

**BIG BEAR CITY COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING MINUTES
AUGUST 19, 2019**

CALL TO ORDER

The Big Bear City Community Services District Board of Directors held a regular meeting on Monday, August 19, 2019 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. and Director Green led the Pledge of Allegiance.

BOARD MEMBERS PRESENT

John Green, Karyn Oxandaboure, 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: Edward Stanik.

DISTRICT EMPLOYEES included: Jennifer Fengler, Customer Service Representative; Kaylyn Johnson, Customer Service Representative; Andy Keller, Sewer Foreman; David Orabuena, Solid Waste Collection Specialist; Shari Strain, 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.

NON-AGENDA PUBLIC TESTIMONY

No public comments were offered or heard.

PRESENTATIONS

There were no presentation items.

INFORMATION ITEMS

- A. Discuss September 2, 2019 Regular Board Meeting – Possible Adjournment due to Holiday

President Russo explained that September 2, 2018 is Labor Day, a legal and District recognized holiday. District Ordinance 2015-01 states, "If the time appointed for a regular meeting falls

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.” Director Oxandboure questioned if there were any agenda items, other than consent items, necessitating a meeting on Tuesday, September 3, 2019. General Manager Mary Reeves reported that as of this date, staff is not aware of any action items, other than consent items, to include in a meeting to be held on Tuesday, September 3, 2019. By consensus of the Board, it was decided to adjourn the September 2, 2019 meeting to the next regularly scheduled meeting on Monday, September 16, 2019.

CONSENT CALENDAR

The Board reviewed the items on the consent calendar.

MOTION

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

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

The Board approved the following consent items as presented:

- A. Minutes - Special Meeting August 1, 2019 and Regular Meeting August 5, 2019
- B. Cash/Checks Disbursements and Credit Card Purchases July 2019 \$2,338,843.59

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:

- Sewer, August 14, 2019

General Manager Reeves explained that agenda item 12B. - Division Lift Station Replacement Contract was the topic of discussion at the Sewer Committee meeting and would be addressed during New Business.

STAFF REPORTS

The General Manager’s report was discussed, received, and filed. The Supervisors’ monthly reports for July 2019 were discussed, received, and filed.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS/ADOPTION AGENDA/DISCUSSION/NOTICED HEARINGS

- A. Proposed Ordinance 2019-04 – An Ordinance of the Big Bear City Community Services District Adopting Regulations for the Collection of Garbage and Solid Waste and Repealing Ordinance Number 2017-06

The noticed public hearing on Proposed Ordinance 2019-04 was opened at 5:07 p.m.

Proposed ordinances must be introduced at a meeting prior to their adoption. Proposed Ordinance 2019-04 was introduced at the regular meeting on August 5, 2019. With a majority vote, the ordinances can be discussed by reading only the titles of the ordinances.

MOTION

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

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

The Board waived the full reading of Proposed Ordinance 2019-04. President Russo read the title of the ordinance.

President Russo asked for Board and public comments. Board and public comments were heard.

The public hearing on Proposed Ordinance 2019-04 was closed at 5:46 p.m.

MOTION

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

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

The Board adopted Ordinance 2019-04, the caption of which reads as follows:

ORDINANCE 2019-04

AN ORDINANCE OF THE BIG BEAR CITY COMMUNITY SERVICES DISTRICT ADOPTING
REGULATIONS FOR THE COLLECTION OF GARBAGE AND SOLID WASTE AND REPEALING
ORDINANCE NUMBER 2017-06

See BBCCSD Resolution and Ordinance Book Number 34 for complete copy of Ordinance 2019-04.

B. Division Lift Station Replacement Contract

Sewer Superintendent Nathan Zamorano provided a letter of recommendation from District engineers, Water Systems Consulting, Inc. (WSC) to the Board, and a FY2019-20 Sewer department budget breakdown for the Capital Improvement Plan project to replace the Division Lift Station pumps and valves. Mr. Zamorano explained the District had received one bid for this project from R.E. Chaffee Construction in the amount of \$115,925. WSC provided an Engineer's Opinion of the Construction Cost of \$84,000 during the budget process. Mr. Zamorano explained the breakdown of costs thus far and that with the bid from R.E. Chaffee Construction the total budgeted amount, if the District accepts the bid, will be over \$25,925. Mr. Zamorano explained that if the District accepts the bid from R.E. Chaffee Construction, the total budgeted amount for the FY 2019-20 Capital Improvement Plan will not go over budget by postponing unrelated purchases, as well as the purchase of the Division properties coming in under-budget. Mr. Zamorano reported that the Sewer Committee and staff recommendation was to accept the bid from R.E. Chaffee Construction and complete the project during this fiscal year.

MOTION

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

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

The Board authorized staff to award R.E. Chaffee Construction the construction bid in the amount of \$115,925.

C. Association of California Water Agencies Region 9 Board Ballot

General Manager Reeves informed the Board of the Association of California Water Agencies

(ACWA) Region 9 Board Ballot the District had received and requested for a nomination from the Board to either vote for the ACWA Nominating Committee's recommended slate or individual Board candidate nominations. Discussion was had amongst the Board regarding the nominating options.

MOTION

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

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

The Board directed staff to support the ACWA Nominating Committee's recommended slate for Region 9 for the 2020-2021 term.

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 6:01 p.m.



Morgan Szabad
Secretary of the Board