

**BIG BEAR CITY COMMUNITY SERVICES DISTRICT  
REGULAR BOARD MEETING MINUTES  
DECEMBER 18, 2023**

**CALL TO ORDER**

The Big Bear City Community Services District Board of Directors held a regular meeting on Monday, December 18, 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. Director Eagleson led the Pledge of Allegiance.

**BOARD MEMBERS PRESENT**

Michael Eagleson, 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: Jonathan Foster, Patrice Duncan, Erik Sund, and Pat Enyart.

DISTRICT EMPLOYEES included: Kaylyn Johnson, Administrative Department Manager; Jeanette Prickett, Finance Officer; Jon Zamorano, Solid Waste Superintendent; Glenn Jacklin, General Manager, and Morgan Szabad, Human Resources Manager/Secretary of the Board.

**PRESENTATIONS**

A. Fiscal Year 2022/23 Audit Report

Finance Officer Jeanette Prickett introduced the District's auditor, Jonathan Foster with DavisFarr LLP, to provide the fiscal year 2022/23 audit actuals presentation. Mr. Foster addressed the main areas of focus consisting of an unmodified opinion, prior year recommendation needing addressing, a summary of results, and areas of audit focus. President Russo asked for any Board or public comment. No comments were given. The fiscal year 2022/23 audit report was received and filed.

**INFORMATION ITEMS – ELECTION OF OFFICERS**

A. Election of President and Vice President for 2024

**MOTION**

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

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

The nominations for President were opened.

Director Rowe nominated Director Walsh to serve as President of the Board. Director Eagleson nominated Director Russo to serve as President of the Board.

**MOTION**

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

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

The nominations for President were closed.

**MOTION**

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

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

The vote for Director Walsh did not pass.

**MOTION**

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

AYES: EAGLESON, 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 vote:

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

The nominations for Vice-President were opened.

Director Eagleson nominated Director Rowe to serve as Vice-President. There were no additional nominations.

**MOTION**

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

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

The nominations for Vice-President were closed.

**MOTION**

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

AYES: EAGLESON, 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 1, 2024 Regular Board Meeting**

General Manager Glenn Jacklin explained that January 1, 2024 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.” By consensus of the Board the January 1, 2024 meeting was adjourned to the next regularly scheduled meeting on Monday, January 15, 2024.

**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 vote:

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

The Board approved the following consent items:

- A. Minutes - Regular Meeting December 4, 2023
- B. Cash/Checks Disbursements and Credit Card Purchases – November 2023 \$196,477.99
- C. Status of the Lease-Purchase Financing Agreement for the Capital Purchase of four Solid Waste Vehicles

## **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, December 7, 2023

Director Walsh provided a summary of the items discussed at the BBARWA meeting including a 401A retirement plan.

## **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**

There were no new business items.

**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**

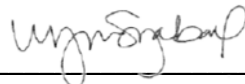
There were no closed session items.

**REPORT FROM CLOSED SESSION**

There were no closed session items.

**ADJOURNMENT**

By consensus of the Board, the meeting was adjourned at 5:39 p.m.



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Morgan Szabad  
Secretary of the Board