

POLICY TITLE: Job Description - District Treasurer
POLICY NUMBER: 2370

2370.1 Under supervision of the General Manager is responsible for managing the budget and expenditures of the District and performs the duties of an Accountant.

2370.1.1 The District Treasurer is responsible for depositing, withdrawing, transferring and investing District funds, maintaining efficient fiscal practices to maximize non-operational earnings, and maintaining cash flow for needed liquidity and makes or designates others to make deposits and withdrawals.

2370.1.2 The District Treasurer, in cooperation with the General Manager, the Fire Department Chief/Assistant Chief and the Budget Committee maintains the annual budget.

2370.1.3 The District Treasurer, in cooperation with the General Manager, makes recommendations to the Board of Directors for transfers to and from the Reserve Accounts per Policy #3030 Reserve Policy.

2370.1.4 The District Treasurer will review and approve reimbursement requests per Policy #4025.4.1 Expenditure Reimbursement.

2370.2 The District Treasurer shall attend and provide a current budget report for the Board of Directors at their monthly meetings.

2370.3 Desirable Qualifications. He/She should have a thorough knowledge of the principles and practices of creating a budget, financial record keeping, principles of accounting and computerized accounting.

2370.4 Desirable Qualifications. He/she should have knowledge of modern office methods and practices and equipment.

2370.4.1 He/she should have the ability to maintain cooperative relationships with those contacted in the course of work.

Revised, Approved and Adopted _____

Resolution Number: 74-2020

RESOLUTION OF THE NEWBERRY COMMUNITY SERVICES DISTRICT OF NEWBERRY SPRINGS APPROVING APPLICATION(S) FOR PER CAPITA GRANT FUNDS

WHEREAS, the State Department of Parks and Recreation has been delegated the responsibility by the Legislature of the State of California for the administration of the Per Capita Grant Program, setting up necessary procedures governing application(s); and

WHEREAS, said procedures established by the State Department of Parks and Recreation require the grantee's Governing Body to certify by resolution the approval of project application(s) before submission of said applications to the State; and

WHEREAS, the grantee will enter into a contract(s) with the State of California to complete project(s);

NOW, THEREFORE, BE IT RESOLVED that the NEWBERRY COMMUNITY SERVICES DISTRICT hereby:

1. Approves the filing of project application(s) for Per Capita program grant project(s); and
2. Certifies that said grantee has or will have available, prior to commencement of project work utilizing Per Capita funding, sufficient funds to complete the project(s); and
3. Certifies that the grantee has or will have sufficient funds to operate and maintain the project(s), and
4. Certifies that all projects proposed will be consistent with the park and recreation element of the NEWBERRY CSD general or recreation plan (PRC §80063(a)), and
5. Certifies that these funds will be used to supplement, not supplant, local revenues in existence as of June 5, 2018 (PRC §80062(d)), and
6. Certifies that it will comply with the provisions of §1771.5 of the State Labor Code, and
7. (PRC §80001(b)(8)(A-G)) To the extent practicable, as identified in the "Presidential Memorandum-- Promoting Diversity and Inclusion in Our National Parks, National Forests, and Other Public Lands and Waters," dated January 12, 2017, the NEWBERRY CSD will consider a range of actions that include, but are not limited to, the following:
 - (A) Conducting active outreach to diverse populations, particularly minority, low- income, and disabled populations and tribal communities, to increase awareness within those communities and the public generally about specific programs and opportunities.
 - (B) Mentoring new environmental, outdoor recreation, and conservation leaders to increase diverse representation across these areas.
 - (C) Creating new partnerships with state, local, tribal, private, and nonprofit organizations to expand access for diverse populations.

(D) Identifying and implementing improvements to existing programs to increase visitation and access by diverse populations, particularly minority, low-income, and disabled populations and tribal communities.

(E) Expanding the use of multilingual and culturally appropriate materials in public communications and educational strategies, including through social media strategies, as appropriate, that target diverse populations.

(F) Developing or expanding coordinated efforts to promote youth engagement and empowerment, including fostering new partnerships with diversity-serving and youth-serving organizations, urban areas, and programs.

(G) Identifying possible staff liaisons to diverse populations.

8. Agrees that to the extent practicable, the project(s) will provide work force education and training, contractor and job opportunities for disadvantaged communities (PRC §80001(b)(5)).

9. Certifies that the grantee shall not reduce the amount of funding otherwise available to be spent on parks or other projects eligible for funds under this division in its jurisdiction. A one-time allocation of other funding that has been expended for parks or other projects, but which is not available on an ongoing basis, shall not be considered when calculating a recipient's annual expenditures. (PRC §80062(d)).

10. Certifies that the grantee has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Procedural Guide; and

11. Delegates the authority to the GENERAL MANAGER, or designee to conduct all negotiations, sign and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the grant scope(s); and

12. Agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines.

Approved and adopted the day of 28, June 2020 .

I, the undersigned, hereby certify that the foregoing Resolution Number was duly adopted by the NEWBERRY COMMUNITY SERVICES DISTRICT following a roll call vote:

Ayes:

Noes:

Absent:

Jodi Howard

RESOLUTION # 73-2020

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NEWBERRY COMMUNITY SERVICE DISTRICT IMPLEMENTING A COST RECOVERY PROGRAM FOR FIRE PROTECTION, ACCIDENT SCENE RESPONSE AND TRAFFIC SAFETY FOR EMERGENCY RESPONSE INCIDENTS AND ALL RELATED SERVICES.

WHEREAS, Responses to and/or recovery from emergencies and disaster requires purchases to replace supplies, periodic and scheduled maintenance on apparatus, fuel purchases, staffing expenses, repair and/or replacement of protective gear and equipment as required by the agency or by law; and

WHEREAS, California Vehicle Code: 17300 authorizes fire protection departments and districts to recover reasonable and necessary costs incurred in the course of protecting life and property that exceed the normal and usual expenses anticipated. _____ will affix a \$_____ minimum preparedness and response fee to all incidents where a liable party is responsible for said action. This fee will begin to offset (but is not limited to) wear of equipment, overtime, fuel consumption, loss or damage to publicly owned equipment purchase or lease of any special equipment or services required to protect the public during a hazardous incident or materials spill; and

WHEREAS, _____ believes that its taxpayers should not be required to bear the extraordinary costs of responding to hazardous materials incidents, regardless to size, and that such extraordinary costs should be charged to the liable party and/or transporters and users of hazardous materials to reimburse the agency, and

WHEREAS, _____ has determined that vehicle accidents frequently involve traffic control necessary to reduce further liability, damage or injury to non-involved parties. Standard response results in requiring placement of emergency vehicles, as well dealing with spillage or leakage of liquids, such as oil, battery acid, fuel, antifreeze, brake fluid, transmission fluid, and other petroleum based products all of which constitute hazardous materials; and

WHEREAS, standard response requires placement of emergency vehicles, as well as dealing with spillage or leakage of liquids, such as oil, battery acid, fuel, antifreeze, brake fluid, transmission fluid, and other petroleum products, all of which constitute hazardous materials; and

WHEREAS, _____ designates EF Recovery as its designated administrative agency and representing authority establishing claim on behalf of the agency; and

Whereas, _____ must appoint those in oversight of recovering data pertinent to filing a claim for loss of time and supplies, reasonable administrative, data collection and processing costs will be included. These costs will be affixed to the total loss of the claim that shall be paid by the liable party causing said claim.

NOW, THEREFORE, BE IT RESOLVED by the governing board of Newberry Community Service District to implement a Cost Recovery Program pursuant to California Vehicle Code: 17300 and any other statutes that allow cost recovery from responsible parties.

RESPONSE RECOVERY PROGRAM



1 CHOOSE YOUR PROGRAM OPTIONS

What to Bill



Motor Vehicle Accidents & Hazmat Incidents

- Traffic control, landing zone creation, vehicle fire, debris cleanup
- Equipment use (generator time, jaws of life or saws)
- Equipment inspection and maintenance



Structure Fires

- Outside city limits or all structures
- Included in Preparedness Fee



False Alarms

- From first alarm or after a certain # of incidents
- Time period (calendar year, from alarm permit date)



Fixed Fee Services

- Lift assists
- Inspections
- Fines



Preparedness Fee

- Restocking
- Cleaning
- Equipment hose-down time



Treat/No Transport

- Bill resident
- Other program rules and guidelines

Who to Bill



- Non-Residents only? Bill everyone?
- Include irresponsible residents (DUI, burn ban)
- Mutual aid?
- Uninsured/underinsured?

How Far Do We Pursue



- Bill insurance only or direct bill uninsured
- Mail bills only or allow phone follow-up
- Soft bill (2 letters, phone call, final letter)
- Refer no-pay accounts to your collections agency
- Charity policy?



WANT TO LEARN MORE?

Visit ResponseRecovery.com and see why this program is so popular all across America!

RESPONSE RECOVERY PROGRAM



2 Pass a Resolution or Ordinance



A resolution or ordinance authorizes your department to bill for cost recovery pursuant to the program options you've selected. We can provide you with sample versions and give you input as you draft the document.

3 Sign Your Contract



We'll sign an agreement together that covers how the program will work. It includes the main contract, a Business Associate Agreement covering HIPAA data privacy and a letter authorizing us to be your cost recovery billing agent.

4 Complete the Onboarding Process



CM Software

- Entering and proofing a claim
- Checking a claim's status
- Reports



Minimum Claim Information

- Name, address, DL# of each party
- Insurance: company and policy #
- License plate # and state
- Date, time, incident location
- Narrative



Rate Table

- Equipment cost
- Labor cost
- Consumable costs



RMS Integration

- Create link between CM and your RMS
- Match CM claims to RMS incidents

5 Go Live!



When onboarding is complete, you'll be ready to submit claims to us. We'll process them, work with the insurance companies to get them paid and send you a check each month for the claims we've collected.

WANT TO LEARN MORE?

Visit ResponseRecovery.com and see why this program is so popular all across America!

Common Response Recovery Questions – Answered

I know that this is a bit of a read. The ‘elevator pitch’ for Response Recovery takes about 20 seconds. Because we are dealing with legislation, money and insurance companies the full description is a bit longer.

I will pre-answer several common questions:

- **How much does the program cost?** Nothing. EF Recovery layers our fees on top of your claim amount and the liable party pays the full amount. We do not get paid unless you get paid. Training and Uncollectable fees are taken from future recoveries. Harrison will never get a bill for Response Recovery.
- **What is the range of incidents that Response Recovery bills for?** With a strong authorizing Ordinance in place Response Recovery can bill liable parties for MVA, vehicle fire, landing zone, Hazmat, structure fires, utility stand-by, all on an actual cost basis. We can bill lift assists, false alarms and first responder fees on a per bill basis.
- **What is actual cost billing?** You determine the hourly cost for your apparatus, equipment and labor, and the replacement cost of consumables. Those rates are input into your Rate Table in our CM Web portal. Most Oregon clients use the state Mobilization rates, or FEMA rates. From the time the incident starts until the time your team is ready to respond again is the incident time. Our CM2 web-based claims system combines that incident time with the Rate Table to create a custom bill for each incident.
- **Do we have to bill every incident?** Absolutely not. You are in charge of which incident you SUBMIT to us and what you hold back.
- **Can we not bill our residents?** Absolutely. We can program into our CM Mobile app for smartphones and tablets a confirmation of Resident, Non-Resident or Unable to determine at the scene. If your Ordinance states that you will not bill residents, or that is your department policy, simply DELETE the incident.
- **How much time will this take?** Using our CM Mobile app to capture the Incident Number off the 911 feed, take photos of driver’s licenses, insurance cards, license plates/DOT#, document the scene and your response with photos. Touch SAVE. After the incident closes on your fire reporting system such as ImageTrend, you touch/click SUBMIT.
- With our **Enhanced Program** an EF Recovery biller logs into your system for that incident number and completes preparing the claim for you. We process the claim.
- On our **Standard Program** your department does the claim assembly which usually takes less than 5 minutes. We now have a “Link RMS” icon in CM Web that will access the incident information you have already entered for your NFIRS report. This pre-populates many of the fields necessary to file a successful insurance claim. A click confirms each field. Attach a police report if available. SUBMIT.
- **How much can Response Recovery get back for us?** That all depends on your run activity and how diligent you are filing good claims. Our #7 department last year is in rural New Jersey with a 2-lane highway passing thru. They have a captain with dedication to entering Response Recovery claims and a chief who created a culture of seeking costs to recover. This little township department in the middle of nowhere received over \$36,000 last year. Illinois Valley is our #4 department last year. They have the added burden of tourist traffic to the Oregon Caves. Chief Hoke has moved on to Columbia River F&R, but he speaks on our testimonial video on our

website. You will get out of Response Recovery what you put into it. And now with how little firefighters have to do to initiate a claim and how easy it is to enter, what is really required is diligence in determining if the incident fits your criteria for billing and using CM Mobile to document the incident and get information on who to bill.

For answers to other questions please contact:

EF Recovery 877-213-9047

AIR MONITORING DIVISION OF RESPONSIBILITIES (CSD OR MDAQMD)

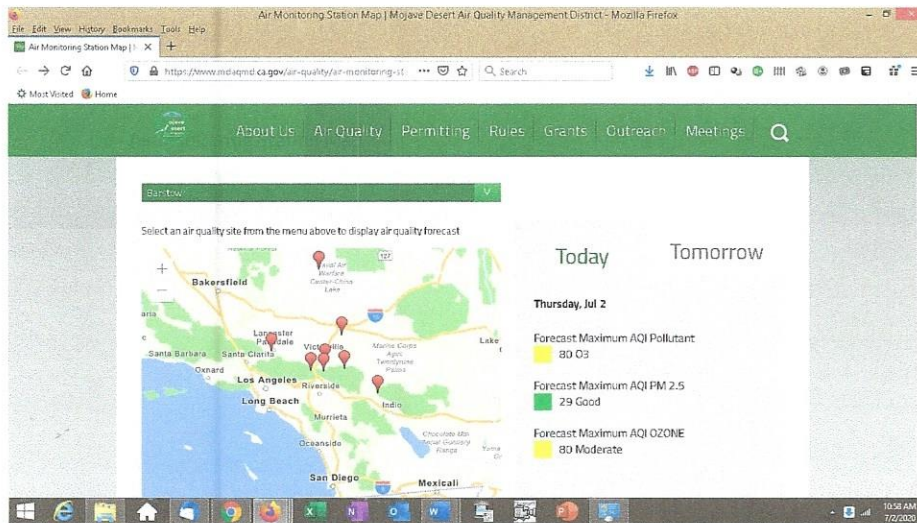
Commented [f1]: NOTE: This Air Quality information was researched and prepared during the lawsuit settlement process.

GOAL: To provide Daggett solar project real-time air quality data (PM2.5 and PM10) to residents of Newberry Springs and the surrounding area. To achieve this goal, the following division of responsibilities is suggested.

ACTION	Newberry CSD	MDAQMD
Purchase AQ monitors	X	
Ownership of AQ	X	
Choose Location(s)	X	
Choose Installation Height(s)	X	
Physically install monitors	X	
Provide monitor interconnection to MDAQMD	TBD	TBD
Maintain monitors	TBD	TBD

Notes:

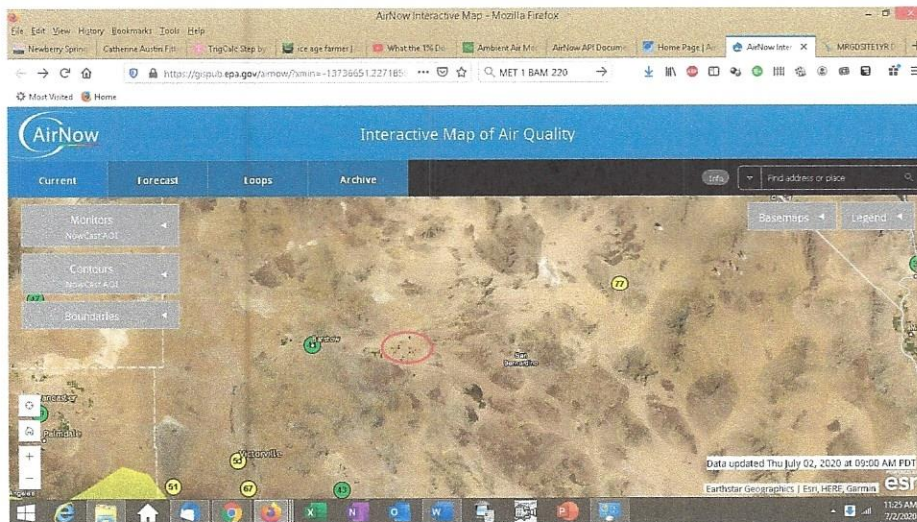
1. The Mojave Desert Air Quality Management District (MDAQMD) apparently does NOT provide real-time air quality (AQ) data. It provides only **daily** air quality **forecasts** (shown below). The local MDAQMD data is based only on the Barstow AQ monitor 10 miles upwind of the Daggett solar project. As we know, this does not reflect the AQ in Newberry Springs. Further the MDAQMD data is neither granular enough nor current enough to sufficiently inform the Newberry Springs community. The MDAQMD data is however, uploaded to the California Air Resources Board (CARB).



3. The EPA has a website called "AirNow"

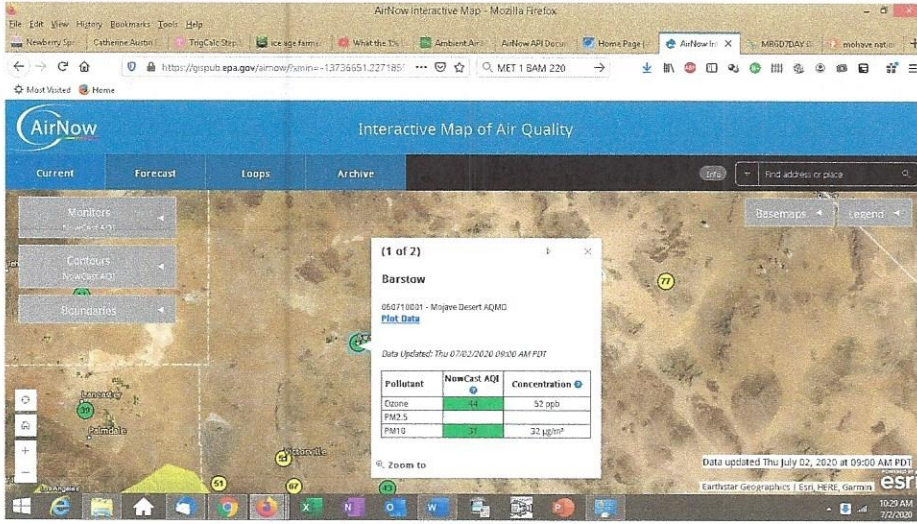
< <https://gispub.epa.gov/airnow/?xmin=-13736651.227185596&ymin=3676315.3124038368&xmax=-12249492.404869206&ymax=4618019.500877211&clayer=none&mlayer=0zonepm#>> that publishes AQ monitor data in a useful format that would provide Newberry residents with real-time PM10 data. The availability of PM2.5 data is an unknown at this time. There are no AQ monitors between Barstow and the Mojave National Preserve (the yellow Nr. 77 circle).

With the addition of Newberry's proposed two new AQ monitors upwind and downwind of the proposed solar project, the AIRNOW website would likely provide Newberry residents with sufficient data to evaluate the AQ impacts (or non-impacts) of the Daggett Solar project. Please see below. Newberry Springs is shown in the red oval.



Ver. 1.0 - July 2, 2010

For example, today's PM10 data for Barstow is shown below. The proposed new monitors would provide similar data (hopefully with the addition of PM2.5 data) for the residents of Newberry Springs.



end

NEWBERRY COMMUNITY SERVICES DISTRICT

Established 1958

REGULAR MEETING DRAFT MINUTES

(ZOOM MEETING)

June 23, 2020

Call the meeting to order- 6:16 p.m.

Pledge of Allegiance

President Springer asked all present recite the Pledge of Allegiance.

Roll Call.

Present:

President Springer
Director Deel
Director Clark
Director Paulsen
Director Unger

Absent:

Also Present: General Manager Jodi Howard, District Treasurer Kerri Zurcher, Fire Chief Daphne Lanier, Asst. Fire Chief Cory Rogers and Supervisor Lovingoods Representative Ron Frame and members of the public.

1. Approval of Agenda

Motion Director Paulsen to approve agenda. Seconded Director Clark.

Vote: **Unanimous**

Motion Passed

2. Public Comments:

a. General Public

b. Community Reports

County Supervisor Representative-

3. Reports

a. General Manager

b. Staff

c. Strategic Planning Committee –will have Zoom Meeting July 8, 2020.

4. Agenda Items- Discussion/Possible Action

a. Review and Approve 2020/2021 Budget Proposal.

Motion Director Deel to approve proposed budget as presented

Seconded Director Paulsen

Vote: **Unanimous**

Motion Passed

b. Revisit Meeting Attendance using Zoom/Open Meetings.

Discussion- the District will be using Zoom until further Notice.

c. Address Water Supply For Fire Department, Parks & Recreation.

Discussion-bring back to next meeting.

d. Closed Session Real Property Transactions Gov. Code 54956.8

Entered Closed Session-7:32 p.m.

Returned From Closed Session- 8:11 p.m.

Report out of Closed Session- Agree to accept property contingent on legal Review process.

e. Approval of Minutes for May 26 and June 10, 2020.

Motion Director Deel to accept minutes as presented. Seconded

Director Paulsen.

Vote: **Unanimous**

Motion Passed

f. Approve Bills Paid and Presented.

Motion Director Paulsen to approve bills paid and presented.

Seconded Director Deel.

Vote: **Unanimous**

Motion Passed

- 5. Old and New Business-**
Update District Treasurer job description
- 6. Directors Comments (1 min)**
Family Center is set to reopen on July 8th.
- 7. Adjournment 8:28 p.m.**

Board Secretary

Board President

NEWBERRY COMMUNITY SERVICES DISTRICT

Established 1958

SPECIAL MEETING MINUTES

July 7, 2020

Call the meeting to order- 6:17 p.m.

Pledge of Allegiance

President Springer asked all present recite the Pledge of Allegiance.

Roll Call.

Present:

President Springer
Director Deel
Director Clark
Director Paulsen
Director Unger

Absent:

Also Present: General Manager Jodi Howard and members of the public.

1. Approval of Agenda

Motion Director Unger to approve agenda. Seconded Director Deel.

Vote: Unanimous

Motion Passed

2. Public Comments:

3. Agenda Items- Closed Session

a. a. Closed Session with Legal Counsel- Existing Litigation Newberry Community Services District, et. al. v. County of San Bernardino, et. al.

(S.B. County Superior Court) CIV DS 2000745.

Government Code 54956.9(a)

Went into closed session- 6:25 p.m.

Motion Director Springer before the Board is a Settlement Agreement with Daggett Solar Power 1 LLC to resolve the litigation in case number CIVDS2000745. The proposed final settlement agreement will be entered into the record. Resolved: that the NCSD Board authorize and approve entering into the

July 7, 2020

Board Draft Min pg. 2

settlement agreement before it; that the NCSD Board authorize and approve Jodi Howard, GM, to sign the settlement agreement on behalf of the Board; and that the NCSD board authorize its counsel to take all steps necessary to effectuate NCSD's duties under the agreement that is part of the record, including filing the required documents with the court. Seconded Director Unger.

Vote: Unanimous

Motion Passed

Came back from closed session 6:46 p.m.

Report from Closed Session:

Approval given to its legal counsel of a settlement of pending litigation, as defined in Section 54956.9, at any stage prior to or during a judicial or quasi-judicial proceeding shall be reported after the settlement is final, as follows:

(A) If the legislative body accepts a settlement offer signed by the opposing party, the body shall report its acceptance and identify the substance of the agreement in open session at the public meeting during which the closed session is held.

So he will have to announce (1) that the Board accepted a settlement offer, and that the substance is the following 10 items:

- We secured a setback from solar panels from residences.
- We secured a special much larger setback for batteries from residences
- The solar company will train all area firefighters at their expense
- The Board gets to comment on Dust Control plans
- Special measures will be taken for roads to minimize dust
- Strict speed limits in place on project roads for the same
- Dust barriers will be erected
- Noise barriers will be erected
- A financial settlement of over 200k, some of which will go to state of the art air monitoring equipment
- Commitment that the company will urge the County and AQMD to accept the air-monitoring equipment and help monitor it so local residents can be better informed

4. Adjournment- 6:57 p.m.

Board Secretary

Board President

June-July 2020 Expenditures

<u>Date</u>	<u>Check #</u>	<u>Payee</u>	<u>Acct</u>	<u>Split</u>	<u>Amount</u>
06/24/2020	eft	SCE	2002.2		\$ 183.31
06/24/2020	eft	Verizon	split		\$ 244.97
			1010.5	\$ 22.62	
			1010.7	\$ 38.01	
			4006.1	\$ 184.34	
06/24/2020	17976	C&M Fence	2002.6		\$ 3,394.00
06/24/2020	17977	Heart Plumbing	4006.2		\$ 988.75
06/24/2020	17978	Jack Unger (Replaced 17971)	1005.0		\$ 50.00
07/17/2020	17979	Advanced Copy	1010.2		\$ 38.70
07/17/2020	17980	Stewart's	1010.6		\$ 170.00
07/17/2020	17981	Brandon Salgado	4007.5		\$ 10.00
07/17/2020	17982	Brian Vintus	4007.5		\$ 20.00
07/17/2020	17983	Cory Rogers	4007.5		\$ 20.00
07/17/2020	17984	Daphne Lanier	split		\$ 420.00
			2002.4	\$ 300.00	
			4007.5	\$ 120.00	
07/17/2020	17985	Jay Potter	4007.5		\$ 140.00
07/17/2020	17986	Jon Stone	split		\$ 500.00
			2003.1	\$ 425.00	
			2003.4	\$ 75.00	
07/17/2020	17987	Michelle Rodriguez	4007.5		\$ 90.00
07/17/2020	17988	Mitch Ward	4007.5		\$ 10.00
07/17/2020	17989	Roberto Rodriguez	4007.5		\$ 170.00
07/17/2020	17990	Rylan Lanier	4007.5		\$ 370.00
07/17/2020	17991	San Bernardino County Public Health	2002.5		\$ 880.00
07/17/2020	17992	FASIS	1012.8		\$ 2,189.00
07/17/2020	17993	Frontier	4006.1		\$ 54.74
07/17/2020	17994	Actium LLP	1009.1		\$ 4,992.00
07/17/2020	17995	Jack Unger	1005.0		\$ 50.00
07/17/2020	17996	Larry Clark	1005.0		\$ 50.00
07/17/2020	17997	Paula Deel	1005.0		\$ 50.00
07/17/2020	17998	Robert Springer	1005.0		\$ 50.00
07/17/2020	17999	Vickie Paulsen	1005.0		\$ 50.00
07/17/2020	18000	Clark Pest Control	2002.7		\$ 50.00
07/17/2020	18001	Desert Disposal	4006.8		\$ 160.69
07/17/2020	18002	SCE	3001.0		\$ 441.44
07/17/2020	18003	SB County Auditor	1008.0		\$ 365.96
07/17/2020	18004	Clark Pest Control	4006.4		\$ 50.00
07/17/2020	18005	Desert Disposal	4006.8		\$ 45.69
07/17/2020	18006	SCE	split		\$ 662.77
			2003.8	\$ 335.38	
			4006.6	\$ 327.39	
07/17/2020	18007	SDRMA	split		\$ 14,789.30
			1013.0	\$ 7,062.13	
			4003.3	\$ 7,727.17	
07/17/2020	18008	Streamline	1010.6		\$ 50.00

07/17/2020	18009	C&M Fence	2002.6	\$	875.00
07/21/2020	eft	Daphne Lanier	4007.1	\$	325.12
07/21/2020	eft	Jodi Howard	split	\$	1,026.46
07/21/2020	eft	Kerri Zurcher	1012.4	\$	404.03
07/21/2020	eft	Martha Elder	1012.3	\$	630.29
07/21/2020	eft	CASDU	4007.1	\$	277.05
07/23/2020	18010	Paula Deel	1005.0	\$	50.00
07/23/2020	18011	Verizon	split	\$	245.93
			1010.5	\$	22.62
			1010.7	\$	38.01
			4006.1	\$	184.76
07/23/2020	18012	Jack Unger	1005.0	\$	50.00
07/23/2020	18013	Larry Clark	1005.0	\$	50.00
07/23/2020	18014	Robert Springer	1005.0	\$	50.00
07/23/2020	18015	Vickie Paulsen	1005.0	\$	50.00
07/23/2020	18016	David Wetterman	4003.1	\$	97.55
07/23/2020	18017	Jack Unger	1010.6	\$	14.99

Newberry Community Service District
 FY 2020/21
 Budget Summary 07/24/2020

4000.0 FIRE DEPARTMENT	Budgeted	Spent	Balance
4001.0 Apparatus Lease/Purchase	\$0.00	\$0.00	\$0.00
4002.0 Capital Improvements			\$0.00
4002.1 Station	\$10,000.00	\$0.00	\$10,000.00
4002.2 Equipment	\$0.00	\$0.00	\$0.00
Capital Improvements Sub-Total	\$10,000.00	\$0.00	\$10,000.00
4003.0 Equipment Expense, Vehicle			
4003.1 Equip Exp, Vehicle, Fuel	\$7,000.00	\$946.40	\$6,053.60
4003.2 Equip Exp, Vehicle, Maint/Repair	\$10,000.00	\$0.00	\$10,000.00
4003.3 Equip Exp, Vehicle, SDRMA, Ins	\$7,000.00	\$0.00	\$7,000.00
Equipment Expense Sub-Total	\$24,000.00	\$946.40	\$23,053.60
4004.0 Equip Exp, Non-Vehicle			
4004.1 Equip Exp, Non-Vehicle, Purchase	\$10,000.00	\$370.06	\$9,629.94
4004.2 Equip Exp, Non-Vehicle, Maint/Repair	\$4,000.00	\$152.73	\$3,847.27
4004.3 Equip Exp, Non-Vehicle, First Aid Supplies	\$2,500.00	\$102.30	\$2,397.70
4004.4 Equip Exp, Non-Vehicle, Equip Fuel	\$300.00	\$0.00	\$300.00
Equipment Exp, N-V Sub-Total	\$16,800.00	\$625.09	\$16,174.91
4005.0 Dispatching Expense			
4005.1 Equipment Purchase	\$4,000.00	\$0.00	\$4,000.00
4005.2 Equipment Maint/Repair	\$1,900.00	\$0.00	\$1,900.00
4005.3 Cal Fire Dispatching	\$8,000.00	\$0.00	\$8,000.00
Dispatching Expense Sub-Total	\$13,900.00	\$0.00	\$13,900.00
4006.0 Station Expenses			
4006.1 Internet/Phone Service	\$3,500.00	\$239.50	\$3,260.50
4006.2 Station, Maint/Repair	\$3,000.00	\$0.00	\$3,000.00
4006.3 Office Supplies	\$1,100.00	\$20.27	\$1,079.73
4006.4 Pest Control	\$600.00	\$50.00	\$550.00
4006.5 Subscriptions/Memberships	\$3,000.00	\$0.00	\$3,000.00
4006.6 Station, Electric	\$3,000.00	\$327.39	\$2,672.61
4006.7 Drinking Water	\$500.00	\$120.91	\$379.09
4006.8 Trash Service	\$600.00	\$45.69	\$554.31
Station Expenses Sub-Total	\$15,300.00	\$803.76	\$14,496.24
4007.0 Firefighter Personnel Expenses			
4007.1 Fire Department Office Administrator	\$9,000.00	\$0.00	\$9,000.00
4007.4 Firefighter Appreciation	\$2,000.00	\$0.00	\$2,000.00
4007.5 Firefighter Callout Stipend	\$8,500.00	\$0.00	\$8,500.00
4007.6 Training Exp, Certification/Books/Tuition	\$5,000.00	\$0.00	\$5,000.00
4007.8 Dept of Justice, Live Scan	\$300.00	\$0.00	\$300.00
4007.10 Uniform Expense	\$500.00	\$0.00	\$500.00
Unreconciled Expenses		\$345.88	
Personnel Sub-Total	\$25,300.00	\$345.88	\$24,954.12
4008.0 Public Relations			
4008.1 Prevention	\$200.00	\$0.00	\$200.00
Public Relations Sub-Total	\$200.00	\$0.00	\$200.00
4009.0 Grant Expenses			
4009.1 Grant Expenses, Admin	\$500.00	\$0.00	\$500.00
4009.2 Grant Expenses, Purchases	\$0.00	\$0.00	\$0.00
Grant Expenses Sub-Total	\$500.00	\$0.00	\$500.00
4010.0 Explorer's Expenses			
4010.1 Explorer's Expenses Admin	\$1,000.00	\$0.00	\$1,000.00
Explorer's Expenses Sub-Total	\$1,000.00	\$0.00	\$1,000.00
TOTAL	\$107,000.00	\$2,721.13	\$104,278.87

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1000.0 ADMINISTRATION	Budgeted	Spent	Balance
1001.0 Advertising	\$300.00	\$0.00	\$300.00
1003.0 Auditor	\$10,000.00	\$0.00	\$10,000.00
1004.0 Bank Fees	\$200.00	\$0.00	\$200.00
1005.0 Director Stipends	\$4,000.00	\$500.00	\$3,500.00
1006.0 Education			
1006.1 Education, Tuition	\$1,000.00	\$0.00	\$1,000.00
1006.2 Education, Books	\$200.00	\$0.00	\$200.00
1006.3 Education, Lodging	\$600.00	\$0.00	\$600.00
1006.4 Education, Mileage	\$300.00	\$0.00	\$300.00
Education Sub-Total	\$2,100.00	\$0.00	\$2,100.00
1007.0 Election Expenses	\$2,500.00	\$0.00	\$2,500.00
1008.0 LAFCO	\$700.00	\$365.96	\$334.04
1009.0 Legal Expenses	\$15,000.00	\$0.00	\$12,345.98
1009.1 Legal Expenses-Solar Project		\$2,654.02	
Legal Expenses Subtotal		\$2,654.02	\$12,345.98
1010.0 Office Expenses			
1010.1 Office Supplies	\$1,500.00	\$0.00	\$1,500.00
1010.2 Office Equipment, Maint/Repair	\$1,400.00	\$0.00	\$1,400.00
1010.3 Office Equipment, Purchases	\$500.00	\$0.00	\$500.00
1010.4 Postage/Shipping	\$500.00	\$0.00	\$500.00
1010.5 Office Telephone	\$400.00	\$23.16	\$376.84
1010.6 Subscriptions/Membership Fees	\$4,000.00	\$64.99	\$3,935.01
1010.7 Office Internet	\$1,500.00	\$38.01	\$1,461.99
Office Expenses Sub-Total	\$9,800.00	\$126.16	\$9,673.84
1012.0 Administrative Personnel Expenses			
1012.1 Salary, Board Secretary	\$2,000.00	\$0.00	\$2,000.00
1012.2 Salary, General Manager	\$12,000.00	\$0.00	\$12,000.00
1012.3 Salary, Office Assistant	\$8,500.00	\$0.00	\$8,500.00
1012.4 Salary, Treasurer	\$4,500.00	\$0.00	\$4,500.00
1012.5 Payroll Tax Payment	\$7,000.00	\$0.00	\$7,000.00
1012.7 Dept of Justice-Live Scan	\$100.00	\$0.00	\$100.00
1012.8 Workers Comp Insurance	\$8,000.00	\$0.00	\$8,000.00
1012.9 Staff Mileage	\$300.00	\$0.00	\$300.00
Admin Personnel Expenses Sub-Total	\$42,400.00	\$0.00	\$42,400.00
1013.0 SDRMA Insurance, Liability/Bonding	\$4,000.00	\$2,189.00	\$1,811.00
Administrative Total	\$91,000.00	\$5,835.14	\$85,164.86

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2000.0 PARK & RECREATION	Budgeted	Spent	Balance
2001.0 Community Events			
2001.1 Community Events, Advertising	\$300.00	\$0.00	\$300.00
2001.2 Community Events, Expenses	\$12,000.00	\$0.00	\$12,000.00
Community Events Sub-Total	\$12,300.00	\$0.00	\$12,300.00
2002.0 Community Center Expenses			\$0.00
2002.1 Consumable Supplies	\$400.00	\$0.00	\$400.00
2002.2 CSD Electric	\$4,000.00	\$347.19	\$3,652.81
2002.3 CSD Propane	\$2,000.00	\$0.00	\$2,000.00
2002.4 Contract Labor, Cleaning	\$4,200.00	\$300.00	\$3,900.00
2002.5 Health Permits	\$1,400.00	\$880.00	\$520.00
2002.6 CSD Building, Maint/Repair	\$12,000.00	\$875.00	\$11,125.00
2002.7 Pest Control	\$600.00	\$50.00	\$550.00
Community Center Sub-Total	\$24,600.00	\$2,452.19	\$22,147.81
2003.0 Grounds Expenses			
2003.1 Contract Labor, Landscaping	\$5,500.00	\$425.00	\$5,075.00
2003.2 Disposal Services	\$2,300.00	\$160.69	\$2,139.31
2003.3 Maint/Repair, Equipment	\$1,800.00	\$0.00	\$1,800.00
2003.4 Maint/Repair, Grounds	\$5,000.00	\$75.00	\$4,925.00
2003.5 Maint/Repair, Well	\$2,000.00	\$0.00	\$2,000.00
2003.6 Mojave Water Agency Fees	\$200.00	\$67.35	\$132.65
2003.7 Park, Capital Improvements	\$45,000.00	\$0.00	\$45,000.00
2003.8 Park, Electric	\$1,800.00	\$2,362.71	-\$562.71
2003.9 Water Testing	\$500.00	\$215.00	\$285.00
Grounds Expenses Sub-Total	\$64,100.00	\$3,305.75	\$60,794.25
TOTAL	\$101,000.00	\$5,757.94	\$95,242.06

3000.0 STREET LIGHTS	Budgeted	Spent	Balance
3001.0 Street Lights	\$6,500.00	\$4,972.00	\$1,528.00

CASH ACCOUNT BALANCES (as of 7/24/2020)

116. CD Account	\$138,403.75
117. Savings Account	\$197,677.75
118. FD Reserve	\$33,983.69
120. Checking Account	\$503,670.39
Total Cash Balance	\$873,735.58

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5000.0 INCOME	Budgeted	Balance
5001.0 Interest		
5001.1 Checking Interest	\$0.00	\$0.00
5001.2 CD Interest	\$500.00	\$0.00
5001.3 Savings Interest	\$800.00	\$0.00
Interest Total	\$1,300.00	\$0.00
5002.0 Rental Income		
5002.1 Building Rental	\$500.00	\$0.00
5002.2 Equipment Rental	\$130.00	\$0.00
Rental Income Total	\$630.00	\$0.00
5003.0 Fire Department Income		
5003.1 FD, Burn Permits	\$2,000.00	\$70.00
5003.2 FD, Response Charges	\$50.00	\$5.00
5003.3 FD, Grant Income	\$0.00	\$0.00
5003.4 FD, Donations	\$0.00	\$0.00
5003.5 FD, Reserve Transfer	\$10,000.00	\$0.00
Fire Department Income Total	\$12,050.00	\$75.00
5004.0 Other Income		
5004.2 Purchase Card Rebate	\$500.00	\$0.00
5004.3 Copies	\$20.00	\$0.00
5004.4 Fireworks Donations	\$6,000.00	\$2,610.00
5004.6 Misc. Income	\$0.00	\$246,000.00
5004.7 Reserve Transfer	\$50,000.00	\$0.00
Other Income Total	\$56,520.00	\$248,610.00
5005.0 San Bernardino County Tax Share	\$235,000.00	\$1,333.54
TOTAL	\$305,500.00	\$250,018.54

82% to Anticipated Income

EXPENSE TOTALS	Budgeted	Spent	Balance
1000.0 Administration	\$91,000.00	\$5,835.14	\$85,164.86
2000.0 Park and Recreation	\$101,000.00	\$2,612.88	\$98,387.12
3000.0 Street Lights	\$6,500.00	\$441.44	\$6,058.56
4000.0 Fire Department	\$107,000.00	\$2,721.13	\$104,278.87
TOTAL	\$305,500.00	\$11,610.59	\$293,889.41

4% Budget Spent