

**BIG BEAR CITY COMMUNITY SERVICES DISTRICT  
REGULAR BOARD MEETING MINUTES  
NOVEMBER 7, 2022**

**CALL TO ORDER**

The Big Bear City Community Services District Board of Directors held a regular meeting on Monday, November 7, 2022 at 5:00 p.m. at 139 East Big Bear Boulevard, Big Bear City, California 92314 and by teleconference at 418-B N. Mt. Shasta, Mt. Shasta, California 96067.

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**

Bob Rowe, John Russo, and Larry Walsh were present. Al Ziegler was present via teleconference.

**BOARD MEMBERS ABSENT**

John Green was absent.

**OTHERS PRESENT**

MEMBERS OF THE PUBLIC who signed in included: Jo Rowe.

DISTRICT EMPLOYEES included: Donna Horn, Administrative Department Manager; Andy Keller, Sewer Foreman; Jeanette Prickett, Finance Officer; Mary Reeves, General Manager, and Morgan Szabad, Human Resources Manager/Secretary of the Board.

**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 Russo, seconded by Director Rowe, and carried by the following roll-call vote:

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

The Board approved the following consent items:

A. Regular Meeting October 17, 2022

### **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, October 26, 2022

President Walsh gave a summary of the agenda items discussed at the BBARWA 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 Resolution 2022-22 – A Resolution of the Board of Directors of the Big Bear City Community Services District Approving Removal of Capital Assets that do not meet Capitalization Criteria

Finance Officer Jeanette Prickett explained the need to write-off the Capital Assets that do not qualify as an asset under GAAP/GASB capitalization rules. Ms. Prickett explained the financial impact to the Water, Sewer and General Services Departments totaling \$130,329.71 due to the assets not being fully depreciated.

### **MOTION**

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

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

The Board adopted Resolution 2022-22, the caption of which reads as follows:

RESOLUTION 2022-22

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BIG BEAR CITY  
COMMUNITY SERVICES DISTRICT APPROVING REMOVAL OF CAPITAL ASSETS THAT  
DO NOT MEET CAPITALIZATION CRITERIA

See BBCCSD Resolution and Ordinance Book Number 35 for the complete copy of Resolution 2022-22.

B. Memorandum of Understanding for Replenish Big Bear Stickleback Environmental Services

General Manager Mary Reeves reported that Tom Dodson and Associates have begun the environmental work for the Replenish Big Bear project. Ms. Reeves stated Tom Dodson provided an additional and separate cost of \$75,588 to perform the environmental studies and prepare the reports needed to discharge project water into the Stickleback Pond. The Memorandum of Understanding for Replenish Big Bear Stickleback Environmental Services would increase the commitment for the Big Bear Area Regional Wastewater Agency, the Big Bear City Community Services District, and the City of Big Bear Lake Department of Water and Power to the project an additional \$25,196 each. Ms. Reeves noted that it is expected to be fully reimbursed by grant funding.

**MOTION**

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

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

The Board approved and authorized the General Manager to execute the Memorandum of Understanding for Replenish Big Bear Stickleback Environmental Services.

C. Amendment No. 2 to Maintenance Services Agreement with Romans Construction

General Manager Reeves reported that on April 16, 2018, the Board approved entering into a Miscellaneous Asphalt Patch Repair Maintenance Services Agreement with Romans Construction. This agreement was set to expire on December 31, 2020 and was extended by Amendment No. 1 to December 31, 2022. Ms. Reeves explained that District legal counsel had prepared Amendment No. 2 to extend the agreement under the same terms for an additional two years, expiring on December 31, 2024.

**MOTION**

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

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

The Board approved Amendment No. 2 to the Maintenance Services Agreement with Romans Construction and authorized the General Manager to execute the amendment.

**NON-AGENDA PUBLIC TESTIMONY**

No public comment was offered.

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

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

**CLOSED SESSION**

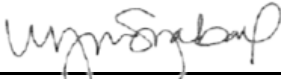
There were no closed session items.

**REPORT FROM CLOSED SESSION**

There were no closed session items.

**ADJOURNMENT**

By consensus of the Board, the meeting was adjourned at 5:19 p.m.

  
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Morgan Szabad  
Secretary of the Board