

**BIG BEAR CITY COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING AGENDA
139 E BIG BEAR BLVD, BIG BEAR CITY CA 92314
AND BY TELE-CONFERENCE AT
251 HILLTOP ROAD, NEWPORT, WA. 99156
SEPTEMBER 4, 2018 - 5:00 P.M.**

1. Call To Order and Roll-Call
2. Invocation and Pledge Of Allegiance
3. Presentations
4. Information Items
5. Consent Calendar- Approval
 - A. Minutes - Regular Meeting August 20, 2018
6. Requests for Continuance
7. Items Removed from the Consent Calendar for Discussion
8. Committee & Board Member Reports
 - A. The following Standing Committees met since the last Board Meeting: None.
9. Fire Department Business – Discussion and possible action
10. Staff Reports – Receive and File
 - A. General Manager’s Report
11. Unfinished Business - Discussion and possible action
 - A. Surplus Vehicle Unit 116A Bid Results
12. New Business/Adoption Agenda/Discussion/Noticed Hearings - Discussion and possible action
13. Non-Agenda Public Comment
14. Directors’ Closing Comments/Announcement Of Coming Events

15. Closed Session

A. CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Government Code Section 54956.8)

Property: Domestic Water System – God’s Country LLC

Agency Negotiator: General Manager, Water Superintendent

Property Owner: Lori C. Barney

16. Report from Closed Session

17. Adjournment

Consent Calendar - All matters listed under consent calendar, will be enacted by one motion at the appropriate time. The staff recommendation is approval of all items listed. If discussion is desired, any item may be removed from the consent calendar by a Board member and considered separately.

Public Testimony - Each individual speaker will be limited to five minutes or less on each item on the agenda and five minutes or less on each non-agenda item during public testimony. All remarks shall be addressed to the Board as a whole body only.

Public Records – All open session agenda related writings and documents provided to the Board of Directors are available for public inspection at www.bbccsd.org and at the office of the Board Secretary, located at 139 E. Big Bear Blvd., Big Bear City, CA 92314 during regular business hours, 7:30 a.m. to 4:30 p.m., Monday through Friday.

Americans with Disabilities Act - In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if you need special assistance to participate in a District meeting or other services offered by the District, please contact Big Bear City Community Services District office at (909) 585-2565. Notification at least 48 hours prior to the meeting or time when services are needed will assist the District staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

**BIG BEAR CITY COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING MINUTES
AUGUST 20, 2018**

CALL TO ORDER

The Big Bear City Community Services District Board of Directors held a regular meeting on Monday, August 20, 2018 at 5:00 p.m. at 139 East Big Bear Boulevard, Big Bear City, California 92314.

President Oxandaboure called the meeting to order at 5:00 p.m. and Director Ziegler led the Pledge of Allegiance.

BOARD MEMBERS PRESENT

John Green, Karyn Oxandaboure, Larry Walsh, and Al Ziegler were present.

BOARD MEMBERS ABSENT

John Russo was absent.

OTHERS PRESENT

MEMBERS OF THE PUBLIC who signed in included: The Keller's.

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

PRESENTATIONS

A. District Employee Recognition

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

- Andy Keller, 10 years

INFORMATION ITEMS

A. Possible Adjournment of September 3, 2018 Regular Board Meeting

President Oxandaboure explained that September 3, 2018 is Labor Day, a legal and District recognized holiday. District Ordinance 2015-01 states, "If the time appointed for a regular meeting falls upon a legal or District holiday, such meeting shall be held at the same hour on the next succeeding business day of the District unless adjourned." General Manager Reeves informed the Board that based on the Water Committee meeting on August 16, 2018; we will

need to have the regularly scheduled Board meeting on the succeeding business day of the District. By consensus of the Board, it was decided to move the September 3, 2018 meeting to the next succeeding business day of the District on Tuesday, September 4, 2018.

CONSENT CALENDAR

The Board reviewed the items on the consent calendar.

MOTION

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

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

The Board approved the following consent item as presented:

- A. Minutes - Regular Meeting August 6, 2018
- B. Cash/Checks Disbursements July 2018 \$662,043.34
Credit Card Purchases July 2018 \$10,546.32
- C. Proposed Resolution Approving the Annual Statement of Investment Policy

The Board adopted Resolution 2018-10, the caption of which reads as follows:

RESOLUTION 2018-10

RESOLUTION OF THE BOARD OF DIRECTORS OF THE BIG
BEAR CITY COMMUNITY SERVICES DISTRICT APPROVING
THE ANNUAL STATEMENT OF INVESTMENT POLICY

See BBCCSD Resolution and Ordinance Book Number 33 for complete copy of Resolution 2018-10.

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:

- Water, August 16, 2018

Director Green summarized for the Board the Wahkeena Tract water system, water connections, and water rights discussion that took place at the Water Committee meeting. He informed the Board that at the September 4, 2018 Board meeting there will be a closed session to discuss real property negotiations regarding this item.

FIRE DEPARTMENT BUSINESS

There was no Fire Department business.

STAFF REPORTS

The General Manager’s Report and Supervisors’ Monthly Reports for July 2018 were discussed, received, and filed.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS/ADOPTION AGENDA/DISCUSSION/NOTICED HEARINGS

A. Fiscal Year 2017/18 Big Bear City CSD Property Tax Allocation

Finance Officer Shari Strain reported that this was standard procedure at the end of each fiscal year. Ms. Strain prepared a check for the remaining property tax, above the budgeted amount, to give to the Big Bear Fire Authority representative Kristin Mandolini pending Board approval.

MOTION

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

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

The Board directed staff to transfer, via check, the remaining property tax to the Big Bear Fire Authority.

NON-AGENDA PUBLIC TESTIMONY

No public comments were offered or heard.

DIRECTORS' CLOSING COMMENTS/ANNOUNCEMENT OF COMING EVENTS

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

CLOSED SESSION

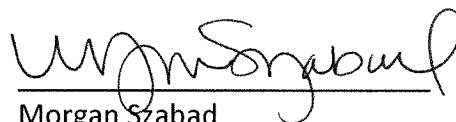
There were no closed session items.

REPORT FROM CLOSED SESSION

There were no closed session items.

ADJOURNMENT

By consensus of the Board, the meeting was adjourned at 5:15 p.m.


Morgan Szabad
Secretary of the Board

GENERAL MANAGER REPORT
SEPTEMBER 4, 2018 REGULAR BOARD MEETING

DATE: August 27, 2018
TO: Board of Directors
FROM: Mary Reeves - General Manager
SUBJECT: General Manager's Report

In addition to staff meetings with each of the department supervisors, my work activities since the last General Manager's report include:

- August 16, 2018 I attended a meeting of the CSD Water Committee.
- August 21, 2018 I attended a routine coordination meeting on the Bear Valley Water Sustainability Project organized by Laine Carlson from Water Systems Consulting, Inc.
- August 22, 2018 A representative from Nationwide Insurance was available at the District Office to speak with employees regarding Nationwide's investment offerings.
- August 23, 2018 The general managers of the Big Bear Area Regional Wastewater Agency, the Big Bear Municipal Water District, the City of Big Bear Lake Department of Water and Power, and I attended a meeting of the Santa Ana Watershed Project Authority in Riverside.
- August 28, 2018 I took vacation from Tuesday, August 28, 2018 through Sunday, September 2, 2018 to visit my daughter in Chicago.
- September 3, 2018 The District was closed in observance of Labor Day.

Notable Upcoming Events Include:

- A regional meeting regarding the Countywide Plan will be held from 6:00 p.m. to 8:00 p.m. on September 19, 2018 at the Big Bear Area Regional Wastewater Agency located at 121 Palomino Drive in Big Bear City. The County of San Bernardino is asking for community participation to guide the future of the community and the county. This is the second round of regional open houses to hear feedback on draft goals, policies, community actions, and the land use map.

**STAFF REPORT AND RECOMMENDATION
SEPTEMBER 4, 2018 REGULAR BOARD MEETING**

DATE: August 29, 2018, 2018
TO: Board of Directors
FROM: Jerry Griffith – Water Superintendent
SUBJECT: Surplus Vehicle Unit 116A Bid Results

BACKGROUND:

At the July 16, 2018 Board Meeting staff received approval to surplus and advertise vehicle Unit 116A for sale to highest bidder. Staff advertised in the Big Bear Grizzly newspaper for 2 weeks and received no bids for the vehicle.

It was then decided to put the vehicle in front of the District office for sale while staff researched how to sell the vehicle at an auction. Since the truck has been in the front of the office staff has received numerous inquiries and offers to purchase the truck.

STAFF RECOMMENDATION:

Direct staff to either go out to bid again or accept the highest offer for the truck.

