

**BIG BEAR CITY COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING MINUTES
MARCH 20, 2023**

CALL TO ORDER

The Big Bear City Community Services District Board of Directors held a regular meeting on Monday, March 20, 2023 at 5:00 p.m. at 139 East Big Bear Boulevard, Big Bear City, California 92314 and by teleconference at 36-100 Date Palm Dr, Cathedral City, California 92234.

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

BOARD MEMBERS PRESENT

Bob Rowe, John Russo, Larry Walsh, and Al Ziegler were present. John Green was present via teleconference.

BOARD MEMBERS ABSENT

There were no Board members absent.

OTHERS PRESENT

MEMBERS OF THE PUBLIC who signed in included: Jo Rowe, Leeanne Eagleson, Ryan Goss, and Kelly Craig.

DISTRICT EMPLOYEES included: Jerry Griffith, Water Superintendent; Jennifer Hall, Customer Service Representative; Jack Holt, Water Services Worker; Donna Horn, Administrative Department Manager; Kaylyn Johnson, Customer Service Representative; Jeanette Prickett, Finance Officer; Jon Zamorano, Solid Waste Superintendent; 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

There were no information items.

CONSENT CALENDAR

The Board reviewed the items on the consent calendar.

MOTION

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

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

The Board approved the following consent items:

- A. Minutes - Regular Meeting March 6, 2023 and Special Meeting March 14, 2023
- B. Cash/Checks Disbursements and Credit Card Purchases – February 2023 \$291,857.49

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:

- Solid Waste, March 8, 2023

General Manager Mary Reeves stated that this committee met in preparation for the fiscal year 2023/24 budget workshop which took place on March 14, 2023. Ms. Reeves noted the proposed Solid Waste rate increase from the committee meeting and workshop is a 3% increase based on the current rate study.

STAFF REPORTS

The General Manager's Report and Supervisors' Monthly Reports for February 2023 were discussed, received, and filed.

UNFINISHED BUSINESS

There were no unfinished business items.

NEW BUSINESS/ADOPTION AGENDA/DISCUSSION/NOTICED HEARINGS

- A. Proposed Resolution 2023-04 – A Resolution of the Board of Directors of the Big Bear City Community Services District Electing to have Regional Sewer User Charges, Sewer Standby or Availability Charges, Solid Waste Collection and Disposal Charges, Sewer User Charges, and

Water Standby or Availability Charges Collected on the Tax Roll for Fiscal Year 2023/24, Fixing the Time and Place of a Hearing on the Written Report on Such Charges, and Prescribing Notice of Such Hearing

General Manager Reeves reported that proposed Resolution 2023-04 provides for the collection of the Regional Sewer User Charges, Sewer Standby or Availability Charges, Solid Waste Collection and Disposal Charges, District Sewer User Charges, and Water Standby or Availability Charges on the property tax bill for Fiscal Year 2023/24. The adoption of this resolution sets the public hearing on the collection of these charges for May 15, 2023. Staff answered Board questions and public comment was heard.

MOTION

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

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

The Board adopted Resolution 2023-04 as revised, the caption of which reads as follows:

RESOLUTION 2023-04

RESOLUTION OF THE BOARD OF DIRECTORS OF THE BIG BEAR CITY COMMUNITY SERVICES DISTRICT ELECTING TO HAVE REGIONAL SEWER USER CHARGES, SEWER STANDBY OR AVAILABILITY CHARGES, SOLID WASTE COLLECTION AND DISPOSAL CHARGES, SEWER USER CHARGES, AND WATER STANDBY OR AVAILABILITY CHARGES COLLECTED ON THE TAX ROLL FOR FISCAL YEAR 2023/24, FIXING THE TIME AND PLACE OF A HEARING ON THE WRITTEN REPORT ON SUCH CHARGES, AND PRESCRIBING NOTICE OF SUCH HEARING

See BBCCSD Resolution and Ordinance Book Number 35 for complete copy of Resolution 2023-04.

B. Request for Rate Adjustment for District Legal Services for Best, Best & Krieger LLP

General Manager Reeves reported that District legal counsel, Best Best & Krieger LLP (BB&K) has requested a rate adjustment for both basic and special services due to spiking costs and inflation. The District has contracted with BB&K for legal services since 2002. The current agreement includes a biannual rate adjustment based on the Consumer Price Index (CPI) and is due to be adjusted on July 1, 2023. BB&K has requested an annual CPI adjustment effective July 1, 2024 and on July 1st each year after with a 5% cap on the annual adjustment. The new rates will have an approximate increase of 21% and 22% to attorney rates and a 14% increase to non-attorney rates. Ms. Reeves stated that legal services is budgeted through the Administrative Services Department and believes the amount budgeted for FY 2023/24 will be sufficient to cover the requested rate adjustment. No public comment was offered.

MOTION

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

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

The Board accepted the rate adjustment as presented above effective July 1, 2023 and an annual CPI adjustment capped at 5%.

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


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 5:29 p.m.



Morgan Szabad
Secretary of the Board