

**BIG BEAR CITY COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING MINUTES
JULY 15, 2019**

CALL TO ORDER

The Big Bear City Community Services District Board of Directors held a regular meeting on Monday, July 15, 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 Walsh led the Pledge of Allegiance.

BOARD MEMBERS PRESENT

Karyn Oxandaboure, John Russo, Larry Walsh were present.

BOARD MEMBERS ABSENT

John Green was absent, and Al Ziegler decided not to tele-conference for the meeting.

OTHERS PRESENT

MEMBERS OF THE PUBLIC who signed in included: None.

DISTRICT EMPLOYEES included: Daniel Bornia, Water Services Worker; Jerry Griffith, Water Superintendent; Jack Holt, Water Services Worker; Donna Horn, Administrative Department Manager; Kaylyn Johnson, Customer Service Representative; Ralph Marquardt, Water Services Worker; Ryan Reeves, Water Services Worker; Joe Saali, Water Services Worker; Michael Smith, Water Services Worker; 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. District Employee Recognition

The following employee was recognized for their years of District Service:

- Joe Saali, 30 years

INFORMATION ITEMS

There were no information items.

CONSENT CALENDAR

The Board reviewed the items on the consent calendar.

MOTION

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

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

The Board approved the following consent items as presented:

- A. Minutes - Regular Meeting July 1, 2019
- B. Cash/Checks Disbursements and Credit Card Purchases June 2019 \$616,574.05

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 June 2019 were discussed, received, and filed.

UNFINISHED BUSINESS

- A. New Fencing at Paradise Yard – Review Estimates and Select Contractor

General Manager Mary Reeves explained at the June 3, 2019 regular Board meeting staff was directed to solicit additional bids from more fencing contractors to fence the Paradise yard. Ms. Reeves reported that staff requested four additional estimates and received only one additional bid from All American Fence Erectors. Each estimate included approximately 1,400 feet of new 6-foot, 2-inch mesh, chain link fencing and two gates at prevailing wage. Discussion was had regarding the need for the 3-foot gate on the bid, both staff and the Board concluded that the 3-foot gate was unnecessary and to have it removed from the bids.

MOTION

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

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

The Board authorized staff to accept the lowest bid of \$22,494.00 from All American Fence Erectors, use cash reserves of \$7,498.00 from each of the three enterprise departments, and declare the project categorically exempt from CEQA.

NEW BUSINESS/ADOPTION AGENDA/DISCUSSION/NOTICED HEARINGS

- A. Proposed Resolution 2019-08 – A Resolution of the Board of Directors of the Big Bear City Community Services District Repealing Resolution 2018-11 and fixing the Employer’s Contribution under the Public Employees’ Medical and Hospital Care Act

General Manager Reeves reported that the District contracts for employee medical coverage with CalPERS under the Public Employees’ Medical and Hospital Care Act. Proposed Resolution 2019-08 establishes the employer’s contribution amount for each employee or annuitant at the amount necessary to pay the cost of his/her enrollment, including the enrollment of his/her family members, in a health benefit plan for calendar year 2020. This resolution sets the calendar year 2020 employer contribution up to a maximum of \$1,859.30 per month for miscellaneous employees based on the Miscellaneous MOU. Ms. Reeves explained that the District updates this Resolution annually in October, however, CalPERS approved a public agency and school health pricing region change effective for the 2020 calendar year. The number of regions will change from five to three, eliminating the “Other Southern” region previously selected by the Safety Employees for retirees. The Safety Employees will be changing to “Anthem HMO Traditional Region 3 Basic/Medicare/Combination (Party Rates 1-12)”. Therefore, CalPERS is requesting this change to be made by July 31, 2019 to have accurate Open Enrollment options available.

MOTION

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

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

The Board adopted Resolution 2019-08, the caption of which reads as follows:

RESOLUTION 2019-08

FIXING THE EMPLOYER CONTRIBUTION AT AN EQUAL AMOUNT
FOR EMPLOYEES AND ANNUITANTS
UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT

See BCCSD Resolution and Ordinance Book Number 34 for complete copy of Resolution 2019-08.

- B. Proposed Resolution 2019-09 – A Resolution of the Big Bear City Community Services District adopting a written report regarding Delinquent Trash Collection Charges and Delinquent Water Service Charges and directing that such charges be collected on the tax roll

The noticed public hearing on Proposed Resolution 2019-09 was opened at 5:12 p.m.

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

The public hearing on Proposed Resolution 2019-09 was closed at 5:13 p.m.

MOTION

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

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

The Board adopted Resolution 2019-09, the caption of which reads as follows:

RESOLUTION 2019-09

A RESOLUTION OF THE BIG BEAR CITY COMMUNITY SERVICES DISTRICT
ADOPTING A WRITTEN REPORT REGARDING DELINQUENT TRASH COLLECTION CHARGES
AND DELINQUENT WATER SERVICE CHARGES AND DIRECTING
THAT SUCH CHARGES BE COLLECTED ON THE TAX ROLL

See BCCSD Resolution and Ordinance Book Number 34 for complete copy of Resolution 2019-09.

- C. Discontinuation of Water Service for Nonpayment Policy

Administrative Department Manager Donna Horn reported that California Senate Bill 998 became law on September 28, 2018 which outlined specific guidelines regarding delinquent accounts and discontinuation of water service and the District is required to comply with this legislation by February 1, 2020. SB 998 applies to all urban and community water systems, public or private, that provide water to more than 200 water service connections. Ms. Horn explained that the District modified its current discontinuation policy to reflect the new requirements from SB 998.

MOTION

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

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

The Board approved the Discontinuation of Water Service for Nonpayment Policy as presented.

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 0311021460000
Agency Negotiator: General Manager
Property Owner: Robert W. Varga
Under Negotiation: Price and Terms of Payment

- B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
(Pursuant to Government Code Section 54957)
Title: General Manager

- C. CONFERENCE WITH LABOR NEGOTIATOR
(Pursuant to Government Code Section 54956.6)
Agency Negotiators: Board of Directors
Unrepresented Employee: General Manager

At 5:18 p.m., the Board entered into closed session.

REPORT FROM CLOSED SESSION

At 6:00 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 0311021460000
Agency Negotiator: General Manager
Property Owner: Robert W. Varga
Under Negotiation: Price and Terms of Payment

MOTION

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

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

President Russo reported that the Board authorized General Manager Reeves to enter into escrow for the purchase of APN 0311021460000, located at 402 Division Drive in Big Bear City, CA. The District’s purchase price is \$35,000, plus escrow fees, which will come from the Sewer Department CIP budget.

B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
(Pursuant to Government Code Section 54957)
Title: General Manager

President Russo reported that no reportable action had taken place.

C. CONFERENCE WITH LABOR NEGOTIATOR
(Pursuant to Government Code Section 54956.6)
Agency Negotiators: Board of Directors
Unrepresented Employee: General Manager

President Russo reported that the Board voted to approve a Merit Increase for the General Manager.

MOTION

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

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

The Board approved a Merit Increase for the General Manager of 2.5% effective July 15, 2019.

ADJOURNMENT

By consensus of the Board, the meeting was adjourned at 6:00 p.m.



Morgan Szabad
Secretary of the Board