

**BIG BEAR CITY COMMUNITY SERVICES DISTRICT  
REGULAR BOARD MEETING MINUTES  
JUNE 1, 2020**

**CALL TO ORDER**

The Big Bear City Community Services District Board of Directors held a regular meeting on Monday, June 1, 2020 at 5:00 p.m. at 139 East Big Bear Boulevard, Big Bear City, California 92314 via teleconference pursuant to Governor Newsom’s Executive Order N-29-20.

President Oxandaboure called the meeting to order at 5:02 p.m. due to technical issues. The Pledge of Allegiance was dispensed for this meeting.

**BOARD MEMBERS PRESENT VIA ROLL-CALL**

John Green, Karyn Oxandaboure, John Russo, Larry Walsh and Al Ziegler were present.

President Oxandaboure confirmed that all Board members could hear the teleconference and were in possession of an agenda for the meeting. No Board members expressed doubt that the Board members participating by teleconference were not themselves.

**BOARD MEMBERS ABSENT**

No Board Members were absent.

**OTHERS PRESENT**

MEMBERS OF THE PUBLIC who announced their presence included: Kristin Mandolini, Greg Ricketts, and Ellen Clarke.

DISTRICT EMPLOYEES included: Jerry Griffith, Water Superintendent; Brian Harris, Solid Waste Foreman; Donna Horn, Administrative Department Manager; Andy Keller, Sewer Foreman; Shari Strain, Finance Officer; Nathan Zamorano, Sewer Superintendent; Mary Reeves, General Manager, and Morgan Szabad, Human Resources Manager/Secretary of the Board.

**NON-AGENDA PUBLIC TESTIMONY**

Board Secretary Morgan Szabad reported that there was one written public communication received. Ms. Szabad read aloud the submitted public communication.

From Mark Dargitz:

“I received a renewal letter for the low income financial assistance program, requiring a copy of federal tax return. I however was not required to file taxes for 2019, due to income totaling less than tax filing requirements (per HR block tax adviser). Please raise this issue to the next public hearing June 1st, and request the public question of using other low income verifications

i.e. medical or ebc card to be used in lieu of a tax return. I am also registered with the state CARE program for other utilities that do not require a tax return. Perhaps CSD can be consistent with them.”

**PRESENTATIONS**

There were no presentation items.

**INFORMATION ITEMS**

There were no information items.

**CONSENT CALENDAR**

President Oxandaboure read aloud the items on the consent calendar and asked for any public comment regarding the consent calendar items. No public comment was given. Director Walsh noted a typo on the minutes for the votes of the ordinances. Board Secretary Morgan Szabad will update the minutes to reflex the correction to show a 5-0 vote in favor of Ordinances 2020-01, 2020-02, 2020-03 and 2020-04.

**MOTION**

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

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

The Board approved the following consent items as presented:

- A. Minutes - Regular Meeting May 18, 2020

**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.

**FIRE DEPARTMENT BUSINESS/NOTICED HEARINGS – DISCUSSION AND POSSIBLE ACTION**

- A. Proposed Resolution 2020-04 – A Resolution of the Big Bear City Community Services District Setting the Fire Prevention and Protection Tax

The noticed public hearing on Proposed Resolution 2020-04 was opened at 5:10 p.m.

President Oxandaboure asked Finance Officer Shari Strain to please describe this agenda item. Ms. Strain introduced Big Bear Fire Authority's Kristin Mandolini to present this item. Ms. Mandolini provided a background about the Fire Prevention and Protection Tax and how the percentage increase of 2.27% for Fiscal Year 2020-21 is calculated. President Oxandaboure asked for public and Board comments. No public comment was given.

The public hearing on Proposed Resolution 2020-04 was closed at 5:11 p.m.

**MOTION**

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

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

The Board adopted Resolution 2020-04, the caption of which reads as follows:

RESOLUTION 2020-04

A RESOLUTION OF THE BIG BEAR CITY COMMUNITY SERVICES DISTRICT SETTING THE FIRE PREVENTION AND PROTECTION TAX FOR FISCAL YEAR 2020-21

See BBCCSD Resolution and Ordinance Book Number 34 for the complete copy of Resolution 2020-04.

- B. Proposed Resolution 2020-05 – Adopting the Fiscal Year 2020-21 Appropriations Limit for the Big Bear City Community Services District

The noticed public hearing on Proposed Resolution 2020-05 was opened at 5:13 p.m.

President Oxandaboure asked Finance Officer Shari Strain to please describe this agenda item. Ms. Strain introduced Big Bear Fire Authority's Kristin Mandolini to present this item. Ms. Mandolini reported legislative bodies of taxing agencies are required to adopt an appropriations limit. The limit specifies the maximum appropriations that may be funded by proceeds from taxes. The limit is adjusted each year by a change factor that is tied to growth indicators specified by the State. Resolution 2020-05 will set the Fiscal Year 2020-21 appropriations limit at \$7,920,903. President Oxandaboure asked for public and Board comments. Staff answered Board questions and no public comment was given.

The public hearing on Proposed Resolution 2020-05 was closed at 5:14 p.m.

**MOTION**

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

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

The Board adopted Resolution 2020-05, the caption of which reads as follows:

RESOLUTION 2020-05

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BIG BEAR CITY COMMUNITY SERVICES DISTRICT, ESTABLISHING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2020-21 FOR THE FIRE DEPARTMENT IN ACCORDANCE WITH PROVISIONS OF DIVISION 9 OF TITLE 1 OF THE CALIFORNIA GOVERNMENT CODE

See BCCSD Resolution and Ordinance Book Number 34 for the complete copy of Resolution 2020-05.

**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 were no unfinished business items.

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

There were no new business items.

**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 5:20 p.m.

*Morgan Szabad*  
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Morgan Szabad  
Secretary of the Board