

BIG BEAR AREA REGIONAL WASTEWATER AGENCY

Regular Board Meeting Agenda
April 26, 2023 at 5:00 p.m.
121 Palomino Drive, Big Bear City, California

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **APPROVAL OF AGENDA**

4. **PUBLIC FORUM**

Public testimony is permitted at this time only on consent calendar items and other matters not listed on the posted agenda that are within the subject matter jurisdiction of the Agency. State law prohibits the Agency from taking action on any items not listed on the posted agenda. Public comment on items listed on the posted agenda will be taken at the time each item is called for discussion.

5. **PRESENTATION AND INTRODUCTION**

5.A. Larry Walsh 1-year recognition

6. **INFORMATION/COMMITTEE REPORTS**

6.A. General Manager's Report

7. **CONSENT CALENDAR**

All matters listed on the Consent Calendar will be enacted by one motion at the appropriate time. There will be no separate discussion of these items. If a detailed discussion is necessary, any Governing Board Member may request that an item be removed from the Consent Calendar and considered separately.

7.A. Approval of the Meeting Minutes from the March 22, 2023 Regular Meeting

7.B. Monthly Disbursements Report for March - Informational

7.C. Investment Report Identifying Agency Investments and Reporting Interest Income for March – Informational

7.D. Resolution No. R. 07-2023, A Resolution of the Big Bear Area Regional Wastewater Agency Amending and Adopting Local Guidelines for Implementing the California Environmental Quality Act (Public Resources Code §§ 21000 et seq.)

8. ITEMS REMOVED FROM CONSENT CALENDAR

9. OLD BUSINESS

None

10. NEW BUSINESS – DISCUSSION/ACTION ITEMS

10.A. Resolution No. R. 08-2023, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Making Emergency Findings and Authorizing and Ratifying Emergency Contracts for the Force Main Repair at 42825 Big Bear Blvd; Appropriate \$31,625 from the Contingency Emergency Reserve Fund for Repairs

10.B. Pay Schedule

10.C. Resolution No. R. 09-2023, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Changing Financial Institutions and Designating Persons to Deposit or Withdraw Monies in the Local Agency Investment Fund

10.D. Resolution No. R. 10-2023, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Appointing the Finance Manager as the Treasurer and Auditor

10.E. Adjourn the June 28, 2023 Regular Board Meeting

11. COMMENTS AND ANNOUNCEMENTS

11.A. General Manager Comments

11.B. Governing Board Member Comments

12. CLOSED SESSION

12.A. Public Employee Performance Evaluation
Pursuant to Government Code Section 54957(b)(1)
Title: General Manager

13. ADJOURNMENT

In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if you need special assistance to participate in an Agency meeting or other services offered by the Agency, please contact the Agency at (909) 584-4018. Notification at least 48 hours prior to the meeting or time when services are needed will assist Agency staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

Copies of staff reports or other written documentation relating to each item of business referred to on this agenda are on file in the office of the Big Bear Area Regional Wastewater Agency and are available for public inspection during normal business hours.

Visit www.bbarwa.org to view and/or print the Agenda Package.



Big Bear Area Regional
Wastewater Agency
John Green – Chair
Jim Miller – Vice-Chair
Rick Herrick – Director
Bynette Mote – Director
Larry Walsh – Director

AGENDA ITEM: 6.A.

MEETING DATE: April 26, 2023

TO: Governing Board of the Big Bear Area Regional Wastewater Agency

FROM: David Lawrence, P.E., General Manager

REVIEWED BY: Christine Bennett, Finance Manager; John Shimmin, Plant Manager

SUBJECT: General Manager's Report

DISCUSSION:

Administration

Assembly Bill 1637 (Irwin) Local government: internet websites and email addresses

If passed, a local agency, including a special district that maintains an internet website for use by the public, will be required to ensure that the internet website utilizes a “.gov” top-level domain or a “.ca.gov” second-level domain no later than January 1, 2025. A local agency that maintains public email addresses for its employees will also be required to ensure that each email address provided to its employees utilizes a “.gov” domain name or a “.ca.gov” domain name. If a local agency maintains a website for use by the public that is noncompliant by January 1, 2025, it will be required to redirect that website to a domain name that does comply. As of March 20, 2023, this bill has been re-referred to the Assembly Committee on Local Government.

Brown Act Bills to Note:

- Assembly Bill 557 (Hart) Open meetings: local agencies: teleconferences

This bill builds on the provisions in AB 361 (R. Rivas, 2021) which enabled local agencies to comply with the Brown Act and utilize remote meeting options that became necessary during the COVID-19 pandemic. Local agencies may still rely on the provisions of AB 361 should the Governor declare a different state of emergency (e.g., earthquake, flooding, wildfires) that render in-person meetings unsafe. However, the provisions added to the Brown Act by AB 361 expire at the end of 2023. AB 557 will preserve the modified meeting procedures by abolishing the sunset that would repeal these provisions. AB 557 also makes a beneficial minor change to the timeframe for the renewal of the resolutions required under AB 361. AB 557 would provide that a resolution instituting a temporary transition to the emergency remote meeting procedures would last for 45 days, granting agencies additional time relative to the presented-allotted 30-day timeframe. This bill has been set for its first hearing on April 26, 2023.

- Assembly Bill 817 (Pacheco) Open meetings: teleconferencing: subsidiary body

This bill would allow “subsidiary bodies” (i.e., a legislative body that serves exclusively in an advisory capacity and is not authorized to take final action on legislation, regulations, contracts, licenses, permits, or any other entitlements) to meet remotely without the Brown Act requirements traditionally associated with teleconferencing (e.g., that agenda meeting notices are posted at all teleconference locations) and without regard to any emergency situation. Each member of the subsidiary body would be required to participate through both audio and visual technology. On March 20, 2023, this bill was re-referred to the Assembly Committee on Local Government.

- Senate Bill 411 (Portantino) Open meetings: teleconferences: bodies with appointed membership

This bill would allow a board, commission, or advisory body of a local agency, the membership of which board, commission, or advisory body is appointed, and which board, commission, or advisory body is otherwise subject to the Brown Act to use teleconferencing in order to hold public meetings. This bill is also an urgency measure, requiring the support of two-thirds of both houses to pass. As of February 22, 2023, this bill was referred to the Senate Governance & Finance Committee and the Senate Standing Committee on Judiciary.

- Assembly Bill 1379 (Papan) Open meetings: local agencies: teleconferences

This bill would provide that a local agency may instead post agendas at a singular designated physical meeting location, rather than at all teleconference locations. The bill would remove the requirements for the legislative body of the local agency to identify each teleconference location in the notice and agenda, that each teleconference location be accessible to the public, and that at least a quorum of the members participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction. The bill would instead provide that, for purposes of establishing a quorum of the legislative body, members of the body may participate remotely, at the designated physical location, or at both the designated physical meeting location and remotely. The bill would require the legislative body to have at least two meetings per year in which the legislative body’s members are in person at a singular designated physical meeting location. Notably, AB 1379 also revises a number of provisions added to the Brown Act by AB 2449 (Lee, 2022). As of March 27, 2023, this bill was re-referred to the Assembly Committee on Local Government.

- Senate Bill 537 (Becker) Open meetings: local agencies: teleconferences

This bill would allow boards, commissions, or advisory bodies of multijurisdictional, cross county agencies, the membership of which is appointed, to use the emergency remote meeting provisions of AB 361 without regard to an emergency. “Multijurisdictional” in this sense means a legislative body that includes representatives from more than one county, city, city and county, special district, or a joint powers entity. This bill expands the definition

of “just cause” added as part of AB 2449 to include situations in which an immunocompromised child, parent, grandparent, or other specified relative requires the member to participate remotely. As of March 29, 2023, this bill was referred to the Senate Governance & Finance Committee and the Senate Standing Committee on Judiciary.

Operations

Emergency Repair – 42825 Big Bear Blvd, Big Bear Lake

The Agency was notified on April 15, 2023 at 3:04 p.m. regarding a possible sewage spill near 42825 Big Bear Blvd, Big Bear Lake. Staff discovered a 2” hole in the force main. Flow continued for 10 minutes and spilled 3,500 gallons. The spill entered a storm drain, along with the natural runoff from the snowpack, and flowed into Stanfield Marsh. Per Resolution No. R. 02-2020, the General Manager made an emergency finding and took necessary action in response to the emergency to repair the pipe. No drinking water sources were threatened. Notification to the California Office of Emergency Services, Santa Ana and Colorado Regional Water Quality Control Boards, State Water Resource Control Board Division of Drinking Water and Field Operations, Department of Environmental Health Services, Big Bear Municipal Water District, and the U.S. Forest Service Big Bear Station was made in accordance with the Agency’s Emergency Action Plan. Staff will bring the full cost of the repair to the May Governing Board meeting.

LPS Generator and Fuel System

The Notice Inviting Bids was emailed to trade journals and contractors on the Agency’s Contractor List and published in the Big Bear Grizzly newspaper on March 29, 2023. A mandatory pre-bid is scheduled for 10:00 a.m. on Monday, April 24, 2023, with bids due by 2:00 p.m. on Thursday, May 4, 2023. This project includes the purchase and installation of an approved generator for the Lake Pump Station.

Headworks Grit System Rehabilitation Project (No Update)

The Contractor notified the Agency of additional procurement delays and has provided an updated project schedule to include completing items as the material is available.

Solar Production

The March 2023 monthly performance report is attached. The table below summarizes the actual net generation (kWh) for FY 2022 compared to FY 2023.

Actual Net Generation (kWh)		
Month	FY 2022	FY 2023
July		215,598.25
August		229,947.25
September		230,749.75
October		276,600.50
November		241,524.25
December	29,294.26	190,418.50
January	212,982.42	192,716.50
February	260,767.19	224,106.25
March	295,923.69	269,443.75
April	319,902.94	
May	330,560.38	
June	316,253.50	
Total	1,765,684.38	2,071,105.00

2023 Treatment Plant Data

Due to excessive high flows on March 15, 2023, the effluent Bio-chemical Oxygen Demand (BOD) and suspended solids exceeded the weekly and the monthly averages for both the Santa Ana and Colorado discharge permits.

The influent flow (MG) chart is attached to this report.

Flow Percentages			
Member Agency	January	February	March
City of Big Bear Lake	62.46%	60.81%	54.51%
Big Bear City CSD	32.43%	35.52%	40.11%
County of San Bernardino CSA 53B	5.11%	3.67%	5.38%

Connections

Month	Connections							FYE 6/30/2023		
	FY 2017	FY 2018¹	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	CBBL	CSD	CSA 53B
July	3	4	3	7	3	11	2	1	1	0
August	12	6	10	2	12	5	13	5	8	0
September	4	6	3	7	3	7	8	2	6	0
October	9	8	3	5	10	9	6	1	5	0
November	5	11	5	2	2	5	4	1	3	0
December	4	2	3	1	2	3	2	0	1	1
January	0	3	1	1	2	2	0	0	0	0
February	1	2	0	1	0	6	0	0	0	0
March	2	2	3	1	3	9	2	0	0	2
April	3	7	3	7	12	12	0	0	0	0
May	4	10	5	5	6	7	0	0	0	0
June	16	7	6	6	13	11	0	0	0	0
Total	63	68	45	45	68	87	37	10	24	3

Replenish Big Bear

The Agency presented the Replenish Big Bear Project to the Democratic Club of Big Bear Valley on April 6, 2023, to Mountain Mutual Aid on April 11, 2023, and an update was provided on April 13, 2023 to the Big Bear Chamber of Commerce’s Government Affairs Regional Transportation Advisory Committee (GA-RTAC). We will have a booth at the Earth Day Expo on April 21, 2023 from 10:30 a.m. to 1:30 p.m. at 42020 Garstin Drive, Big Bear Lake, CA 92315.

Stakeholder Coordination

Stakeholder coordination is ongoing, with the Project Team meeting with various stakeholder groups. On March 16, 2023, the Project Team met with the East Valley Water District, Bear Valley Mutual, and the City of Redlands to discuss the Project overview and status, water quality, monitoring and pilot plans, regulatory pathway, and their Notice of Preparation (NOP) comments.

The Project Team is preparing to meet with the Colorado River Regional Board, who permits wastewater discharge to the Lucerne Valley site, to discuss the permitting pathway.

Environmental Review

Both the California Environmental Quality Act (CEQA) and the Federal National Environmental Policy Act (NEPA) define procedures for environmental review and impact analysis of projects that need approval by state, local, or federal agencies. The Project Team is reviewing comments received during the NOP public scoping meetings held in January 2023. The draft Environmental

¹ FY 2018 connection data has been updated.

Impact Report (EIR) is expected to be published for review in summer 2023. Environmental document milestones can be found in the [January 25, 2023 presentation material](#).

Preliminary Engineering

The purpose of the pilot study is to demonstrate process performance for site-specific wastewater conditions to regulatory agencies, confirm the proposed treatment process as a viable design approach to meet the target treatment levels, and quantify total system recovery for product water. The pilot study consists of four processes: nutrient removal, ultrafiltration, reverse osmosis, UV disinfection and an advanced oxidation process that will produce purified water that is higher than drinking water quality and meets all state and federal regulations. The nutrient removal unit comprised of a denitrification filter and phosphorous mitigation from Nexom, Inc., the Memcor ultrafiltration unit from Dupont/FilmTec Corporation, and the reverse osmosis unit from IDE Americas, Inc. are in operation. The Agency is preparing the final agreement for the UV disinfection and advanced oxidation units, with delivery scheduled in May. Brine minimization will occur off-site, with material shipping to Israel. More information about the treatment process can be found on the [Project website](#).

Regulatory Analysis and Coordination

A work plan to lay out the next steps and timeline for the National Pollutant Discharge Elimination System (NPDES) permitting process is underway. This permit is required in order to discharge Project water to Stanfield Marsh and Big Bear Lake. The draft work plan will be shared with the Regional Board and Division of Drinking Water (DDW).

Water Systems Consulting, Inc. (WSC), the water engineering consultant, continues to work on the Monitoring Plan to collect information from Big Bear Lake and the final full advanced treated effluent to inform the next steps in response to Regional Board comments. The Monitoring Plan will be shared with the Regional Board and DDW before Lake sampling begins.

WSC has requested a quote to complete an aerial survey of Stanfield Marsh to update the contour information for the Division wells and to support the future outfall design. Tom Harder & Co., the groundwater consultant, will complete the work plan once the survey information is received. WSC will send the work plan to DDW and request a meeting to discuss. This work will resume as soon as the weather permits.

The Project Team continues work on the Recycled Water Title 22 Engineering Report (ER).

Agreements and Contracts – no update

The Agency continues to work with legal counsel and Project beneficiaries to develop preliminary terms associated with the distribution of Project water and future monetary contributions to the Project.

Funding and Financing

The Agency has engaged NHA Advisors, LLC (NHA) to assist with the Water Infrastructure Finance and Innovation Act (WIFIA) loan application and financial development plan for the

Project. NHA has started the process to obtain the preliminary rating letter. The Agency expects to submit the WIFIA application by June 2023 and if approved, close the loan by February 2024. The Agency is requesting up to \$52 million, dependent upon additional funding sources such as grants. The Agency’s Governing Board adopted a [five-year sewer user charge schedule on March 22, 2023](#), which is a requirement for the WIFIA Loan.

Grants Awarded or Recommended for Funding		
Grant	Amount	Status
DCI Technical Assistance	\$500,000	Awarded and Fully Funded
IRWM Prop 1 Round 1	\$4,563,338	Awarded, In Process
2021 Title XVI	\$1,700,000	Awarded, In Process, \$100,000 for grant agency administration
2022 EPA STAG	\$960,000	CEQA and NEPA must be completed prior to an Award
2022 Title XVI	\$8,267,112	Recommended for Funding
2023 EPA STAG	\$1,000,000	Included in Federal Budget; CEQA and NEPA must be completed prior to an Award
Total	\$16,990,450	

Grant Applications Outstanding		
Grant	Amount	Status
2024 Community Funding Request	\$2,500,000	Applications Submitted
Total	\$2,500,000	

IRWM Prop 1 Round 1 Grant – The next quarterly report is due by April 28, 2023.

2021 Title XVI Grant – The Build America, Buy America Act (BABA) requires that all iron, steel, manufactured products and construction materials used in federally funded projects must be produced in the United States. WateReuse continues to follow the BABA waiver process for the Bureau of Reclamation's (USBR) WaterSMART programs. The Administration is currently debating two options for a programmatic waiver for the Title XVI Water Reclamation and Reuse Grants Program. Option 1 is issuing a one-year BABA compliance extension for Title XVI projects that have completed planning or design. Entities would have one year from the date of issuance to update their plans and designs to comply with BABA. Option two is a version of the initial suggestion waiving BABA requirements entirely for projects that completed feasibility studies prior to the May 2021 compliance date. The White House Office of Management and Budget is leaning strongly in the direction of option 1. The grant’s Financial Capability Assessment was

completed and is in Policy Review. Once approved, the Agency will be able to request reimbursement for up to 25 percent of eligible expenses not subject to BABA requirements.

2022 and 2023 Environmental Protection Agency (EPA) State and Tribal Assistance Grants (STAG) – These two grants were originally submitted through Community Funding Requests and have both been assigned to the EPA STAG grant program. EPA confirmed that EIR/EA is required before an application can be submitted. The application will be submitted once the EIR/EA is certified.

2022 Title XVI Grant – No update. The formal award from USBR in the amount of \$8,267,112 is pending.

2024 Community Funding Request – No update. The Project Team submitted applications to Senator Padilla, Senator Feinstein, and Congressman Obernolte in the amount of \$2,500,000. We anticipate, if awarded, this grant will be awarded through the EPA STAG program.

2023 Title XVI – No update. The Notice of Funding Opportunity is anticipated to be released in early summer. The Project is eligible to apply again to receive additional grant funds up to 25% of the total.



MONTHLY REPORT
March 2023

Plant Name:	Big Bear Area Regional Wastewater Agency
Plant ID:	P-3998
Capacity (DC):	1660.01
Resource:	Solar
Address:	121 Palomino Drive - 92314 Big Bear - California/United States
Configuration:	Mohawk, GM CPY



As Contracted Energy Last Month (kWh)

Energy Produced Last Month (kWh)

Time	Net Generation (kWh)		
	A	F	Δ
01 Mar 2023	2,250.25	5,733.77	-60.75%
02 Mar 2023	10,296.50	5,733.77	79.58%
03 Mar 2023	10,546.75	5,733.77	83.94%
04 Mar 2023	10,520.00	5,733.77	83.47%
05 Mar 2023	9,034.50	5,733.77	57.57%
06 Mar 2023	9,381.00	5,733.77	63.61%
07 Mar 2023	10,427.75	5,733.77	81.87%
08 Mar 2023	10,259.00	5,733.77	78.92%
09 Mar 2023	10,014.25	5,733.77	74.65%
10 Mar 2023	6,214.00	5,733.77	8.38%
11 Mar 2023	7,942.00	5,733.77	38.51%
12 Mar 2023	9,862.50	5,733.77	72.01%
13 Mar 2023	8,982.78	5,733.77	56.66%
14 Mar 2023	3,099.72	5,733.77	-45.94%
15 Mar 2023	8,764.08	5,733.77	52.85%
16 Mar 2023	8,150.95	5,733.77	42.16%
17 Mar 2023	9,903.22	5,733.77	72.72%
18 Mar 2023	9,872.50	5,733.77	72.18%
19 Mar 2023	6,696.25	5,733.77	16.79%
20 Mar 2023	6,774.50	5,733.77	18.15%
21 Mar 2023	5,108.50	5,733.77	-10.91%
22 Mar 2023	9,406.25	5,733.77	64.05%
23 Mar 2023	7,152.00	5,733.77	24.73%
24 Mar 2023	10,989.00	5,733.77	91.65%
25 Mar 2023	10,637.75	5,733.77	85.53%
26 Mar 2023	10,710.00	5,733.77	86.79%
27 Mar 2023	10,893.50	5,733.77	89.99%
28 Mar 2023	10,751.00	5,733.77	87.50%
29 Mar 2023	8,921.25	5,733.77	55.59%
30 Mar 2023	8,093.25	5,733.77	41.15%
31 Mar 2023	7,788.75	5,733.77	35.84%
Totals	269,443.75	177,746.80	51.59%

Time	Net Generation (kWh)		
	A	F	Δ
01 Mar 2023	2,250.25	8,146.16	-72.38%
02 Mar 2023	10,296.50	8,146.16	26.40%
03 Mar 2023	10,546.75	8,146.16	29.47%
04 Mar 2023	10,520.00	8,146.16	29.14%
05 Mar 2023	9,034.50	8,146.16	10.90%
06 Mar 2023	9,381.00	8,146.16	15.16%
07 Mar 2023	10,427.75	8,146.16	28.01%
08 Mar 2023	10,259.00	8,146.16	25.94%
09 Mar 2023	10,014.25	8,146.16	22.93%
10 Mar 2023	6,214.00	8,146.16	-23.72%
11 Mar 2023	7,942.00	8,146.16	-2.51%
12 Mar 2023	9,862.50	8,146.16	21.07%
13 Mar 2023	8,982.78	8,146.16	10.27%
14 Mar 2023	3,099.72	8,146.16	-61.95%
15 Mar 2023	8,764.08	8,146.16	7.59%
16 Mar 2023	8,150.95	8,146.16	0.06%
17 Mar 2023	9,903.22	8,146.16	21.57%
18 Mar 2023	9,872.50	8,146.16	21.19%
19 Mar 2023	6,696.25	8,146.16	-17.80%
20 Mar 2023	6,774.50	8,146.16	-16.84%
21 Mar 2023	5,108.50	8,146.16	-37.29%
22 Mar 2023	9,406.25	8,146.16	15.47%
23 Mar 2023	7,152.00	8,146.16	-12.20%
24 Mar 2023	10,989.00	8,146.16	34.90%
25 Mar 2023	10,637.75	8,146.16	30.59%
26 Mar 2023	10,710.00	8,146.16	31.47%
27 Mar 2023	10,893.50	8,146.16	33.73%
28 Mar 2023	10,751.00	8,146.16	31.98%
29 Mar 2023	8,921.25	8,146.16	9.51%
30 Mar 2023	8,093.25	8,146.16	-0.65%
31 Mar 2023	7,788.75	8,146.16	-4.39%
Totals	269,443.75	252,531.00	6.70%



MONTHLY REPORT

Last Three Months Performance

Produced Energy (kWh)

Time	Net Generation (kWh)	
	F	W
Dec 2022	171,713.00	178,868.80
Jan 2023	174,529.97	178,005.29
Feb 2023	184,654.09	210,134.29
Totals	530,897.05	567,008.38

Availability (%) and PR

Time	Availability (%)			Performance Ratio (fraction)		
	A	F	Δ	A	F	Δ
Dec 2022	100.00	99.00	1.01%	1.20	0.00	100.00%
Jan 2023	100.00	99.00	1.01%	1.16	0.00	100.00%
Feb 2023	100.00	99.00	1.01%	1.05	0.00	100.00%
Totals	100.00	99.00	1.01%	1.14	0.00	100.00%

Closed Events Last 3 Months

Plant ID(s)	Event ID	Event Date	Status	Event Name	Notes	Root Cause
P-3998	99846	17 Jan 2023 08:41	Closed	Additional Veg	<p>\$2520 - price per cut as per contract (COVERED SERVICES) \$11,520 - debris removal and disposal (NOT COVERED)</p> <p>Note from the FSP originally contracted to perform the work: We would be adding 2 additional crew members to this job as well as the extra equipment. It's a lot more labor intensive to remove and dispose of the clippings than it is just to cut this site. It is a high price tag, but it is a lot of work and we don't have the equipment necessary on hand. We can handle this job, but you might be able to find a local landscaping company that could do this a little cheaper. I just want to throw that out there because I get this is a big bump in pricing.</p>	-

Open Events Last 3 Months



MONTHLY REPORT

Definitions

Energy (kwh): Radiant light and heat from the Sun

Irradiation (kwh): The power per unit area produced by the Sun in the form of electromagnetic radiation. The solar irradiance integrated over time is called solar irradiation, solar exposure, or insolation.

Produced Energy (kwh): Energy generated by your system, transferred through an API

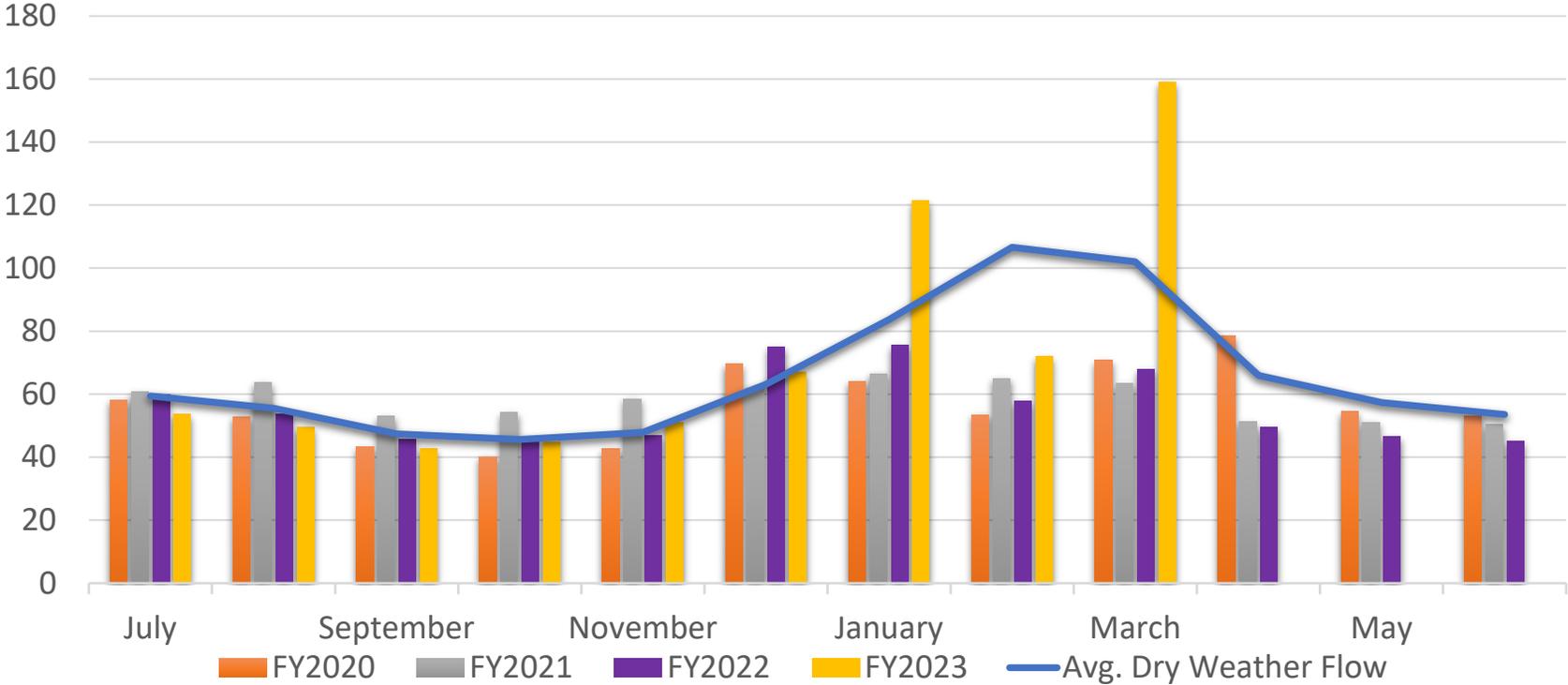
As Contracted Energy: (kWh) Energy proposed to be generated by your system contractually

Change (Δ): The % difference between actual and forecasted production

Availability (%): The Max theoretical generation capacity

PR (Performance Ratio): The ratio measured output to the expected output for a given reporting period based on the system name-plate rating

Influent Flow (MG)



BIG BEAR AREA REGIONAL WASTEWATER AGENCY

Regular Board Meeting Minutes

March 22, 2023

1. CALL TO ORDER

A Regular Meeting of the Governing Board of the Big Bear Area Regional Wastewater Agency was called to order by Vice-Chair Miller at 5:00 p.m. on March 22, 2023 at 121 Palomino Drive, Big Bear City, California and via Zoom.

BOARD MEMBERS PRESENT

John Green, Chair (via Zoom)

Jim Miller, Vice-Chair

Rick Herrick, Director

Bynette Mote, Director

Larry Walsh, Director

BOARD MEMBERS ABSENT

None

STAFF MEMBERS PRESENT

David Lawrence, General Manager

Christine Bennett, Finance Manager

John Shimmin, Plant Manager

Bridgette Burton, Management Analyst/Board Secretary

OTHERS

Frank Forbes, San Bernardino County Representative (via Zoom)

Members of the public who signed in included:

None

2. PLEDGE OF ALLEGIANCE

Director Mote

3. APPROVAL OF AGENDA

Upon motion by Director Herrick, seconded by Director Mote and carried, the Governing Board approved the agenda as presented.

Ayes: Herrick, Miller, Mote, Walsh, Green

Noes: None

Absent: None

Abstain: None

4. **PUBLIC FORUM**

Mr. Steve Ludecke thanked Agency staff for their snow plowing efforts during the recent storms. Mr. Ludecke advised that Palomino Drive is one of the best snow plowed streets in the Valley.

5. **PRESENTATION AND INTRODUCTION**

5.A. Troy Bemisdarfer 15-year recognition

Mr. Bemisdarfer was unable to attend.

6. **INFORMATION/COMMITTEE REPORTS**

6.A. General Manager's Report

The General Manager discussed the emergency repair at 42825 Big Bear Blvd., Big Bear Lake. The Governing Board requested additional information about the notification process on the emergency repair, frequency of pump station checks that feed that line, records of line pressure drop, gas release options, if there is any additional pipe of the same vintage, and solar productivity. Further discussion included high flows into the treatment plant from I/I, down-the-hill agencies' entitlement to water from BBARWA, and if there is a possibility to produce additional water from the Replenish Big Bear Project over time.

7. **CONSENT CALENDAR APPROVED ITEMS**

7.A. Approval of the Meeting Minutes from the February 22, 2023 Regular Meeting and the March 7, 2023 Special Meeting Budget Workshop

7.B. Monthly Disbursements Report for February

7.C. Investment Report Identifying Agency Investments and Reporting Interest Income for February

7.D. Board Policy: Brown Act Teleconferencing Policy

Upon motion by Director Herrick seconded by Vice-Chair Miller and carried, the Governing Board approved the Consent Calendar as presented.

Ayes: Herrick, Miller, Mote, Walsh, Green

Noes: None

Absent: None

Abstain: None

8. ITEMS REMOVED FROM CONSENT CALENDAR

9. OLD BUSINESS

9.A. 2023 Rate and Fee Studies

The Finance Manager explained there were no changes to the 2023 Rate and Fees Studies since the February Governing Board meeting. The Governing Board clarified that the 18% is compounded, the difference between the Replenish Big Bear rate and the Agency rate, the rates do not include any local agency contributions, and the total amount of grants awarded to date. Discussion ensued between the Governing Board and staff.

This item is informational only.

10. NEW BUSINESS – DISCUSSION/ACTION ITEMS

10.A. Resolution No. R. 02-2023, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Clarifying the Fiscal Year 2024 Sewer Standby or Immediate Availability Charges

The Finance Manager detailed the sewer standby or immediate availability charges and confirmed that there are no increases to this charge.

Upon motion by Director Mote, seconded by Director Walsh and carried, the Governing Board adopted Resolution No. R. 02-2023, a Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Clarifying the Fiscal Year 2024 Sewer Standby or Immediate Availability Charges.

Ayes: Herrick, Miller, Mote, Walsh, Green

Noes: None

Absent: None

Abstain: None

10.B. Public Hearing: Resolution No. R. 03-2023, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Establishing Sewer User Charges Subject to Annual Review and Taking Certain Other Actions Related Thereto

The Finance Manager presented changes to the sewer user charge and detailed the Agency and Replenish Big Bear percentages. The Governing Board clarified the dollar amount for the Agency and Replenish Big Bear portions, the process in which a rate decrease would occur due to local agency contributions or additional grant

funding, and if there needs to be a rate study to reduce rates. Discussion ensued between the Governing Board and staff.

The public hearing opened at 5:28 p.m. There were no comments from members of the public. The public hearing closed at 5:28 p.m.

Upon motion by Director Herrick, seconded by Director Walsh and carried, the Governing Board adopted Resolution No. R. 03-2023, a Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Establishing Sewer User Charges Subject to Annual Review and Taking Certain Other Actions Related Thereto.

Ayes: Herrick, Miller, Mote, Walsh, Green
Noes: None
Absent: None
Abstain: None

- 10.C.** Public Hearing: Resolution No. R. 05-2023, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency to Increase the Current Fee Schedule for the Disposal of Waste Delivered to the Regional Treatment Plant Subject to Annual Review

The Finance Manager discussed the increase to the fee schedule for disposal of waste delivered to the treatment plant.

The public hearing opened at 5:30 p.m. There were no comments from members of the public. The public hearing closed at 5:30 p.m.

Upon motion by Director Mote, seconded by Director Walsh and carried, the Governing Board adopted Resolution No. R. 05-2023, a Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency to Increase the Current Fee Schedule for the Disposal of Waste Delivered to the Regional Treatment Plant Subject to Annual Review.

Ayes: Herrick, Miller, Mote, Walsh, Green
Noes: None
Absent: None
Abstain: None

- 10.D.** Public Hearing: Resolution No. R. 04-2023, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Adopting the Operating and Capital Budget of the Big Bear Area Regional Wastewater Agency for Fiscal Year 2024, Approving Budgeted Projects and Finding Approval of the Budget and

Budgeted Projects Exempt from Review Under the California Environmental Quality Act

The public hearing opened at 5:31 p.m. There were no comments from members of the public. The public hearing closed at 5:31 p.m.

Upon motion by Director Herrick, seconded by Chair Green and carried, the Governing Board passed, adopted, and approved Resolution No. R. 04-2023, a Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Adopting the Operating and Capital Budget of the Big Bear Area Regional Wastewater Agency for Fiscal Year 2024, Approving Budgeted Projects and Finding Approval of the Budget and Budgeted Projects Exempt from Review Under the California Environmental Quality Act.

Ayes: Herrick, Miller, Mote, Walsh, Green
Noes: None
Absent: None
Abstain: None

10.E. Governing Board Committee Appointments

Upon motion by Director Mote, seconded by Director Walsh and carried, the Governing Board appointed Vice-Chair Miller and Director Herrick to the Finance Committee.

Ayes: Herrick, Miller, Mote, Walsh, Green
Noes: None
Absent: None
Abstain: None

Upon motion by Director Mote, seconded by Director Walsh and carried, the Governing Board appointed Chair Green and Director Mote to the Administrative Committee.

Ayes: Herrick, Miller, Mote, Walsh, Green
Noes: None
Absent: None
Abstain: None

Upon motion by Director Herrick, seconded by Vice-Chair Miller and carried, the Governing Board appointed Vice-Chair Miller and Director Herrick to the Operations Committee.

Ayes: Herrick, Miller, Mote, Walsh, Green
Noes: None
Absent: None
Abstain: None

10.F. Replenish Big Bear Advisory Committee

The General Manager explained this item was asked to be brought to the Governing Board for consideration and described the main purpose of the Committee being advising and supporting the General Manager. The Governing Board clarified that the Committee would not make any decisions that should be decided by the full Governing Board. Discussion ensued between the Governing Board and staff.

Upon motion by Director Mote, seconded by Vice-Chair Miller and carried, the Governing Board appointed Director Mote and Director Walsh to the Replenish Big Bear Advisory Committee.

Ayes: Herrick, Miller, Mote, Walsh, Green
Noes: None
Absent: None
Abstain: None

10.G. Resolution No. R. 06-2023, A Resolution of the Big Bear Area Regional Wastewater Agency Changing the Date and Time of Regular Meetings

The Board Secretary explained this item is being brought back to the Governing Board for consideration. Discussion ensued between the Governing Board and staff, with discussion centered on keeping the meetings at a time where members of the public could attend after work.

Upon motion by Vice-Chair Miller, seconded by Director Herrick and carried, the Governing Board tabled this item. Regular meetings of the Governing Board will remain at 5:00 p.m. on the 4th Wednesday of each month.

11. COMMENTS AND ANNOUNCEMENTS

11.A. General Manager Comments

None

11.B. Governing Board Member Comments

The Governing Board wished everyone to stay safe, advised the Chamber of Commerce would like a staff member to attend GA-RTAC, and thanked the Board

Secretary for the Replenish Big Bear social media outreach and emails regarding the Project. The Governing Board addressed communication regarding road conditions from Cal-Trans.

12. ADJOURNMENT

With no further business to come before the Governing Board, Vice-Chair Miller adjourned the meeting at 5:58 p.m.

ATTEST: _____
Bridgette Burton, Secretary to the Governing Board
Big Bear Area Regional Wastewater Agency



Big Bear Area Regional
Wastewater Agency
John Green – Chair
Jim Miller – Vice-Chair
Rick Herrick – Director
Bynette Mote – Director
Larry Walsh – Director

AGENDA ITEM: 7.B.

MEETING DATE: April 26, 2023

TO: Governing Board of the Big Bear Area Regional Wastewater Agency

FROM: David Lawrence, P.E., General Manager

PREPARED BY: Christine Bennett, Finance Manager

SUBJECT: Monthly Disbursements Report

BACKGROUND:

Attached is the Agency's March check register which reflects accounts paid during the period.

FINANCIAL IMPACT:

There is no financial impact. The funds have previously been appropriated.

RECOMMENDATION:

Informational

**Big Bear Area Regional Wastewater Agency
Check Register
For the Period From Mar 1, 2023 to Mar 31, 2023**

Filter Criteria includes: 1) Accounts Payable only. Report order is by Check Number.

Check #	Date	Payee	Cash Account	Amount
22919	3/8/23	ACCENT COMPUTER SOLUTIONS, INC.	1000-20	2,878.94
22920	3/8/23	AMAZON CAPITAL SERVICES	1000-20	116.62
22921	3/8/23	ARAMARK UNIFORM SERVICES	1000-20	1,356.89
22922	3/8/23	BEST BEST & KRIEGER LLP	1000-20	7,110.00
22923	3/8/23	BIG BEAR CITY COMMUNITY SERVICES DIST.	1000-20	2,061.79
22924	3/8/23	BRYCE CONSULTING, INC.	1000-20	475.00
22925	3/8/23	BUTCHER'S BLOCK & BUILDING	1000-20	333.08
22926	3/8/23	BEAR VALLEY ELECTRIC	1000-20	20,584.59
22927	3/8/23	CAR QUEST OF BIG BEAR	1000-20	137.60
22928	3/8/23	CA DEBT & INVESTMT ADVISORY COMMISSION	1000-20	850.00
22929	3/8/23	CLINICAL LAB OF SAN BERNARDINO	1000-20	85.00
22930	3/8/23	CWEA TCP/MEMBERSHIP	1000-20	397.00
22931	3/8/23	DADDY'S PEST CONTROL	1000-20	150.00
22932	3/8/23	DIY HOME CENTER-BIG BEAR	1000-20	99.19
22933	3/8/23	TOM DODSON & ASSOCIATES	1000-20	14,767.50
22934	3/8/23	DISTRIBUTED SOLAR DEVELOPMENT, LLC	1000-20	16,764.15
22935	3/8/23	DIRECT TV	1000-20	44.99
22936	3/8/23	DEPARTMENT OF WATER & POWER	1000-20	48.75
22937	3/8/23	EVANTEC CORPORATION	1000-20	587.10
22938	3/8/23	FIELDMAN, ROLAPP & ASSOCIATES, INC.	1000-20	25,000.00
22939	3/8/23	FLYERS ENERGY	1000-20	1,665.98
22940	3/8/23	FRONTIER COMMUNICATIONS	1000-20	1,100.78
22941	3/8/23	GEIGER SUPPLY, INC	1000-20	45.25
22942	3/8/23	BEAR VALLEY BASIN GSA	1000-20	78.07
22943	3/8/23	HACH COMPANY	1000-20	217.94
22944	3/8/23	HDR ENGINEERING, INC.	1000-20	13,337.50
22945	3/8/23	HUGHESNET	1000-20	102.33
22946	3/8/23	MACLEOD WATTS, INC.	1000-20	1,277.00
22947	3/8/23	MCR TECHNOLOGIES, INC.	1000-20	5,643.40
22948	3/8/23	MOTION INDUSTRIES	1000-20	4,028.34
22949	3/8/23	RANDY J. SPITZ	1000-20	123.02
22950	3/8/23	NAPA AUTO PARTS	1000-20	107.71
22951	3/8/23	CONSTANCE M. ALVARADO	1000-20	55.00
22952	3/8/23	PHIL'S AUTOMOTIVE	1000-20	136.53

Big Bear Area Regional Wastewater Agency
Check Register
For the Period From Mar 1, 2023 to Mar 31, 2023

Filter Criteria includes: 1) Accounts Payable only. Report order is by Check Number.

Check #	Date	Payee	Cash Account	Amount
22953	3/8/23	PITNEY BOWES GLOBAL FINANCIAL SERVICES	1000-20	127.67
22954	3/8/23	QUILL	1000-20	101.24
22955	3/8/23	ROI ENGINEERING LLC	1000-20	1,800.00
22956	3/8/23	SPECTRUM BUSINESS	1000-20	1,023.93
22957	3/8/23	STREAMLINE	1000-20	300.00
22958	3/8/23	UNDERGROUND SERVICE ALERT	1000-20	71.09
22959	3/8/23	VIKING MAINTENANCE SERVICES, LLC	1000-20	1,350.00
22960	3/8/23	WINZER CORP	1000-20	25.94
22961	3/8/23	WATER SYSTEMS CONSULTING, INC.	1000-20	98,026.38
22962	3/8/23	TROY BEMISDARFER	1000-20	50.00
22963	3/8/23	CHRISTINE BENNETT	1000-20	50.00
22964	3/8/23	BRIDGETTE BURTON	1000-20	50.00
22965	3/8/23	SONJA KAWA	1000-20	50.00
22966	3/8/23	DAVID LAWRENCE	1000-20	50.00
22967	3/8/23	JAMES J. MILLER	1000-20	150.00
22968	3/8/23	JOHN SHIMMIN	1000-20	50.00
22969	3/23/23	ALLISON MECHANICAL, INC.	1000-20	2,143.00
22970	3/23/23	AMAZON CAPITAL SERVICES	1000-20	1,254.33
22971	3/23/23	BUSINESS CARD	1000-20	794.40
22972	3/23/23	BRAX COMPANY, INC.	1000-20	6,181.74
22973	3/23/23	BEAR VALLEY PAVING, INC.	1000-20	15,000.00
22974	3/23/23	CANON SOLUTIONS AMERICA, INC.	1000-20	1,533.51
22975	3/23/23	JOHN CONNELLY	1000-20	125.00
22976	3/23/23	COUNTY OF SAN BERNARDINO SOLID WASTE MN	1000-20	1,103.15
22977	3/23/23	DADDY'S PEST CONTROL	1000-20	150.00
22978	3/23/23	TOM DODSON & ASSOCIATES	1000-20	3,520.00
22979	3/23/23	EVANTEC CORPORATION	1000-20	3,634.29
22980	3/23/23	FAMCON PIPE & SUPPLY, INC.	1000-20	4,728.97
22981	3/23/23	HACH COMPANY	1000-20	1,028.17
22982	3/23/23	HOSE SPECIALIST INC.	1000-20	1,535.77
22983	3/23/23	LAKESIDE EQUIPMENT CORP	1000-20	24,680.14
22984	3/23/23	MITEL	1000-20	375.22
22985	3/23/23	MOTION INDUSTRIES	1000-20	3,354.06

Big Bear Area Regional Wastewater Agency
Check Register
For the Period From Mar 1, 2023 to Mar 31, 2023

Filter Criteria includes: 1) Accounts Payable only. Report order is by Check Number.

Check #	Date	Payee	Cash Account	Amount
22986	3/23/23	NEXOM (US), INC.	1000-20	36,000.00
22987	3/23/23	SOUTH COAST AQMD	1000-20	2,330.59
22988	3/23/23	SULZER ELECTRO MECHANICAL SERVICES INC	1000-20	676.11
22989	3/23/23	SOUTHWEST GAS	1000-20	3,305.40
22990	3/23/23	SYNAGRO-WWT, INC.	1000-20	31,571.17
22991	3/23/23	NANCY R. BOHL, INC.	1000-20	225.00
22992	3/23/23	USA BLUEBOOK	1000-20	48.77
22993	3/23/23	VERIZON WIRELESS	1000-20	238.93
22994	3/23/23	WINZER CORP	1000-20	19.64
22995	3/23/23	RICHARD T. HERRICK	1000-20	300.00
22996	3/23/23	JAMES J. MILLER	1000-20	300.00
22997	3/23/23	S.B. COUNTY DEPT OF PUBLIC WORKS	1000-20	4,180.00
CASH 23736	3/2/23	PAYA	1000-20	19.99
CASH 23737	3/2/23	PRINCIPAL FINANCIAL GROUP	1000-20	3,583.47
CASH 23738	3/2/23	THE LINCOLN NAT'L LIFE INS CO	1000-20	5,207.12
CASH 23739	3/2/23	CALPERS HEALTH	1000-20	30,293.16
CASH 23740	3/3/23	VISION SERVICE PLAN	1000-20	306.46
CASH 23741	3/3/23	EMPLOYMENT DEVELOPMENT DEPARTMENT	1000-20	2,324.11
CASH 23742	3/3/23	INTERNAL REVENUE SERVICE	1000-20	7,411.30
CASH 23743	3/6/23	AMERICAN FIDELITY ASSURANCE CO	1000-20	699.98
CASH 23744	3/6/23	CALPERS RETIREMENT	1000-20	3,458.92
CASH 23745	3/6/23	CA PERS 457 PROGRAM	1000-20	4,608.20
CASH 23746	3/6/23	CALPERS RETIREMENT	1000-20	7,940.77
CASH 23747	3/6/23	JOHN GREEN	1000-20	300.00
CASH 23748	3/10/23	BYNETTE L. MOTE	1000-20	300.00
CASH 23749	3/10/23	LAWRENCE C. WALSH	1000-20	150.00
CASH 23750	3/16/23	THE LINCOLN NAT'L LIFE INS CO	1000-20	3,851.82
CASH 23751	3/17/23	EMPLOYMENT DEVELOPMENT DEPARTMENT	1000-20	2,347.51
CASH 23752	3/17/23	INTERNAL REVENUE SERVICE	1000-20	7,442.33
CASH 23753	3/20/23	AMERICAN FIDELITY ASSURANCE CO	1000-20	699.98
CASH 23754	3/20/23	CALPERS RETIREMENT	1000-20	3,458.92
CASH 23755	3/20/23	CA PERS 457 PROGRAM	1000-20	4,608.20
CASH 23756	3/20/23	CALPERS RETIREMENT	1000-20	7,940.77
CASH 23757	3/27/23	LEGALSHIELD	1000-20	67.80

Big Bear Area Regional Wastewater Agency
Check Register
For the Period From Mar 1, 2023 to Mar 31, 2023

Filter Criteria includes: 1) Accounts Payable only. Report order is by Check Number.

Check #	Date	Payee	Cash Account	Amount
CASH 23758	3/27/23	TEXAS LIFE INSURANCE COMPANY	1000-20	241.25
CASH 23759	3/27/23	AMERICAN FIDELITY ASSURANCE CO	1000-20	842.14
CASH 23760	3/27/23	PAYA	1000-20	12,435.29
CASH 23761	3/27/23	JOHN GREEN	1000-20	300.00
CASH 23762	3/27/23	BYNETTE L. MOTE	1000-20	300.00
CASH 23763	3/27/23	LAWRENCE C. WALSH	1000-20	300.00
CASH 23764	3/28/23	THE LINCOLN NAT'L LIFE INS CO	1000-20	3,851.82
CASH 23765	3/31/23	EMPLOYMENT DEVELOPMENT DEPARTMENT	1000-20	2,708.77
CASH 23766	3/31/23	INTERNAL REVENUE SERVICE	1000-20	8,288.24
CASH 23768	3/31/23	PAYA	1000-20	58.48
Total				<u>501,727.45</u>



Big Bear Area Regional
Wastewater Agency
John Green – Chair
Jim Miller – Vice-Chair
Rick Herrick – Director
Bynette Mote – Director
Larry Walsh – Director

AGENDA ITEM: 7.C.

MEETING DATE: April 26, 2023

TO: Governing Board of the Big Bear Area Regional Wastewater Agency

FROM: David Lawrence, P.E., General Manager

PREPARED BY: Christine Bennett, Finance Manager

SUBJECT: Investment Report Identifying Agency Investments and Reporting Interest Income

BACKGROUND:

Attached is the March Monthly Investment Report pursuant to the Agency's Investment Policy.

FINANCIAL IMPACT:

There is no financial impact.

RECOMMENDATION:

Informational

BBARWA
 Monthly Investment Report
 March 2023

<u>INVESTMENT TYPE</u>	<u>COST</u>	<u>FAIR MARKET VALUE (1)</u>	<u>YEAR TO DATE INTEREST(2)</u>	<u>INTEREST RATE</u>	<u>MATURITY DATE</u>
LOCAL AGENCY INVESTMENT FUND	\$ 9,612,518	\$ 9,433,622	\$ 62,563	2.831%	DAILY
TOTAL	\$ 9,612,518	\$ 9,433,622	\$ 62,563		

The Investment Portfolio of the Big Bear Area Regional Wastewater Agency is in compliance with the investment policy approved in Sept 2022. The Agency will be able to meet its expenditure requirements for the next six months.

(1) LOCAL AGENCY INVESTMENT FUND (LAIF) IS A STATE-RUN INVESTMENT POOL PROVIDED FOR PUBLIC AGENCIES. THE LAIF MARKET VALUE SHOWN ON THIS TREASURER'S REPORT REPRESENTS BBARWA'S SHARE OF THE **LIQUID VALUE** OF LAIF'S PORTFOLIO IF IT WAS LIQUIDATED AS OF THE END OF THE REPORTED MONTH. THIS NUMBER SERVES AS AN INDICATOR OF WHETHER OR NOT THE **MARKET VALUE** OF LAIF'S INVESTMENTS IS ABOVE OR BELOW THE **COST** OF THOSE INVESTMENTS.

(2) Interest paid quarterly on LAIF investment. Amount reflects interest income received at the reporting date during FY 2023 and excludes accrued interest.

Attachment (s): Monthly LAIF Statement

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

April 03, 2023

[LAIF Home](#)
[PMIA Average Monthly Yields](#)

BIG BEAR AREA REGIONAL WASTEWATER AGENCY

FINANCE MANAGER
P.O. BOX 517
BIG BEAR CITY, CA 92314

[Tran Type Definitions](#)



Account Number:

March 2023 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
3/6/2023	3/6/2023	RW	1724563	1684913	CHRISTINE BENNETT	-500,000.00

Account Summary

Total Deposit:	0.00	Beginning Balance:	10,112,518.28
Total Withdrawal:	-500,000.00	Ending Balance:	9,612,518.28



Big Bear Area Regional
Wastewater Agency
John Green – Chair
Jim Miller – Vice-Chair
Rick Herrick – Director
Bynette Mote – Director
Larry Walsh – Director

AGENDA ITEM: 7.D.

MEETING DATE: April 26, 2023

TO: Governing Board of the Big Bear Area Regional Wastewater Agency

FROM: David Lawrence, P.E., General Manager

PREPARED BY: Bridgette Burton, Management Analyst/Board Secretary

SUBJECT: Resolution No. R. 07-2023, A Resolution of the Big Bear Area Regional Wastewater Agency Amending and Adopting Local Guidelines for Implementing the California Environmental Quality Act (Public Resources Code §§ 21000 et seq.)

BACKGROUND:

The State CEQA Guidelines require local agencies to adopt “objectives, criteria and procedures” to implement the requirements of CEQA and the State CEQA Guidelines (State CEQA Guidelines [14 Cal. Code Regs.] section 15022). The 2023 Local Guidelines for Implementing the California Environmental Quality Act for the Big Bear Area Regional Wastewater Agency reflect recent changes to CEQA.

To this end, CEQA requires public agencies to adopt specific objectives, criteria and procedures for evaluating public and private projects that are undertaken or approved by such agencies.

DISCUSSION:

The Big Bear Area Regional Wastewater Agency has prepared a proposed updated set of Local CEQA Guidelines for 2023 in compliance with CEQA’s requirements. These Guidelines reflect recent changes to CEQA. These Local CEQA Guidelines also provide instructions and forms for preparing all environmental documents required under CEQA.

FINANCIAL IMPACT:

There is no financial impact.

RECOMMENDATION:

Adopt Resolution No. R. 07-2023.

ATTACHMENTS:

- Resolution No. R. 07-2023
- 2023 Summary of Changes to Local CEQA Guidelines

RESOLUTION NO. 07-2023

**A RESOLUTION OF THE BIG BEAR AREA REGIONAL WASTEWATER AGENCY
AMENDING AND ADOPTING LOCAL GUIDELINES FOR IMPLEMENTING THE
CALIFORNIA ENVIRONMENTAL QUALITY ACT (PUBLIC RESOURCES CODE §§ 21000
ET SEQ.)**

WHEREAS, the California Legislature has amended the California Environmental Quality Act (“CEQA”) (Pub. Resources Code §§ 21000 et seq.), the Natural Resources Agency has amended the State CEQA Guidelines (Cal. Code Regs, tit. 14, §§ 15000 et seq.), and the California courts have interpreted specific provisions of CEQA; and

WHEREAS, Public Resources Code section 21082 requires all public agencies to adopt objectives, criteria and procedures for (1) the evaluation of public and private projects undertaken or approved by such public agencies, and (2) the preparation, if required, of environmental impact reports and negative declarations in connection with that evaluation; and

WHEREAS, the Big Bear Area Regional Wastewater Agency must revise its local guidelines for implementing CEQA to make them consistent with the current provisions and interpretations of CEQA and the State CEQA Guidelines.

NOW, THEREFORE, the Big Bear Area Regional Wastewater Agency (“Agency”) hereby resolves as follows:

SECTION 1. The Agency hereby adopts the “2023 Local Guidelines for Implementing the California Environmental Quality Act,” a copy of which is on file at the offices of the Agency and is available for inspection by the public.

SECTION 2. All prior actions of the Agency enacting earlier guidelines are hereby repealed.

ADOPTED this 26th day of April, 2023.

John Green, Chair of the Governing Board of the
Big Bear Area Regional Wastewater Agency

ATTEST:

I, Bridgette Burton, Secretary to the Governing Board of the Big Bear Area Regional Wastewater Agency, DO HEREBY CERTIFY, that the foregoing Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency, being Resolution No. R. 07-2023, Amending and Adopting Local Guidelines for Implementing the California Environmental Quality Act (Public Resources Code §§ 21000 et seq.), was duly adopted at a regular meeting of the Governing Board held on the 26th day of April 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Bridgette Burton, Secretary to the Governing Board
of the Big Bear Area Regional Wastewater Agency

Memorandum

TO: Project 5 Agency Client
FROM: Best Best & Krieger LLP
DATE: April 17, 2023
RE: Summary of Changes to Local CEQA Guidelines

In 2022, the California Legislature took action to exempt certain transportation, water system, and housing projects from the California Environmental Quality Act (“CEQA”). We have revised the Agency’s Local Guidelines for Implementing CEQA (“Local Guidelines”) to account for these CEQA developments. This memorandum summarizes the substantive amendments to the Agency’s Local Guidelines.

The Local Guidelines and this memorandum are designed to help the Agency comply with CEQA when considering a project subject to CEQA. We still recommend, however, that you consult with an attorney when you have specific questions on major, controversial, or unusual projects or activities.

The Local Guidelines, the related CEQA forms, and other important legal alerts may be accessed via the Best Best & Krieger CEQA client portal at <http://clients.bbklaw.net/pfcc/>. For technical support, please contact Tammy Ingram at tammy.ingram@bbklaw.com.

REVISIONS TO LOCAL GUIDELINES

1. SECTION 3.20 TRANSIT PRIORITIZATION PROJECTS

With its adoption of Senate Bill (“SB”) 922, the California Legislature amended Public Resources Code section 21080.25 to exempt certain transit, bicycle, and pedestrian projects that meet specified criteria and do not induce single-occupancy vehicle trips.

Examples of projects exempt under SB 922 include, but are not limited to: (1) pedestrian and bicycle facilities; (2) transit prioritization projects, such as the installation of traffic signs or new signals; (3) a project for the institution or increase of bus rapid transit, bus, or light rail service; (4) a public project to construct or maintain infrastructure or facilities to charge, refuel, or maintain zero-emission public transit buses, trains, or ferries; and (5) a decision to reduce or eliminate minimum parking requirements or institute parking maximums.

We revised Section 3.20 of the Local Guidelines to account for this exemption and to set forth conditions that must be met for the exemption to apply.

2. SECTION 3.21 TRANSPORTATION PLANS, PEDESTRIAN PLANS, AND BICYCLE TRANSPORTATION PLANS

The California Legislature amended Public Resources Code section 21080.20 to exempt “active transportation plans” and “pedestrian plans” from CEQA. An “active transportation plan”

refers to a plan developed by a local jurisdiction that promotes and encourages people to choose walking, bicycling, or rolling through the creation of safe, comfortable, connected, and accessible walking, bicycling, or rolling networks, and encourages alternatives to single-occupancy vehicle trips. A “pedestrian plan” refers to a plan developed by a local jurisdiction that establishes a comprehensive, coordinated approach to improving pedestrian infrastructure and safety.

While a lead agency’s adoption of an active transportation plan or pedestrian plan is exempt from CEQA, specific projects identified within those plans remain subject to CEQA unless such projects are exempt under a separate provision of CEQA.

We revised Section 3.21 of the Local Guidelines to account for this exemption and to set forth procedural requirements that must be met when finding a project exempt under this provision.

3. SECTION 3.22 WATER SYSTEM WELLS AND DOMESTIC WELL PROJECTS

With the adoption of AB 1642 and its codification at Public Resources Code section 21080.31, the Legislature has enacted a new statutory exemption that applies to the construction, maintenance, repair, or replacement of wells where certain conditions are met. To qualify for the exemption, (1) the domestic well or water system to which the well project is connected must be designated by the State Water Resources Control Board (“State Board”) as high risk or medium risk in the State Board’s drinking water needs assessment; (2) the well project must be designed to mitigate or prevent a circumstance where residents that rely on the well or the water system to which the well is connected would be left without an adequate supply of safe drinking water; (3) the well project may not be designed primarily to serve irrigation or future growth; and (4) a series of other conditions must be met.

We added Section 3.22 to the Local CEQA Guidelines to provide for this statutory exemption and to set forth in greater detail the circumstances in which it may apply.

4. SECTION 9.08 AFFORDABLE HOUSING DEVELOPMENTS IN COMMERCIAL ZONES

The Legislature has created a new CEQA-exempt, ministerial approval process for multifamily housing developments meeting specified criteria, codified at Public Resources Code section 65912.110, et seq. For a proposed multifamily housing development project to qualify for this exemption, the project must (1) ensure that 100 percent of the project’s units, excluding managers’ units, be dedicated to lower income households at an affordable cost or affordable rent; (2) meet applicable objective zoning standards, objective subdivision standards, and objective design review standards, as defined; (3) be located in a zone where office, retail, or parking are a principally permitted use; (4) meet certain labor standards; and (5) meet a list of other conditions, specified in the Local Guidelines.

We have added Section 9.08 to the Local Guidelines to include this exemption and to set forth the various conditions a project must meet to qualify for the exemption.

5. SECTION 9.09 MIXED-INCOME HOUSING DEVELOPMENTS ALONG COMMERCIAL CORRIDORS

The Legislature has additionally created another CEQA-exempt, ministerial approval process for proposed multifamily housing development projects that meet certain affordability criteria, set forth at Public Resources Code section 65912.120, et seq. In addition to meeting the specified affordability criteria, the proposed project must (1) abut a commercial corridor and have frontage along the commercial corridor of at least fifty feet; (2) not be located on a project site greater than 20 acres; (3) be located in a zone where office, retail, or parking is a principally permitted use; (4) meet certain labor standards; and (5) meet a list of over twenty other conditions, specified in the Local Guidelines.

We have added Section 9.09 to the Local Guidelines to include this exemption and to set forth the various conditions a project must meet to qualify for the exemption.

6. VARIOUS SECTIONS UPDATED REFERENCES TO CALIFORNIA PUBLIC RECORDS ACT

The Legislature has recodified and reorganized the entirety of the California Public Records Act (“PRA”) consistent with Assembly Bill (“AB”) 463. Whereas the PRA was previously codified at Government Code section 6250, et seq., the PRA is now codified at Government Code section 7920.000, et seq. We have updated all references to the PRA in the Local Guidelines consistent with AB 463. The reorganization makes no substantive changes to the PRA.

Other Changes

Effective January 1, 2023, the Department of Fish and Wildlife has increased its fees. For a Negative Declaration or a Mitigated Negative Declaration, the new filing fee is \$2,764.00. For an EIR, the new filing fee is \$3,839.25. For an environmental document prepared pursuant to a Certified Regulatory Program, the filing fee has been increased to \$1,305.25.

Conclusion

As always, CEQA remains complicated and, at times, challenging to apply. The only constant in this area of law is how quickly the rules change. Should you have questions about any of the provisions discussed above, please contact a BB&K attorney for assistance.

BEST BEST & KRIEGER LLP



Big Bear Area Regional
Wastewater Agency
John Green – Chair
Jim Miller – Vice-Chair
Rick Herrick – Director
Bynette Mote – Director
Larry Walsh – Director

AGENDA ITEM: 10.A.

MEETING DATE: April 26, 2023

TO: Governing Board of the Big Bear Area Regional Wastewater Agency

FROM: David Lawrence, P.E., General Manager

PREPARED BY: John Shimmin, Plant Manager

REVIEWED BY: Christine Bennett, Finance Manager

SUBJECT: Resolution No. R. 08-2023, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Making Emergency Findings and Authorizing and Ratifying Emergency Contracts for the Force Main Repair at 42825 Big Bear Blvd; Appropriate \$31,625 from the Contingency Emergency Reserve Fund for Repairs

BACKGROUND:

The Agency was notified on March 11, 2023 at 10:42 a.m. regarding a possible sewage spill near 42825 Big Bear Blvd, Big Bear Lake. Staff discovered a 4” hole in the force main. Flow continued for 22 minutes and spilled 6,500 gallons. Staff procured replacement parts from Famcon Pipe & Supply, Inc. and Bear Valley Paving performed the emergency repair on the force main. The force main is under high pressure and delivers all wastewater from the City of Big Bear Lake to the Agency’s Wastewater Treatment Plant.

DISCUSSION:

Under Public Contract Code Section 28682.5 (g), the Governing Board can elect to forgo strict competitive bidding (a process that would take approximately four months) in the event of an emergency but must follow the procedures set forth in Section 22050 of the Public Contract Code. It is generally understood that the definition of an emergency stipulates there is imminent risk to public health, safety, welfare, or property. Under this definition, the potential spill into Stanfield Marsh, recent high flows from the City of Big Bear Lake, limited storage at the Garstin ponds, and a possibility of an overflow of influent, qualified this event as an imminent risk and necessitated the need for the emergency repair.

The total cost of the emergency repair is as follows:

Contractor/Supplier	Amount
Bear Valley Paving	\$15,000.00
<u>Famcon Pipe & Supply, Inc.</u>	<u>\$16,625.00</u>
Total	\$31,625.00

Agency staff is directed to report to the Governing Board at the next regularly scheduled meeting and at every meeting thereafter until the action is terminated to determine if there is a need to continue the action. This event is the first of two sewage spills located at 42825 Big Bear Blvd., Big Bear Lake. The second event repair status will also be presented at every Governing Board meeting allowing the Governing Board to revisit the situation until the emergency condition ends or the project is completed.

FINANCIAL IMPACT:

The Agency has adequate reserves in the Contingency Emergency Reserve Fund to cover the cost of the repairs.

RECOMMENDATION:

1. Approve Resolution No. R. 08-2023; and
2. Appropriate \$31,625 from the Contingency Emergency Reserve Fund for costs related to the repair; and
3. Authorize the General Manager to take any other actions necessary to remediate the emergency repair at 42825 Big Bear Blvd., Big Bear Lake.

ATTACHMENT:

Resolution No. R. 08-2023

RESOLUTION NO. R. 08-2023

RESOLUTION OF THE GOVERNING BOARD OF THE BIG BEAR AREA REGIONAL WASTEWATER AGENCY MAKING EMERGENCY FINDINGS AND AUTHORIZING AND RATIFYING EMERGENCY CONTRACTS FOR THE FORCE MAIN REPAIR AT 42825 BIG BEAR BLVD

WHEREAS, on March 11, 2023, Agency staff discovered a 4” hole in the force main, leaving the Agency unable to receive flow from the City of Big Bear Lake;

WHEREAS, staff immediately stopped flow of any material through the force main and flow was temporarily diverted to the Garstin Ponds;

WHEREAS, repair tasks were required on the force main;

WHEREAS, pursuant to Public Contract Code section 22050, the Agency, by four-fifths vote of its governing body, may repair or replace a public facility without engaging in competitive bidding if it finds that an emergency situation exists that poses a threat to public health, safety and welfare or property and that the emergency will not permit a delay resulting from a competitive solicitation for bids;

WHEREAS, several protected water bodies are located near the force main;

WHEREAS, staff estimated a competitive bidding process would take up to four (4) months to complete;

WHEREAS, BBARWA cannot receive flow from the City of Big Bear Lake without the force main for four (4) months;

WHEREAS, based on the emergency conditions that would not allow the delay resulting from a traditional competitive solicitation of bids, the General Manager negotiated and executed contracts with Famcon Pipe & Supply, Inc. for replacement parts and Bear Valley Paving for installation of the same;

WHEREAS, the total cost of the emergency force main repair project (“Project”) is \$31,625.00; and

WHEREAS, the Agency’s Contingency Emergency Reserve Fund will provide sufficient funding for the Project.

NOW, THEREFORE BE IT RESOLVED that the Governing Board of the Big Bear Area Regional Wastewater Agency as follows:

1. The foregoing recitals are found to be true and correct and incorporated as if fully set forth herein.
2. Pursuant to Public Contract Code section 22050, it is determined that the damaged force main constitutes an emergency condition that poses a threat to public health, safety and

welfare, and property and that such condition did not permit a delay resulting from a competitive solicitation of bids.

3. The emergency contract awards to Bear Valley Paving and Famcon Pipe & Supply, Inc. for the Project in the total cumulative amount of \$31,625.00 are hereby ratified.
4. Agency staff is hereby authorized and directed to take any actions necessary to remediate the damaged force main.
4. Funding for the Project shall be appropriated from the Contingency Emergency Reserve Fund.
5. Agency staff is directed to report to the Governing Board at the next regularly scheduled meeting and at every meeting thereafter until the action is terminated to determine if there is a need to continue the action.

ADOPTED, SIGNED AND APPROVED this 26th day of April, 2023.

John Green, Chair of the Governing Board of the
Big Bear Area Regional Wastewater Agency

ATTEST:

I, Bridgette Burton, Secretary to the Governing Board of the Big Bear Area Regional Wastewater Agency, DO HEREBY CERTIFY, that the foregoing Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency, being Resolution No. R. 08-2023, Making Emergency Findings and Authorizing and Ratifying Emergency Contracts for the Force Main Repair at 42825 Big Bear Blvd, was duly adopted at a regular meeting of the Governing Board held on the 26th day of April 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Bridgette Burton, Secretary to the Governing Board of the
Big Bear Area Regional Wastewater Agency



Big Bear Area Regional
Wastewater Agency
John Green – Chair
Jim Miller – Vice-Chair
Rick Herrick – Director
Bynette Mote – Director
Larry Walsh – Director

AGENDA ITEM:10.B.

MEETING DATE: April 26, 2023

TO: Governing Board of the Big Bear Area Regional Wastewater Agency

FROM: David Lawrence, P.E., General Manager

PREPARED BY: Sonja Kawa, Human Resources Coordinator/Accounting Technician

REVIEWED BY: Christine Bennett, Finance Manager

SUBJECT: Pay Schedule

BACKGROUND:

The Agency incorporated an 8.7% Cost of Living Adjustment (COLA) in the FY 2024 Budget based on the average annual change in the November 2022 CPI (Riverside, San Bernardino, Ontario, Consumer Price Index, All Urban Consumers).

The attached Pay Schedule reflects the change in pay ranges resulting from the COLA. There is no COLA adjustment applied to the pay range for Human Resources Coordinator/Accounting Technician and Operations Administrative/Laboratory Assistant as they remain frozen in accordance with the Compensation Studies Policy approved by the Governing Board on March 25, 2020. Upon Governing Board approval, the COLA and new publicly available Pay Schedule will be effective July 1, 2023 which is the first day of the first full pay period in July.

FINANCIAL IMPACT:

Funds for the 8.7% COLA have been appropriated in the FY 2024 budget.

RECOMMENDATION:

Approve publicly available Pay Schedule effective July 1, 2023

ATTACHMENT:

Pay Schedule

BIG BEAR AREA REGIONAL WASTEWATER AGENCY

**PAY SCHEDULE
Effective July 1, 2023**

Schedule shall remain in effect until superseded by governing board action.

Classification	Start	Top
	Hourly Pay Rate	Hourly Pay Rate
Active		
Non-Regular	\$18.15	\$24.50
Plant Operator-In-Training	\$22.67	\$30.60
Plant Operator II	\$31.95	\$43.13
Senior Laboratory Analyst	\$41.72	\$56.32
Plant Supervisor	\$43.85	\$59.20
Operations Administrative/Laboratory Assistant ¹	\$26.80	\$36.18 ¹
Management Analyst/Board Secretary	\$36.90	\$49.82
Human Resources Coordinator / Accounting Technician ¹	\$39.74	\$53.65 ¹
Plant Manager	\$64.98	\$87.72
Finance Manager	\$66.54	\$89.83
General Manager	\$92.15	\$124.40

¹The pay range is frozen based on the Compensation Study dated January 2023.

Governing Board Approval Date: April 26, 2023



Big Bear Area Regional
Wastewater Agency
John Green – Chair
Jim Miller – Vice-Chair
Rick Herrick – Director
Bynette Mote – Director
Larry Walsh – Director

AGENDA ITEM: 10.C.

MEETING DATE: April 26, 2023

TO: Governing Board of the Big Bear Area Regional Wastewater Agency

FROM: David Lawrence, P.E., General Manager

PREPARED BY: Christine Bennett, Finance Manager

SUBJECT: Resolution No. R. 09-2023, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Changing Financial Institutions and Designating Persons to Deposit or Withdraw Monies in the Local Agency Investment Fund

BACKGROUND & DISCUSSION:

On July 23, 1997, the Governing Board approved Resolution No. 231 changing the Agency's financial institution to Union Bank of California ("Union Bank"). US Bancorp ("U.S. Bank") has acquired Union Bank and is currently migrating all active accounts to U.S. Bank, with the migration expected to be completed by May 30, 2023.

Staff recommends the Agency recognize U.S. Bank as its financial institution at the completion of the migration and authorize the General Manager and/or Finance Manager to transfer Agency funds between the Agency's Local Agency Investment Account and the U.S. Bank account as needed.

FINANCIAL IMPACT:

There is no financial impact.

RECOMMENDATION:

Approve Resolution No. R. 09-2023.

ATTACHMENT:

Resolution No. R. 09-2023

RESOLUTION NO. R. 09-2023

A RESOLUTION OF THE GOVERNING BOARD OF THE BIG BEAR AREA REGIONAL WASTEWATER AGENCY CHANGING FINANCIAL INSTITUTIONS AND DESIGNATING PERSONS TO DEPOSIT OR WITHDRAWAL MONIES IN THE LOCAL AGENCY INVESTMENT FUND

WHEREAS, the Governing Board of the Big Bear Area Regional Wastewater Agency (“Agency”) maintains its general fund and payroll account at Union Bank of California; and

WHEREAS, the Agency has determined that it is in the best interest of the Agency to move its general fund and payroll account to US Bank (the “US Bank Accounts”); and

WHEREAS, it is also necessary to provide authorization for those individuals who may write checks, transfer funds, or take such other actions as may be necessary on behalf of the Agency related to the US Bank accounts; and

WHEREAS, it is also necessary to provide authorization for those individuals who transfer Agency funds from the Agency’s Local Agency Investment Fund to the US Bank Accounts or who may transfer funds from the US Bank Accounts to the Agency’s Local Agency Investment Fund.

NOW THEREFORE, BE IT RESOLVED the Governing Board of the Big Bear Area Regional Wastewater Agency determines and resolves as follows:

1. The General Manager or Finance Manager is authorized to take such necessary steps to transfer the Agency’s general fund and payroll account from Union Bank of California to US Bank. All funds should be deposited in the US Bank in the name of the Agency.
2. The General Manager or Plant Manager, each acting singly, are hereby authorized to write checks or take such other actions as may be necessary on behalf of the Agency related to the US Bank account.
3. The General Manager or Finance Manager are hereby authorized, each acting singly, to transfer the Agency funds from the Agency’s Local Agency Investment Fund to the US Bank Accounts or to transfer funds from the US Bank Accounts to the Agency’s Local Agency Investment Fund.

The authorizations contained in this Resolution shall not be changed except through further resolution of the Governing Board of the Agency. This Resolution supersedes the provisions of Resolution No.’s 153, 231, and 243, and rescinds all prior resolutions or portions thereof to the extent that they conflict with this Resolution.

PASSED, ADOPTED, AND APPROVED by the Governing Board of the Big Bear Area Regional Wastewater Agency, this 26th day of April, 2023.

John Green, Chair of the Governing Board
of the Big Bear Area Regional Wastewater Agency

ATTEST:

I, Bridgette Burton, Secretary of the Big Bear Area Regional Wastewater Agency, DO HEREBY CERTIFY, that the foregoing Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency, being Resolution No. R. 09-2023, Changing Financial Institutions and Designating Persons to Deposit or Withdraw Monies in the Local Agency Investment Fund, was duly adopted at a regular meeting of the Governing Board held on the 26th day of April 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Bridgette Burton, Secretary to the Governing Board
of the Big Bear Area Regional Wastewater Agency



Big Bear Area Regional
Wastewater Agency
John Green – Chair
Jim Miller – Vice-Chair
Rick Herrick – Director
Bynette Mote – Director
Larry Walsh – Director

AGENDA ITEM: 10.D.

MEETING DATE: April 26, 2023

TO: Governing Board of the Big Bear Area Regional Wastewater Agency

FROM: David Lawrence, P.E., General Manager

PREPARED BY: Christine Bennett, Finance Manager

SUBJECT: Resolution No. R. 10-2023, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Appointing the Finance Manager as the Treasurer and Auditor

BACKGROUND & DISCUSSION:

Per the Fourth Amendment to the Joint Exercise of Powers Agreement (“JPA”), the Governing Board may appoint one of its officers or employees to either or both of the positions of Treasurer and Auditor. On September 9, 1982, the Governing Board appointed the Agency’s Administrative Manager as the Treasurer and Auditor for the Agency.

The Administrative Manager position no longer exists. The proposed Resolution will appoint the Finance Manager as the Treasurer and Auditor of the Agency and rescind all prior resolutions that conflict with the proposed Resolution.

FINANCIAL IMPACT:

There is no financial impact.

RECOMMENDATION:

Approve Resolution No. R. 10-2023.

ATTACHMENT:

Resolution No. R. 10-2023

RESOLUTION NO. R. 10-2023

**A RESOLUTION OF THE GOVERNING BOARD OF THE BIG BEAR AREA
REGIONAL WASTEWATER AGENCY APPOINTING THE FINANCE
MANAGER AS THE TREASURER AND AUDITOR**

WHEREAS, on September 9, 1982, the Governing Board of the Big Bear Area Regional Wastewater Agency (“Agency”) appointed the Administrative Manager as the Treasurer and Auditor of the Agency, per the Fourth Amendment to the Agency’s Joint Exercise of Powers Agreement; and

WHEREAS, it is in the Agency’s best interest that the Finance Manager be appointed as the Treasurer and Auditor of the Agency in place of the Administrative Manager.

NOW THEREFORE, BE IT RESOLVED the Governing Board of the Big Bear Area Regional Wastewater Agency determines and resolves as follows:

The Finance Manager shall be appointed as the Treasurer and Auditor of the Agency in place of the Administrative Manager.

The authorizations contained in this Resolution shall not be changed except through further resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency. This Resolution supersedes the provisions of Resolution No. 126 and rescinds all prior resolutions or portions thereof to the extent that they conflict with this Resolution.

PASSED, ADOPTED, AND APPROVED by the Governing Board of the Big Bear Area Regional Wastewater Agency, this 26th day of April, 2023.

John Green, Chair of the Governing Board
of the Big Bear Area Regional Wastewater Agency

ATTEST:

I, Bridgette Burton, Secretary of the Big Bear Area Regional Wastewater Agency, DO HEREBY CERTIFY, that the foregoing Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency, being Resolution No. R. 10-2023, Appointing the Finance Manager as the Treasurer and Auditor, was duly adopted at a regular meeting of the Governing Board held on the 26th day of April 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Bridgette Burton, Secretary to the Governing Board
of the Big Bear Area Regional Wastewater Agency



Big Bear Area Regional
Wastewater Agency
John Green – Chair
Jim Miller – Vice-Chair
Rick Herrick – Director
Bynette Mote – Director
Larry Walsh – Director

AGENDA ITEM: 10.E.

MEETING DATE: April 26, 2023

TO: Governing Board of the Big Bear Area Regional Wastewater Agency

FROM: David Lawrence, P.E., General Manager

PREPARED BY: Bridgette Burton, Management Analyst/Board Secretary

SUBJECT: Adjourn the June 28, 2023 Regular Board Meeting

BACKGROUND & DISCUSSION:

At this time, staff is not aware of any action items, other than consent items, to be presented to the Governing Board for consideration at the June 28, 2023 regular board meeting. Staff requests to adjourn the June regular board meeting to the next regularly scheduled board meeting on July 26, 2023.

FINANCIAL IMPACT:

There is no financial impact.

RECOMMENDATION:

Adjourn the June 28, 2023 regular board meeting.