

**BIG BEAR CITY COMMUNITY SERVICES DISTRICT  
REGULAR BOARD MEETING MINUTES  
MAY 1, 2023**

**CALL TO ORDER**

The Big Bear City Community Services District Board of Directors held a regular meeting on Monday, May 1, 2023 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 asked for a moment of silence for the plane crash which occurred earlier in the day. Director Ziegler led the Pledge of Allegiance.

**BOARD MEMBERS PRESENT**

John Green, Bob Rowe, 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: Jo Rowe, Leeanne Eagleson, Patrice Duncan, Ryan Orr and Kelly Craig.

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

**PRESENTATIONS**

A. Public Comment on Fiscal Year 2023/24 Budget

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 since the budget workshop as well as the addition of the narrative pages. President Russo asked for any Board or public comment. Board questions were answered, and no public comment was offered.

**INFORMATION ITEMS**

There were no information items.

**INTRODUCTION OF ORDINANCES TO BE CONSIDERED FOR ADOPTION AT PUBLIC HEARINGS ON MAY 15, 2023**

- A. Proposed Ordinance 2023-04 – 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 2023/24 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 2023-04 will be considered for adoption at a public hearing on May 15, 2023. General Manager Mary Reeves gave a brief explanation of the Ordinance and answered Board questions. President Russo asked for any public comment. No public comment was given.

### **MOTION**

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

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

The Board approved waiving the full reading of Proposed Ordinance 2023-04. President Russo introduced the proposed ordinance by reading its title.

### **CONSENT CALENDAR**

The Board reviewed the items on the consent calendar.

### **MOTION**

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

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

The Board approved the following consent items:

- A. Minutes - Regular Meeting April 17, 2023
- B. Proposed Resolution 2023-05 – 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 (Public Resources Code §§ 21000 et seq.)

### **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, April 26, 2023

General Manager Reeves gave a summary of the agenda items discussed including Director Walsh's one year service recognition, an emergency repair, pay schedule, and adjournment of their June meeting.

### **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. Proposed Ordinance 2023-03 –An Ordinance of the Board of Directors of the Big Bear City Community Services District Adopting the Water and Sewer Code of Regulations Governing Water and Sewer Service Within the District and Repealing All Prior Conflicting Ordinances and Finding the Ordinance Exempt from Review Under the California Environmental Quality Act (CEQA) under Public Resources Code Sections Section 21080(b)(8), CEQA Guidelines Sections 15378(b)(4), 15273(a)(1)-(4), and 15061(b)(3)

Proposed ordinances must be introduced at a meeting prior to their adoption. Proposed Ordinance 2023-03 was introduced at the regular meeting on April 17, 2023. 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 Green, and carried by the following vote:

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

The Board waived the full reading of Proposed Ordinance 2023-03. President Russo read the title of the ordinance.

The noticed public hearing on Proposed Ordinance 2023-03 was opened at 5:12 p.m.

President Russo asked for Board and public comments. No Board or public comment was offered.

The public hearing on Proposed Ordinance 2023-03 was closed at 5:14 p.m.

### **MOTION**

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

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

The Board adopted Ordinance 2023-03 District adopting the Water and Sewer Code of Regulations

governing water and sewer service within the District and repealing all prior conflicting Ordinances and finding the Ordinance exempt from review under the California Environmental Quality Act (CEQA) under Public Resources Code Sections Section 21080(b)(8), CEQA Guidelines Sections 15378(b)(4), 15273(a)(1)-(4), and 15061(b)(3), the caption of which reads as follows:

ORDINANCE 2023-03

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE BIG BEAR CITY COMMUNITY SERVICES DISTRICT ADOPTING THE WATER AND SEWER CODE OF REGULATIONS GOVERNING WATER AND SEWER SERVICE WITHIN THE DISTRICT AND REPEALING ALL PRIOR CONFLICTING ORDINANCES

See BBCCSD Resolution and Ordinance Book Number 35 for the complete copy of Ordinance 2023-03.

**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 5:21 p.m.



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Morgan Szabad  
Secretary of the Board