

**BIG BEAR CITY COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING MINUTES
NOVEMBER 18, 2019**

CALL TO ORDER

The Big Bear City Community Services District Board of Directors held a regular meeting on Monday, November 18, 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 Green 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: Bob Ybarra, Steve Hoppe, Jim Applebury, Ed Stanik, Bailey Keller, Megan Morris, Ashley Everman, Kayden Valende, Jade Haro, Nicole Sannes, Sophia Rizzo, Cameron Evans and Madeleine Bow.

DISTRICT EMPLOYEES included: Jerry Griffith, Water Superintendent; Andy Keller, Sewer Foreman; Shari Strain, Finance Officer; Mary Reeves, General Manager, and Morgan Szabad, Human Resources Manager/Secretary of the Board.

NON-AGENDA PUBLIC TESTIMONY

Public comments were heard. Most of the public comments focused on the changes occurring in the Solid Waste Department regarding semi-automated trash collection. Director Green directed staff to place an item on the December 2, 2019 regular meeting agenda regarding an interim solution to the public's yard waste concerns during the semi-automated trash collection transitional period for Board discussion.

PRESENTATIONS

There were no presentations.

INFORMATION ITEMS

There were no information items.

INTRODUCTION OF ORDINANCE TO BE CONSIDERED FOR ADOPTION AT PUBLIC HEARING ON DECEMBER 2, 2019

Proposed ordinances must be introduced at a meeting prior to their adoption. The Board may vote to waive the reading of the full ordinances. With a majority vote, the ordinances may be introduced by reading only the titles of the ordinances. Proposed Ordinance 2019-05 02 will be considered for adoption at a public hearing on December 2, 2019. Director Walsh requested a brief background of Ordinance 235 that is being repealed. General Manager Mary Reeves explained that District legal council recommended the District repeal Ordinance 235 as it is no longer relevant due to the current General Manager being a contract employee.

- A. Proposed Ordinance 2019-05 - An Ordinance of the Big Bear City Community Services District Repealing Big Bear City Community Services District Ordinance No. 235 Extending Applicability of Personnel Management Policy and Procedures Manual

MOTION

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

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

The Board approved waiving the full reading of Proposed Ordinance 2019-05. 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 Oxandaboure, 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 November 4, 2019
- B. Cash/Checks Disbursements and Credit Card Purchases -
October 2019 \$477,703.24 and September 2019 \$317,824.02

C. Financial Report – Quarter ended 9/30/19

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:

- Finance, November 13, 2019

General Manager Reeves explained that the Financial Report – Quarter Ended 9/30/19 and Treasurer’s Report – Quarter Ended 9/30/19 discussed at the Finance Committee meeting are both agenda items.

STAFF REPORTS

The General Manager’s report was discussed, received, and filed. The Supervisors’ monthly reports for October 2019 were discussed, received, and filed.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS/ADOPTION AGENDA/DISCUSSION/NOTICED HEARINGS

A. Treasurer’s Report – Quarter ended 9/30/19

Finance Officer Shari Strain presented the Board with the Treasurer’s Report – Quarter ended 9/30/19. Ms. Strain was pleased to report that in Fiscal Year 2018-19, the District earned over \$300,000 in investment interest.

B. Greenspot Reservoir Retrofit Project

Water Superintendent Jerry Griffith reported that in the Fiscal Year 2019-20 budget, the Capital Improvement Project of the Greenspot Reservoir Retrofit was allotted \$608,000. The original bid opening that occurred in January 2018 received three bids that were all significantly over budget. Based on the engineering recommendation from Water Systems Consulting, Inc. (WSC), with an opinion from Harper and Associates, the District rejected the bid and decided to re-bid again in the summer of 2019. Mr. Griffith explained that the new bid opening took place on September 5, 2019, and the District received two bids for the project. The bid of \$640,150.00 from J. Colon Coatings, Inc. that included engineering, inspection, and a 10% contingency was

the lowest bid. The total amount for the project is \$174,000 over the budgeted amount. Mr. Griffith presented the Board with an engineer's recommendation. The Water Committee met on October 22, 2019 to discuss the project, and their recommendation was to move forward with the project and use \$174,000 from the Water Department reserves. Mr. Griffith explained the need for this reservoir earthquake retrofit project at the Greenspot reservoir and answered questions from the Board and public.

MOTION

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

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

The Board accepted the engineer's recommendation for this project and awarded the project to J. Colon Coatings, Inc. in the amount of \$640,150 and use an additional \$174,000 from Water Department reserves.

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 5:50 p.m.


Morgan Szabad
Secretary of the Board