

**BIG BEAR CITY COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING MINUTES
JUNE 3, 2019**

CALL TO ORDER

The Big Bear City Community Services District Board of Directors held a regular meeting on Monday, June 3, 2019 at 5:00 p.m. at 139 East Big Bear Boulevard, Big Bear City, California 92314.

President Russo called the meeting to order at 5:00 p.m. and Director Walsh 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: Jim Anderson, Sharon Staton, and Rick Staton.

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

NON-AGENDA PUBLIC TESTIMONY

Public comments were heard. The Board directed staff to follow up on a customer concern.

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 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 May 20, 2019

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.

FIRE DEPARTMENT BUSINESS/NOTICED HEARINGS

- A. Proposed Resolution 2019-05 – Adopting the Fiscal Year 2019/20 Appropriations Limit For the Big Bear City Community Services District

Kristin Mandolini, of the Big Bear Fire Authority, reported legislative bodies of taxing agencies are required to adopt an appropriations limit. The limit specifies the maximum appropriations that may be funded by proceeds from taxes. The limit is adjusted each year by a change factor that is tied to growth indicators specified by the State. Resolution 2019-05 will set the FY 2019/20 appropriations limit at \$7,597,260. Finance Officer Shari Strain commented that the growth factor originally printed in the Resolution listed the growth factor for the Unincorporated San Bernardino County percentage of 0.53% in error. The correct growth rate is the San Bernardino County total, which grew by 0.9%.

President Russo asked for public and Board comments.

MOTION

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

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

The Board adopted Resolution 2019-05, the caption of which reads as follows:

RESOLUTION 2019-05

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BIG BEAR CITY COMMUNITY SERVICES DISTRICT, ESTABLISHING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2019-20 IN ACCORDANCE WITH PROVISIONS OF DIVISION 9 OF TITLE 1 OF THE CALIFORNIA GOVERNMENT CODE

See BBCCSD Resolution and Ordinance Book Number 34 for complete copy of Resolution 2019-05.

- B. Proposed Resolution 2019-06 – A Resolution of the Big Bear City Community Services District Setting the Fire Prevention and Protection Tax

The noticed public hearing on Proposed Resolution 2019-06 was opened at 5:12 p.m.

Kristin Mandoini, of the Big Bear Fire Authority, provided a background about the Fire Prevention and Protection Tax and how the percentage increase of 2.26% is calculated. President Russo asked for public and Board comments.

The public hearing on Proposed Resolution 2019-06 was closed at 5:13 p.m.

MOTION

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

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

The Board adopted Resolution 2019-06, the caption of which reads as follows:

RESOLUTION 2019-06

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BIG BEAR CITY COMMUNITY SERVICES DISTRICT SETTING THE DISTRICT'S SPECIAL FIRE PREVENTION AND PROTECTION TAX LEVY FOR FISCAL YEAR 2019-20

See BBCCSD Resolution and Ordinance Book Number 34 for complete copy of Resolution 2019-06.

COMMITTEE & BOARD MEMBER REPORTS

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

There were no Committee or Board Member reports.

STAFF REPORTS

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

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS/ADOPTION AGENDA/DISCUSSION/NOTICED HEARINGS

- A. Proposed Resolution 2019-07 – A Resolution of the Big Bear City Community Services District Electing to have Delinquent Trash Collection Charges and Delinquent Water Service Charges Collected on the Tax Roll, Fixing the Time and Place of Hearing on the Written Report on such Charges and Prescribing Notice of such Hearing

General Manager Mary Reeves reported that the proposed Resolution was a standard procedure for the District and sets July 15, 2019 as the date for the public hearing on the written report of delinquent trash collection charges and water service charges for fiscal year 2018/19 to be collected on the tax roll. Ms. Reeves stated at this time there is approximately \$19,000 in uncollected delinquent charges.

MOTION

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

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

The Board adopted Resolution 2019-07, the caption of which reads as follows:

RESOLUTION 2019-07

A Resolution of the Big Bear City Community Services District Electing to have Delinquent Trash Collection Charges and Delinquent Water Service Charges Collected on the Tax Roll, Fixing the Time and Place of 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 2019-07.

- B. California Water/Wastewater Agency Response Network (CalWARN) 2007 Omnibus Mutual Assistance Agreement

General Manager Reeves explained that Water Superintendent Jerry Griffith researched emergency preparedness and brought her information regarding the California Water/Wastewater Agency Response Network (CalWARN). Ms. Reeves noted that while the

District has local relationships with other entities in the Big Bear Valley, we may need resources from outside the Valley as an additional layer of emergency preparedness.

MOTION

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

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

The Board designated the General Manager to be the District’s CalWARN signatory, approved the CalWARN Articles of Agreement, and authorized the General Manager to execute the CalWARN 007 Omnibus Mutual Assistance Agreement.

C. New Fencing at Paradise Yard – Review Estimates and Select Company

General Manager Reeves reported that staff requested bids for the installation of new fencing at the Paradise Yard. The District received three bids; each estimate included approximately 1,400 feet of new 6-foot, 2-inch mesh, chain link fencing and two gates at prevailing wage. Ms. Reeves explained that with the new fencing the District would be able to move the materials storage area northward which may help keep the pavement cleaner for required stormwater sampling during rain events as well as help control public access to the habitat acreage to the east of the yard. The Board member reviewed the three bids submitted and discussion was had regarding possibly requesting more bids. The Board directed staff to request more bids and bring back all the bids for Board review at the July 15, 2019 regular Board meeting.

DIRECTORS’ CLOSING COMMENTS/ANNOUNCEMENT OF COMING EVENTS

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

CLOSED SESSION

- A. CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Government Code Section 54956.8)
Property: APN 0314571620000
Agency Negotiator: General Manager
Property Owner: James R Romans
Under Negotiation: Price and Terms of Payment

At 5:39 p.m., the Board entered into closed session.

REPORT FROM CLOSED SESSION

At 5:56 p.m., the Board reconvened to open session and President Russo reported on the closed session items.

A. CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Government Code Section 54956.8)

Property: APN 0314571620000

Agency Negotiator: General Manager

Property Owner: James R Romans

Under Negotiation: Price and Terms of Payment

MOTION

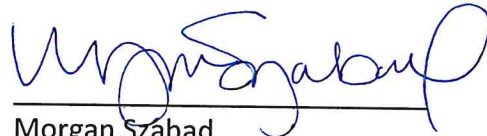
Upon motion by Director Walsh, seconded by Director Russo, and carried by the following vote:

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

President Russo reported that the Board authorized General Manager Reeves to enter into escrow for the purchase of APN 0314-571-62, located at 117 Palomino in Big Bear City, CA. The District's purchase price is \$195,000, plus escrow fees, which will come from Water Department Reserves.

ADJOURNMENT

By consensus of the Board, the meeting was adjourned at 5:56 p.m.



Morgan Szabad
Secretary of the Board