

**BIG BEAR CITY COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING MINUTES
JULY 20, 2023**

CALL TO ORDER

The Big Bear City Community Services District Board of Directors held a regular meeting on Monday, July 20, 2023 at 5:00 p.m. at 139 East Big Bear Boulevard, Big Bear City, California 92314 and by teleconference at 418 B. N Mt. Shasta Blvd, Mount Shasta, California 96067.

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

BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

John Green was absent.

OTHERS PRESENT

MEMBERS OF THE PUBLIC who signed in included: Patrice Duncan, Bridgette Burton, Jo Rowe, Leanne Eagleson, Ryan Orr, Judy Keller, Jenn Clegg, and Michael Shabinaw.

DISTRICT EMPLOYEES included: Jerry Griffith, Water Superintendent; Donna Horn, Administrative Department Manager; 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

A. Temporary Board Committee Assignment

General Manager Mary Reeves explained there was a need to assign an alternate Board member to temporarily participate in the Water committee meetings. President Russo asked the attending Board members in alphabetical order if they had interest in being an alternate. Director Rowe expressed interest and was selected by President Russo.

CONSENT CALENDAR

The Board reviewed the items on the consent calendar.

MOTION

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

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

The Board approved the following consent items:

- A. Minutes - Regular Meeting June 19, 2023
- B. Cash/Checks Disbursements and Credit Card Purchases – June 2023 \$289,233.17
- C. Third Amendment to the General Manager Employment Agreement

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:
 - Solid Waste, June 21, 2023

General Manager Reeves briefly explained the items discussed the Solid Waste committee meeting including routing software enhancements and a request for proposals for such software, and solid waste trucks purchasing manner.

STAFF REPORTS

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

UNFINISHED BUSINESS

There were no unfinished business items.

NEW BUSINESS/ADOPTION AGENDA/DISCUSSION/NOTICED HEARINGS

- A. Proposed Resolution 2023-11 – 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 2023-11 was opened at 5:07 p.m.

General Manager Mary Reeves stated that Proposed Resolution 2023-11 adopts a written report regarding delinquent trash collection charges and delinquent water service charges and directs that such charges be collected on the tax roll. Ms. Reeves explained that this is a continuation of our current process for delinquent charges. President Russo asked for Board and public comment. Staff answered Board questions, no public comment was given.

The public hearing on Proposed Resolution 2023-11 was closed at 5:08 p.m.

MOTION

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

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

The Board adopted Resolution 2023-11, the caption of which reads as follows:

RESOLUTION 2023-11

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 BBCCSD Resolution and Ordinance Book Number 35 for the complete copy of Resolution 2023-11.

B. Award Well 8a Equipping Project

Water Superintendent Jerry Griffith explained that the Water Department has been awarded a Drinking Water State Revolving Fund (DWSRF) loan of \$2.5 million dollars to drill and equip a new production Well 8a to replace our current Well 8. Mr. Griffith reported the District had a mandatory pre-bid meeting on April 6, 2023 at the well sight and the bid opening on May 16, 2023 at the District office. The District received 3 bids for the Well 8a equipping project; RE Chaffee Construction, Inc., Borden Excavating. Inc., and Cora Constructors, Inc. Based on WSC’s recommendation, staff would like to award the Well 8a equipping project to the lowest responsible bidder, RE Chaffee Construction, Inc. in the amount of \$927,659.98. President Russo asked for Board and public comment, no Board or public comment was offered.

MOTION

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

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

The Board authorized staff to award the Well 8a equipping portion of the project to RE Chaffee Construction, Inc. in the amount of \$927,659.98.

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

- A. PUBLIC EMPLOYEE APPOINTMENT
Pursuant to Government Code Section 54957
Title: General Manager

At 5:21 p.m., the Board entered into closed session.

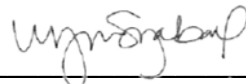
REPORT FROM CLOSED SESSION

- A. PUBLIC EMPLOYEE APPOINTMENT
Pursuant to Government Code Section 54957
Title: General Manager

President Russo report that no reportable action had taken place.

ADJOURNMENT

By consensus of the Board, the meeting was adjourned at 6:20 p.m.



Morgan Szabad
Secretary of the Board