

**BIG BEAR CITY COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING MINUTES
AUGUST 15, 2022**

CALL TO ORDER

The Big Bear City Community Services District Board of Directors held a regular meeting on Monday, August 15, 2022 at 5:00 p.m. at 139 East Big Bear Boulevard, Big Bear City, California 92314.

President Walsh called the meeting to order at 5:00 p.m. and Director Ziegler led the Pledge of Allegiance.

BOARD MEMBERS PRESENT VIA ROLL-CALL

Bob Rowe, John Russo Larry Walsh, and Al Ziegler were present.

BOARD MEMBERS ABSENT

John Green was absent.

OTHERS PRESENT

MEMBERS OF THE PUBLIC who signed in included: Jo Rowe.

DISTRICT EMPLOYEES included: Jerry Griffith, Water Superintendent; Donna Horn, Administrative Department Manager; Kaylyn Johnson; Customer Service Representative; Jeanette Prickett, Finance Officer; Nathan Zamorano, Sewer Superintendent; Mary Reeves, General Manager, and Morgan Szabad, Human Resources Manager/Secretary of the Board.

PRESENTATIONS

There were no presentation items.

INFORMATION ITEMS

A. Possible Adjournment of September 5, 2022 Regular Board Meeting

General Manager Mary Reeves explained that September 5, 2022 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 6, 2022. By consensus of the Board the September 5, 2022 meeting was adjourned to the next regularly scheduled meeting on Monday, September 19, 2022.

B. Certificate Recognizing the Big Bear Valley Education Trust on the Pebble Plains Ecological Reserve

General Manager Reeves announced that the Big Bear Chamber of Commerce will be having a ribbon cutting ceremony in honor of the Big Bear Valley Education Trust's Pebble Plains Ecological Reserve and Monument on August 23, 2022. Ms. Reeves stated that Director Green has volunteered to represent the District and present the certificate at the ceremony.

MOTION

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

| | |
|-----------|-----------------------------|
| AYES: | ROWE, RUSSO, WALSH, ZIEGLER |
| NOES: | NONE |
| ABSENT: | GREEN |
| ABSTAINS: | NONE |

The Board approved the Certificate of Appreciation for the Big Bear Valley Education Trust in recognition of the Pebble Plains Ecological Reserve and Monument.

CONSENT CALENDAR

The Board reviewed the items on the consent calendar.

MOTION

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

| | |
|-----------|-----------------------------|
| AYES: | ROWE, RUSSO, WALSH, ZIEGLER |
| NOES: | NONE |
| ABSENT: | GREEN |
| ABSTAINS: | NONE |

The Board approved the following consent items as corrected:

- A. Minutes - Regular Meeting August 1, 2022
- B. Cash/Checks Disbursements and Credit Card Purchases - July 2022 \$2,333,378.13

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:

- Sewer, August 2, 2022

General Manager Reeves reported the Sewer Committee met on August 2, 2022 to discuss unpermitted improved properties. Ms. Reeves noted that the committee was not in favor of a discounted rate, and directed staff to prepare a policy to bring to the Board at a later date.

STAFF REPORTS

The General Manager's Report and Supervisors' Monthly Reports for July 2022 were discussed, received, and filed.

UNFINISHED BUSINESS

A. Updated Replenish Big Bear Project Benefits Memorandum of Understanding

General Manager Reeves explained that on September 20, 2021 the Board authorized the General Manager to execute a Replenish Big Bear Project Benefits Memorandum of Understanding (MOU) that identified the beneficiaries and related benefits of the Replenish Big Bear Project. Ms. Reeves stated that on July 13, 2022 the County of San Bernardino provided edits to the MOU. Board and public comments were heard.

MOTION

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

| | |
|-----------|-----------------------------|
| AYES: | ROWE, RUSSO, WALSH, ZIEGLER |
| NOES: | NONE |
| ABSENT: | GREEN |
| ABSTAINS: | NONE |

The Board approved and authorized the General Manager to execute the updated Replenish Big Bear Project Benefits Memorandum of Understanding which includes the County of San Bernardino edits.

NEW BUSINESS/ADOPTION AGENDA/DISCUSSION/NOTICED HEARINGS

A. Proposed Resolution 2022-16 – A Resolution of the Big Bear City Community Services District Approving the Annual Carryover Appropriations

Finance Officer Jeanette Prickett explained the annual carryover list consisting of construction in progress projects. Ms. Prickett reviewed the carryover process to move the funds from FY 2021/22 to FY 2022/23. The total amount to be appropriated is \$1,116,873.58. No public comment was offered.

MOTION

Upon motion by Director Russo, seconded by Director Rowe, and carried by the following roll-call vote:

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

The Board adopted Resolution 2022-16, the caption of which reads as follows:

RESOLUTION 2022-16

A RESOLUTION OF THE BIG BEAR CITY COMMUNITY SERVICES DISTRICT
APPROVING THE ANNUAL CARRYOVER APPROPRIATIONS

See BBCCSD Resolution and Ordinance Book Number 35 for the complete copy of Resolution 2022-16.

- B. Proposed Resolution 2022-17 – A Resolution of the Board of Directors of the Big Bear City Community Services District to Adjust Major Vehicle Budget Amount

Sewer Superintendent Nathan Zamorano reported that the Sewer department had discovered a coolant leak into the engine cylinders on Unit 202, a 2008 International/Vactor truck. Mr. Zamorano explained the necessity to make this repair as soon as possible due to the emergency status of the vehicle. Staff received an estimate for the repair on August 5, 2022 and the General Manager authorized staff to proceed with the repair. The Sewer department budgeted amount in the “Major Vehicle Repair” line of the Capital Improvement Plan is \$20,000. The estimate received was for the amount of \$24,711.73 creating an insufficiency in that line. Mr. Zamorano explained that once the repair has been made to Unit 202, a necessary repair needs to be made to Unit 201, Large Kenworth/Vactor truck, in the amount of \$8,161.97. Both repairs will total \$32,873.70, therefore staff is requesting a budget amendment to increase the budget to \$40,000 with includes an additional \$20,000 to help cover the repairs and leave the Sewer department with a remaining \$7,126.30 for the remainder of the fiscal year. Board comments were heard and staff answered questions regarding the repairs needed. No public comment was offered.

MOTION

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

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

The Board adopted Resolution 2022-17, the caption of which reads as follows:

RESOLUTION 2022-17

A RESOLUTION OF THE BIG BEAR CITY COMMUNITY SERVICES DISTRICT
AUTHORIZING A BUDGET AMENDMENT FOR MAJOR VEHICLE REPAIR

See BBCCSD Resolution and Ordinance Book Number 35 for the complete copy of Resolution 2022-17.

NON-AGENDA PUBLIC TESTIMONY

Public comment was heard.

DIRECTORS' CLOSING COMMENTS/ANNOUNCEMENT OF COMING EVENTS

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

CLOSED SESSION

- A. CONFERENCE WITH LABOR NEGOTIATOR (Government Code Section 54957.6)
Agency Negotiator: General Manager
Employee Organization: Big Bear City Community Services District Employee Association

At 6:03 p.m., President Walsh read aloud the closed session agenda item and the Board entered into closed session.

REPORT FROM CLOSED SESSION

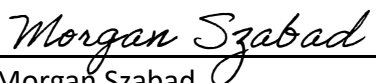
At 6:39 p.m., the Board reconvened to open session and President Walsh reported on the closed session item.

- A. CONFERENCE WITH LABOR NEGOTIATOR (Government Code Section 54957.6)
Agency Negotiator: General Manager
Employee Organization: Big Bear City Community Services District Employee Association

President Walsh report that no reportable action had taken place.

ADJOURNMENT

By consensus of the Board, the meeting was adjourned at 6:40 p.m.



Morgan Szabad
Secretary of the Board