
**BIG BEAR FIRE AUTHORITY
MINUTES FOR THE MEETING OF
JUNE 4, 2019**

A Regular Meeting of the Big Bear Fire Authority was called to order by Chairman Jahn at 4:00 p.m., and adjourned to Closed Session on Tuesday, June 4, 2019, at 39707 Big Bear Boulevard, Big Bear Lake, California.

PUBLIC FORMUM FOR CLOSED SESSION

None.

At the hour of 5:15, p.m., the board adjourned Closed Session.

OPEN SESSION

The Regular Meeting of the Big Bear Fire Authority was called back to order by Chairman Jahn at 6:00 p.m.

OPEN SESSION

Moment of Silence:	Observed
Pledge of Allegiance:	Led by Director Herrick
Board Members Present:	Chairman Bill Jahn Vice Chairman John Green Director David Caretto Director Rick Herrick Director Bob Jackowski Director Karyn Oxandaboure Director John Russo Director Randall Putz Director Larry Walsh Director Al Ziegler
Board Members Absent:	None
Others Present:	Jeff Willis, Fire Chief Kristin Mandolini, Senior Finance Officer Dawn Marschinke, Board Secretary

RESULTS OF CLOSED SESSION:

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Pursuant to Government Code Section 54957

Title of Position: Fire Chief

CONFERENCE WITH LABOR NEGOTIATORS

Pursuant to Government Code Section 54957.6

Unrepresented Employee: Fire Chief

Agency Negotiator: Board Chairman

No reportable action.

ANNOUNCEMENTS & UPCOMING EVENTS

The Fire Authority's Administrative Office will be closed Thursday, July 4, 2019 in observance of the 4th of July, and will re-open on Monday, July 8, 2019 at 8:00 a.m.

On May 31, 2019, Fire Department administrative office hours were modified and will no longer be open on Fridays.

PRESENTATIONS

1. Oath of Office/Pinning
John (Jack) Gardner, Firefighter/Paramedic

Speaker: Chief Willis

Action: Board Secretary Dawn Marschinke issued the oath of office to Firefighter Paramedic John Gardner.

DIRECTORS' GENERAL ANNOUNCEMENTS

None

PUBLIC COMMUNICATIONS

None

CHIEF'S REPORT

None

FINANCE OFFICER'S REPORT

Speaker: Senior Finance Officer Kristin Mandolini

The Financial report for year-to-date ending April 30, 2019 was presented.

Staff responded to questions from board members.

CONSENT CALENDAR

- FA1. Approval of Demands – Check Issue Date 04/01/19 through 04/30/19 in the amount of \$613,371.59**
- FA2. Approval of Meeting Minutes from the March 20, 2019 Special Board Workshop of the Big Bear Fire Authority**
- FA3. Approval of Meeting Minutes from the April 17, 2019 Special Board Workshop of the Big Bear Fire Authority**
- FA4. Approval of Meeting Minutes from the April 23, 2019 Regular Meeting of the Big Bear Fire Authority**
- FA5. Receive and File Big Bear Fire Department Monthly Activity Reports for April 2019**
- FA6. Approval of Resolution to Reaffirm the Statement of Investment Policy for Fiscal Year 2019-20**

Board consideration of adopting Resolution No. BBFA2019-003 adopting the Statement of Investment Policy for Fiscal Year 2019-20 as follows:

RESOLUTION NO. BBFA2019-003

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BIG BEAR FIRE AUTHORITY, A CALIFORNIA JOINT POWERS AUTHORITY, ADOPTING THE STATEMENT OF INVESTMENT POLICY FOR FISCAL YEAR 2019-20

- FA7. Approval of Fire Authority FTE Chart and Classification and Wage Table for Fiscal Year 2019-20**

Board consideration of approving the Fire Authority FTE Chart and corresponding Classification and Wage Table for Fiscal Year 2019-20.

FA8. CONFIRE Dispatch Contract Renewal

Board consideration of approving the proposed contract with the CONFIRE JPA for dispatch services.

Action: Item was removed from the Consent Calendar.

FA9. Revision of Big Bear Fire Authority Bylaws

Board consideration of approving changes to the Bylaws as presented in Attachments A and B.

Action: Item was removed from the Consent Calendar.

Action: Motion by Director Putz, seconded by Vice Chairman Green to approve the Consent Calendar as follows:

AYES: Caretto, Green, Herrick, Jackowski, Oxandaboure, Putz, Russo,
Walsh, Ziegler, and Jahn
NOES: None
ABSENT: None
ABSTAIN: None

ITEMS REMOVED FROM THE CONSENT CALENDAR

FA8. CONFIRE Dispatch Contract Renewal

Board consideration of approving the proposed contract with the CONFIRE JPA for dispatch services.

Speaker: Chief Willis

A board member provided comment that there was a discrepancy in Section B.1.a of the contract. It reads both 5% and 10% and needs clarification as to which is correct.

Chief Willis responded that it should be 5% and the correction will be made before the contract is finalized.

FA9. Revision of Big Bear Fire Authority Bylaws

Board consideration of approving changes to the Bylaws as presented in Attachments A and B.

Speaker: Board Secretary Marschinke

A board member commented that two certificates were presented on behalf of the Authority at a recent Medical Air Ship 1st Anniversary event. He was not aware that the board had voted to present these certificates. Such awards by action of the board are not covered in the Bylaws and requested that the process be considered and included.

Staff responded to board comments.

Action: Board directed recognition and proclamations processes to be considered by the Administrative Committee.

Action: Motion by Vice Chairman Green, seconded by Director Herrick to approve the balance of the consent calendar as follows:

AYES: Green, Herrick, Jackowski, Oxandaboure, Putz, Russo, Walsh,
Ziegler, Caretto, and Jahn
NOES: None
ABSENT: None
ABSTAIN: None

PUBLIC HEARINGS

Any person may appear and be heard in support or opposition to the proposals at the time of the meeting. If you challenge the action in court, you may be limited to raising only those issues which you or someone else raised at the public meeting described in the notice or in written correspondence delivered to the Fire Authority at or before the public meeting.

FA10. Proposed Resolution to Adopt the Fiscal Year 2019-20 Big Bear Fire Authority Budget

Board consideration of conducting a Public Hearing to approve Resolution No. BBFA2019-002 adopting the Big Bear Fire Authority Budget for Fiscal Year 2019-2020.

RESOLUTION NO. BBFA2019-002

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
BIG BEAR FIRE AUTHORITY, A CALIFORNIA JOINT
POWERS AUTHORITY, COUNTY OF SAN BERNARDINO,

STATE OF CALIFORNIA, ADOPTING THE BIG BEAR FIRE
AUTHORITY APPROVED BUDGET FOR FISCAL YEAR
2019-20

Speaker: Kristin Mandolini, Senior Finance Officer

The preliminary budget for fiscal year 2019-20 was presented. Revenue of \$15,331,590 and Expenses of \$16,521,637, resulting in a use of Fund balance of \$1,190,047 is estimated.

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

Action: At the hour of 6:19 p.m., Chairman Jahn opened the public hearing. Hearing no public comment, at the hour of 6:20 p.m., Chairman Jahn closed the public hearing.

Action: Motion by Director Caretto, seconded by Director Ziegler, to conduct a public hearing and adopt resolution BBFA2019-002 as follows:

AYES: Herrick, Jackowski, Oxandaboure, Putz, Russo, Ziegler, Caretto,
Green and Jahn
NOES: Walsh
ABSENT: None
ABSTAIN: None

DISCUSSION/ACTION ITEMS

**FA11. APPROVAL OF AN ASSESSMENT STRUCTURE TO ACHIEVE
DESIRED LEVEL OF SERVICE**

Board consideration of approving an assessment structure to Strengthen Service and initiate consultant work to develop a rate and method of apportionment for establishment of a Community Facilities District (CFD).

Speaker: Chief Willis and Amanda Clifford, CliffordMoss

Chief Willis provided a background to the development of a Community Facilities District as a taxing mechanism for the Big Bear Fire Authority.

Amanda Clifford presented the results of a second poll that was conducted in the community regarding fire services provided by the department, and the steps going forward if the fire department is to take a Community Facilities District tax measure to vote in March of 2020.

Chief Willis presented, for consideration by the board, two options for assessment structures which the department could utilize to fund the department through a Community Facilities District.

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

Members of the public spoke regarding the proposed Community Facilities District and fire service provided by Big Bear Fire Department.

Board members and staff responded to public comment.

The board asked for more detail to be provided by the Ad Hoc Committee on the following items:

- How the senior low-income exemption would be implemented, the threshold to be considered a senior and to be considered low-income
- Consider changing the cost per square foot for commercial and residential parcels to 5.5 cents.
- Reconsider a tax on vacant parcels
- Explain the process for new construction development
- Identify and/or clarify which structures' square footage would be assessed a tax, e.g. garages or multiple structures on a parcel

Action: The board directed the Ad Hoc Committee to further refine the assessment structure based on their list of requested details and report back at a Special Board meeting by June 18, 2019.

Action: Motion by Director Putz, seconded by Director Walsh to approve staff recommendation as follows:

1. Approve the assessment structure presented to Strengthen service in order to initiate consultant work for development of a rate and method of apportionment required to be finalized by the August 6, 2019 board meeting as part of the CFD development process, and;
1. Approve the inclusion of an exemption for low-income seniors in the CFD, and;
2. Set a date for a Special Board meeting to be held by June 18, 2019 to approve Ad Hoc Committee recommended changes for final presentation and vote at the August board meeting.

Action: Motion was approved by the following vote:

AYES: Jackowski, Oxandaboure, Putz, Russo, Walsh, Ziegler, Caretto, Green, Herrick, and Jahn

NOES: None
ABSENT: None
ABSTAIN: None

FA12. Initiating Proceedings to Form a Community Facilities District

Board consideration of formally initiating proceedings to form a Community Facilities District, and to bring the resolution of intention back to the board for consideration at the August board meeting.

Speaker: Chief Willis

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

Action: Motion by Director Caretto, seconded by Director Walsh to approve staff recommendation and was approved by the following vote:

AYES: Oxandaboure, Putz, Russo, Walsh, Ziegler, Caretto, Green,
Herrick, Jackowski, and Jahn
NOES: None
ABSENT: None
ABSTAIN: None

A member of the public spoke regarding the proposed Community Facilities District and fire service provided by Big Bear Fire Department.

Chairman Jahn responded to public comment.

FA13. Introduction of Proposed Ordinance BBFA2019-001 Authorizing Ambulance Service Fees to be Considered for Adoption at a Public Hearing on August 6, 2019

Board consideration of introducing proposed ordinance BBFA2019-001 that increases Ambulance Service Fees for Big Bear Fire Authority, waiving the full reading and introduce by reading title only.

Speaker: Kristin Mandolini, Senior Finance Officer

Action: Motion by Director Walsh; seconded by Director Caretto, to introduce and waive first reading and pass to public hearing and second reading at the August 6, 2019 meeting, an ordinance, entitled:

ORDINANCE NO. BBFA2019-001

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE
BIG BEAR FIRE AUTHORITY, A CALIFORNIA JOINT
POWERS AUTHORITY, INCREASING AMBULANCE
SERVICE FEES

Board Secretary Marschinke read the title of the ordinance.

Action: Said Motion was approved by the following vote:

AYES: Putz, Russo, Walsh, Ziegler, Caretto, Green, Herrick, Jackowski,
Oxandaboure, and Jahn
NOES: None
ABSENT: None
ABSTAIN: None

COMMITTEE REPORTS

April 29 and May 29, 2019 Ad Hoc Committee meetings

Speaker: Director Caretto

Director Caretto commented that the fruits of what the Ad Hoc Committee has been working on was inclusive in the last CFD proposal the board saw tonight.

DIRECTORS' CLOSING COMMENTS

Director Putz commented on the impact to himself as well as the community if there is no new revenue for the fire department. In the past year, he knows two people close to him who would not be here today if it were not for the response of the Fire Authority. He is grateful for the opportunity we have as the Authority to save lives. He also thinks about the impact on the businesses if we do not do this. He wonders, "could it get to the point where people say, it is a wonderful place to visit, just don't get hurt up there." It is important to not make the mistake of thinking that everybody believes the way he believes. That is part of the reason why we do public outreach and polling. It gives us a good cross-section of input. He heard multiple times tonight that there are a lot of people that do not realize the situation or its implications. It is on all of us to make the decision or not to improve our fire service and to at least continue care, if not take better care of our residents and provide opportunities for them to continue to live healthy lives. He appreciates everyone's patience with this process, and he is hopeful that the things that we doubt, like if people will be more in favor than we think, or more people are going to vote yes than we think. The board will work towards a solution that is best for everyone.

Director Caretto followed up on Director Putz' comments and pointed out that the Strengthen service level does more than maintain, but significantly improves service levels with funds for additional equipment and firefighters. And there is an opportunity to go out for more later. It is important to understand that over \$4 million of the Optimal service level proposal would be coming from the business and visitor community. A lot of residents may like to vote in favor of that, but there are a lot of businesses in this community that would be severely impacted by that level of contribution. One could expect them to argue extensively against the proposal because going to the County would only cost them \$157 per parcel. The alternative is very attractive to commercial businesses. We all need to appreciate that we are all in this together, and together we need to get this proposal passed.

Vice Chairman Green echoed Director Caretto's comments and stated that he has been a strong proponent for the Optimal service level. Unfortunately, although the polling may be flawed, it is all we have to go on now. He appreciates Director Putz' comment, that if we do have a strong showing, we could always come back and visit the Optimal plan later. He was hoping that there would be enough time to work on that, but as Chief Willis indicated, we are up against a wall to float the tax now. With the current budget, we have 3 or 4 years left. We need to be able to try again if we fail this time or try again later. He appreciates everyone coming out tonight and participating.

Director Walsh noted that Apple Valley Fire Protection District took more than one measure to pass. Five of eleven tax measures in California failed in November 2018. According to CNBC, that was consistent across the nation. Tax measures had a 50-50 chance of passing. If we fail the first time, we must have enough money to make it to the next election. That is why he has consistently voted against burning through reserves. He is not out to close Sugarloaf or any station. He has a 91-year-old father. He needs the services this agency provides. His first responsibility is to public safety. He cannot protect the public if the agency is bankrupt.

Director Herrick stated that he appreciates everyone's comments and the great diversity of input. He expressed his appreciation for this board and the work that has been done, especially the hard work of the Ad Hoc Committee.

Chairman Jahn echoed Director Herrick's appreciation for the hard work that has been done. After all the meetings and hours that the Ad Hoc Committee has put in, the board can never thank them enough.

ADJOURNMENT

There being no further business to come before the Fire Authority at this session, Chairman Jahn adjourned the meeting at 8:26 p.m.

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Fire Authority Minutes
June 4, 2019

Dawn E. Marschinke

Dawn E. Marschinke, Board Secretary

APPROVED AT THE MEETING OF AUGUST 6, 2019