

*Due to a typo in the date for the Regular Meeting  
We are reposting this agenda as a Special Meeting*  
**NEWBERRY COMMUNITY SERVICES DISTRICT**

Established 1958

A SPECIAL MEETING OF THE BOARD OF DIRECTORS WILL BE HELD  
AT THE NEWBERRY COMMUNITY CENTER 30884 NEWBERRY ROAD,  
NEWBERRY SPRINGS, CALIFORNIA ON  
JANUARY 28, 2025, AT 4:30 P.M.

In compliance with the American with Disabilities Act and Government Code section 54954.2, if you need special assistance to participate in the District Meeting or other services offered by the District, please contact the District Office at (760) 257-3613. Normal office hours are Wednesday, Thursday and Friday from 12 p.m. until 4 p.m.

## **AGENDA**

### **4:30 P.M. CLOSED SESSION**

**Public Employee Performance Evaluation – General Manager - Gov. Sec. Code 54954.5(e)**

Directors Present: Director Deel, Director Matson, Director Roberts, Director Springer, Director Unger

### **6:00 P.M. PUBLIC SESSION**

**Reconvene The Meeting of Board of Directors**

Call the Meeting to Order - Pledge of Allegiance

Roll Call: Director Deel, Director Matson, Director Roberts, Director Springer, Director Unger

#### **1. Approval of Agenda**

#### **2. Approval of Minutes**

A. Regular Board Meeting Draft Minutes of 12/10/2024

- #### **3. Public Comments:** *Anyone wishing to address any matter pertaining to District business listed on the agenda or not, may do so at this time. However, the Board of Directors may not take action on items that are not on the agenda. The public comment period may be limited to three (3) minutes per person. Any member may speak on any agenda item at the time the agenda item is discussed by the Board of Directors. (Comments will be included in the Supporting Documents if written Reports are submitted to the GM or Secretary by meeting time).*

**A. General Public**

**B.**

1. Community Reports- Steven Reyes, San Bernardino Board of Supervisors Field Representative
2. Sheriff Captain Ron Markegard
3. CHP
- 4.

**4. Reports** *(to be included in the Supporting Documents written Reports must be submitted to GM or Secretary)*

- A. General Manager – GM Vanek
- B. Fire Department - Chief Lanier
- C. Financial Reports – GM/Treasurer Vanek - Balance Sheet, Budget vs Actuals
- D. Directors Comments (1 min.)

**5. Agenda Items- Discussion/Possible Action**

**A. Rivers, Trails and Conservation Assistance Grant Program - Discussion/ Possible Action; Submitted by Rose Beardshear.**

Report Status Update of the Rivers, Trails and Conservation Assistance Grant and site visit by Carlos Flores, our NPS Landscape Architect.

**B. Continued use of Eide Bailly Services after Completion of Estimated Work - Discussion, Possible Action; Submitted by GM Vanek and Director Deel**

We are nearing the end of the work requested by Eide Bailly. Looking back over the years, we have never had a consistently proper set of books. Even when we had a Treasurer there were items that were not done as well as they could have been done. It is unlikely that we would ever be able to find a person qualified both in QuickBooks Online and CSD accounting procedures. With hope for more grants and donations it is critical that our books are done properly.

**C. Dress Code Standards Policy for Directors and Staff- Discussion/Possible Action; Submitted by Director Matson and Director Deel.**

A dress policy has been revised by Directors Deel and Matson for Board Directors to approve the dress code.

**D. Understanding Financial Statements- Discussion and Possible Action; Submitted by Director Unger.**

Ask public volunteer Robert Shaw to conduct a Financial Seminar for CSD Directors, CSD Staff and Members of the General Public.

**E. Adding Patrol Officers on National Trails Highway- Discussion and Possible Action; Submitted by Director Unger.**

Request for California Highway Patrol to add patrols on National Trails Highway to Improve Traffic Safety.

**F. Project List - Discussion and Possible Action; Submitted by Director Deel.**

There are projects being proposed that need to be added to our Project List.

**G. Patio Cover/ Semi Closed in Building for Rigs Outside - Discussion and Possible Action; Submitted by Chief Lanier.**

Status of bids regarding containers for The Fire Department to purchase Fire Trucks and Equipment.

**H. Community Alert System - Discussion and Possible Action; Submitted by Director Springer.**

The letter drafted by Director Springer needs to be reviewed by the Board to move forward on sending it to Supervisor Rowe.

**I. Proposed Community Alert System Policy 1073 -Discussion and Possible Action; Submitted by Director Unger and Director Deel.**

Alerting Residents to Life-Threatening Emergencies.

**J. Emergency Operating Center (EOC) Preparedness Policy - Discussion and Possible Action; Submitted by Director Springer.**

The EOC policy presented in December 2024 Board Meeting drafted by Director Springer needs revisions of specific details regarding logistics of centers procedures.

**K. Newberry Springs Fire Department Staffing Coverage Policy- Discussion and Possible Action; Submitted by Chief Lanier.**

To ensure adequate staffing coverage at the Newberry Springs Fire Department, guaranteeing effective and timely response to emergencies while maintaining operational efficiency.

**6. Approve Bills Paid and Presented; Discussion/Possible Action; GM/Treasurer Vanek.**

**7. Old and New Business**

**8. Adjournment**

I, Marchelle Hall

Print name

MARCHELLE HALL

Signature

Marchelle Hall

Declare under penalty of perjury that I am a Board member or designated Staff member of the Newberry Community Services District and that this agenda was posted at least 24 hours prior to the meeting on a District office Display Board and on the District's Website at [www.NewberryCSD.net](http://www.NewberryCSD.net).