting to make an offer for services.

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

The Board discussed the lock installation. After comments and recommendations from the floor, the Board continued the issue to next meeting to get more information on how to address the issue.

14. NEW BUSINESS – DISCUSSION/ACTION ON FOLLOWING:

- A. The Board will discuss developing a local agency at Bombay Beach that would act as the local communications point for emergency situations needing group involvement such as the one during the “Kat” search and recovery situation.

Motion made by Director Youngberg to appoint the Emergency Response Unit (ERU) to the local agency to coordinate and be the central communication point at the District. Motion seconded by Director Connelly. Motion passed by unanimous vote of Board members present. (4-0-0)

- B. The Board will discuss a pay raise for the Districts Custodian (Youngberg).

Motion made by Director Youngberg to approve a monthly increase in pay for Custodian Michael Patterson at \$ 220.00 per month effective January 1, 2023. Motion seconded by Director Fusco. Motion passed by unanimous vote of Board members present. (4-0-0)

- C. The Board will consider purchasing Business cards for Directors and Secretary/Clerk of the Board.

In discussion, the Board decided to wait on purchasing Business cards for Directors and Secretary/Clerk of the Board to give the IT Team time to develop a District email account. Item carried to next meeting.

D. The Board will discuss approving the Emergency Response Unit Uniform Patch.

Motion to approve the submitted Emergency Response Unity Uniform Patch was made by Director Connelly. Motion seconded by Director Youngberg. Motion passed by unanimous vote of Board members present. (4-0-0)

15. COMMUNITY REPORTS:

The American Legion is having a Christmas Pajama Party at 7:00 PM this evening. There is another Children's Christmas Polar Express Party on December 22, 2022 at the American Legion.

16. 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 Connelly to approve accounts payable to the County totaling \$1,355.66 and electronic bank payments totaling \$3,282.58. Motion seconded by Director Fusco. Motion passed by unanimous vote of Board members present. (4-0-0)

17. BOARD DISCUSSION/DIRECTIVES:

The Board was briefed on Seismic Equipment that is located in the Fire Department Building. The US Geological Survey has monitoring equipment installed within the fire station building. The monitoring equipment is no longer transmitting data. The USGS will be contacting the District after the beginning of the new year to update the equipment.

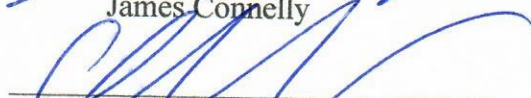
18. DIRECTOR REPORTS: The next regular scheduled meeting is scheduled for January 19, 2023 at 6:00 P.M.

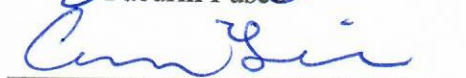
19. ADJOURNMENT:

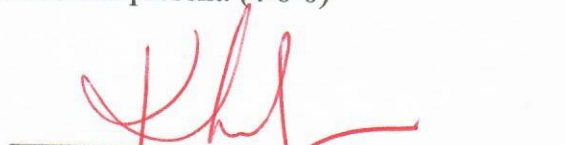
Motion made by Director Connelly to adjourn. Motion seconded by Director Youngberg. Motion passed by unanimous vote of Board members present. (4-0-0)

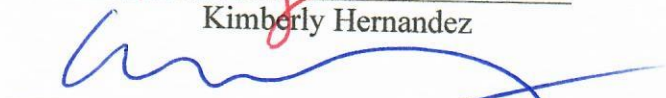
Meeting adjourned at 8:03 PM.

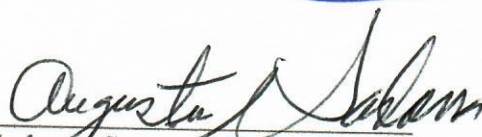

James Connelly


Paedrin Fusco


Cameron Leslie


Kimberly Hernandez


Candace Youngberg

Attested to: 
Augustine Sadorra, Secretary/Clerk of the Board