

**BIG BEAR CITY COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING MINUTES
APRIL 17, 2023**

CALL TO ORDER

The Big Bear City Community Services District Board of Directors held a regular meeting on Monday, April 17, 2023 at 5:00 p.m. at 139 East Big Bear Boulevard, Big Bear City, California 92314 and by teleconference at 74711 Dillon Road, Space #244, Desert Hot Springs, California 92241.

President Russo called the meeting to order at 5:00 p.m. and Director Rowe 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

No Board members were absent.

OTHERS PRESENT

MEMBERS OF THE PUBLIC who signed in included: Jo Rowe, Michael Eagleson, Erik Sund, Kelly Craig, and Ryan Goss.

DISTRICT EMPLOYEES included: Jerry Griffith, Water Superintendent; Donna Horn, Administrative Department Manager; Kaylyn Johnson, Customer Service Representative; Jeanette Prickett, Finance Officer; 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

Solid Waste Superintendent Jon Zamorano reported on the Community Clean-up day that was held on April 15, 2023. Mr. Zamorano said 20.83 tons of refuse, 9.8 tons of green waste and 3.51 tons of metal were collected.

**INTRODUCTION OF ORDINANCES TO BE CONSIDERED FOR ADOPTION AT PUBLIC HEARINGS ON
MAY 1, 2023**

- Proposed Ordinance 2023-03 –An Ordinance of the Board of Directors of the Big Bear City

Community Services District Adopting the Water and Sewer Code of Regulations Governing Water and Sewer Service Within the District and Repealing All Prior Conflicting Ordinances and Finding the Ordinance Exempt From Review Under the California Environmental Quality Act (CEQA) under Public Resources Code Sections Section 21080(b)(8), CEQA Guidelines Sections 15378(b)(4), 15273(a)(1)-(4), and 15061(b)(3)

Proposed ordinances must be introduced at a meeting prior to their adoption. The Board may vote to waive the reading of the full ordinances. With a majority vote, the ordinances may be introduced by reading only the titles of the ordinances. Proposed Ordinance 2023-03 will be considered for adoption at a public hearing on May 1, 2023. General Manager Mary Reeves gave a brief explanation of the Ordinance and answered Board questions. President Russo asked for any public comment. No public comment was given.

MOTION

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

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

The Board approved waiving the full reading of Proposed Ordinance 2023-03. President Russo introduced the proposed ordinance by reading the title.

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 roll-call vote:

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

The Board approved the following consent items:

- A. Minutes - Regular Meeting April 3, 2023
- B. Cash/Checks Disbursements and Credit Card Purchases – March 2023 \$202,264.58

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: None.

There were no committee & board member reports.

STAFF REPORTS

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

UNFINISHED BUSINESS

There were no unfinished business items.

NEW BUSINESS/ADOPTION AGENDA/DISCUSSION/NOTICED HEARINGS

A. Proposed Ordinance 2023-01 – An Ordinance of the Big Bear City Community Services District Increasing Water Connection Fees

Proposed ordinances must be introduced at a meeting prior to their adoption. Proposed Ordinance 2023-01 was introduced at the regular meeting on April 3, 2023. With a majority vote, the ordinance can be discussed by reading only the title of the ordinance.

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 waived the full reading of Proposed Ordinance 2023-01. President Russo read the title of the ordinance.

The noticed public hearing on Proposed Ordinance 2023-01 was opened at 5:11 p.m.

President Russo asked for Board and public comments. Staff answered Board questions. No public comment was offered.

The public hearing on Proposed Ordinance 2023-01 was closed at 5:14 p.m.

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 adopted Ordinance 2023-01 increasing the District’s Water Connection Fee for new customers by 1.84% from \$9,963.00 to \$10,146.00, the caption of which reads as follows:

ORDINANCE 2023-01

AN ORDINANCE OF THE BIG BEAR CITY COMMUNITY SERVICES DISTRICT
INCREASING WATER CONNECTION FEES

See BBCCSD Resolution and Ordinance Book Number 35 for the complete copy of Ordinance 2023-01.

B. Proposed Ordinance 2023-02 – An Ordinance of the Big Bear City Community Services District Increasing Sewer Connection Fees

Proposed ordinances must be introduced at a meeting prior to their adoption. Proposed Ordinance 2023-02 was introduced at the regular meeting on April 3, 2023. With a majority vote, the ordinance can be discussed by reading only the title of the ordinance.

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 waived the full reading of Proposed Ordinance 2023-02. President Russo read the title of the ordinance.

The noticed public hearing on Proposed Ordinance 2023-02 was opened at 5:15 p.m.

President Russo asked for Board and public comments. No Board or public comment were offered.

The public hearing on Proposed Ordinance 2023-02 was closed at 5:17 p.m.

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 adopted Ordinance 2023-02 increasing the District’s Sewer Connection Fee for new customers by 4.93% from \$2,731.63 to \$2,866.30, the caption of which reads as follows:

ORDINANCE 2023-02

AN ORDINANCE OF THE BIG BEAR CITY COMMUNITY SERVICES DISTRICT
INCREASING SEWER CONNECTION FEES

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

- C. Professional Services Agreement for Executive Search Services with Ralph Andersen & Associates

Ms. Reeves stated that, with the announcement of her intent to retire in August of this year, she requested a quote from Ralph Andersen & Associates to assist the Board in selecting her successor. Ralph Andersen & Associates work exclusively in the public sector and have worked with the District in 2017 for the last General Manager recruitment. The professional services fee from Ralph Andersen & Associates to perform this search is a fixed fee of \$30,000 which is included in the District’s Fiscal Year 2022/23 budget.

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 authorized the General Manager to enter into an agreement with Ralph Andersen & Associates for Executive Search Services for a fixed fee of \$30,000.

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

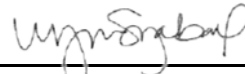
There were no closed session items.

REPORT FROM CLOSED SESSION

There were no closed session items.

ADJOURNMENT

By consensus of the Board, the meeting was adjourned at 5:26 p.m.



Morgan Szabad
Secretary of the Board