

**BIG BEAR CITY COMMUNITY SERVICES DISTRICT  
REGULAR BOARD MEETING MINUTES  
FEBRUARY 6, 2017**

**CALL TO ORDER**

The Big Bear City Community Services District Board of Directors held a regular meeting on Monday, February 6, 2017 at 5:00 p.m. at 139 East Big Bear Boulevard, Big Bear City, California 92314.

President Green called the meeting to order at 5:00 p.m. The Directors paused for a moment of silence and Director Oxandaboure led the Pledge of Allegiance.

**BOARD MEMBERS PRESENT**

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

**BOARD MEMBERS ABSENT**

No Board Members were absent.

**OTHERS PRESENT**

MEMBERS OF THE PUBLIC who signed in included: None.

DISTRICT EMPLOYEES included: Jerry Griffith, Water Superintendent; Kaylyn Johnson, Customer Service Representative; Scott Heule, General Manager, and Mary Reeves, Human Resources Manager/Secretary of the Board.

**PRESENTATIONS**

There were no presentations.

**INFORMATION ITEMS**

A. Reminder of February 16, 2017 Special Board Meeting – Orientation

President Green reminded the Board regarding the upcoming Special Meeting to be held on Thursday, February 16, 2017. This Board orientation will take place both here at the District office and at the Paradise Yard.

B. District Holiday on February 20, 2017 – Regular Meeting to be held February 21, 2017

President Green announced that the next Regular Board Meeting falls on a District Holiday and will be held on Tuesday, February 21, 2017.

**CONSENT CALENDAR**

The Board reviewed the items on the consent calendar.

**MOTION**

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

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

The Board approved the following consent items as presented:

- A. Minutes of the Regular Meeting of January 16, 2017

**REQUESTS FOR CONTINUANCE**

There were no requests for continuance.

**ITEMS REMOVED FROM THE CONSENT CALENDAR FOR DISCUSSION**

There were no items removed from the consent calendar for discussion.

**COMMITTEE, BOARD MEMBER, & FIRE DEPARTMENT REPORTS**

- A. The following Committees met since the last Board Meeting: None

There were no Board Committee or Board member reports.

- B. Fire Department Report: Informational

Big Bear Fire Authority Fire Chief Jeff Willis presented information regarding the Fire Department. He suggested the need for a Big Bear City Community Services District committee meeting to discuss land acquisition needs in the East Valley. An Administrative Committee meeting was scheduled for Thursday, March 2, 2017 at 4:00 p.m.

**STAFF REPORTS**

The General Manager’s report was discussed, received, and filed.

**UNFINISHED BUSINESS**

- A. Annual Review of 5-Year Strategic Plan

General Manager Scott Heule reported that Strategic Element 7 in the June 2016 Big Bear City CSD Five-Year Strategic Plan is *"Promote Best Board Practices of High-Level Stewardship, Transparency, and Planning for the District."* Within this element is Strategic Goal 7.4, *"Review the District Strategic Plan Annually."* Staff presented the updated Strategic Plan based on the comments received at the January 16, 2017 Board Meeting. Director Walsh suggested a few additional edits to be incorporated: Strategic Goal 3.1, change the word *bathrooms* to *restrooms*; Strategic Goal 4.3, add *25-year* to the title, Strategic Goal 7.3, capitalize *Board* in the last sentence; Update the Executive Review Table with corrected titles; and Change the Fiscal Year completed column in the Executive Review Table for Strategic Goal 7.3 to *Bi-annually in Even Years*.

### **MOTION**

Upon motion by Director Walsh, 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 updated Strategic plan as amended to include the edits above.

### **NEW BUSINESS/ADOPTION AGENDA/DISCUSSION/NOTICED HEARINGS**

#### A. Request for Qualifications for the District's Water Master Plan

Water Superintendent Jerry Griffith reported that staff was requesting permission to advertise a Request for Qualifications (RFQ) to update the District's Water Master Plan. He reviewed the submittal requirements and said that qualified returned proposals will go before the Water Committee when received. The Board expressed their concern regarding the anticipated cost of the plan and wanted to know if any portions of the previous plan could be used to save costs. Staff will include language in the RFQ to see if this is possible.

### **MOTION**

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

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

The Board directed staff to advertise a Request for Qualifications for the District's Water Master Plan.

#### B. Sustainable Groundwater Management Act (SGMA) and Formation of a Groundwater

## Sustainability Agency (GSA)

General Manager Scott Heule reported that he and General Manager of the City of Big Bear lake Department of Water and Power (DWP) attended a meeting with the Department of Water Resources (DWR) in Glendale on January 19, 2017. At that meeting they became convinced that the Bear Valley Groundwater Basin was not going to be reprioritized to low from medium prior to June 30, 2017. It appears that the best approach is to move forward and form a Groundwater Sustainability Agency (GSA). Mr. Heule explained a power point presentation that included information on the Sustainable Groundwater Management Act (SGMA) and its requirements. Mr. Heule noted that the FY 2016-17 Budget include a \$40,000 line item for organizing and setting up a GSA which he believes will be more than sufficient to cover the immediate costs. He explained the process involved and went over several issues that will need to be decided in the future.

### **MOTION**

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

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

The Board directed staff to initiate the process of forming of a Groundwater Sustainability Agency Joint Powers Agreement under the Sustainable Groundwater Management Act with the City of Big Bear Lake Department of Water and the Big Bear Municipal Water District.

### C. Paradise Park Project Lease Agreement Termination

General Manager Scott Heule reported that San Bernardino County Special Districts submitted a press release to the Grizzly Newspaper published on Wednesday January 25, 2017 indicating that they were no longer considering building Paradise Park. Their press release indicated that during CEQA consultation, the San Manual Band of Mission Indians provided detailed information concerning important Tribal Cultural Resources present on the property. A copy of the letter from the San Manual Band describing the rationale for their opposition to the location of the park project was presented. In June 2015, the District and County signed a 40-year lease agreement for the proposed Paradise Park property. Provisions in the lease stipulated that the County would build a park on the property. Their decision not to build a park is cause for termination of the lease agreement. Several Board members expressed their disappointment that Paradise Park will not be built.

### **MOTION**

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

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

The Board terminated the June 2015 property lease agreement with the Recreation and Parks District in accordance with provisions in the lease.

**NON-AGENDA PUBLIC TESTIMONY**

No public comments were offered or heard.

**DIRECTORS' CLOSING COMMENTS/ANNOUNCEMENT OF COMING EVENTS**

No closing comments were offered.

**CLOSED SESSION**

President Green announced the following closed session item and read it into the record:

- A. CONFERENCE WITH LABOR NEGOTIATOR (Government Code Section 54957.6)  
Agency Negotiators: Board of Directors, General Manager  
Employee Organization: Big Bear City Community Services District Employees Association

At 6:53 p.m., the Board entered into closed session.

**REPORT FROM CLOSED SESSION**


At 7:30 p.m., the Board reconvened to open session and President Green reported on the closed session item.

- A. CONFERENCE WITH LABOR NEGOTIATOR (Government Code Section 54957.6)  
Agency Negotiators: Board of Directors, General Manager  
Employee Organization: Big Bear City Community Services District Employees Association

President Green reported that no reportable action had taken place.

**ADJOURNMENT**

By consensus of the Board, the meeting was adjourned at 7:31 p.m.

  
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Mary T. Reeves  
Secretary of the Board