

**BIG BEAR CITY COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING REVISED AGENDA
139 E BIG BEAR BLVD, BIG BEAR CITY CA 92314
DECEMBER 4, 2023 - 5:00 P.M.**

1. Call To Order and Roll-Call
2. Pledge Of Allegiance
3. Presentations
4. Information Items
5. Consent Calendar- Approval
 - A. Minutes – Regular Meeting November 20, 2023
6. Requests for Continuance
7. Items Removed from the Consent Calendar for Discussion
8. Committee & Board Member Reports
 - A. The following Standing Committees met since the last Board Meeting:
 - Solid Waste, November 28, 2023
9. Staff Reports – Receive and File
 - A. General Manager’s Report
10. Unfinished Business - Discussion and possible action
11. New Business/Adoption Agenda/Discussion/Noticed Hearings - Discussion and possible action
12. Non-Agenda Public Comment
13. Directors’ Closing Comments/Announcement Of Coming Events
14. Closed Session

15. Report from Closed Session

16. Adjournment

Consent Calendar - All matters listed under consent calendar, will be enacted by one motion at the appropriate time. The staff recommendation is approval of all items listed. If discussion is desired, any item may be removed from the consent calendar by a Board member and considered separately.

Public Testimony - Each individual speaker will be limited to five minutes or less on each item on the agenda and five minutes or less on each non-agenda item during public testimony. All remarks shall be addressed to the Board as a whole body only.

Public Records – All open session agenda related writings and documents provided to the Board of Directors are available for public inspection at www.bbccsd.org and at the office of the Board Secretary, located at 139 E. Big Bear Blvd., Big Bear City, CA 92314 during regular business hours, 7:30 a.m. to 4:30 p.m., Monday through Friday.

Americans with Disabilities Act - In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if you need special assistance to participate in a District meeting or other services offered by the District, please contact Big Bear City Community Services District office at (909) 585-2565. Notification at least 48 hours prior to the meeting or time when services are needed will assist the District staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

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

CALL TO ORDER

The Big Bear City Community Services District Board of Directors held a regular meeting on Monday, November 20, 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 Rowe 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: Jo Rowe, Patrice Duncan, Ryan Goss, Bob Ybarra, Kristina Nehls, and Kelly Craig.

DISTRICT EMPLOYEES included: Jerry Griffith, Water Superintendent; Jack Holt, Water Services Worker; Jeanette Prickett, Finance Officer; Glenn Jacklin, General Manager, and Morgan Szabad, Human Resources Manager/Secretary of the Board.

PRESENTATIONS

There were no presentation items.

INFORMATION ITEMS

A. Comprehensive Classification & Compensation Study – Final Report

Human Resources Manager/Board Secretary Morgan Szabad explained the current Memorandum of Understanding between the Big Bear City Community Services District and the Big Bear City Community Services District Employees Association stated “The District will perform a compensation and classification study to be completed by December 31, 2023.” Ms. Szabad reported that the District has received the final report from Public Sector Personnel Consultants. Ms. Szabad noted that the position of Water Foreman was missing on the report and has since been added with a total compensation variance of -12.96%. Ms. Szabad stated that there was limited data for some positions which caused a challenge. At the request of the employee’s, a senior position was included as a model for possible future advancement opportunities. Szabad stated that the report will be used as an information tool for the fiscal year 2023/24 negotiations. Staff answered Board questions.

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 November 6, 2023
- B. Cash/Checks Disbursements and Credit Card Purchases – October 2023 \$225,903.60

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:
 - Water, November 2, 2023
 - BVBGSA, November 13, 2023

General Manager Glenn Jacklin stated the reported findings for the Water committee meeting are included in the information items of the minutes from November 6, 2023 approved in the consent calendar. President Russo gave a brief summary of the items discussed at the BVBGSA meeting including the adoption of a resolution to share costs equally for services like the annual report.

STAFF REPORTS

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

UNFINISHED BUSINESS

There were no unfinished business items.

NEW BUSINESS/ADOPTION AGENDA/DISCUSSION/NOTICED HEARINGS

- A. Surplus Vehicle – Declaration as Surplus Equipment and Authorization to Advertise and Sell to the Highest Reasonable Bidder

Water Superintendent Jerry Griffith explained Unit #102 will no longer be in use by the District and therefore requests authorization to declare as surplus equipment and sell to the highest bidder. Mr. Griffith stated that this vehicle was budgeted to be replaced and the District has received the replacement vehicle. Staff answered Board questions. No public comment was offered.

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 Board declared vehicle Unit #102 as surplus equipment and authorized staff to advertise and sell to the highest reasonable bidder.

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 5:28 p.m.



Morgan Szabad
Secretary of the Board



**BIG BEAR CITY COMMUNITY SERVICES DISTRICT
NOTICE OF COMMITTEE MEETING**

A special meeting of the Solid Waste Committee of the Big Bear City Community Services District will be held on Tuesday, November 28, 2023, at 10:00 a.m. This meeting will be held at the Big Bear City Community Services District Office located at 139 E. Big Bear Blvd., Big Bear City, California 92314.

The business to be transacted at this special meeting will be:

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

OPEN SESSION

- A. Various Solid Waste Department Topics – including a community waste location – Discussion and possible recommendations to the full Board

ADJOURNMENT

DATED: November 22, 2023

John Russo ^(ms)

John Russo, President of the Board
Big Bear City Community Services District

STAFF REPORT AND RECOMMENDATION

December 4, 2023, REGULAR BOARD MEETING

DATE: November 29, 2023.
TO: Board of Directors
FROM: Glenn Jacklin – General Manager
SUBJECT: General Manager’s Report

In addition to a weekly Management Staff meeting and individual department update meetings with the department leadership, my work activities as General Manager include:

Viewed a presentation by the National Weather Service to discuss weather trends for the remainder of the Fall season and what averages and patterns can lead us to expect into the Winter season.

Attended, along with staff, a department meeting to discuss state regulations regarding the District’s compliance with the renewable diesel requirement for off-road diesel vehicles beginning January 1, 2024.

Performed several random visual inspections of the Sugarloaf and Erwin Lake areas looking to verify concerns expressed by residents on trash disturbances caused by animals and departing people from their homes.

Attended a pre-planning meeting with staff to solidify information for the upcoming Solid Waste Committee meeting.

Virtually attended the regular meeting for the month of November of the City of Big Bear Lake Dept. of Water and Power.

Attended, along with staff, a special meeting of the Solid Waste Committee to discuss possible funding to provide solutions for the trash issues created by Short Term Rental users in Big Bear City.

Attended a meeting with David Doublet, Assistant Director of San Bernardino County Public Works to discuss Solid Waste concerns in relation to the county-managed transfer station in Big Bear City.

Attended a meeting with Paul Marconi from Bear Valley Electric to discuss the electrical grid in Big Bear and BVES's plans in relation to the direction for electrification of commercial vehicles for utility and service providers in Big Bear.

Notable Upcoming Events and Announcements Include:

Staff and Board Potluck. December 14th at 1:00 pm at the District Office.

The District Office was closed on November 23 and 24, 2023 for Thanksgiving. No issues of concern occurred during the closure.

Future District Office closures will be:
December 25 and 26, 2023, for Christmas.
January 1 and 2, 2023, for the New Year.