

**BIG BEAR CITY COMMUNITY SERVICES DISTRICT  
REGULAR BOARD MEETING MINUTES  
APRIL 1, 2019**

**CALL TO ORDER**

The Big Bear City Community Services District Board of Directors held a regular meeting on Monday, April 1, 2019 at 5:00 p.m. at 139 East Big Bear Boulevard, Big Bear City, California 92314.

Vice President Ziegler 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, Larry Walsh and Al Ziegler were present.

**BOARD MEMBERS ABSENT**

John Russo was absent.

**OTHERS PRESENT**

MEMBERS OF THE PUBLIC who signed in included: None.

DISTRICT EMPLOYEES included: Jerry Griffith, Water Superintendent; Donna Horn, Administrative Department Manager; Shari Strain, Finance Officer; 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**

There were no information items.

**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, WALSH, ZIEGLER  
NOES: NONE  
ABSENT: RUSSO  
ABSTAINS: NONE

The Board approved the following consent items as presented:

- A. Minutes - Special Meeting March 12, 2019 and Regular Meeting March 18, 2019

**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 or Board Member reports.

**STAFF REPORTS**

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

**UNFINISHED BUSINESS**

There was no unfinished business.

**NEW BUSINESS/ADOPTION AGENDA/DISCUSSION/NOTICED HEARINGS**

- A. Proposed Ordinance 2019-01 – An Ordinance of the Big Bear City Community Services District Increasing Sewer Connection Fees

The noticed public hearing on Proposed Ordinance 2019-01 was opened at 5:04 p.m.

Proposed ordinances must be introduced at a meeting prior to their adoption. Proposed Ordinance 2019-01 was introduced at the regular meeting on March 18, 2019. With a majority vote, the ordinances can be discussed by reading only the titles of the ordinances.

**MOTION**

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

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

The Board waived the full reading of Proposed Ordinance 2019-01. Vice President Ziegler read the title of the ordinance.

Vice President Ziegler asked for Board and public comments.

The public hearing on Proposed Ordinance 2019-01 was closed at 5:05 p.m.

**MOTION**

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

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

The Board adopted Ordinance 2019-01, the caption of which reads as follows:

ORDINANCE 2019-01

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

See BBCCSD Resolution and Ordinance Book Number 33 for complete copy of Ordinance 2019-01.

- B. Proposed Ordinance 2019-02 – An Ordinance of the Big Bear City Community Services District Decreasing Water Connection Fees

The noticed public hearing on Proposed Ordinance 2019-02 was opened at 5:06 p.m.

Proposed ordinances must be introduced at a meeting prior to their adoption. Proposed Ordinance 2019-02 was introduced at the regular meeting on March 18, 2019. With a majority vote, the ordinances can be discussed by reading only the titles of the ordinances.

**MOTION**

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

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

The Board waived the full reading of Proposed Ordinance 2019-02. Vice President Ziegler read the title of the ordinance.

Vice President Ziegler asked for Board and public comments.

The public hearing on Proposed Ordinance 2019-02 was closed at 5:07 p.m.

**MOTION**

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

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

The Board adopted Ordinance 2019-02, the caption of which reads as follows:

ORDINANCE 2019-01

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

See BBCCSD Resolution and Ordinance Book Number 33 for complete copy of Ordinance 2019-02.

C. Professional Services Agreement for On-Call Engineering and Construction Management Services

General Manager Mary Reeves provided the Board with a brief background of the process the District performed in August 2014, interviewing three engineering firms for on-call engineering and construction management services. The Board approved the staff recommendation selecting Water Systems Consulting Inc. (WSC). Ms. Reeves explain that in June of 2017 the Board extended the WSC agreement for an additional two years. Ms. Reeves reported that based on the successful completion of past projects completed by staff and WSC, staff is requesting to extend the on-call engineering and construction management services agreement that is set to expire on June 30, 2019 an additional three-year term to June 30, 2022.

**MOTION**

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

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

The Board approved extending the on-call engineering and construction management services contract with WSC to June 30, 2022 and authorized the Board President to execute the agreement.

**DIRECTORS' CLOSING COMMENTS/ANNOUNCEMENT OF COMING EVENTS**

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

**CLOSED SESSION**

- A. CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Government Code Section 54956.8)  
Property: APN 0314571620000  
Agency Negotiator: General Manager, Water Superintendent

Property Owner: James R Romans  
Under Negotiation: Price and Terms of Payment

At 5:13 p.m., the Board entered into closed session.

**REPORT FROM CLOSED SESSION**

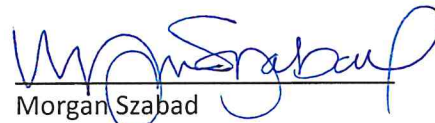
At 5:40 p.m., the Board reconvened to open session and Vice President Ziegler reported on the closed session items.

- A. CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Government Code Section 54956.8)  
Property: APN 0314571620000  
Agency Negotiator: General Manager, Water Superintendent  
Property Owner: James R Romans  
Under Negotiation: Price and Terms of Payment

Vice President Ziegler reported that no reportable action had taken place.

**ADJOURNMENT**

By consensus of the Board, the meeting was adjourned at 5:40 p.m.

  
Morgan Szabad  
Secretary of the Board