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**BIG BEAR FIRE AUTHORITY  
MINUTES FOR THE MEETING OF  
April 20, 2022**

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A Special Board Workshop of the Big Bear Fire Authority was called to order by Board Chair Green at 4:30 p.m., Wednesday, April 20, 2022, at 41090 Big Bear Boulevard, Big Bear Lake, California.

**OPEN SESSION**

Board Members Present:

- Board Chair John Green
- Vice Chair Perri Melnick
- Director Rick Herrick
- Director Alan Lee
- Director Bynette Mote
- Director Randall Putz
- Director Bob Rowe
- Director John Russo
- Director Larry Walsh
- Director Al Ziegler

Director Mote participated in this meeting remotely from Bear Springs Hotel, 27959 Highland Avenue, Room G01, Highland, CA 92346.

Board Members Absent:                      None

Others Present:

- Jeff Willis, Fire Chief
- Assistant Chief/Fire Marshal Mike Maltby
- Senior Finance Officer Kristin Mandolini
- Board Secretary Chardelle Smith
- Deputy Board Secretary Sherry Wentz

**CALL TO ORDER**

**ROLL CALL**

**OATH OF OFFICE**

Deputy Board Secretary Wentz administered the Oath of Office to Director Rowe.

**MOMENT OF SILENCE**

Led by Board Chair Green

**PLEDGE OF ALLEGIANCE**

Led by Director Ziegler

**PUBLIC COMMUNICATIONS**

None

**DISCUSSION ITEMS**

**1. Fiscal Year 2022-2023 Preliminary Draft Budget Discussion**

Speaker: Chief Jeff Willis and Kristin Mandolini, Director of Business Services

Chief Willis stated with this proposed budget, it is no longer using the reserves and is in the positive.

Director of Business Services Mandolini presented the draft preliminary budget. Significant changes to the proposed budget include the property tax revenue, forecasted by HTL, at \$12.2 million. This is 10% higher than last fiscal year. Service charges are 13% lower than last year, primarily due to a reduction to one flight nurse in the department. Air Methods will provide flight nurses for the three remaining positions and continue to reimburse the Fire Authority for one position.

For expenses, salary and benefits is 4.5% more than last year, which includes the approved MOU fitness and education bonuses as well as an increase in pay to all positions.

Total numbers in the proposed budget for Fiscal Year 2022-2023 are revenue of \$17,904,966, expenses of \$17,839,550, resulting in use of fund balance of \$65,416.

Staff responded to questions from the Board members. Board members provided comment.

Discussion ensued regarding specific line items within the proposed budget. Data was requested regarding the increase in pay for the ambulance operators.

The Board authorized the public hearing for the draft budget to be noticed in the newspaper. Board members would follow-up with staff if there were any questions remaining on the draft budget. The scheduled May 28, 2022, Budget Workshop was taken off calendar.

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**ADJOURNMENT**

There being no further business to come before the Fire Authority at this session, Board Chair Green adjourned the meeting at 5:48 p.m.



Chardelle Smith, Board Secretary

APPROVED AT THE MEETING OF JUNE 7, 2022