

**BIG BEAR CITY COMMUNITY SERVICES DISTRICT  
REGULAR BOARD MEETING MINUTES  
MAY 2, 2022**

**CALL TO ORDER**

The Big Bear City Community Services District Board of Directors held a regular meeting on Monday, May 2, 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 Rowe 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: L. Williams, MD.

DISTRICT EMPLOYEES included: Kaylyn Johnson, Customer Service Representative; Andy Keller, Sewer Foreman; Jeanette Prickett, Finance Officer; Ryan Reeves, Water Services Worker; Jon Zamorano, Solid Waste Superintendent; Mary Reeves, General Manager, and Morgan Szabad, Human Resources Manager/Secretary of the Board.

**PRESENTATIONS**

- A. Public Comment on Fiscal Year 2022/23 Budget – Water, Sewer, Solid Waste and Administrative Departments

Finance Officer Jeanette Prickett thanked the Board, staff, and the public for attending. Ms. Prickett noted the budget preparation process of Committee meetings and the budget workshop. Ms. Prickett reviewed changes that had been made to the budget including adding page numbers and footnotes, the Administrative department allocations, an updated Water department mini excavator, CJPIA emergency operational reserve, an updated Sewer department full lift station replacement reserve amount, Solid Waste department Cro software rate increase, and the additional amount approved at the March 21, 2022 regular Board meeting for auditing services. Ms. Prickett stated that the rate increase percentages for the enterprise department remained the same from the budget workshop. President Walsh asked for any Board or public comment. Public comment was heard.

**INTRODUCTION OF ORDINANCE TO BE CONSIDERED FOR ADOPTION AT THE PUBLIC HEARING ON MAY 16, 2022**

- 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. The Board may vote to waive the reading of the full ordinance. With a majority vote, the ordinance may be introduced by reading only the title of the ordinance. Proposed Ordinance 2022-03 will be considered for adoption at a public hearing on May 16, 2022. General Manager Mary Reeves gave a brief explanation of the Ordinance and answered Board questions. President Walsh asked for any public comment. No public comment was given.

**MOTION**

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

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

The Board approved waiving the full reading of Proposed Ordinance 2022-03. President Walsh introduced the proposed ordinance by reading its title.

**INFORMATION ITEMS**

There were no informational items.

**CONSENT CALENDAR**

The Board reviewed the items on the consent calendar.

**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 approved the following consent items as presented:

- A. Minutes - Regular Meeting April 18, 2022
  
- B. Proposed Resolution 2022-04 – A Resolution of the Board of Directors of the Big Bear City Community Services District Adopting Local Guidelines for Implementing the California Environmental Quality Act

**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:
  - Water, April 20, 2022
  - Solid Waste, April 27, 2022
  - BBARWA, April 27, 2022

Director Green summarized the Water committee meeting which regarded budget related items and historic drought trends. Solid Waste Superintendent Jon Zamorano noted the Solid Waste committee meeting addressed SB 1383 implementation. President Walsh reported the BBARWA meeting was for their annual budget and noted their approved rate increase. Public comment was heard.

**STAFF REPORTS**

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

**UNFINISHED BUSINESS**

There were no unfinished business items.

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

- A. Amendment to the Professional Services Agreement for On-Call Engineering and Construction Management Services with Water Systems Consulting, Inc.

General Manager Reeves stated that the District has been contracted with Water Systems Consulting, Inc. (WSC) for on-call engineering and construction management since 2014. Ms. Reeves explained that the contract was due to expire on June 30, 2022 and staff would like to extend this agreement for an additional two years. Ms. Reeves noted that District legal counsel prepared the amendment to the agreement with WSC to extend the term of the agreement to June 30, 2024.

**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 extended the on-call engineering and construction management services contract with WSC extending the term of the agreement to June 30, 2024. The Board authorized the Board President to execute the amendment to the agreement.

**NON-AGENDA PUBLIC TESTIMONY**

There was no non-agenda public comment.

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

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

**CLOSED SESSION**

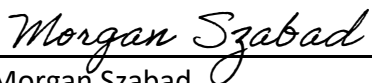
There were no closed session items.

**REPORT FROM CLOSED SESSION**

There were no closed session items.

**ADJOURNMENT**

By consensus of the Board, the meeting was adjourned at 5:53 p.m.

  
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Morgan Szabad  
Secretary of the Board