

**BIG BEAR CITY COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING MINUTES
MAY 16, 2022**

CALL TO ORDER

The Big Bear City Community Services District Board of Directors held a regular meeting on Monday, May 16, 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

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

BOARD MEMBERS ABSENT

John Russo was absent.

OTHERS PRESENT

MEMBERS OF THE PUBLIC who signed in included: Bob Ybarra, Michael Eagleson, Jo Rowe, and Brian Hood.

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

PRESENTATIONS

A. Water Shortage Assessment

Water Superintendent Jerry Griffith gave a presentation regarding the District's newly required Water Supply and Demand Assessment for 2020. Mr. Griffith explained that the District is required by the California Water Code Section 10632.0 to conduct a Water Supply and Demand Assessment Annually. Mr. Griffith explained that on March 28, 2022 Governor Newsom issued Executive Order N-7-22 which requires water agencies to move to level 2 of their Water Shortage Contingency Plans, which the District is currently in. President Walsh asked for Board and public comment. No comments were given.

INFORMATION ITEMS

There were no information items.

CONSENT CALENDAR

The Board reviewed the items on the consent calendar.

MOTION

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

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

The Board approved the following consent items as presented:

- A. Minutes - Regular Meeting May 2, 2022
- B. Cash/Checks Disbursements and Credit Card Purchases - April 2022 \$2,279,079.55

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: None.

There were no Committee or Board Member reports.

STAFF REPORTS

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

UNFINISHED BUSINESS

There were no unfinished business items.

NEW BUSINESS/ADOPTION AGENDA/DISCUSSION/NOTICED HEARINGS

- A. Proposed Ordinance 2022-03 – An Ordinance of the Big Bear City Community Services District Adopting a Written Report Regarding Regional Sewer User Charges, Sewer Standby or Availability Charges, Solid Waste Collection and Disposal Charges, Sewer User Charges, and Water Standby or Availability Charges for Fiscal Year 2022/23 and Directing That Such Charges be Collected on the Tax Roll

Proposed ordinances must be introduced at a meeting prior to their adoption. Proposed Ordinance 2022-03 was introduced at the regular meeting on May 2, 2022. With a majority vote, the ordinance can be discussed by reading only the title of the ordinance.

MOTION

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

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

The Board waived the full reading of Proposed Ordinance 2022-03. President Walsh read the title of the ordinance.

The noticed public hearing on Proposed Ordinance 2022-03 was opened at 5:18 p.m.

General Manager Reeves gave a breakdown of the Solid Waste 3% rate increase and the Sewer 4.8% rate increase for Fiscal Year 2022-23.

President Walsh asked for Board and public comments. There were no Board or public comments given.

The public hearing on Proposed Ordinance 2022-03 was closed at 5:20 p.m.

MOTION

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

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

The Board adopted Ordinance 2022-03, the caption of which reads as follows:

ORDINANCE 2022-03

AN ORDINANCE OF THE BIG BEAR CITY COMMUNITY SERVICES DISTRICT ADOPTING A WRITTEN REPORT REGARDING REGIONAL SEWER USER CHARGES, SEWER STANDBY OR AVAILABILITY CHARGES, SOLID WASTE COLLECTION AND DISPOSAL CHARGES, SEWER USER CHARGES, AND WATER STANDBY OR AVAILABILITY CHARGES FOR FISCAL YEAR 2022/23 AND DIRECTING THAT SUCH CHARGES BE COLLECTED ON THE TAX ROLL

See BCCSD Resolution and Ordinance Book Number 34 for the complete copy of Ordinance 2022-03.

- B. Proposed Resolution 2022-05 – A Resolution of the Board of Directors of the Big Bear City Community Services District Approving a Budget for the Big Bear City Community Services District for Fiscal Year 2022/23

President Walsh announced that this was a noticed public hearing pursuant to Government Code Section 6061. The Board may choose to discuss the budgets as a whole or by department.

The noticed public hearing on Proposed Resolution 2022-05 was opened at 5:22 p.m.

President Walsh asked for Board and public comments. There were no Board or public comments given. Finance Officer Jeanette Prickett thanked the Board, staff and the public for their hard work and participation.

The public hearing on Proposed Resolution 2022-05 was closed at 5:23 p.m.

MOTION

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

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

The Board adopted Resolution 2022-05, the caption of which reads as follows:

RESOLUTION 2022-05

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BIG BEAR CITY COMMUNITY SERVICES DISTRICT APPROVING A BUDGET FOR THE BIG BEAR CITY COMMUNITY SERVICES DISTRICT FOR FISCAL YEAR 2022/23

See BCCSD Resolution and Ordinance Book Number 34 for the complete copy of Ordinance 2022-03.

C. Water Connection Requirements

Water Superintendent Griffith explained that during the May 2, 2022 regular Board meeting, Mr. Hood requested the Board place on the next agenda the requirement that a building foundation be required in order to obtain a water service connection. Mr. Hood is requesting to obtain a water service for his nursery business that would not have a building in place. Staff researched the requirement and found the requirement listed in the District’s Water and Sewer Code of Regulations from 2007 and 2010, along with a mention of the requirement in Ordinance 75. Mr. Griffith explained the purpose of the requirement as well as the requirement for a backflow device if necessary. President Walsh asked for Board and public comment. Mr. Hood spoke during public comment.

MOTION

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

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

The Board allowed a one-time exemption for Mr. Hood’s nursery, with the requirement that he install a

backflow device and that we legally document that the exemption is only for his nursery business and no future businesses on the property. The Board also voted to keep the existing regulations in place.

D. Award of Paradise Yard Paving Project

General Manager Reeves reported that the District budgeted in FY2021-22 \$360,000 for a Capital Improvement Project to re-pave the Paradise Maintenance Yard. Ms. Reeves explained the details of the project and that it had been 30 years since the Maintenance in entirety had been paved. Ms. Reeves stated that District legal counsel had prepared the bid documents and contract for the construction agreement. The District had received two responsible bids from Bear Valley Paving in the amount of \$322,890.00 and Romans Construction in the amount of \$410,893.00. Staff answered Board questions. President Walsh asked for public comment. No public comment was given.

MOTION

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

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

The Board awarded the Paradise Maintenance Yard Paving project to Bear Valley Paving in the amount of \$322,890.00. The Board authorized the Board President to execute the agreement with Bear Valley Paving for the project.

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

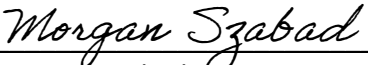
There were no closed session items.

REPORT FROM CLOSED SESSION

There were no closed session items.

ADJOURNMENT

By consensus of the Board, the meeting was adjourned at 6:07 p.m.


Morgan Szabad
Secretary of the Board