

**BIG BEAR CITY COMMUNITY SERVICES DISTRICT
SPECIAL MEETING MINUTES – JUNE 15, 2017**

CALL TO ORDER

The Board of Directors of the Big Bear City Community Services District held a special meeting on Thursday, June 15, 2017 at 4:00 p.m. at the District Office located at 139 E. Big Bear Blvd., Big Bear City CA 92314.

President Green called the meeting to order at 4:00 p.m. and 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: None.

DISTRICT EMPLOYEES included: Shari Strain, Finance Officer and Mary Reeves, Human Resources Manager/Secretary of the Board.

OTHERS PRESENT included: Big Bear Fire Authority Senior Finance Officer Shirley Holt and Fire Chief Jeff Willis

PUBLIC COMMENT

There were no public comments offered or heard.

OPEN SESSION

- A. Discussion of Matters of Equity through Consolidation of the Big Bear City Community Services District and the Big Bear Lake Fire Protection District – Discussion and Possible Action

Big Bear Fire Authority (BBFA) Senior Finance Officer Shirley Holt shared a power point presentation regarding a list of items that are relevant to equitable consolidation regarding assets and liabilities. She noted that there are three in-process projects that could impact the decision on how to allocate resources. These projects are the Master Plan, the represented Safety Members' Memorandum of Understanding, and the 2018-19 Combined Agency Budget. The Board asked questions and Ms. Holt and BBFA Fire Chief Jeff Willis responded to the questions and explained the issues involved. The Board received the informational presentation regarding the equitable allocation of assets and liabilities to be applied to the combined agency through the consolidation process.

B. General Fund property Tax Revenue Sources and Uses – Discussion and Possible Action

Big Bear Fire Authority Fire Chief Jeff Willis reviewed the history of the General Fund property tax of the Community Services District (CSD) and its use for the CSD Fire and Ambulance operations. He noted that on June 6, 2016, the Board approved the BBCSD Fire and Ambulance budgets for fiscal year 2016-17. With the approval of that budget, financial management of CSD Fire and Ambulance operations was transferred to the Big Bear Fire Authority. Staff indicated the need for an agreement between the CSD, the Fire Protection District, and the Fire Authority, obligating the CSD General Fund property tax out into future years. Staff was also seeking acknowledgement that with the approval of the fiscal year 2016-17 Fire and Ambulance budgets, the CSD Board authorized the transfer of The General Fund property tax revenue to the CSD Fire Department as managed by the Fire Authority.

MOTION

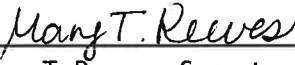
Upon motion by Director Oxandaboure, seconded by Director Russo, and carried by the following vote:

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

The Board approved the transfer of all General Fund property tax of CSD to the CSD Fire Department as managed by the Fire Authority for fiscal year 2016-17. The Board also authorized staff to pursue the development of an agreement between the CSD, the Fire Protection District, and the Fire Authority to include expected revenue sources and uses.

ADJOURNMENT

By consensus of the Board, the meeting was adjourned at 5:11 p.m.



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