

**BIG BEAR AREA REGIONAL WASTEWATER AGENCY  
BUDGET WORKSHOP/SPECIAL MEETING  
March 6, 2019 Minutes**

**1. Call to Order**

A special meeting of the Governing Board of the Big Bear Area Regional Wastewater Agency was held on Wednesday, March 6, 2019 at 10:00 a.m. at 121 Palomino Drive, Big Bear City, California.

**Governing Board Members present:** Rick Herrick, David Caretto, and Karyn Oxandaboure.

**Absent:** John Green and Jim Miller.

**Others present:** Roger Crawford, Best, Best & Krieger joined at 12:40 p.m.

**Staff present:** David Lawrence, General Manager; Jennifer McCullar, Finance Manager; Bridgette Burton, Management Analyst; Kim Booth, Administrative Assistant and Sonja Kawa, HR Coordinator/Accounting Technician.

**2. Pledge of Allegiance**

Vice Chair Caretto called the meeting to order at 10:02 a.m. with Director Herrick leading the Pledge of Allegiance.

**3. Budget Workshop**

**A.** Mr. Lawrence gave an operations presentation regarding upcoming projects, sludge hauling and a presentation on the status of the Replenish Big Bear Project. Discussion ensued between the Governing Board and staff.

**B.** Mr. Lawrence introduced Ms. McCullar who provided a presentation on the Budget Overview, Capital Budget, FY 2019 Financial Review, Five Year Forecast (FY 2020-FY 2024), and FY 2020 Budget. Discussion ensued between the Governing Board and staff. The Governing Board thanked Jennifer on a job well done on the budget.

Mr. Caretto made a motion to begin intermission, seconded by Director Herrick and carried, the Governing Board approved to adjourn the meeting at 12:15 p.m., and re-adjourned the meeting at 12:45 p.m.

**4. Approval of Agenda**

Upon motion by Director Herrick, seconded by Secretary Pro-Tem Oxandaboure and carried, the Agenda was approved as presented.

Aye: Caretto, Oxandaboure, Herrick  
Nay: None  
Absent: Green, Miller

Abstain: None

5. **Consent Calendar:** The Governing Board reviewed items on the Consent Calendar. Upon motion by Secretary Pro-Tem Oxandaboure, seconded by Director Herrick and carried, the Governing Board approved the Consent Calendar as presented:

- A. Minutes of January 23, 2019 Regular Board Meeting – Approved
- B. R. 01-2019, Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Adopting an Amended Conflict of Interest Code Pursuant to the Political Reform Act of 1974 – Adopted
- C. Governing Board Member Reimbursement – Approved

Aye: Caretto, Oxandaboure, Herrick  
Nay: None  
Absent: Green, Miller  
Abstain: None

6. **Items Removed from Consent:** None

7. **Public Forum Response:** None

8. **Public Forum** – The Public Forum portion of the meeting is an opportunity for members of the public to directly address the Governing Board on matters within the jurisdiction of this Agency and included on the Agenda. Ordinance No. 57 limits individual public testimony to three minutes or less. The cumulative time that any individual may provide public testimony during a meeting is fifteen minutes and the public testimony shall be limited to thirty minutes for all speakers. Whenever a group of persons wishes to address the Governing Board on the same item, the Chair or the Governing Board by majority vote may request a spokesperson be chosen for the group or limit the number of such persons addressing the Governing Board. Since discussion of an item, not on the posted agenda is not allowed, these concerns will be addressed in a future meeting as soon as practicable under “Public Forum Response.”

9. **Old Business:** None

10. **New Business:**

- A. Vice Chair Caretto opened nominations for the Chair position. Director Herrick nominated Vice Chair Caretto for the Chair position, seconded by Secretary Pro-Tem Oxandaboure and carried, the Governing Board approved Vice Chair Caretto as the Chair at the next Governing Board meeting.

Aye: Caretto, Oxandaboure, Herrick  
Nay: None  
Absent: Green, Miller  
Abstain: None

**12. Closed Session**

Entered closed session at 12:49 p.m., with two closed session items to be reviewed.

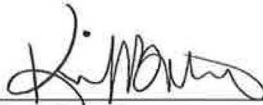
- A. Public Employee Performance Evaluation  
Pursuant to Government Code Section 54957.6  
Title: General Manager
- B. Conference with Legal Counsel – Anticipated Litigation  
Significant exposure to litigation pursuant Government Code section 54959.9(d)(2).  
(1 case.)


Vice Chair Caretto reconvened open session at 2:16 p.m., with no reportable action.

**13. Adjournment**

With no further business to come before the Governing Board, Vice Chair Caretto adjourned the meeting at 2:17 p.m.

ATTEST:

  
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Kim Booth, Administrative Assistant  
Big Bear Area Regional Wastewater Agency

  
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Karyn Oxandaboure, Secretary of the  
Governing Board of the Big Bear  
Area Regional Wastewater Agency