

**BIG BEAR CITY COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING MINUTES
AUGUST 21, 2017**

CALL TO ORDER

The Big Bear City Community Services District Board of Directors held a regular meeting on Monday, August 21, 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. 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: Rob Robbins

DISTRICT EMPLOYEES included: Jerry Griffith, Water Superintendent; Donna Horn, Administrative Department Manager; Shari Strain, Finance Officer; Jon Zamorano, Solid Waste Superintendent; Mary Reeves, General Manager, and Morgan Szabad, Human Resources Manager/Secretary of the Board.

PRESENTATIONS

There were no presentation items.

INFORMATION ITEMS

- A. Discuss September 4, 2017 Regular Board Meeting – Possible Adjournment due to Holiday

General Manager Mary Reeves explained that September 4, 2017 is Labor Day, a legal and District recognized holiday. District Ordinance 2015-01 states, "If the time appointed for a regular meeting falls upon a legal or District holiday, such meeting shall be held at the same hour on the next succeeding business day of the District unless adjourned." Ms. Reeves reported that as of this date, staff is not aware of any action items, other than consent items, to include in a meeting to be held on Tuesday, September 5, 2017. By consensus of the Board, it was decided to adjourn the September 4, 2017 meeting to the next regularly scheduled meeting on Monday, September 18, 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 - Regular Meeting August 7, 2017
- B. Cash/Checks Disbursements July 2017 \$330,362.83
 Credit Card Purchases July 2017 \$11,299.69

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 REPORTS

- A. The following Committees met since the last Board Meeting
 - Water, August 10, 2017

Director Russo reported that the Water Committee had met on August 10, 2017 to discuss various water department topics including service connections at 2030 Erwin Ranch Road. The recommendation of the Water Committee is to follow District policy and to require the service connection fees for 2030 Erwin Ranch Rd.

FIRE DEPARTMENT BUSINESS

There was no Fire Department Business.

STAFF REPORTS

The General Manager’s report was discussed, received, and filed. General Manager Mary Reeves explained that since the Full Board Packet had been distributed there was a change to her report. The meeting of the BVBGSA tentative rescheduled date of Thursday, September 28, 2017 at 4:30 p.m. has been updated to Tuesday, October 3, 2017 at 4:30 p.m.

The Supervisors’ monthly reports for July 2017 were discussed, received, and filed.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS/ADOPTION AGENDA/DISCUSSION/NOTICED HEARINGS

- A. Proposed Resolution 2017-11 – A Resolution of the Board of Directors of the Big Bear City Community Services District Authorizing The General Manager To Apply For Financing Through The State Water Resources Control Board’s Financial Assistance Program
- B. Proposed Resolution 2017-12 – A Resolution of the Board of Directors of the Big Bear City Community Services District Requesting The Reimbursement Of Certain Expenditures For The Water System Improvement Project
- C. Proposed Resolution 2017-13 – A Resolution of the Board of Directors of the Big Bear City Community Services District Authorizing The General Manager To Sign Financing Agreement, Amendments, and Certifications For Funding Under The Drinking Water State Revolving Fund (DWSRF); Authorizing The General Manager To Approve Claims For Reimbursement; Authorizing The General Manager To Execute Budget and Expenditure Summary; Authorizing The General Manager To Sign The Final Release Form and The General Manager To Sign The Certification Of Project Completion (only applies to construction projects); and Pledging and Dedicating Net Water Revenues To Payment Of DWSRF Financing

General Manager Reeves explained that Proposed Resolutions 2017-11, 2017-12 and 2017-13 are a requirement of the Drinking Water State Revolving Fund (DWSRF) as part of the financial security package. President Green referenced a letter from a concerned citizen regarding Resolutions 2017-11, 2017-12 and 2017-13 and explained why the decision to was made to finance. Staff recommendation is to adopt Resolutions 2017-11, 2017-12 and 2017-13.

MOTION

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

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

The Board adopted Resolutions 2017-11, 2017-12 and 2017-13, the caption of which reads as follows:

RESOLUTION 2017-11

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BIG BEAR CITY COMMUNITY SERVICES DISTRICT AUTHORIZING THE GENERAL MANAGER TO APPLY FOR FINANCING THROUGH THE STATE WATER RESOURCES CONTROL BOARD’S FINANCIAL ASSISTANCE PROGRAM

RESOLUTION 2017-12

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BIG BEAR CITY COMMUNITY SERVICES DISTRICT REQUESTING THE REIMBURSEMENT OF CERTAIN EXPENDITURES FOR THE WATER SYSTEM IMPROVEMENT PROJECT

RESOLUTION 2017-13

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BIG BEAR CITY COMMUNITY SERVICES DISTRICT AUTHORIZING THE GENERAL MANAGER TO SIGN A FINANCING AGREEMENT, AMENDMENTS, AND CERTIFICATIONS FOR FUNDING UNDER THE DRINKING WATER STATE REVOLVING FUND (DWSRF); AUTHORIZING THE GENERAL MANAGER TO APPROVE CLAIMS FOR REIMBURSEMENT; AUTHORIZING THE GENERAL MANAGER TO EXECUTE BUDGET AND EXPENDITURE SUMMARY; AUTHORIZING THE GENERAL MANAGER TO SIGN THE FINAL RELEASE FORM AND THE GENERAL MANAGER TO SIGN THE CERTIFICATION OF PROJECT COMPLETION (only applies to construction projects); AND PLEDGING AND DEDICATING NET WATER REVENUES TO PAYMENT OF DWSRF FINANCING

See BCCSD Resolution and Ordinance Book Number 33 for complete copy of Resolutions 2017-11, 2017-12 and 2017-13.

- D. Proposed Resolution 2017-14 – A Resolution of the Big Bear City Community Services District Approving the Updated Joint Powers Agreement Forming the Bear Valley Groundwater Sustainability Agency to Add the Big Bear Area Regional Wastewater Agency as a Member

General Manager Mary Reeves reported that since the formation of the Bear Valley Groundwater Sustainability Agency (GSA), staff has met with legal counsel to add BBARWA to the JPA with the stipulations of keeping a three member Board, and that the Director from the CSD will also represent BBARWA on the JPA Board. In order to protect BBARWA’s interests, the CSD Director must be on both the CSD and BBARWA Board of Directors. President Green changed the GSA Board alternate from Director Walsh to Director Oxandaboure.

MOTION

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

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

The Board adopted Resolution 2017-14 the caption of which reads as follows:

RESOLUTION 2017-14

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BIG BEAR CITY COMMUNITY SERVICES DISTRICT APPROVING THE UPDATED JOINT POWERS AGREEMENT FORMING THE BEAR VALLEY BASIN GROUNDWATER SUSTAINABILITY AGENCY TO ADD THE BIG BEAR AREA REGIONAL WASTEWATER AGENCY AS A MEMBER

See BCCSD Resolution and Ordinance Book Number 33 for complete copy of Resolutions 2017-14.

NON-AGENDA PUBLIC TESTIMONY

No public comments were offered or heard.

DIRECTORS' CLOSING COMMENTS/ANNOUNCEMENT OF COMING EVENTS

The Board Members made their closing comments and announcements of coming events.

CLOSED SESSION


There were no closed session items.

REPORT FROM CLOSED SESSION

There were no closed session items.

ADJOURNMENT

By consensus of the Board, the meeting was adjourned at 5:31 p.m.


Morgan Szabad
Secretary of the Board