

**BIG BEAR CITY COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING MINUTES
MAY 20, 2019**

CALL TO ORDER

The Big Bear City Community Services District Board of Directors held a regular meeting on Monday, May 20, 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 Oxandaboure 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: Janice Worley and Kathleen Payne.

DISTRICT EMPLOYEES included: Jerry Griffith, Water Superintendent; Jennifer Hall, Customer Service Representative; Donna Horn, Administrative Department Manager; Andy Keller, Sewer Foreman; Kaylyn Johnson, Customer Service Representative; 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

No public comments were offered or heard.

PRESENTATIONS

- A. Public Comment on Fiscal Year 2019/20 Budget – Water, Sewer, Solid Waste, and Administrative Departments.

Finance Officer Shari Strain presented the draft budgets for Fiscal Year 2019/20 for the Water, Sewer, Solid Waste, and Administrative departments. Ms. Strain explained that the Fiscal Year 2019/20 Budget was introduced at the April 15, 2019 Board meeting. She reported that the Fiscal Year 2019/20 budget cover was designed by Water Department Foreman Gavin Heilman. Ms. Strain discussed the budget process to date, the budget workshop accomplishments, rate increases and the District's Reserve Policy. President Russo asked for public comment on the

Fiscal Year 2019/20 Budget.

INFORMATION ITEMS

There were no information items.

CONSENT CALENDAR

The Board reviewed the items on the consent calendar.

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 approved the following consent items as presented:

- A. Minutes - Regular Meeting April 15, 2019

- B. Cash/Checks Disbursements April 2019 \$1,684,637.72
Credit Card Purchases April 2019 \$5,126.24

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 was discussed, received, and filed. The Supervisors' monthly reports for April 2019 were discussed, received, and filed.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS/ADOPTION AGENDA/DISCUSSION/NOTICED HEARINGS

- A. Proposed Ordinance 2019-03 – 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 2019/20 and Directing That Such Charges be Collected on the Tax Roll

The noticed public hearing on Proposed Ordinance 2019-03 was opened at 5:20 p.m.

Proposed ordinances must be introduced at a meeting prior to their adoption. Proposed Ordinance 2019-03 was introduced at the regular meeting on March 18, 2019. With a majority vote, the ordinance can be discussed by reading only the title of the ordinance.

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 waived the full reading of Proposed Ordinance 2019-03. President Russo read the title of the ordinance.

President Russo asked for Board and public comments. General Manager Mary Reeves answered public questions regarding the charges to be collected for Fiscal Year 2019/20 on the Tax Roll.

The public hearing on Proposed Ordinance 2019-03 was closed at 5:22 p.m.

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 adopted Ordinance 2019-03, the caption of which reads as follows:

ORDINANCE 2019-03

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 2019/20 AND DIRECTING THAT SUCH CHARGES BE COLLECTED ON THE TAX ROLL

See BBCCSD Resolution and Ordinance Book Number 34 for complete copy of Ordinance 2019-03.

- B. Proposed Resolution 2019-04 – 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 2019/20

The noticed public hearing on Proposed Resolution 2019-04 was opened at 5:23 p.m.

Finance Officer Shari Strain reviewed the Budgets for Fiscal Year 2019/20 and reported that this was presented in draft form at the April 15, 2019 Board meeting. Ms. Strain noted that some changes were made to the budget since it was presented on April 15, 2019. Ms. Strain explained that the Liability and Workers' Compensation contributions changed for all departments due to the mountain area allocation. She explained that the budget for the Bear Valley Basin Ground Water Sustainability was increased by \$20,000 in addition to an estimated \$180,000 in reserve carryover. And lastly, the draft amortization schedule has been attached for the lease of the new recycle trucks and the first payment is estimated to be in July 2020. President Russo asked for public and Board comments.

The public hearing on Proposed Resolution 2019-04 was closed at 5:28 p.m.

MOTION

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

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

The Board adopted Resolution 2019-04, the caption of which reads as follows:

RESOLUTION 2019-04

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 2019/20

See BBCCSD Resolution and Ordinance Book Number 34 for complete copy of Resolution 2019-04.

C. Water, Sewer, and Solid Waste Rate Study Services Proposals

General Manager Reeves discussed the District's need for a new Water, Sewer and Solid Waste Rate Study as the last rate study was completed in 2015 and recommended rate increases through the end of Fiscal Year 2019/20. She explained the District issued requests for proposals to 14 firms and received proposals from two firms, Bartle Wells Associates and HF&H Consultants, LLC. Ms. Reeves explained that both proposals address the mandatory proposal requirements and had strong qualifications noting the large difference between the proposals was the cost. Bartle Wells Associates cost proposal was \$55,295 and HF&H Consultants LLC cost proposal was \$119,285. A representative from Bartle Wells Associates was available to answer any Board member and/or staff questions.

MOTION

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

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

The Board selected Bartle Wells Associates to complete the District's next professional Water, Sewer and Solid Waste Rate Study.

D. Proclamations Recognizing the Owners of Sonora Cantina and Stalcup Landscape Innovations

General Manager Reeves reported that the Big Bear Chamber of Commerce announced their recipients of the Excellence in Business Awards. She explained that the owners of Sonora Cantina and Stalcup Landscape Innovations were the 2019 award recipients and that the District had been asked to recognize the recipients' efforts with proclamations from the District at the awards breakfast on June 4, 2019.

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 approved the proclamations recognizing the owners of Sonora Cantina and Stalcup Landscape Innovations and selected Director Walsh to present the proclamations at the awards breakfast on June 4, 2019.

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 5:38 p.m., the Board entered into closed session.

REPORT FROM CLOSED SESSION

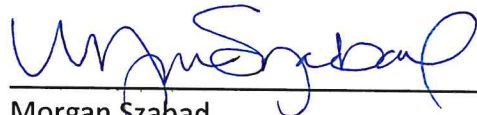
At 6:15 p.m., the Board reconvened to open session and President Russo reported on the closed session items.

- 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

President Russo reported that no reportable action had taken place.

ADJOURNMENT

By consensus of the Board, the meeting was adjourned at 6:15 p.m.



Morgan Szabad
Secretary of the Board