

**BIG BEAR CITY COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING MINUTES
MARCH 6, 2023**

CALL TO ORDER

The Big Bear City Community Services District Board of Directors held a regular meeting on Monday, March 6, 2023 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 Ziegler led the Pledge of Allegiance.

BOARD MEMBERS PRESENT

John Green, Bob Rowe, 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: Jo Rowe, and Leeanne Eagleson.

DISTRICT EMPLOYEES included: Donna Horn, Administrative Department Manager; Kaylyn Johnson, Customer Service Representative; 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

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 Walsh, seconded by Director Green, 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 February 6, 2023
- B. Cash/Checks Disbursements and Credit Card Purchases – January 2023 \$3,405,907.80
- C. Financial Report, Treasurer’s Report – Quarter ended 12/31/2022

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:

- Administrative, February 8, 2023
- Finance, February 16, 2023
- Water, February 21, 2023
- BBARWA, February 22, 2023

Director Walsh noted that the Finance committee met regarding the financial report and treasurer’s report – quarter ended 12/31/2022 approved on the consent calendar. General Manager Reeves reported that the Administrative and Water committees met in preparation for the upcoming budget workshop on March 14, 2023 for fiscal year 2023/24. Ms. Reeves explained the items discussed at the BBARWA meeting which included a rate study presentation, on-call electrical services and a compensation study.

STAFF REPORTS

The General Manager’s Report and Supervisors’ Monthly Reports for January 2023 were discussed, received, and filed.

UNFINISHED BUSINESS

There were no unfinished business items.

NEW BUSINESS/ADOPTION AGENDA/DISCUSSION/NOTICED HEARINGS

- A. Proposed Resolution 2023-02 - A Resolution of the Board of Directors of the Big Bear City Community Services District Approving the Capitalization Policy

Finance Officer Jeanette Prickett explained that with the mandatory implementation of GASB 87 and upcoming mandatory implementation of GASB 96 it is necessary for the District to adopt a Capitalization policy based on recommendation from the Auditor. Ms. Prickett mentioned that in prior years, the capitalization threshold and general practice was noted in our purchasing policy. Ms. Prickett also noted that the capitalization threshold is increasing from \$5,000 to \$25,000. Staff answered Board questions, no public comment was offered.

MOTION

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

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

The Board adopted Resolution 2023-02, the caption of which reads as follows:

RESOLUTION 2023-02

A RESOLUTION OF THE BIG BEAR CITY COMMUNITY SERVICES DISTRICT
APPROVING THE CAPITALIZATION POLICY

See BBCCSD Resolution and Ordinance Book Number 35 for the complete copy of Resolution 2023-02.

- B. Proposed Resolution 2023-03 - A Resolution of the Board of Directors of the Big Bear City Community Services District Approving the Purchasing Policy

Finance Officer Prickett reported that the approval of the capitalization policy triggers an update to the purchasing policy. Ms. Prickett noted the removal of the capitalization verbiage, update to the purchase order process with the new accounting software implementation, and minor grammatical and formatting updates. There were no Board or public comment offered.

MOTION

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

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

The Board adopted Resolution 2023-03, the caption of which reads as follows:

RESOLUTION 2023-03

A RESOLUTION OF THE BIG BEAR CITY COMMUNITY SERVICES DISTRICT
APPROVING THE PURCHASING POLICY

See BCCSD Resolution and Ordinance Book Number 35 for the complete copy of Resolution 2023-03.

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

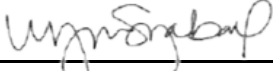
There were no closed session items.

REPORT FROM CLOSED SESSION

There were no closed session items.

ADJOURNMENT

By consensus of the Board, the meeting was adjourned at 5:23 p.m.



Morgan Szabad
Secretary of the Board