

**BIG BEAR CITY COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING MINUTES
APRIL 4, 2022**

CALL TO ORDER

The Big Bear City Community Services District Board of Directors held a regular meeting on Monday, April 4, 2022 at 5:00 p.m. at 139 East Big Bear Boulevard, Big Bear City, California 92314.

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

BOARD MEMBERS PRESENT VIA ROLL-CALL

John Russo, Larry Walsh, and Al Ziegler were present.

BOARD MEMBERS ABSENT

John Green was absent.

OTHERS PRESENT

MEMBERS OF THE PUBLIC who signed in included: Michael Egelson, Robert Rowe, Bob and Sandi Ybarra, Ed Stanik, Kathy Portie, Duane Riffenburgh and family, Frank Forbes, Susan Gaitan, Ellen Clarke, Karyn Oxandaboure and Christine Smith.

DISTRICT EMPLOYEES included: Jennifer Hall, Customer Service Representative; Brian Harris, Solid Waste Foreman; Donna Horn, Administrative Department Manager; Kaylyn Johnson, Customer Service Representative; Jeanette Prickett, Finance Officer; Ryan Reeves, Water Services Worker; Jon Zamorano, Solid Waste Superintendent; Nathan Zamorano, Sewer Superintendent; Mary Reeves, General Manager, and Morgan Szabad, Human Resources Manager/Secretary of the Board.

PRESENTATIONS

There were no presentation items.

INFORMATION ITEMS

- A. 2022 Community Clean-up Day Schedule

General Manager Reeves reviewed the 2022 community clean-up day schedule. Ms. Reeves noted the cost savings of the new schedule.

CONSENT CALENDAR

The Board reviewed the items on the consent calendar.

MOTION

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

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

The Board approved the following consent items as presented:

- A. Minutes - Regular Meeting March 21, 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:

- BBARWA, March 23, 2022
- Finance, March 24, 2022

President Walsh summarized the BBARWA meeting. Ms. Reeves noted that the new business item 13 B. will discuss the finance committee meeting item.

STAFF REPORTS

The General Manager's Report was discussed, received, and filed.

UNFINISHED BUSINESS

There were no unfinished business items.

NEW BUSINESS/ADOPTION AGENDA/DISCUSSION/NOTICED HEARINGS

- A. Board Vacancy Appointment

General Manager Reeves reported that staff was directed to post a notice of vacancy on March 8, 2022. Ms. Reeves outlined the Board vacancy appointment process for interviewing the candidates. At the March 21, 2022 regular Board meeting, the Board decided to have the candidates speak alphabetically backwards, Z to A according to the first letter of their last names, each candidate will

be able to make an opening statement no longer than three minutes long and two minutes to answer each interview question. The Board decided to make the appointment be by a unanimous vote. The Board noted that candidate Alan Herendich was not in attendance.

MOTION

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

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

The Board voted to have each Board member ask two questions to each candidate. The Board member must ask the same questions to each candidate.

The Board heard each candidates opening statement. Candidate each then answered two questions per Board member. President Walsh asked for public comment. No public comment was given. President Walsh then asked for nominations to fill the vacancy.

Director Russo nominated Michael Eagleson. Director Ziegler voted in favor; President Walsh voted no. Director Ziegler nominated Bob Ybarra. President Walsh and Director Russo voted no. President Walsh nominated Robert Rowe. Director Russo, Director Ziegler, and President Walsh voted in favor. Robert Rowe was appointed to the vacancy by a unanimous vote. Board Secretary issued the Oath of Office to Mr. Rowe, and he was seated at the dais.

B. Auditor Request for Proposal Findings and Recommendation from the Finance Committee and Staff

Finance Officer Jeanette Prickett stated the District had gone out for a request for proposal for audit services that were due to be submitted by March 11, 2022. Ms. Prickett reported that the finance committee met on March 24, 2022 to review the top two staff recommendations. The finance committee and staff reviewed the two proposals based on responsible bids, cost, Special District experience with auditing, location, ability to meet in-person, and firm bandwidth for longevity and stability. Staff answered Board questions regarding the proposals. Ms. Prickett noted the finance committee recommended DavisFarr and increase the budget for fiscal year 2022/23 \$3,900 to cover the cost. Public comment was heard.

MOTION

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

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

The Board approved DavisFarr for District auditing services for FY 2021/22, FY 2022/23 and FY

2023/24 audits with an increase of \$3,900 to the FY 2022/23 budget for audit services, and authorized staff to sign the engagement letter with DavisFarr.

NON-AGENDA PUBLIC TESTIMONY

There was no non-agenda public comment.

DIRECTORS' CLOSING COMMENTS/ANNOUNCEMENT OF COMING EVENTS

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

CLOSED SESSION

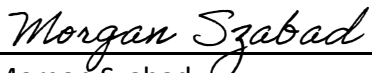
There were no closed session items.

REPORT FROM CLOSED SESSION

There were no closed session items.

ADJOURNMENT

By consensus of the Board, the meeting was adjourned at 6:23 p.m.



Morgan Szabad
Secretary of the Board