

**BIG BEAR CITY COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING AGENDA
139 E BIG BEAR BLVD, BIG BEAR CITY CA 92314
MARCH 4, 2019 - 5:00 P.M.**

1. Call To Order and Roll-Call
2. Invocation and Pledge Of Allegiance
3. Non-Agenda Public Comment
4. Presentations
5. Information Items
6. Consent Calendar- Approval
 - A. Minutes of the Regular Meeting of February 19, 2019
7. Requests for Continuance
8. Items Removed from the Consent Calendar for Discussion
9. Committee & Board Member Reports
 - A. The following Standing Committees met since the last Board Meeting:
 - Solid Waste, February 26, 2019
 - Sewer, February 26, 2019
 - Administrative, February 28, 2019
10. Staff Reports – Receive and File
 - A. General Manager’s Report
11. Unfinished Business - Discussion and possible action
12. New Business/Adoption Agenda/Discussion/Noticed Hearings - Discussion and possible action
 - A. Support Letters to SB 669 – Safe Drinking Water Trust

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
FEBRUARY 19, 2019**

CALL TO ORDER

The Big Bear City Community Services District Board of Directors held a regular meeting on Tuesday, February 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 Ziegler led the Pledge of Allegiance.

BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

Karyn Oxandaboure 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; Jon Zamorano, Solid Waste Superintendent; Mary Reeves, General Manager, and Morgan Szabad, Human Resources Manager/Secretary of the Board.

NON-AGENDA PUBLIC TESTIMONY

The non-agenda public comment item was permanently moved to the beginning of the meeting. No public comments were offered or heard.

PRESENTATIONS

There were no presentations.

INFORMATION ITEMS

There were no information items.

CONSENT CALENDAR

The Board reviewed the items on the consent calendar.

MOTION

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

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

The Board approved the following consent items as presented:

- A. Minutes - Regular Meeting February 4, 2019
- B. Cash/Checks Disbursements January 2019 \$2,077,465.16
Credit Card Purchases January 2019 \$3,535.11

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. The Supervisors’ monthly reports for January 2019 were discussed, received, and filed.

UNFINISHED BUSINESS

- A. Adoption of the District’s Strategic Plan Update for 2019

General Manager Mary Reeves reported that staff has made the edits requested by the Board when first presented at the February 4, 2019 Board meeting to the District’s Strategic Plan Update for 2019.

MOTION

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

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

The Board adopted the District’s Strategic Plan Update for 2019 as presented.

NEW BUSINESS/ADOPTION AGENDA/DISCUSSION/NOTICED HEARINGS

A. District Website Terms and Conditions and Website Privacy Policy

General Manager Reeves stated that in May of 2018, the California Joint Powers Insurance Authority (CJPIA) completed a Risk Management Evaluation of the District’s facilities and practices. Ms. Reeves explained that these evaluations are part of the CJPIA’s Loss Control Action Plan (LossCAP) for the District and designates items that need updating at a priority level. One action item was to *“develop and implement website terms and conditions and a privacy policy.”* Ms. Reeves noted that the proposed policy is not a change in current District practice, however, just documentation of current practice into a written policy.

MOTION

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

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

The Board approved the District Website Terms and Conditions and Website Privacy Policy as presented and authorized staff to post to our website.

B. District Reasonable Accommodation and Interactive Policy

General Manager Reeves explained that another action item, *“develop and implement a reasonable accommodation and interactive policy”*, was also part of the CJPIA’s LossCAP for the District. Ms. Reeves noted that once again the proposed policy is not a change in current District practice, however, just documentation of current practice into a written policy as suggested by CJPIA. Staff answered questions from the Board regarding the proposed policy.

MOTION

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

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

The Board approved the District Reasonable Accommodation and Interactive Process Policy as presented.

C. District Transitional Return to Work Program

General Manager Reeves stated that another action item part of the CJPIA's LossCAP for the District was, "establish a transitional return to work policy." Ms. Reeves explained current District practice and explained that each position's essential duties and functions can be found on the job descriptions. Staff answered questions from the Board regarding the proposed policy. Director Walsh noted some grammatical errors in the policy.

MOTION

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

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

The Board approved the District Transitional Return to Work Program as presented with the correction of the grammatical errors.

DIRECTORS' CLOSING COMMENTS/ANNOUNCEMENT OF COMING EVENTS

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

CLOSED SESSION

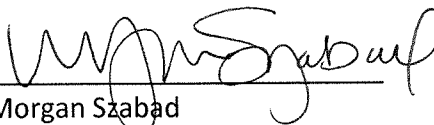
There were no closed session items.

REPORT FROM CLOSED SESSION

There were no closed session items.

ADJOURNMENT

By consensus of the Board, the meeting was adjourned at 5:38 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, February 26, 2019, 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 the FY 2019-20 Solid Waste Department Preliminary Budget – Discussion and possible recommendations to the full Board

ADJOURNMENT

DATED: February 25, 2019

John Russo (mws)

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



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

A special meeting of the Sewer Committee of the Big Bear City Community Services District will be held on Tuesday, February 26, 2019, at 3:00 p.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 Sewer Department Topics – including the FY 2019-20 Sewer Department Preliminary Budget – Discussion and possible recommendations to the full Board

ADJOURNMENT

DATED: February 25, 2019

John Russo (mws)

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



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

A special meeting of the Administrative Committee of the Big Bear City Community Services District will be held on Thursday, February 28, 2019, at 2:00 p.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

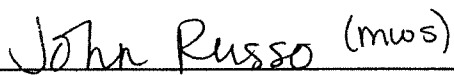
PUBLIC COMMENT

OPEN SESSION

- A. Various Administrative Department Topics – including the FY 2019-20 Administrative Department Preliminary Budget – Discussion and possible recommendations to the full Board

ADJOURNMENT

DATED: February 27, 2019



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

GENERAL MANAGER REPORT
MARCH 4, 2019 REGULAR BOARD MEETING

DATE: February 27, 2019
TO: Board of Directors
FROM: Mary Reeves - General Manager
SUBJECT: General Manager's Report

In addition to staff meetings with each of the department supervisors, my work activities since the last General Manager's report include:

- February 19, 2019 Our Replenish Big Bear project partners and I attended a routine planning coordination meeting on the Bear Valley Water Sustainability Project organized by Laine Carlson from Water Systems Consulting, Inc.
- February 20, 2019 I attended a meeting of the Bear Valley Unified School District Board to express preliminary interest in the property adjacent to our Well 10 and Peery Reservoir. The School District recently acquired the surrounding property and is working on plans for use of the property.
- February 21, 2019 I attended a teleconference meeting of the One Water One Watershed (OWOW) group. This group will be ranking projects eligible for Prop 1 grant funding. Over 25 projects were reviewed and discussed. OWOW was encouraging project teams to connect and possibly group together in an effort to increase their odds of acquiring funding.
- February 26, 2019 The Solid Waste Committee met to review the FY 2019/20 Preliminary Budget. We discussed capital projects, vehicle replacements, and the operations and maintenance budget for the Solid Waste Department. The recommended rate increase from the Committee to the full Board is expected to be 11% for FY 2019/20.
- February 26, 2019 The Sewer Committee met to review the FY 2019/20 Preliminary Budget. We discussed capital projects, vehicle replacements, and the operations

and maintenance budget for the Sewer Department. The recommended rate increase from the Committee to the full Board is expected to be 4% for FY 2019/20.

Notable Upcoming Events Include:

- The District's FY 2019/20 Budget Calendar includes the following upcoming meetings:
 - February 28, 2019, 2:00 p.m. – Administrative Committee budget meeting
 - March 5, 2019, 4:00 p.m. – Water Committee budget meeting
 - March 12, 2019, 1:30 p.m. – Special Meeting – Budget Workshop
 - April 15, 2019, 5:00 p.m. – Regular Meeting – Draft FY 2019/20 Budget Presentation
 - May 6, 2019, 5:00 p.m. – Regular Meeting – Accept Public Comment on Draft Budget
 - May 20, 2019, 5:00 p.m. – Regular Meeting – Adopt FY 2019/20 Budget

**STAFF REPORT AND RECOMMENDATION
MARCH 4, 2019 REGULAR BOARD MEETING**

DATE: February 27, 2019
TO: Board of Directors
FROM: Mary Reeves - General Manager
SUBJECT: Support Letters to SB 669 – Safe Drinking Water Trust

BACKGROUND:

The Association of California Water Agencies (ACWA) is urging its members to send individual letters in support of Senate Bill 669 which would create a Safe Drinking Water Trust that will help community water systems in disadvantaged communities provide access to safe drinking water. A sample letter is attached.

The Trust would be created in the State Treasury and funded with General Fund dollars during state budget surplus years. The principal would be invested and the net income from the Trust would be transferred to a Safe Drinking Water Fund, which the State Water Resources Control Board would administer. The projected record budget surplus for the 2019-20 fiscal year makes this the perfect time to create and fund the Trust.

This solution is a better approach than a statewide water tax, which is being proposed by Governor Gavin Newsome through budget trailer bill language. A similar statewide water tax was proposed and withdrawn in 2018. ACWA is also urging its members to continue opposition to the proposed 2019 statewide water tax.

FINANCIAL IMPACTS:

The financial impacts of this decision are unknown, but less substantial than a statewide water tax that would be passed on to our customers.

STAFF RECOMMENDATION:

Staff recommendation is to direct the General Manager to prepare and send letters of support to SB 669, the Safe Water Drinking Water Trust bill, to our State Legislators, State Senator Mike Morell and State Assemblyman Jay Obernolte and members of the Senate Environmental Quality Committee Members.

March 5, 2019

The Honorable [FIRST NAME] [LAST NAME]
State Capitol [ROOM]
Sacramento, CA 95814

RE: SB 669 (Caballero): Safe Drinking Water Trust - SUPPORT

Dear [Senator/Assembly Member] [Last Name],

The Big Bear City Community Services District supports SB 669 (Caballero), which would create the Safe Drinking Water Trust (Trust) at the state Treasury. The purpose of the Trust would be to provide a durable funding source to help community water systems in disadvantaged communities provide their customers with access to safe drinking water. The Trust is a better approach than a statewide water tax.

There currently exists a funding gap for operation and maintenance (O&M) costs for the treatment of drinking water by community water systems in disadvantaged communities. O&M costs generally cannot be financed with existing federal and state safe drinking water funding sources that are available for capital costs. In some situations, the consolidation of a failing community water system with one or more systems may be the most effective solution. The Safe Drinking Water Trust proposed in SB 669 would provide a durable funding source to provide financial assistance for replacement water as a short-term solution, consolidation and ongoing O&M costs.

The Trust would be funded with an infusion of General Fund dollars during a budget surplus year. With the record budget surplus for the 2019-20 Fiscal Year, this is the perfect year to create and fund the Trust. The state would invest the Trust's principal, and the net income from the Trust would be transferred on an ongoing basis to a Safe Drinking Water Fund that would be administered by the State Water Resources Control Board.

The Trust is a better approach than a statewide water tax because it is not sound policy to tax a resource that is essential to life. Unlike a regressive water tax and the associated implementation costs at about 3,000 local water systems, the Trust would not drive up water costs and work against the state's Human Right to Water policy of affordable water.

For the above reasons, the Big Bear City Community Services District respectfully asks you to vote "Aye" for SB 669.

Sincerely,

Mary T. Reeves
General Manager, Big Bear City Community Services District

cc: The Honorable Anna Caballero