

**BIG BEAR CITY COMMUNITY SERVICES DISTRICT  
REGULAR BOARD MEETING MINUTES  
MARCH 15, 2021**

**CALL TO ORDER**

The Big Bear City Community Services District Board of Directors held a regular meeting on Monday, March 15, 2021 at 5:00 p.m. at 139 East Big Bear Boulevard, Big Bear City, California 92314 via teleconference pursuant to Governor Newsom’s Executive Order N-29-20.

President Russo called the meeting to order at 5:00 p.m. The Pledge of Allegiance was dispensed with for this meeting.

**BOARD MEMBERS PRESENT VIA ROLL-CALL**

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

President Russo confirmed that all Board members could hear the teleconference and were in possession of an agenda for the meeting. No Board members expressed doubt that the Board members participating by teleconference were not themselves.

**BOARD MEMBERS ABSENT**

John Green was absent.

**OTHERS PRESENT**

MEMBERS OF THE PUBLIC who announced their presence included: Bob Ybarra, Patrice Duncan, Joseph Kelly, and Debra Tocalino.

DISTRICT EMPLOYEES included: Jerry Griffith, Water Superintendent; Kaylyn Johnson, Customer Service Representative; Andy Keller, Sewer Foreman; Shari Strain, 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.

**NON-AGENDA PUBLIC TESTIMONY**

General Manager Mary Reeves made a statement regarding the usage of Zoom webinar being an acceptable platform to hold public meetings which addressed concerns expressed by a member of the public at the Special Meeting on March 9, 2021. Board Secretary Morgan Szabad reported that there were no written public communications received. Public comment by tele-conference attendees was heard.

**PRESENTATIONS**

There were no presentation items.

## **INFORMATION ITEMS**

There were no information items.

## **CONSENT CALENDAR**

President Russo read aloud the items on the consent calendar and asked for any public comment regarding the consent calendar items. There was no public comment given.

## **MOTION**

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

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

The Board approved the following consent items as presented:

- A. Minutes - Regular Meeting March 1, 2021 and Special Meeting March 9, 2021
- B. Cash/Checks Disbursements and Credit Card Purchases - February 2021 \$132,754.39

## **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:
  - BBARWA, February 24, 2021
  - Finance, March 4, 2021

President Russo asked General Manager Mary Reeves to describe this agenda item. Ms. Reeves summarized the BBARWA budget workshop. Ms. Reeves also reported that agenda item 12A. - Rate Recommendations from 3/9/2021 Budget Workshop, will address the Finance committee meeting agenda item.

## **STAFF REPORTS**

The General Manager's Report and Supervisors' Monthly Reports for February 2021 were

discussed, received, and filed.

## **UNFINISHED BUSINESS**

### A. Rate Recommendations from 3/9/2021 Budget Workshop

President Russo asked General Manager Mary Reeves to describe this agenda item. Ms. Reeves explained that the Budget Workshop was held on March 9, 2021 to review the FY 2021-22 draft budget. Ms. Reeves stated that the FY 2021-22 draft budget will be presented at the May 3 and May 17, 2021 regular Board meetings and public comment is encouraged. During the Budget Workshop a consensus was established regarding the rates, and Ms. Reeves explained that staff needed a vote and direction from the Board in order to move forward in the budget process. President Russo asked for public comment, no public comment was offered.

## **MOTION**

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

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

The Board approved the proposed rate changes for Fiscal Year 2021-22 as follows:

- Water department – 0%
- Sewer department – 4.8% increase (approximately \$9.56 per year)
- Solid Waste department – 6.8% increase (approximately \$18.06 per year)

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

- ### A. Proposed Resolution 2021-02 – 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 2021/22, Fixing the Time and Place of a Hearing on the Written Report on Such Charges, and Prescribing Notice of Such Hearing

President Russo asked General Manager Mary Reeves to describe this agenda item. General Manager Reeves reported that proposed Resolution 2021-02 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 2021/22. The adoption of this resolution sets the public hearing on the collection of these charges for May 3, 2021. Staff answered Board questions regarding the collection method of using the tax roll. President Russo asked for public comment, no public comment was offered.

**MOTION**

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

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

The Board adopted Resolution 2021-02, the caption of which reads as follows:

RESOLUTION 2021-02

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 2021/22, 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 34 for complete copy of Resolution 2021-02.

B. Amendment No. 2 to the Payment and Collection Agreement between BBARWA and the Collecting Agencies

President Russo asked Finance Officer Shari Strain to describe this agenda item. Ms. Strain explained that BBARWA entered into a Payment and Collection agreement with the Collecting Agencies, which consists of the Big Bear City CSD, the City of Big Bear Lake, and the County of San Bernardino, to provide a payment schedule for annual and standby charges. In 2016, Amendment No. 1 was approved to extend the Agreement for five years, ending June 31, 2021. Amendment No. 2 will extend the Agreement for an additional five years to June 30, 2026. Ms. Strain stated that Amendment No. 2 did not make any changes other than an extension of the term. President Russo asked for public comment, public comment was heard.

**MOTION**

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

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

The Board approved Amendment No. 2 to the Payment and Collection Agreement between BBARWA and the Collecting Agencies.

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

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

**CLOSED SESSION**

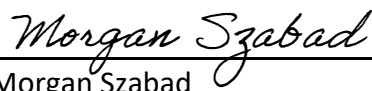
There were no closed session items.

**REPORT FROM CLOSED SESSION**

There were no closed session items.

**ADJOURNMENT**

By consensus of the Board, the meeting was adjourned at 5:28 p.m.

  
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Morgan Szabad  
Secretary of the Board