

**BIG BEAR CITY COMMUNITY SERVICES DISTRICT  
FY 2017/18 BUDGET PLANNING WORKSHOP  
SPECIAL MEETING MINUTES – MARCH 7, 2017**

**CALL TO ORDER**

The Board of Directors of the Big Bear City Community Services District held a special meeting on Tuesday, March 7, 2017 at 1:30 p.m. at the District Office located at 139 E. Big Bear Blvd., Big Bear City, California, 92314.

President Green called the meeting to order and Director Russo led the Pledge of Allegiance.

**BOARD MEMBERS PRESENT**

John Green, Karyn Oxandaboure, John Russo, Larry Walsh, and Al Ziegler were present.

**OTHERS PRESENT**

MEMBERS OF THE PUBLIC included: Greg Ricketts and Bob Ybarra.

DISTRICT EMPLOYEES included: Ken Booth, Information Technologies Manager; Dave Chlebig, Water Foreman; Jerry Griffith, Water Superintendent; Jennifer Hall, Customer Service Representative; Brian Harris, Solid Waste Foreman; Donna Horn, Administrative Department Manager; Andy Keller, Sewer Foreman; Shari Strain, Finance Officer; Morgan Szabad, Customer Service Representative; Nathan Zamorano, Sewer Superintendent; Scott Heule, General Manager and, Mary Reeves, Human Resources Manager/Secretary of the Board.

**AGENDA APPROVAL**

**MOTION**

Upon motion by Director Oxandaboure, seconded by Director Ziegler, and carried by the following vote:

AYES:	GREEN, OXANDABOURE, RUSSO, WALSH, ZIEGLER
NOES:	NONE
ABSENT:	NONE
ABSTAINS:	NONE

The Board approved the agenda as presented.

**PUBLIC COMMENT**

No public comments were offered.

**OPEN SESSION:**

A. FY 2017/18 Budget Planning Workshop - Discussion and direction

General Manager Scott Heule presented an overview of the Fiscal Year 2017/18 budget process to date. He noted that the Water, Sewer, and Solid Waste committees had met to review the preliminary budgets of the departments and went line-by-line through the budgets. The preliminary budgets were updated based on the committees' recommendations.

Representatives from the Solid Waste, General Services, Water, and Sewer departments presented highlights of their FY 2017/18 draft budgets. Discussion from each department focused on their proposed capital improvement projects, vehicle replacements, and any larger variances in the proposed operations and maintenance budgets.

Finance Officer Shari Strain discussed the rate increases needed for FY 2017/18. She went over various rate increase scenarios and showed the relationship to meeting the District's Reserve Policy. The Board discussed the rate increases for the Water, Sewer, and Solid Waste departments.

Staff was directed to continue development of the budgets to include a 10% rate increase for Solid Waste services, a 6% rate increase for Water services, and a 1% increase in the rates for Sewer services. Staff will continue development of the budgets as directed by the Board.

**PUBLIC COMMENT**

No public comments were offered.

**ADJOURNMENT**

By consensus of the Board, the meeting was adjourned at 4:38 p.m.

  
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Mary T. Reeves, Secretary of the Board  
Big Bear City Community Services District