

**BIG BEAR CITY COMMUNITY SERVICES DISTRICT  
REGULAR BOARD MEETING MINUTES  
DECEMBER 19, 2022**

**CALL TO ORDER**

The Big Bear City Community Services District Board of Directors held a regular meeting on Monday, December 19, 2022 at 5:00 p.m. at 139 East Big Bear Boulevard, Big Bear City, California 92314 and by teleconference at 20839 SE Sunniberg Lane, Bend, OR. 97702.

President Walsh called the meeting to order at 5:01 p.m. and Director Ziegler led the Pledge of Allegiance.

**BOARD MEMBERS PRESENT**

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

**BOARD MEMBERS ABSENT**

There were no Board members absent.

**OTHERS PRESENT**

MEMBERS OF THE PUBLIC who signed in included: Jo Rowe, Ryan Orr, and Bob Ybarra.

DISTRICT EMPLOYEES included: Jerry Griffith, Water Superintendent; Andy Keller, Sewer Foreman; Jeanette Prickett, Finance Officer; Jon Zamorano, Solid Waste Superintendent; Mary Reeves, General Manager, and Morgan Szabad, Human Resources Manager/Secretary of the Board.

**PRESENTATIONS – SEATING OF NEW BOARD**

- A. Oath of Office for Newly Re-elected Directors Green, Rowe, and Ziegler

General Manager Reeves announced that the District had received the Certified Election Results of the November 8, 2022 election from the County of San Bernardino Registrar of Voters, and Directors Green, Rowe, and Zeigler were all re-elected. Secretary to the Board, Morgan Szabad, administered the Oath of Office to newly re-elected Directors Green, Rowe, and Ziegler. Director Green took his oath via teleconference and will also do his oath in person at the next regular Board meeting as advised by legal counsel. Ms. Szabad instructed the Directors to sign their Oath of Office and to give the originals to her for her signature of Officer Administering Oath.

**INFORMATION ITEMS – ELECTION OF OFFICERS**

- A. Election of President and Vice President for 2023

**MOTION**

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

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

The nominations for President were opened.

Director Ziegler nominated Director Russo to serve as President of the Board. There were no additional nominations.

**MOTION**

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

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

The nominations for President were closed.

**MOTION**

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

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

The Board elected Director Russo to serve as President of the Board.

Newly elected President Russo asked for a motion and a second to open the nominations for Vice President.

**MOTION**

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

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

The nominations for Vice-President were opened.

President Russo nominated Director Rowe to serve as Vice-President.

**MOTION**

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

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

The nominations for Vice-President were closed.

**MOTION**

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

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

The Board elected Director Rowe to serve as Vice-President of the Board.

B. Possible Adjournment of January 2, 2023 Regular Board Meeting

General Manager Mary Reeves explained that January 2, 2023 is observed for New Year’s Day, a legal and District recognized holiday. District Ordinance 2015-01 states, “If the time appointed for a regular meeting fall 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.” Ms. Reeves reported that as of this date, staff is not aware of any action items, other than consent items, to include in a meeting to be held on Tuesday, January 3, 2023. By consensus of the Board the January 2, 2023 meeting was adjourned to the next regularly scheduled meeting on Monday, January 16, 2023.

**CONSENT CALENDAR**

The Board reviewed the items on the consent calendar.

**MOTION**

Upon motion by Director Walsh, seconded by Director Ziegler, 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 December 5, 2022
- B. Cash/Checks Disbursements and Credit Card Purchases - November 2022 \$330,379.63

**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.

**FIRE DEPARTMENT BUSINESS/NOTICED HEARINGS – DISCUSSION AND POSSIBLE ACTION**

- A. Proposed Resolution 2022-23 – A Resolution of the Board of Directors of the Big Bear City Community Services District Approving Removal of Fire Capital Assets that do not meet Capitalization Criteria, or are Deemed Obsolete

Finance Officer Jeanette Prickett reported that she had met with Fire Chief Willis and Big Bear Fire Authority (BBFA) staff regarding fire fixed assets that are either broken, they're no longer in possession of, and/or not capitalizable items. It was determined that \$609,689.68 of fire capital assets that have also accumulated depreciation of \$604,050.48 are no longer in use or are non-capitalizable under GAAP/BASB capitalization rules. The net impact to the net position is \$5,639.20. Staff has prepared a resolution to remove fire capital assets from the capital asset listing that do not meet the capitalization criteria or are deemed obsolete.

**MOTION**

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

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

The Board adopted Resolution 2022-23, the caption of which reads as follows:

## RESOLUTION 2022-23

### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BIG BEAR CITY COMMUNITY SERVICES DISTRICT APPROVING REMOVAL OF FIRE CAPITAL ASSETS THAT DO NOT MEET CAPITALIZATION CRITERIA, OR ARE DEEMED OBSOLETE

See BBCCSD Resolution and Ordinance Book Number 35 for the complete copy of Resolution 2022-23.

#### **COMMITTEE & BOARD MEMBER REPORTS**

A. The following Committees met since the last Board Meeting:

- BBARWA, December 13, 2022

Director Walsh reported various financing items were discussed.

#### **STAFF REPORTS**

The General Manager's Report and Supervisors' Monthly Reports for November 2022 were discussed, received, and filed.

#### **UNFINISHED BUSINESS**

There were no unfinished business items.

#### **NEW BUSINESS/ADOPTION AGENDA/DISCUSSION/NOTICED HEARINGS**

A. Solid Waste Fee Schedule 2023

Solid Waste Superintendent Jon Zamorano explained that Ordinance 2022-05 establishes a Solid Waste fee schedule not subject to a Proposition 218 public hearing. Mr. Zamorano thanked staff for their hard work in the process regarding new green waste collection regulations effective January 1, 2023. Public comment was heard. Staff answered Board questions regarding green waste regulations.

#### **MOTION**

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

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

The Board approved the Solid Waste fee schedule for 2023 as presented.

**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**

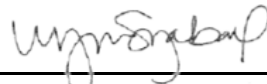
There were no closed session items.

**REPORT FROM CLOSED SESSION**

There were no closed session items.

**ADJOURNMENT**

By consensus of the Board, the meeting was adjourned at 5:53 p.m.



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Morgan Szabad  
Secretary of the Board