

NEWBERRY COMMUNITY SERVICES DISTRICT

Established 1958

REGULAR MEETING DRAFT MINUTES

February 28, 2023

Call the meeting to order at 6:14 p.m. after invocation by President Unger

Pledge of Allegiance: Ron Beardshear

Roll Call

Present: President Unger
Vice President Deel
Director Matson
Director Roberts
Director Springer

Also Present: General Manager Howard, District Secretary Paulsen, Treasurer Beaty, Fire Chief Lanier, Assistant Fire Chief Rogers, members of the public.

1. Approval of Agenda. Director Unger asked to move Item 5, Approval of Minutes (Regular Meeting 1-24-23 and Special Meeting 2-7-23), to Item 2 because the change would refresh the Board's memories of similar items to be discussed at the present meeting.

Motion to approve as amended: Director Unger. Second: Director Roberts.

Vote: Director Deel, No; Director Matson, Aye; Director Roberts, Aye; Director Springer, No; Director Unger, Aye.

Motion passed.

Approval of Minutes of January 24, 2023.

Motion to approve: Director Roberts. Director Springer made Point of Order that the Agenda needed to be approved before voting on anything on the Agenda.

Approval of Agenda as amended

Motion: Director Roberts; Second: Director Unger

Vote: Director Deel, No; Director Matson, Aye; Director Roberts, Aye; Director Springer, No; Director Unger, Aye

Motion passed.

2. Approval of Minutes

(a) Minutes of Regular Meeting 1-24-23

Motion: Director Roberts; Second: Director Unger.

Vote: Unanimous Aye.

(b) Minutes of Special Meeting 2-7-23

Director Deel – correct 3rd paragraph from “water” to “electric.” Director Unger – change “estimate” to “estimate and repair.”

Motion to Approve as Corrected: Director Roberts; Second: Director Matson. **Vote:** Unanimous Aye

3. Public Comments

A. General Public

Ronnie Shaw said that Margaret Graessle wants the Board to consider adding a handball court and tennis court.

Rose Beardshear would like a pickleball court. BCC has a class in it at the college and it's more popular than tennis or handball now.

Ted Stimpfel talked about the weak description of items in the agendas; not enough information to show what the item entails.

B. Community Reports

(1) County Supervisor – not present.

(2) Sheriff Capt. Markegard gave his report (attached). There were audience questions about the cleanup of pot farms and chemicals involved. Capt. Markegard said that if a spray is used, it has a noticeable light blue dye.

(3) CHP – not present.

4. Reports

A. General Manager.

Found structural engineer for scoreboard in San Juan Capistrano. Treasurer and GM worked on insurance items.

Got a starting date with Elliot from Rose including contract, bond insurance, calendar including starting and finishing dates and milestones.

Talked with Supervisor Rowe's office and found they are interested in helping with fire department electrical costs but needed a letter with reasons, so that was sent.

Met with Chamber of Commerce about working together on July 3rd Celebration. The Park is open.

Discussion followed with questioning about the structural engineer and permit for erecting the scoreboard. The General Manager has been in contact with Land Use Services who suggested the paperwork be brought in for a pre-approval check, which would save money should corrections need to be made. Other options were discussed including hiring a contractor to take care of the permitting. President Unger stated that the GM would send out the existing RFP which would have a two-week deadline, and then there would be a special meeting to approve the bid.

The grant for Scott's Grass refurbishing of the ballfield was re-opened with a deadline of tonight, which did not give enough time to re-apply.

Rose Electric has started work on the Fire Department electrical.

The Park Grant 80% has gone to the State Controller and will take 9-10 days to reach our bank, after which we can pay the builder.

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B. Fire Department.

Brush Patrol #392 will be taken to Yucaipa where the shop has the ability repair it (see item 3F).

They received a grant for \$140 K with help from the Silver Valley Fire Alliance's grant writer.

Another grant has been applied for, for which they will have an update in 90 or so days.

The Fire Department is able to use a big discount from CalFire for firefighters' very expensive but lifesaving equipment.

C. Financial Reports. In answer to a question, Accounts Receivable is \$0 because we only get money from donations and taxes.

D. Air Quality Monitor. All CSD monitors are 100% now; the sandstorm took out one but it is now functioning.

A FIVE-MINUTE RECESS WAS CALLED.

5. Agenda Items- Discussion/Possible Action

A. Required Board Member Training

All Board members must complete Ethics Class 1, 2, 3, 4; Sexual Harassment; Best Practices; and Form 700 by April 1. The notice was sent out in December and will be sent again. SDRMA holds the classes. Even if 700 form was done for the Election, a copy needs to be in the District office.

B. NCSD Priority List for FY 2023-24

Certain items need to be added to the Priority List before it can be used for the budgeting process. Directors will bring their lists to the office within two weeks.

C. Determine Maximum hours for District Employees

For budgeting purposes, maximum hours need to be set. When maximum hours are reached, employees need to stop working. The cost is unknown at present. It was suggested that the office be open 8 hours a day, 4 days a week, but that didn't get much traction. It's not in the budget. Using savings is not a good way to go. A savings account is for emergency and unexpected purposes. The GM is responsible for setting time limits and holding employees accountable.

D. Update Policy on Park Usage Form and Fees

Director Matson said the new policy was needed because of the July 3rd Celebration and the Pistachio Festival. Rose Beardshear requested that fees for the ballpark and park be separated since the Pumpkin Fest can't afford a \$500 fee such as the Chamber had to pay for Pistachio Festival. In order for

the CoC insurance to pay, there needs to be a policy. It was also agreed that if an event is open to residents, then payment should not be made, but if it is private, the party must pay just like with other areas of the building and park..

Director Matson agreed to work on the policy.

E. Approve District Phones for General Manager and Fire Chief/Administrator

Personal phones are being used for work and there is thus no record of work time used. This is standard practice. All district business will be on phones.

Motion: Director Unger; Second: Director Springer

Discussion: Following an audience suggestion, the Board decided to look into what it would cost for all Directors and staff to have District phones. Our account with Verizon is a government one, so the phones we have were essentially free. The Board agreed to wait until next month for approval and in the meantime the GM will talk with CSDA and find out what's legal and right.

Motion as corrected to include all Directors and Staff: Director Matson; Second: Director Springer

Vote: Unanimous Aye.

F. Estimate on Repairs on Brush Patrol 392

The 392 overheated while driving back to the station at 35 mph. The shop in Yucaipa can hoist it high enough to fix the oil cooler. The cost to drive it there, slowly, and get diagnosed is around \$250, then the cost to fix it is added on. The GM can approve up to \$5K.

Motion to take 392 to repair, have it diagnosed and repaired not to exceed \$4K.: Director Springer

Motion changed to \$6K by Director Springer; Seconded by ???

Vote: Unanimous, Aye.

G. Rose Electric Park Electric Quote for Repairs

The quote is for \$13K. Right now, the park is safe because the power is off. In the future, we can go for upgrades. According to Mr. Shaw, \$13K is not high. The problem is that Rose Electric is working on the fire department electrical and may not be able to do both that and the park.

The GM will contact Rose Electric and see if they can do both.

H. Ideas for Electrical Engineer Needs/Wants List

The GM would like to plan for five years in the future so wants to know what and where electrical outlets will be needed. Director Deel has a list. LED lights for the field. Power at the bandstand area. Batting cage electrical box. Timer behind pitcher's box. Rose Beardshear has a vendor map that shows where outlets should be and mentioned that getting away from generators and their noise is a good thing.

I. Review/Approve Policy 3480; Holidays

The Policy number used by CSDA is wrong – 3425. It's what vacation days are for, not holidays. Director Deel suggested keeping New Year's Day, Memorial Day, Independence Day, Thanksgiving, and Christmas. Since we

are a small district and can't give many benefits, paying for holidays that come on work days is a nice gesture.

Motion to accept Holiday Policy 3480 as corrected: Director Deel; Second, Director Matson.

Vote: Unanimous Aye

J. Revise Policy 5010.1; Meeting More than Once a Month

After a discussion and reading of Policy 5010.1, misunderstandings were cleared and it was decided that the Policy did not need revising.

K. Schedule Budget/Planning for FY2023-24 with Two Directors at a Time during Office Hours with the General Manager

Since most Directors have not been through the budgeting process, it was decided to hold a public workshop on March 30, noon to 4:00 p.m. with the entire Board of Directors and Fire Department present to begin planning the budget. According to Director Deel, the process will take more than one meeting. A side note was that if at the end of the fiscal year there is enough money left to last 6 months, anything over that would go into reserves.

The GM will send to Directors the letter from the County advising of projected funds coming.

L. Newberry CSD and Chamber of Commerce Collaboration for July 3rd.

The GM reported on the meeting with CofC where they talked about vendors, entertainment, marketing, flyer, banners, fireworks, etc.

Director Roberts inquired about the status of the kitchen and if it would be available.

Rose Beardshear asked for a discount on ground fees.

Director Matson said the Kickball Game between Community Church and Victory Gem (?) will lead up to the fireworks, also assuring the Fire

Department that there would be enough space since the game will be over before the fireworks begin,

[FIVE MINUTE BREAK. RETURNED AT 9:50 P.M.]

M. CLOSED SESSION GOV. SEC. 54954.5(e)

Public Employee Performance Evaluation – General Manager

The Item will be continued at the next Regular Meeting of the Board of Directors.

6. Approve Bills Paid and Presented.

Move: Director Roberts. Second, Director Springer.

Vote: Unanimous, Aye.

7. Old and New Business

Director Deel – The next Regular Meeting will address Vacation and Sick Leave.

8. Directors' Comments

Director Deel: Fire Chief Lanier and I were asked to meet with a small group to discuss the BNSF BIG Project. In addition, Allen Marcroft and Casey Jones represented our community. All the plusses were discussed: jobs, economic development, more students, houses, better schools, etc. We were assured there would be no increase in truck or train traffic and no train backup during construction that might disturb our emergency, mail, and school traffic. Then we asked about water and planning for development in the county areas.

There is a meeting on March 22, 2023, from 6-7 pm at the Barstow College Performing Arts Center for Directors. No RSVPs are required.

Even though I have nothing to do with our website, I took the "Why you need an accessible, compliant website" Webinar this morning. I am glad I did and am even more grateful that our GM steered us to Streamline to take care of our website.

9. Adjournment

Motion: Director Springer; Second, Director Roberts.

Vote: Unanimous Aye.

The meeting was adjourned at 12:19 a.m. on 3-1-2023.

District Secretary

Board Presidenty

NEWBERRY COMMUNITY SERVICES DISTRICT

Established 1958

SPECIAL MEETING DRAFT MINUTES

March 2, 2023 at 5 p.m.

Call the meeting to order at 5:01 p.m.

Pledge of Allegiance: Director Matson

Roll Call

Present:

President Unger

Director Deel

Director Matson

Director Roberts

Director Springer

1. Approval of Agenda

Numbering change on Agenda to 3A where 3,2 shows up.

Move to approve Agenda with change of 2 to 3A: Director Unger; Second, Director Deel.

2. Public Comments: None

3. Agenda Items- Discussion/Possible Action

A. Approve Rose Love Electric estimate #290, dated 2/13/23 for electrical repairs to the park.

Matson asked to change the date on the bid from February 13 to the new date, and Director Springer asked if the amount is the same even if the date isn't. The General Manager assured them that all dates will be changed and that the estimate was there to refresh their memories.

The Board left the meeting room at 5:09 p.m. to walk through the area where the repairs will be done, with Elliott from Rose Electric. The repairs at each location were explained, noting that the purpose was to repair for safety and not for making improvements at this time. The Board returned at 5:35 p.m.

Elliott explained that the start date will depend on talking with Edison and letting them know what's going on. The project should take about 2 weeks with a week to get the permit. The equipment will be outdoor graded and safe.

Motion to approve estimate #290: Director Matson; Second by Director Springer.

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The General Manager will get with Love and work out milestones and other details.

Vote: Unanimous Aye.

4. Move to Adjourn: Director Springer; Second, Director Roberts.

Vote: Unanimous Aye,

Adjourned at 5:41 p.m.

District Secretary

Newberry Springs FD

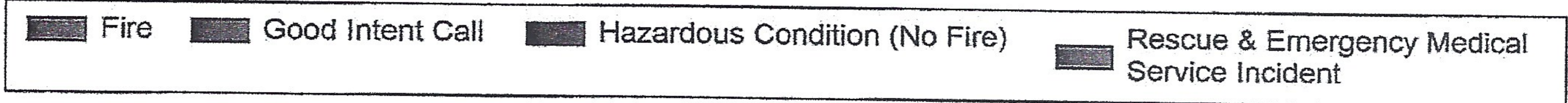
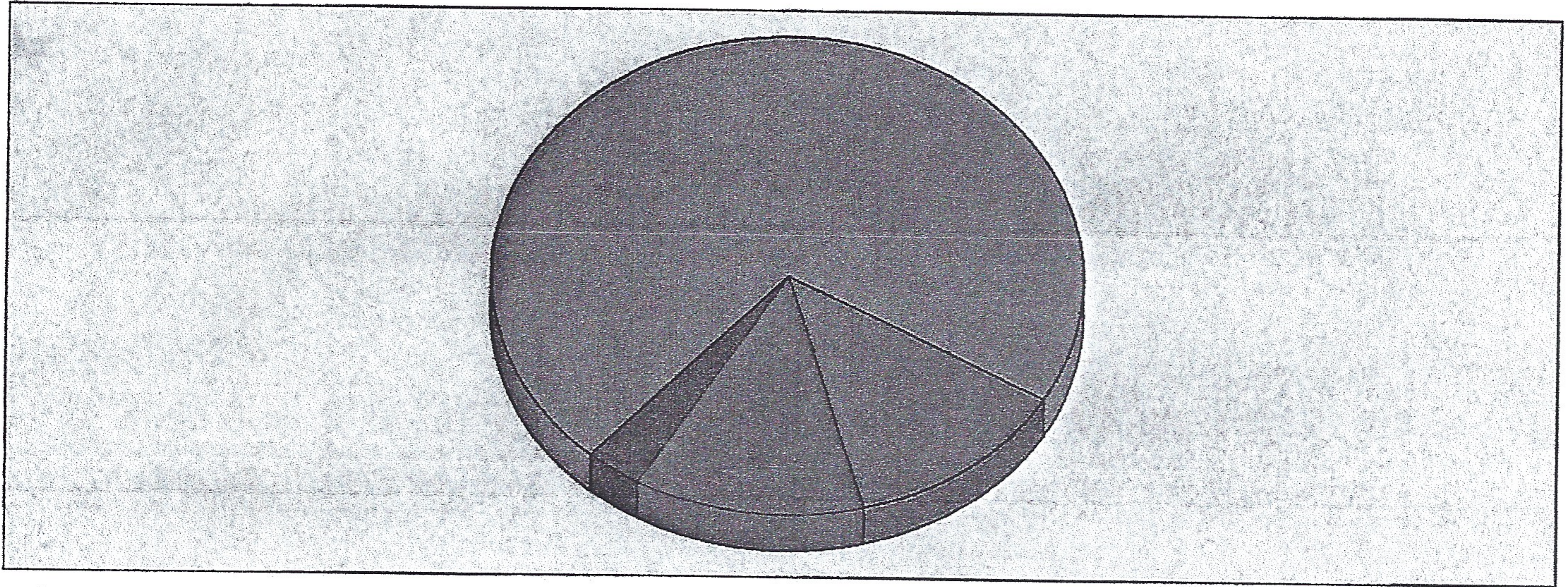
Newberry Springs, CA

This report was generated on 3/22/2023 12:55:23 PM



Major Incident Types by Month for Date Range

Start Date: 02/01/2023 | End Date: 02/28/2023



INCIDENT TYPE	FEB	TOTAL
Fire	4	4
Good Intent Call	4	4
Hazardous Condition (No Fire)	1	1
Rescue & Emergency Medical Service Incident	23	23
Total	32	32

Only REVIEWED incidents included



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NEWBERRY SPRINGS FIRE DEPT.

MONTHLY REPORT FEBRUARY-MARCH 2023

1. **TRAINING IN HOUSE - TOTAL: 18 Hours**
 - A. Equipment checkout.
 - B. Spinal Immobilization (Supine & seated).
 - C. BLS CPR acknowledgement.
 - D. SCBA don & doff, how to inspect & to replace air cylinders for SCBA's.
 - E. Hoseline extending & load, deploy & advance an attack line.
 - F. Agilities & workouts. Introduction to wildland preparedness.
 - G. EXPLORERS: Introducing basic CPR, after March they will be certified to do CPR.
2. **MUTUAL Fire Dept's Training: FSD (First Saturday Drills)**
 - A. 02/04/23 Sat. instructed by CALFIRE (& Chief Clemons) on Radio Communications. (Raising Cane donated lunches for everyone)
 - B. 03/04/23 Sat. given by: Clearway Energy on Energy Storage Emergencies. (DelTaco donated lunch)
3. **CALL VOLUME and RESPONSE:**
 - A. (32) calls in the month of February
 - B. (18) missed calls (in our absents MCLB & Desert Ambulance are the Mutual Aid Agencies Responding)
4. **BP392-** as of 02/21/23 OUT OF SERVICE due to (poss. Major) mechanical failure. Hoping only a oil cooler will need to be replaced, & that will need to be done by a garaged mechanic to be able to lift the whole cab. But if it's the head gasket were looking at \$10,000.00 plus. (NOTE: not a lot of mechanics want this responsibility) 3/17/23 took BP392 into Yeager's Diesel-received call of possible diagnoses; Fan clutch, oil cooler replaced & while in there they'll replace the EGR cooler along with a combustion test (to make sure its not the head gaskets) air filter is plugged up bad (not able to find air filters for this box-its not from FORD) Yeager is going to install a Ford air filter box (Free of charge) as of right now were looking at \$3700.00. hope to be done by Friday.
5. **E392-** is running most 911 calls. **NOTE-** It has blown 2 hoses, & a tire came off its bead. And while on a fire (an abandoned marijuana grow), our pump jumped out while fighting this fire. (our engineer figured it out before fire was to spread any further, & fire was put out, & nobody got hurt).
6. **WT392-** is up & running **poss. elect. issues, headlights & emergency lights are not working properly.**
7. **BP393-** is running 911 calls as well **check engine light has been on since 2016 & windshield is cracked)**
8. **STATION 392: "Bunking Quarters & Station 392"**- 2/11/23 we had done some station roof & wall repairs (after ceiling sunk in leaking through the drywall & became moldy) We replaced all insulation, & plywood. Restabilized the walls & ceiling of break-room & office. Then caulked holes in metal roof of building over office. Bunking Quarters were still waiting on the official start date.
9. **EVENTS/ACTIVITIES/GRANTS:**
 - A. Grants- 2/9/23 AFGFY2022 for Fire Engine @ \$785,411.00 (our cost \$37,400.52)
 - B. 2/10/23 AFGFY2022 - Morongo Valley's grant for Regional SCBA & Fill station @ \$438,156.48 (our cost divided 3-way \$20,864.48 = \$6,954.82 Ea.)

Newberry Community Services District

Balance Sheet
As of March 23, 2023

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
100 Change Fund	0.00
103 Petty Cash	100.00
104 Petty Cash-Custodian	100.00
116 Reserve-Park & Rec	209,575.32
117 Reserve-Admin/Build Fund	210,135.48
118 Reserve-Fire Department	173,782.84
120 Checking Account	184,451.92
120.1 Scoreboard Donations	9,200.00
Total 120 Checking Account	193,651.92
123 LAIF	0.00
Total Bank Accounts	\$787,345.56
Accounts Receivable	
11000 Accounts Receivable	0.00
Total Accounts Receivable	\$0.00
Other Current Assets	
11010 Uncollected Current Year Taxes	2,393.10
11020 Prepaid Insurance	9,336.10
11030 Prepaid Emergency Reporting	0.00
12000 Undeposited Funds	952.71
Uncategorized Asset	0.00
Total Other Current Assets	\$12,681.91
Total Current Assets	\$800,027.47
Fixed Assets	
150 Land	6,204.00
154 New Station Augmentation	25,392.03
157 Fire Department Equipment	673,931.39
160 Office Equipment and Furniture	46,962.64
163 Park and Rec Equipment	90,791.79
166 Building Improvements	180,923.52
169 CSD Office (Care Taker Mobile)	0.00
170 Accumulated Depreciation	-990,442.27
Total Fixed Assets	\$33,763.10
TOTAL ASSETS	\$833,790.57

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 Accounts Payable	447.36
Total Accounts Payable	\$447.36
Credit Cards	
Home Depot	-892.06
US Bank	448.84
Total Credit Cards	\$-443.22
Other Current Liabilities	
20010 State Disability Payable	0.00
20020 FICA Tax Payable	0.00
20030 Federal Withholding Tax Payable	0.00
21000 Deferred Revenue	0.00
24000 Payroll Liabilities	-3,766.61
Total Other Current Liabilities	\$-3,766.61
Total Current Liabilities	\$-3,762.47
Long-Term Liabilities	
20005 Note Payable	0.00
Total Long-Term Liabilities	\$0.00
Total Liabilities	\$-3,762.47
Equity	
30000 Opening Balance Equity	0.00
30200 Investment in Fixed Assets	33,763.10
32000 Unrestricted Net Assets	767,510.27
Net Income	36,279.67
Total Equity	\$837,553.04
TOTAL LIABILITIES AND EQUITY	\$833,790.57

Newberry Community Services District

Profit and Loss Detail
February 24 - March 23, 2021

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
Ordinary Income/Expenses					
Income					
5000.0 Income					
5001.0 Income-Interest					
5001.3 Income-Interest, Savings Acct					
02/26/2021	Deposit			interest	0.01
02/26/2021	Deposit			interest	7.23
02/28/2021	Deposit			interest	38.01
Total for 5001.3 Income-Interest, Savings Acct					\$45.25
Total for 5001.0 Income-Interest					\$45.25
5003.0 Income-Fire Department					
5003.1 Income-FD, Burn Permits					
03/05/2021	Deposit			burn permit exp 12/9/2021	20.00
03/05/2021	Deposit			burn permit exp 2/25/22	40.00
03/05/2021	Deposit	1078		burn permit exp 2/25/22	20.00
03/05/2021	Deposit			burn permit exp 12/9/2021	20.00
03/05/2021	Deposit			burn permit exp 12/9/2021	20.00
03/05/2021	Deposit			burn permit exp 12/9/2021	20.00
03/05/2021	Deposit			burn permit exp 12/9/2021	20.00
03/05/2021	Deposit	3697		burn permit exp 2/5/2022	20.00
03/05/2021	Deposit	132		burn permit exp 2/23/22	20.00
03/05/2021	Deposit	2553		burn permit exp 8/6/2021	20.00
03/05/2021	Deposit	4418		burn permit exp 9/24/2021	20.00
03/05/2021	Deposit	5300		burn permit exp 10/22/2021	20.00
03/05/2021	Deposit	8914		burn permit exp 11/13/2021	20.00
03/05/2021	Deposit	1005		burn permit exp 12/3/2021	20.00
03/05/2021	Deposit	347		burn permit exp 12/9/2021	20.00
03/05/2021	Deposit			burn permit exp 2/19/2022	20.00
03/05/2021	Deposit			burn permit exp 1/11/2021	4.00
03/05/2021	Deposit			burn permit exp 11/26/2020	2.00
03/05/2021	Deposit			burn permit exp 4/28/2021	6.00
03/05/2021	Deposit			burn permit exp 12/1/2021	20.00
03/05/2021	Deposit			burn permit exp 11/16/2021	20.00
03/05/2021	Deposit			burn permit exp 1/28/22	20.00
03/05/2021	Deposit			burn permit exp 1/28/2022	20.00
03/05/2021	Deposit			burn permit exp 12/3/2021	20.00
03/05/2021	Deposit			burn permit exp 10/8/2021	20.00
03/05/2021	Deposit			burn permit exp 10/15/2021	20.00
03/05/2021	Deposit			burn permit exp 10/15/2021	20.00
03/05/2021	Deposit			burn permit exp 11/12/2021	20.00
03/05/2021	Deposit			burn permit exp 11/6/2021	20.00
03/05/2021	Deposit			burn permit exp 11/6/2021	20.00
03/05/2021	Deposit	1090		burn permit exp 11/6/2021	20.00
03/05/2021	Deposit			burn permit exp 11/17/2021	20.00
03/05/2021	Deposit			burn permit exp 11/17/2021	20.00
03/05/2021	Deposit			burn permit exp 11/19/2021	20.00
03/05/2021	Deposit			burn permit exp 11/19/2021	20.00
03/05/2021	Deposit			burn permit exp 11/20/2021	20.00
03/05/2021	Deposit			burn permit exp 12/4/2021	20.00
03/05/2021	Deposit			burn permit exp 12/5/2020	20.00
03/05/2021	Deposit			burn permit exp 12/5/2020	20.00
Total for 5003.1 Income-FD, Burn Permits					\$732.00
5003.4 Income-FD Donations					
03/05/2021	Deposit			extra coins on deposit	0.50
Total for 5003.4 Income-FD Donations					\$0.50

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 5003.0 Income-Fire Department					\$732.50
5004.0 Income-Other Income					
5004.2 Income-Other Inc, Pur Card Reb					
03/05/2021	Deposit	6864496		NASPO contract pmt	88.66
Total for 5004.2 Income-Other Inc, Pur Card Reb					\$88.66
5004.6 Misc Income -Legal Settlement					
03/05/2021	Deposit	2187		water usage donation	400.00
Total for 5004.6 Misc Income -Legal Settlement					\$400.00
Total for 5004.0 Income-Other Income					
Total for 5004.0 Income-Other Income					\$488.66
5005.0 Income, SB County Tax Share					
03/04/2021	Deposit	eft	COUNTY OF SAN BERNARDINO	property tax apportionment 3/4/2021	3,917.12
Total for 5005.0 Income, SB County Tax Share					\$3,917.12
Total for 5000.0 Income					\$5,183.53
Total for Income					\$5,183.53
Expenses					
1000.0 Administrative-Subtotal					
1004.0 Bank Fees					
02/28/2021	Check	SVCCHRG			4.00
Total for 1004.0 Bank Fees					\$4.00
1005.0 Directors Stipend					
03/18/2021	Check	18248	Vickie Paulsen	feb	50.00
03/18/2021	Check	18249	Jack Unger	march	50.00
03/18/2021	Check	18249	Jack Unger	feb	50.00
03/18/2021	Check	18247	Robert Springer	march	50.00
03/18/2021	Check	18250	Paula Deel	feb	50.00
03/18/2021	Check	18248	Vickie Paulsen	march	50.00
03/18/2021	Check	18246	Margie Roberts.	feb	50.00
03/18/2021	Check	18247	Robert Springer	feb	50.00
03/18/2021	Check	18246	Margie Roberts.	march	50.00
03/18/2021	Check	18250	Paula Deel	march	50.00
Total for 1005.0 Directors Stipend					\$500.00
1006.0 Education Exp-Staff & Directors					
1006.2 Education-Books					
03/17/2021	Check	18229	Amazon		20.75
Total for 1006.2 Education-Books					\$20.75
Total for 1006.0 Education Exp-Staff & Directors					\$20.75
1010.0 Office Expenses					
1010.2 Office Equipment-Maint/Repair					
02/24/2021	Bill		De Lage Landen Financial Services		13.44
03/17/2021	Check	18223	De Lage Landen Financial Services		62.07
03/18/2021	Check	18254	Advance Copy Systems		36.84
Total for 1010.2 Office Equipment-Maint/Repair					\$112.35
1010.3 Office Equipment-Purchase					
02/24/2021	Expense		Walmart	Netgear router	167.16
Total for 1010.3 Office Equipment-Purchase					\$167.16
1010.5 Annex Telephone/Fax					
03/17/2021	Check	18227	Verizon Wireless		23.65
Total for 1010.5 Annex Telephone/Fax					\$23.65
1010.6 Subscriptions/Memberships, Adm					
03/17/2021	Check	18228	Stewarts Business and Tax Service		170.00
03/18/2021	Check	18252	Streamline		50.00
Total for 1010.6 Subscriptions/Memberships, Adm					\$220.00
1010.7 Annex Internet					
02/25/2021	Bill		Frontier Communications		72.82
03/17/2021	Check	18227	Verizon Wireless		38.01
03/17/2021	Check	18224	Frontier Communications		116.49
Total for 1010.7 Annex Internet					\$227.32

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 1010.0 Office Expenses					\$750.48
1012.0 Admin Personnel Expenses					
1012.1 Board Secretary-Salary					
03/20/2021	Check	eft	PR Jodi Howard	Feb 16 2021/Mar 15 2021	124.98
Total for 1012.1 Board Secretary-Salary					\$124.98
1012.2 General Manager-Salary					
03/20/2021	Check	eft	PR Jodi Howard	Feb 16 2021/Mar 15 2021	937.32
Total for 1012.2 General Manager-Salary					\$937.32
1012.3 Office Assistant-Salary					
03/20/2021	Check	eft	PR Martha Elder	Feb 16 2021/Mar 15 2021	682.50
Total for 1012.3 Office Assistant-Salary					\$682.50
1012.5 Fed/State/Local Empl Tay Pmts					
03/12/2021	Check	eft	EDD	March 2021 PR taxes	52.25
03/15/2021	Check	eft	IRS	March 2021 PR taxes	436.68
03/20/2021	Check	eft	PR Jodi Howard	WH	-151.27
03/20/2021	Check	eft	PR Martha Elder	WH	-52.22
03/20/2021	Check	eft	PR Daphne Lanier	WH	-326.93
Total for 1012.5 Fed/State/Local Empl Tay Pmts					\$ -41.49
Total for 1012.0 Admin Personnel Expenses					\$1,703.31
Total for 1000.0 Administrative-Subtotal					\$2,978.54
2000.0 Parks and Recreation - Subtotal					
2002.0 Community Center Expenses					
02/25/2021	Bill		SCE		274.40
Total for 2002.0 Community Center Expenses					\$274.40
2002.2 CC-Electricity					
03/18/2021	Check	18244	SCE		62.76
Total for 2002.2 CC-Electricity					\$62.76
2002.4 CC-Contract Labor/Cleaning					
02/24/2021	Bill		PR Daphne Lanier		300.00
03/17/2021	Check	18230	PR Daphne Lanier	March 2021	300.00
Total for 2002.4 CC-Contract Labor/Cleaning					\$600.00
2002.7 Pest Control					
02/24/2021	Bill		Clark Pest Control		105.00
Total for 2002.7 Pest Control					\$105.00
Total for 2002.0 Community Center Expenses with sub-accounts					\$1,042.16
2003.0 Ground Expenses					
2003.1 Grounds-Landscaping					
02/24/2021	Bill		Jon Stone		425.00
03/17/2021	Check	18231	Jon Stone	March	425.00
Total for 2003.1 Grounds-Landscaping					\$850.00
2003.2 Grounds-Disposal Services					
02/25/2021	Bill		Desert Disposal		164.55
03/17/2021	Check	18225	Desert Disposal		329.10
Total for 2003.2 Grounds-Disposal Services					\$493.65
2003.4 Grounds Maint/Repair					
02/24/2021	Bill		Jon Stone		75.00
03/17/2021	Check	18231	Jon Stone	March	75.00
Total for 2003.4 Grounds Maint/Repair					\$150.00
2003.8 Grounds-Electric					
03/18/2021	Check	18245	SCE		167.57
Total for 2003.8 Grounds-Electric					\$167.57
Total for 2003.0 Ground Expenses					\$1,661.22
Total for 2000.0 Parks and Recreation - Subtotal					\$2,703.38
3000.0 Municipal Services-Subtotal					
3001.0 Electric - Street Lights					
02/24/2021	Bill		SCE		504.34
03/18/2021	Check	18243	SCE		612.97
Total for 3001.0 Electric - Street Lights					\$1,117.31
Total for 3000.0 Municipal Services-Subtotal					\$1,117.31

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
4000.0 Fire Department - Subtotal					
4003.0 FD-Equipment Expense					
4003.1 FD-Equip Exp, Fuel					
02/25/2021	Expense	4003.1	Mohsen Truck Stop	Bp392 miles 95331	53.29
03/02/2021	Expense	4003.1	Newberry Chevron	E392 miles 79577	68.02
03/13/2021	Expense	4003.1	Eddie World Travel Center- Fuel	Bp392 miles 95453	64.58
03/21/2021	Expense	4003.1	Mohsen Truck Stop	Wt392 miles 23444.8	83.48
Total for 4003.1 FD-Equip Exp, Fuel					\$269.37
Total for 4003.0 FD-Equipment Expense					\$269.37
4004.0 FD-Equip Exp, Non-Vehicle					
4004.1 FD-Equip Exp, NV, Purchase					
02/25/2021	Expense	4004.1	Amazon	2- Radio batteries replaced	32.31
02/25/2021	Expense	4004.1	Amazon	2- radio batteries replaced	32.31
02/28/2021	Expense	4004.1	Danko	Gear Velcro name patches	118.00
03/02/2021	Expense	4004.1	Thefirestore.com	PPE- gloves	169.19
03/03/2021	Expense	4004.1	Public Safety Store	PPE Boots	143.00
03/07/2021	Expense	4004.1	Amazon	Extra small baggies for glucose test strips (to keep them sanitary in our medical bags)	6.45
03/11/2021	Expense	4004.1	Hero Wipes	Cleaning wipes for our SCBA Mask.	129.30
03/14/2021	Expense	4004.1	The Upholstery Shop, Inc.	Bp392 cover for hose rack	175.00
03/18/2021	Expense	4004.1	Amazon	Sanding paper for wildland tools maintenance/repairs	35.49
Total for 4004.1 FD-Equip Exp, NV, Purchase					\$841.05
4004.3 FD-Equip Exp, NV, First Aid Sup					
02/25/2021	Expense	4004.3	Amazon	Medical gloves	109.22
02/27/2021	Expense	4004.3	Amazon	Sterile saline	29.40
03/07/2021	Expense	4004.3	AED.US	BVM (cheaper to buy in bulk)	168.96
03/07/2021	Expense	4004.3	Amazon	Trainer intranasal Naloxone (4mg nasal med training device)	25.46
03/07/2021	Expense	4004.3	Amazon	\$89.66 (?additional taxes \$10.76?) Glucose test strips Face shields Infant training mask	89.66
Total for 4004.3 FD-Equip Exp, NV, First Aid Sup					\$422.70
Total for 4004.0 FD-Equip Exp, Non-Vehicle					\$1,263.75
4006.0 FD-Station Expenses					
4006.1 FD-Station Exp, Internet					
02/24/2021	Bill		Frontier Communications		49.56
03/17/2021	Check	18227	Verizon Wireless		184.69
Total for 4006.1 FD-Station Exp, Internet					\$234.25
4006.2 FD-Station Exp, Maint/Repair					
03/05/2021	Deposit	9160005887		refund for air compressor	-679.71
Total for 4006.2 FD-Station Exp, Maint/Repair					\$ -679.71
4006.3 FD-Station Exp, Office Supplies					
02/27/2021	Expense	4006.3	Vista Print	Business cards for Chief & asst.	51.06
03/13/2021	Expense	4006.3	99Cents Only	Office supplies - binder, plastic index dividers, protector clear for binder, rig clipboards, crazy glue. (Nose sniffer for med bags)	23.93
Total for 4006.3 FD-Station Exp, Office Supplies					\$74.99
4006.4 FD-Station Exp, Pest Control					
03/18/2021	Check	18253	Clark Pest Control		100.00
Total for 4006.4 FD-Station Exp, Pest Control					\$100.00
4006.6 FD-Station Exp, Electric					
03/18/2021	Check	18245	SCE		293.45
Total for 4006.6 FD-Station Exp, Electric					\$293.45
4006.7 FD-Station Exp, Drinking Water					
03/05/2021	Deposit			ice	-23.96
Total for 4006.7 FD-Station Exp, Drinking Water					\$ -23.96
4006.8 FD-Station Exp, Trash Service					
02/25/2021	Bill		Desert Disposal		45.69
03/17/2021	Check	18226	Desert Disposal		45.69
Total for 4006.8 FD-Station Exp, Trash Service					\$91.38
Total for 4006.0 FD-Station Expenses					\$90.40
4007.0 FD-Firefighter Personnel Exp					
4007.1 Office Admin-Fire Dept-Salary					
03/20/2021	Check	eft	PR Daphne Lanier	Feb 16 2021/Mar 15 2021	652.05

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 4007.1 Office Admin-Fire Dept-Salary					\$652.05
02/27/2021	Expense	4007.4	Niche3d.us	FF Appreciation gift to officers.	166.40

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 4007.4 FD-Personnel Exp, FF Apprec					\$166.40
4007.5 FD-Personnel Exp, Call-out Stip					
03/17/2021	Check	18232	Andrew Atilano	feb	10.00
03/17/2021	Check	18235	Jay Potter	feb	40.00
03/17/2021	Check	18236	Nathan Powell	feb	20.00
03/17/2021	Check	18237	Roberto Rodriguez	feb	50.00
03/17/2021	Check	18238	CORY ROGERS	feb	10.00
03/17/2021	Check	18239	Brandon Salgado	feb	10.00
03/17/2021	Check	18240	Brian Vintus	feb	30.00
03/17/2021	Check	18241	Mitch Ward	feb	10.00
03/17/2021	Check	18242	David Wetterman	feb	20.00
03/17/2021	Check	18233	PR Daphne Lanier	feb	50.00
03/17/2021	Check	18234	Rylan Lanier	feb	80.00
Total for 4007.5 FD-Personnel Exp, Call-out Stip					\$330.00
4007.6 FD-Perssonel Exp, Training Exp					
03/05/2021	Deposit	9852		reimbursement for ice & gatoraide	-25.96
03/05/2021	Deposit	9852		reimbursement for lunch	-319.92
Total for 4007.6 FD-Perssonel Exp, Training Exp					\$ -345.88
4007.8 FD-Personnel Exp, DOJ Live Scan					
03/18/2021	Check	18251	Department of Justice		49.00
Total for 4007.8 FD-Personnel Exp, DOJ Live Scan					\$49.00
Total for 4007.0 FD-Firefighter Personnel Exp					\$851.57
Total for 4000.0 Fire Department - Subtotal					\$2,475.09
Total for Expenses					\$9,274.32
Net Income					\$ -4,090.79

Newberry Community Services District

Budget vs. Actuals: Approved FY_2022_2023 - FY23 P&L

July 2022 - June 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
5000.0 Income				
5001.0 Income-Interest				
5001.2 Income-Interest, CD Interest		500.00	-500.00	
5001.3 Income-Interest, Savings Acct	4,710.43	800.00	3,910.43	588.80 %
Total 5001.0 Income-Interest	4,710.43	1,300.00	3,410.43	362.34 %
5002.0 Income-Rental Income				
5002.1 Income-Rent Income, Space Rent	710.00	500.00	210.00	142.00 %
5002.2 Income-Rent Inc, Equip Rent		130.00	-130.00	
Total 5002.0 Income-Rental Income	710.00	630.00	80.00	112.70 %
5003.0 Income-Fire Department				
5003.1 Income-FD, Burn Permits	1,214.00	2,000.00	-786.00	60.70 %
5003.2 Income-FD, Response Charges	500.00	50.00	450.00	1,000.00 %
5003.3 Income-FD, Grant Income	11,500.00		11,500.00	
5003.5 FD, Reserve Transfer		5,000.00	-5,000.00	
5003.6 General Fund Reserve Transfer to FD/Bunkhouse		30,000.00	-30,000.00	
Total 5003.0 Income-Fire Department	13,214.00	37,050.00	-23,836.00	35.67 %
5004.0 Income-Other Income	750.00		750.00	
5004.2 Income-Other Inc, Pur Card Reb	728.13	500.00	228.13	145.63 %
5004.3 Income-Other Inc, Copies	5.00	20.00	-15.00	25.00 %
5004.4 Income-Other Inc, Fireworks Don	5,120.00	6,000.00	-880.00	85.33 %
5004.5 Income-Other Inc, Misc Income	22,235.90		22,235.90	
5004.8 Other Income-Fitness Park Grant		179,641.00	-179,641.00	
Total 5004.0 Income-Other Income	28,839.03	186,161.00	-157,321.97	15.49 %
5005.0 Income, SB County Tax Share	162,022.36	234,236.71	-72,214.35	69.17 %
Total 5000.0 Income	209,495.82	459,377.71	-249,881.89	45.60 %
Total Income	\$209,495.82	\$459,377.71	\$-249,881.89	45.60 %
GROSS PROFIT	\$209,495.82	\$459,377.71	\$-249,881.89	45.60 %
Expenses				
1000.0 Administrative-Subtotal				
1001.0 Advertising		300.00	-300.00	
1003.0 Auditor Expense	392.63	11,000.00	-10,607.37	3.57 %
1004.0 Bank Fees	12.00	100.00	-88.00	12.00 %
1005.0 Directors Stipend	2,450.00	3,500.00	-1,050.00	70.00 %
1006.0 Education Exp-Staff & Directors				
1006.1 Education-Tuition		750.00	-750.00	
1006.2 Education-Books		200.00	-200.00	
1006.3 Education-Lodging		250.00	-250.00	
1006.4 Education-Mileage Reimbursement	135.00	200.00	-65.00	67.50 %
Total 1006.0 Education Exp-Staff & Directors	135.00	1,400.00	-1,265.00	9.64 %
1007.0 Election Expenses		700.00	-700.00	

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
1008.0 LAFCO Expense	3.56	200.00	-196.44	1.78 %
1009.0 Legal Expenses	2,092.50	3,500.00	-1,407.50	59.79 %
1010.0 Office Expenses				
1010.1 Office Supplies	853.18	1,500.00	-646.82	56.88 %
1010.2 Office Equipment-Maint/Repair	936.63	1,200.00	-263.37	78.05 %
1010.3 Office Equipment-Purchase		500.00	-500.00	
1010.4 Postage (US Mail, UPS, FedEx)	200.00	400.00	-200.00	50.00 %
1010.5 Annex Telephone/Fax	188.72	350.00	-161.28	53.92 %
1010.6 Subscriptions/Memberships, Adm	2,025.00	1,500.00	525.00	135.00 %
1010.7 Annex Internet	1,242.23	1,700.00	-457.77	73.07 %
1010.8 Bookkeeping Services	1,840.00	2,200.00	-360.00	83.64 %
Total 1010.0 Office Expenses	7,285.76	9,350.00	-2,064.24	77.92 %
1012.0 Admin Personnel Expenses				
1012.1 Board Secretary-Salary	1,351.70	1,700.00	-348.30	79.51 %
1012.2 General Manager-Salary	13,340.14	16,800.00	-3,459.86	79.41 %
1012.3 Office Assistant-Salary	6,694.67	8,800.00	-2,105.33	76.08 %
1012.4 Treasurer - Salary	2,720.35	5,000.00	-2,279.65	54.41 %
1012.5 Fedl/State/Local Empl Tay Pmts	-1,645.00	2,000.00	-3,645.00	-82.25 %
1012.7 Department of Justice-Live Scan		100.00	-100.00	
1012.8 Workers Comp Insurance	6,855.00	9,000.00	-2,145.00	76.17 %
1012.9 Staff Mileage		300.00	-300.00	
Total 1012.0 Admin Personnel Expenses	29,316.86	43,700.00	-14,383.14	67.09 %
1013.0 SDRMA Insurance-Liab/Bonding	9,934.16	11,583.89	-1,649.73	85.76 %
Total 1000.0 Administrative-Subtotal	51,622.47	85,333.89	-33,711.42	60.49 %
2000.0 Parks and Recreation - Subtotal				
2001.0 Community Events				
2001.1 Community Event-Advertising		300.00	-300.00	
2001.2 Community Event-Expenses	411.00	13,000.00	-12,589.00	3.16 %
Total 2001.0 Community Events	411.00	13,300.00	-12,889.00	3.09 %
2002.0 Community Center Expenses				
2002.1 CC-Consumable Supplies	240.88	400.00	-159.12	60.22 %
2002.2 CC-Electricity	3,597.25	4,000.00	-402.75	89.93 %
2002.3 CC-Propane	1,502.77	2,000.00	-497.23	75.14 %
2002.4 CC-Contract Labor/Cleaning	2,700.00	3,600.00	-900.00	75.00 %
2002.5 CC-Health Permits	1,204.50	1,000.00	204.50	120.45 %
2002.6 CC-Maint/Repairs	1,226.65	3,000.00	-1,773.35	40.89 %
2002.7 Pest Control	495.00	700.00	-205.00	70.71 %
Total 2002.0 Community Center Expenses	10,967.05	14,700.00	-3,732.95	74.61 %
2003.0 Ground Expenses				
2003.1 Grounds-Landscaping	3,175.00	6,000.00	-2,825.00	52.92 %
2003.2 Grounds-Disposal Services	1,497.24	2,000.00	-502.76	74.86 %
2003.3 Grounds-Tractor Expense		750.00	-750.00	
2003.4 Grounds Maint/Repair	2,034.62	5,502.82	-3,468.20	36.97 %
2003.5 Gounds-Well Maint/Repair		1,000.00	-1,000.00	
2003.6 Grounds-MWA Fees	10.12	200.00	-189.88	5.06 %
2003.7 Grounds-Capital Improvement	8,818.10	179,641.00	-170,822.90	4.91 %
2003.72 Fitness Park Exp	5,729.38		5,729.38	
2003.81 Grounds-Lighting Exp	1,391.49		1,391.49	

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Total 2003.7 Grounds-Capital Improvement	15,938.97	179,641.00	-163,702.03	8.87 %
2003.8 Grounds-Electric	1,309.56	2,500.00	-1,190.44	52.38 %
2003.9 Gounds-Water Testing	300.00	500.00	-200.00	60.00 %
Total 2003.0 Ground Expenses	24,265.51	198,093.82	-173,828.31	12.25 %
Total 2000.0 Parks and Recreation - Subtotal	35,643.56	226,093.82	-190,450.26	15.76 %
3000.0 Municipal Services-Subtotal				
3001.0 Electric - Street Lights	5,881.14	7,000.00	-1,118.86	84.02 %
Total 3000.0 Municipal Services-Subtotal	5,881.14	7,000.00	-1,118.86	84.02 %
4000.0 Fire Department - Subtotal				
4002.0 FD-Capital Improvements				
4002.1 FD-Cap Improvements, Station	3,449.25	5,000.00	-1,550.75	68.99 %
4002.3 FD Bunkhouse		30,000.00	-30,000.00	
Total 4002.0 FD-Capital Improvements	3,449.25	35,000.00	-31,550.75	9.86 %
4003.0 FD-Equipment Expense				
4003.1 FD-Equip Exp, Fuel	2,971.04	7,500.00	-4,528.96	39.61 %
4003.2 FD-Vehicle Maint/Repair (1099)	13,087.97	15,000.00	-1,912.03	87.25 %
4003.3 FD-Equip Exp, Veh, SDRMA Ins	6,152.13	7,000.00	-847.87	87.89 %
Total 4003.0 FD-Equipment Expense	22,211.14	29,500.00	-7,288.86	75.29 %
4004.0 FD-Equip Exp, Non-Vehicle				
4004.1 FD-Equip Exp, NV, Purchase	6,844.71	15,000.00	-8,155.29	45.63 %
4004.2 FD-Equip Exp, NV, Maint/Repair	308.76	2,000.00	-1,691.24	15.44 %
4004.3 FD-Equip Exp, NV, First Aid Sup	871.81	2,000.00	-1,128.19	43.59 %
4004.4 FD-Equip Exp, NV, Equip Fuel		200.00	-200.00	
Total 4004.0 FD-Equip Exp, Non-Vehicle	8,025.28	19,200.00	-11,174.72	41.80 %
4004.5 Grant Expenses	11,942.03	500.00	11,442.03	2,388.41 %
4005.0 FD-Dispatching Expense				
4005.1 FD-Disp Exp, Equip Purchase		4,000.00	-4,000.00	
4005.2 FD-Disp Exp, Equip Maint/Repair		500.00	-500.00	
4005.3 FD-Disp Exp, Cal Fire Dispatch	6,994.50	8,500.00	-1,505.50	82.29 %
Total 4005.0 FD-Dispatching Expense	6,994.50	13,000.00	-6,005.50	53.80 %
4006.0 FD-Station Expenses				
4006.1 FD-Station Exp, Internet	2,128.63	3,000.00	-871.37	70.95 %
4006.2 FD-Station Exp, Maint/Repair	1,049.32	2,000.00	-950.68	52.47 %
4006.3 FD-Station Exp, Office Supplies	1,039.64	3,000.00	-1,960.36	34.65 %
4006.4 FD-Station Exp, Pest Control	502.00	600.00	-98.00	83.67 %
4006.5 FD-Station Exp, Membership/Subs	6,075.14	3,050.00	3,025.14	199.18 %
4006.6 FD-Station Exp, Electric	3,438.27	6,000.00	-2,561.73	57.30 %
4006.7 FD-Station Exp, Drinking Water	28.08	500.00	-471.92	5.62 %
4006.8 FD-Station Exp, Trash Service	417.42	600.00	-182.58	69.57 %
Total 4006.0 FD-Station Expenses	14,678.50	18,750.00	-4,071.50	78.29 %
4007.0 FD-Firefighter Personnel Exp				
4007.1 Office Admin-Fire Dept-Salary	6,530.00	9,000.00	-2,470.00	72.56 %
4007.10 FD-Personnel Exp, Uniform Exp	542.31	500.00	42.31	108.46 %
4007.4 FD-Personnel Exp, FF Apprec	396.35	2,000.00	-1,603.65	19.82 %
4007.5 FD-Personnel Exp, Call-out Stip	2,700.00	8,000.00	-5,300.00	33.75 %
4007.6 FD-Perssonel Exp, Training Exp	2,058.62	4,000.00	-1,941.38	51.47 %
4007.8 FD-Personnel Exp, DOJ Live Scan		300.00	-300.00	

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Total 4007.0 FD-Firefighter Personnel Exp	12,227.28	23,800.00	-11,572.72	51.38 %
4008.0 FD-Public Relations				
4008.1 FD-PR, Fire Prevention		200.00	-200.00	
Total 4008.0 FD-Public Relations		200.00	-200.00	
4010.0 Fire Dept Explorers Expenses				
4010.1 Fire Dept Explorer's Admin	541.00	1,000.00	-459.00	54.10 %
Total 4010.0 Fire Dept Explorers Expenses	541.00	1,000.00	-459.00	54.10 %
Total 4000.0 Fire Department - Subtotal	80,068.98	140,950.00	-60,881.02	56.81 %
Total Expenses	\$173,216.15	\$459,377.71	\$-286,161.56	37.71 %
NET OPERATING INCOME	\$36,279.67	\$0.00	\$36,279.67	0.00%
NET INCOME	\$36,279.67	\$0.00	\$36,279.67	0.00%

C

Resolution No. 78-2023

**RESOLUTION OF THE Newberry Community Services District AUTHORIZING PARTICIPATION IN
AND
APPROVING THE AMENDED AND RESTATED JOINT EXERCISE OF POWERS AGREEMENT OF
THE FIRE RISK MANAGEMENT SERVICES JOINT POWERS AUTHORITY**

WHEREAS, the Fire Agencies Self Insurance System (FASIS) was formed in 1984 for the purpose of jointly funding losses and providing risk management services to reduce such losses by and among California fire protection and community services districts; and

WHEREAS, the FDAC Employment Benefits Authority (FDAC EBA) was formed in 2005 to establish, operate, manage, and administer health and welfare benefit programs for the benefit of the existing and retired officers, employees and members of the legislative body of the California public agencies who are members of FDAC EBA; and

WHEREAS, following the exploration and in-depth analysis of a strategic partnership, the Board of Directors of FASIS and FDAC EBA directed the merger of the two programs, effective July 1, 2023, to provide comprehensive and cost-effective coverage programs through a responsive risk pool for fire service agencies; and

WHEREAS, FASIS and FDAC EBA have agreed that FASIS will change its name to Fire Risk Management Services (FRMS) and adopt an amended and restated joint exercise of powers agreement, and that FDAC EBA will assign its rights and liabilities to FRMS and adopt the same agreement as its own; and

WHEREAS, the amended and restated agreement allows FRMS to operate the programs previously operated by both FDAC EBA and FASIS, and admit members that would have been eligible to join either FDAC EBA or FASIS in the past; and

WHEREAS, Newberry Community Services District is a member of FASIS, and the Board Of Directors of Newberry Community Services District finds it in the best interest of Newberry Community Services District to continue participating in and obtaining coverage and risk management services from FASIS, which is changing its name to FRMS; and

WHEREAS, FRMS (formerly FASIS) requires the Newberry Community Services District to pass a resolution expressing the desire and commitment of Newberry Community Services District to approve the amended and restated joint exercise of powers agreement of FRMS and continue participation in FRMS, which requires a new three-year minimum participation period.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of Newberry Community Services District approves the Amended and Restated Joint Exercise of Powers Agreement for FRMS, as presented; and

BE IT FURTHER RESOLVED that the Board of Directors authorizes the General Manager to sign the Amended and Restated Joint Exercise of Powers Agreement that shall enable the Newberry Community Services District to continue participating in the joint self-insurance and risk management programs provided by FRMS.

THIS RESOLUTION DULY PASSED this _____ day of _____, 2023.

AYES:

NOES:

ABSENT:

ABSTAIN:

Attest:

Good afternoon, FASIS Members,

The Fire Agencies Self Insurance System (FASIS) and Fire Districts Association of California Employment Benefits Association (FDAC EBA) will consolidate, effective July 1, 2023, as Fire Risk Management Services (FRMS). FRMS is a multi-line risk pool providing workers' compensation and employee benefits coverages to eligible fire districts in California.

Attached is a memorandum from Jennifer Jobe, FASIS Executive Director, providing information regarding the necessary written approval of the Amended and Restated JPA. Also attached are sample resolutions for use in obtaining authorization from your district's governing body to execute the Agreement for participation in FRMS, effective July 1, 2023. As noted in the memorandum, execution of the Agreement is **due no later than June 20, 2023.**

Agenda Item – Discussion/Possible Action

D

Newberry Community Services District (NCSD) --- Project List

The NCSD is making a Project List to prioritize the planning and budgeting for maintenance and improvements within the scope of the NCSD's responsibilities. These responsibilities include planning for Fire Protection, Park and Recreation. Input from our community is always welcome.

This is a complete list sorted by Priority. We can edit the #1 priorities in the February meeting and #2 priorities March etc. until we have a final list ready for budget preparation.

Project and Need	Category	Cost (Approximate)	Timeline Needed 1-5 Years	Priority 1-5 (1 Being Top Priority)
OFFICE SPACE FOR DISTRICT EMPLOYEES (MOBILE OFFICE, UNUSED FIRE BAY)	Admin		1-5	1
Classes for Board & Staff	Admin			
Ballpark Tower (Scoreboard)	BP		.1	1
Electric @ Fire Station	FD ELE		.1	1
Fire Department	FD	ARPA	.1	1
Fire Department Bunking Quarter COMPLETED AND IN USE	FD ELE	\$10,000	.1	1
Fire Engine (combine reserves to purchase with a 10% cash discount)	FD Eng		.1	1
Park – Ball field lights/Park	BP ELE	ARPA/Grant	.1	1
Work phone for Jodi & Daphne	Admin		.1	1
Community Center sound system in place and operational	CC Snd	\$10,000	.3	1
Earthquake retrofit building	CC Bldg	3-5K	1	
Fire Engine – Our engine is old and failing	FD Eng	\$500,000	1	1
Special assessment of property - Fire & emergency services <ul style="list-style-type: none"> • Fire department services • Advanced Fire/EMS - ALS Services • Improved Fire prevention, Inspection, and education 	FD +	\$15,000	2	1
# Needed to upgrade and enhance fire and EMS services to benefit all residents, visitors, and property owners.	FD+			
# Range of options to explore for 24 hr/365 service level for best benefit to all.	FD+			
# Anticipate long range outlook of area expansion and population increase; looking specifically at Major area future projects, BNSF expansion project, projected increase business, worker pool, and population in the Barstow area.	FD+			
# Increased transportation services, I.E. increasing travel and traffic for 15 & 40 corridor, Train services (with possible road services increase .. bus, shuttle, and others) from high speed proposed project.	FD+			
Finish Breakroom/training room (drywall mildew, falling in from rains. FD roof)	FD	\$1,400	NOW	1
Electrical (Fire Station & Bunking Quarters)	FD	~\$70,000	NOW	1
Fire Truck/ Type 1 --PLAN A, by Grant	FD Eng	\$600,000 - \$900,000	Now-1yr	1
Fire Truck/ Type 1 --PLAN B, continue GSAccess auction-transport fees, registration, mechanic fees	FD Eng	\$30,000	Now-2yrs	1

Project and Need	Category	Cost (Approximate)	Timeline Needed 1-5 Years	Priority 1-5 (1 Being Top Priority)
Fire Truck/ Type 1 --PLAN C, buy used/ career FD reserves	FD Eng	\$1-\$100,000	Now-2yrs	1
Water Tender / Type 3 --PLAN A, by Grant	FD WT	\$300,000	Now-1yr	1
Water Tender / Type 3 --PLAN B, continue GSAccess auction-transport fees, registration, mechanic fees.	FD WT	\$30,000	Now-2yrs	1
Water Tender / Type 3 --PLAN C, buy used/career FD reserves \$1.	FD WT	\$1-\$50,000	Now-2yrs	1
SCBA air compressor repairs-	FD Eq	\$1,500	NOW	1
Rescue trailer-tires to be repaired/replaced	FD	\$1,000	1 yr	2
New Computers for office	Admin		.1	2
Dog training classes @ park	Prk Rec	\$0	.5	2
Fire Station staffed with volunteer firefighters full time	FD Staff	?	.5	2
Newberry CERT (Community Emergency Response Team) in place	CERT	\$3,000	.5	2
Saturday programs for kids @ park	Prk Rec	\$200	.5	2
CSD Building Update – Computers	Admin	Grant?	1	2
Emergency radio network per Jack Unger	New	\$1,500	1	2
Capping of abandoned Well-Safety people have run over it	Safety	\$5,000	2	2
Handicap Accessibility for Park-sidewalks & ???	ADA	\$20,000	2	2
Irrigation for Ballpark	BP Wtr	\$15,000	2	2
Lighting for Ball Park-May only need some bulb replacement and wiring upgrades	BP Ele	\$50,000	2	2
Park Water Repairs-to correct park water non-potable status and facilitate ballfield "re-grassing"	Prk Wtr	\$10,000	2	2
Septic Line Repairs-?????	Prk	\$20,000	2	2
Fire Department Bunking Quarter COMPLETED AND IN USE	FD			3
CSD Office open Monday through Friday	Admin	\$?	.5	3
Fireplace R & R	CC Bldg		.5	3
Kitchen upgrade to Commercial Permitted status	CC Kit		.5	3
Kitchen Update – ARPA	CC Kit	ARPA	1	3
Paint building	CC Bldg	\$1,500	1	3
Solar for building	CC Bldg		2	3
Water-Sewage Treatment	New	Grant/Co	2	3
Local area sanitation services (assumed or contracted) Newberry CSD proper control/administer trash collection for all property in Newberry Springs governance area # direct control of trash services for residents/properties # major hand in keeping blight and squalor in balance with local governance and provision of services.	New	Unknown	3-5	3

Project and Need	Category	Cost (Approximate)	Timeline Needed 1-5 Years	Priority 1-5 (1 Being Top Priority)
Bunker Gear (Jacket & pants 16 FF's X's 2 sets @ \$3000ea) (x's 2 sets per FF) looking for grants - on waiting list for rentals	FD Eq	\$50,000-\$100,000	1-3 yrs	3
Bunker Gear (each year buy 3-5 sets, build up inventory)		\$9,000-\$15,000	1 yr	3
Wildland Gear (16FF's 1 set \$700 ea)	FD Eq	\$11,200	1-3yrs	3
Finish ballfield electric/grass	BP			4
CSD able to solicit donations from the public for specific projects with a dedicated savings account for each project	Admin	\$0	.5	4
Building Structural Repairs or Replacement-?????	CC Bldg	\$250,000	4	4
Station gate (comes off the track)	FD	\$1,000-\$3,000	NOW	4
SCBA packs, tanks, mask, & 1 fill station; "? GRANT" , (tanks will be out of service by 2024-2026.Mask by 2026)	FD Eq	\$125,000	1-2 yrs	4
Hydraulic Tools (extrication/cutting tools) "looking for Grants"	FD Eq	\$30,000-\$80,000	2-3 yrs	5
Tool bench, tool box, tool shelves	FD Eq	\$3,500-\$5,000	1-5 yrs	5
Flag Pole New	FD	\$1,500-\$2,000	1 yr	7
Flag Pole (repaired & painted)		\$500?	Now	3
TIC (thermal imaging camera) "looking into Grant"	FD Eq	\$7,000	1-5 yrs	7
Generator (EU2000 portable w fights x's 2) "looking into Grant"	FD Eq	\$2,000-\$3,000 ea	3-5 yrs	7
Landscape	FD	\$1,000	1-2 yrs	8
Training props (door prop, car prop, agility prep, etc ...)	FD Eq	\$10,000-\$20,000	2-5 yrs	8
New Property (future FD) 10 acres	FD	\$30,000-\$40,000	5-10 yrs	9
New Fire Station	FD	\$1,500,000-\$2,500,000	5-10 yrs	9
New Gravel (for Station now) in drive-way areas	FD	\$500-\$1,000	1-2 yrs	9
Gravel for Training property(2 acre's in back area-after fenced)	FD	\$1,000	5 yr	9
Station sign	FD	~\$5000	2-5 yrs	9
Containers (training facility) x's 5 @40'	FD Eq	\$5,000-\$7,000 ea	5 yrs	9

Project and Need	Category	Cost (Approximate)	Timeline Needed 1-5 Years	Priority 1-5 (1 Being Top Priority)
*FUTURE- Training budget to be able to hire State Fire Marshal Instructors to train in specific fields on site, after we establish a facility to train	FD Train	~working on \$\$	5-10yrs	9
Property Fence line fencing ~ 2 acres (SVUSD gave us 2 more acres behind station)	FD	\$10,000-\$20,000	2-5 yrs	7
Chief vehicle (GSAccess Gov.auction/FED auction) (fees are for transporting, registering, insurance, lights, radio)	FD Eq	free ~\$1500-\$2,000	1-5 yrs	7
Flashlights (GSAccess Gov auction/FED) (fees transporting cost)	FD Eq	Free \$100-\$500	1-5 yrs	7
Awning / patio deck / patio cover (quarters) "applying for Home Depot donation/ grant?"	FD	\$2,500-\$5,000	1-5 yrs	9
Hoses, Nozzles, Adapters Will look into grants	FD Eq	\$7,000-\$10,000	3-5 yrs	8
Station 391- cleaned/grounds tools cleared out	FD			

F

Agenda Item Vacations – Discussion/Possible Action

Proposed Policies for Vacations. Policies from the CSDA Manual have been included for reference.

POLICY TITLE: Vacations
POLICY NUMBER: 2020

2020.1 This policy shall apply to regular and probationary employees in all classifications assigned a 12 hour work schedule.

2020.2 Paid vacations shall be accrued according to the following schedule on an annual basis:

(a) During the first year of continuous work, and the next four (4) years an amount equal to the amount of time the employee is expected to work during a normal work week. Example: If the employee works 12 hours per week, then the amount of vacation time earned during the first year is 12 hours.

(b) Six through ten years of service, the employee earns vacation time at the rate the employee is expected to work during a two week period.

2020.3 Employees who have completed six months in regular status may take their vacation time all at once, or gradually, with the approval of the General Manager. No vacation may be taken until the employee has completed at least six months in regular employee status ~~unless approved by the General Manager~~.

2020.4 Vacation time may not be accumulated or postponed. ~~The total accumulated vacation time shall not exceed that amount earned annually by the employee. Only one week of accumulated vacation may be used in addition to regular vacation time during any given year.~~

2020.5 At termination of employment for any reason, the District shall compensate the employee for his/her accumulated vacation time at his/her straight time rate of pay at the time of termination.

2020.6 The District will not require an employee to take vacation time in lieu of sick leave during periods of illness. However, the employee may elect to take vacation time in case of extended illness where sick leave has been fully used. The District will not consider granting a leave of absence for medical reasons until all accumulated sick leave and vacation time have been used.

2020.7 If a holiday falls on a workday during an employee's vacation period, that day shall be considered as a paid holiday and not vacation time.

2020.8 Vacations may be scheduled at any time during the year upon approval of the General Manger.

Revised, Approved and Adopted ~~April 22, 2014~~ March 28, 2023

CSDA Policy Manual

POLICY TITLE: Vacations
POLICY NUMBER: 3490

- 3490.1 This policy shall apply to regular and probationary employees in all classifications.
- 3490.2 Paid vacations shall be accrued according to the following schedule on an annual basis:
- a) During the first year of continuous work, (____) days;
 - b) Two through five years of service, (____) days;
 - c) Six through ten years of service, (____) days;
 - d) After ten years of service, one additional day of paid vacation for each additional year of service to a maximum of 30 days.
- 3490.3 Employees who have completed six months in regular status may take their vacation time all at once, or gradually, with the prior written approval of their supervisor. No vacation may be taken until the employee has completed at least six months in regular employee status unless approved by the General Manager in writing.
- 3490.4 Vacation time may be accumulated or postponed. The total accumulated vacation time shall not exceed that amount earned annually by the employee. Only one week of accumulated vacation may be used in addition to regular vacation time during any given year.
- 3490.5 At termination of employment for any reason, the District shall compensate the employee for his/her accumulated vacation time at his/her straight time rate of pay at the time of termination.
- 3490.6 The District will not require an employee to take vacation time in lieu of sick leave during periods of illness. However, the employee may elect to take vacation time in case of extended illness where sick leave has been fully used. The District will not consider granting a leave of absence for medical reasons until all accumulated sick leave and vacation time have been used.
- 3490.7 If a holiday falls on a workday during an employee's vacation period, that day shall be considered as a paid holiday and not vacation time.
- 3490.8 Vacations may be scheduled at any time during the year upon written approval of the [PERSONNEL DIRECTOR or other responsible managing employee].
- 3490.9 Vacations are provided by the District to employees as a period of exemption from work with pay for the purpose of rest, relaxation and recreation. This respite is a benefit and is intended as an aid in maintaining the long-term and consistent productivity and contentment of the employee. As such, pay in lieu of vacation time away from work shall not be permitted except in situations of hardship or cumulation in excess of (____) hours. Said pay off shall be submitted for written approval by the General Manager.

G

Agenda Item Sick Leave – Discussion/Possible Action

Proposed Policies for Sick Leave. Policies from the CSDA Manual have been included for reference.

POLICY TITLE: Sick Leave
POLICY NUMBER: 2025

~~2025.1 This policy shall apply to salaried and hourly employees including the General Manager, Board Secretary, Treasurer, Office Assistant and Fire Department Administrator.~~

This policy shall apply to regular and probationary employees in all classifications assigned a 12 hour work schedule.

2025.2 Sick leave is defined as absence from work due to illness, non-industrial injury or quarantine due to exposure to a contagious disease. In addition, dentist and doctor appointments and prescribed sickness prevention measures shall be subject to sick leave provided prior notice is given to the General Manager.

2025.3 Employees shall be granted twenty four (24) hours of sick leave at the beginning of each calendar year.

2025.4 Each employee may use sick leave as kin care leave, to care for sick immediate family members. It is provided for those circumstances where the employee must take time off to care for a sick family member, regardless of the seriousness of the illness. Employees should notify their supervisor to the extent feasible in order to avoid disruptions in work schedule as a result of use of kin care time. Family members covered include parents, children and spouses. Family members covered include parents, children and spouses and are defined as follows:

2025.4.1 A "child" means a biological, adopted or foster child, a stepchild, a legal ward or a child for whom an employee has accepted the duties and responsibilities of raising, such as where a grandparent raises his/her grandchild.

2025.4.2 A "parent" means a biological, foster or adoptive parent, a stepparent or legal guardian. Mothers-in-law, fathers-in-law and grandparents are also considered "parents for purposes of this division.

2025.4.3 The term "spouse" is not defined in the legislation mandating kin care, but presumably applies only to an individual to whom the employee is legally married.

2025.5 In order to receive compensation while on sick leave, the employee shall notify his/her supervisor prior to the time for beginning the regular day, or as soon thereafter as practical.

2025.6 If absence from duty by reason of illness occurs, satisfactory evidence may be required by the General Manager.

2025.7 Unused sick leave time may be bought back by the District at a rate of one half hour for each whole hour accrued. ~~Said buy back shall be limited only to time over and above 48 hours of accrued sick leave.~~ Termination for cause shall result in loss of all accrued sick leave.

Revised, Adopted and Approved: ~~August 25, 2015~~ March 28, 2023

CSDA Policy Manual

POLICY TITLE: Sick Leave

POLICY NUMBER: 3460

3460.1 This policy shall apply to probationary and regular employees in all classifications.

3460.2 Sick leave is defined as absence from work due to illness, non-industrial injury, or quarantine due to exposure to a contagious disease. In addition, dentist and doctor appointments and prescribed sickness prevention measures shall be subject to sick leave provided prior notice is provided to [SPECIFY DEPARTMENT, POSITION, PERSON, etc.].

3460.3 Employees shall earn sick leave at the rate of one working day per month, cumulative to a maximum of 60 days. The determination of total accumulated sick leave days shall be made on January 2 of each year.

3460.4 Each employee may use accrued sick leave, up to half the time accrued per calendar year, as kin care leave, to care for sick immediate-family members. It is provided for those circumstances where the employee must take time off to care for a sick family member, regardless of the seriousness of the illness. Employees should notify their supervisor to the extent feasible in order to avoid disruptions in work schedule as a result of use of kin care time. Family members covered include parents, children and spouses and are defined as follows:

3460.4.1 A "child" means a biological, adopted or foster child, a stepchild, a legal ward or a child for whom an employee has accepted the duties and responsibilities of raising, such as where a grandparent raises his/her grandchild.

3460.4.2 A "parent" means a biological, foster or adoptive parent, a stepparent or legal guardian. Mothers-in-law, fathers-in-law and grandparents are also considered "parents for purposes of this division.

3460.4.3 The term "spouse" is not defined in the legislation mandating kin care, but presumably applies only to an individual to whom the employee is legally married.

3460.5 In order to receive compensation while on sick leave, the employee shall notify his/her supervisor prior to the time for beginning the regular work day, or as soon thereafter as practical.

3460.6 If absence from duty by reason of illness occurs, satisfactory evidence may be required by the [PERSONNEL DIRECTOR or other responsible managing employee].

[OPTIONAL]

3460.7 Unused sick-leave time may be "bought back" by the District at a rate of one-half ($\frac{1}{2}$) day [specify whatever rate your district provides] for each whole day accrued. Said buy back shall be limited only to time over and above 30 days of accrued sick leave. No more than 12 days of accrued sick leave shall be bought back in any given calendar year unless employment is terminated for non-cause reasons, in which case all accrued sick leave over and above 30 days shall be bought back at said one-half ($\frac{1}{2}$) rate. Termination for cause shall result in loss of all accrued sick leave.