

BIG BEAR AREA REGIONAL WASTEWATER AGENCY

Special Board Meeting Agenda

December 13, 2022 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 only on matters 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. State law prohibits the Agency from taking action on any items not listed on the posted agenda.

5. PRESENTATION AND INTRODUCTION

5.A. Retirement - Jennifer McCullar

5.B. Ryan Connelly 5-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 October 26, 2022 Regular Meeting

7.B. Monthly Disbursements Report for October and November - Informational

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

7.D. First Quarter Report, Three Months Ended September 30, 2022 – Informational

8. ITEMS REMOVED FROM CONSENT CALENDAR

9. OLD BUSINESS

None

10. NEW BUSINESS – DISCUSSION/ACTION ITEMS

- 10.A.** Resolution No. R. 12-2022, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Finding the Replenish Big Bear Piloting Study Project Exempt from the California Environmental Quality Act under both a Statutory Exemption for Feasibility and Planning Studies (Section 15262) and a Class 6 Categorical Exemption (Section 15306) and Approving the Replenish Big Bear Piloting Study Project
- 10.B.** Appropriate \$30,000 for Sludge Building Concrete Floor Repair from the Contingency Fund
- 10.C.** Appropriate \$31,045 for a Rate Study Update from the Contingency Fund
- 10.D.** Resolution No. R. 13-2022, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency for Exception to the 180-day Waiting Period in Accordance with California Government Code Sections 7522.56 and 21224 to Appoint Jennifer McCullar to an Extra-Help Retired Annuitant Position Effective January 2, 2023
- 10.E.** Appropriate \$79,335 for an Extra-Help Retired Annuitant Position from the Contingency Fund
- 10.F.** Schedule Budget Workshop

11. COMMENTS AND ANNOUNCEMENTS

- 11.A.** General Manager Comments
- 11.B.** Governing Board Member Comments

12. 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
Rick Herrick – Chair
John Green – Vice-Chair
Jim Miller – Director
Bynette Mote – Director
Larry Walsh – Director

AGENDA ITEM: 6.A.

MEETING DATE: December 13, 2022

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

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

REVIEWED BY: Christine Bennett/Jennifer McCullar, Finance Manager; and
John Shimmin, Plant Manager

SUBJECT: General Manager's Report

DISCUSSION:

Administration

Uniform Public Construction Cost Accounting Act (UPCCAA) Contractor Registration

The Agency invites all interested California licensed contractors who are properly and currently licensed, subject to verification through the Contractors State License Board, to submit their company for inclusion on the Agency's 2023 Contractors List. All trade categories are subject to informal bidding procedures. All contractors on the Contractors List for the category of work bid will be mailed, faxed, or emailed a Notice Inviting Informal Bids unless the product or service is proprietary. More information can be found on the Agency website at <https://www.bbarwa.org/contractor-registration>.

CPRA (California Public Records Act) Recodification Act of 2020

The California Legislature recodified the California Public Records Act under the CPRA Recodification Act of 2020 (Act). This is a reorganization and renumbering of the CPRA and is not intended to substantively change the law relating to the inspection of public records. The recodification purpose is to assist the public in understanding the law, make it easier for the public to understand their rights, increase access to public records, and improve government accountability. The Act will become operative on January 1, 2023. The Agency's Public Records Request Policy will be revised to reflect the updated renumberation.

Senate Bill 1439 (Glazer) & the Fair Political Practices Commission

Senate Bill 1439 prohibits an officer of a local agency from accepting, soliciting, or directing a contribution of more than \$250 from any party, participant, or a party or participant's agent, while a proceeding involving a license, permit, or other entitlement for use is pending before the agency and for 12 months following the date a final decision is rendered in the proceeding, if the officer knows or has reasons to know that the participant has a financial interest. The bill also prohibits a

party, participant, or participant's agent from making a contribution of more than \$250 to an officer of the agency during the proceeding and 12 months following the date a final decision is rendered. The bill permits an officer who does not willfully and knowingly accept, solicit, or direct a prohibited contribution to cure the violation by returning it. The bill requires the party to disclose (during a proceeding) whether the party or the party's agent has made a contribution of more than \$250 in the 12 months before the proceeding. On November 17, 2022, the Fair Political Practices Commission (FPPC) considered "a Legal Division memorandum regarding a requested opinion on whether application of Section 84308, as amended by Senate Bill 1439 (2022) and in effect on January 1, 2023, may be based in part on contributions received and proceedings conducted in 2022, before the statutory amendments took effect." Following a robust discussion, the FPPC directed its staff to proceed with the drafting of an advisory opinion that would seek to clarify that the "12-month lookback" period does not include conduct occurring in 2022. Additional updated regulatory information can be found on the FPPC website at <https://www.fppc.ca.gov/>.

Operations

Headworks Grit System Rehabilitation Project (No Update)

The Agency has executed a change order to extend the contract deadline to June 2023 due to procurement delays.

Oxidation Ditch 2 Rotor 4 Shaft Replacement Post Bid Report

The Agency received three proposals. The project was awarded to S. Porter, Inc. on October 25, 2022. S. Porter, Inc. completed the project on November 21, 2022 within the contract timeline and budget.

Contractor	Bid Amount
S. Porter, Inc.	\$36,968
Re Chaffee Construction, Inc.	49,100
Spiess Construction Co. Inc.	188,000

Solar Production

The October and November 2022 monthly performance reports are attached.

2022 Treatment Plant Data

There were no reportable violations during October and November 2022 for the plant. The influent flow (MG) chart is attached to this report.

Flow Percentages			
Member Agency	September	October	November
City of Big Bear Lake	44.59%	44.27%	49.84%
Big Bear City	51.60%	52.11%	46.81%
County of San Bernardino	3.81%	3.62%	3.35%

Connections

MONTH	FYE 6/30/2023										
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	CITY-BBL	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	0	0	0	0	
January	0	0	1	1	2	2	0	0	0	0	
February	1	0	0	1	0	6	0	0	0	0	
March	2	0	3	1	3	9	0	0	0	0	
April	3	0	3	7	12	12	0	0	0	0	
May	4	0	5	5	6	7	0	0	0	0	
June	16	0	6	6	13	11	0	0	0	0	
TOTAL	63	37	45	45	68	87	33	10	23	0	

Replenish Big Bear

Environmental Review

The target completion date for the California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) processes is the summer of 2023.

Tom Dodson and Associates released the Notice of Preparation (NOP) and Project Description for comments on November 30, 2022. The comment period will end on January 17, 2023. Two scoping workshops are scheduled for January 2023 – one at the City of Big Bear Lake Department of Water and Power on January 5th at 6pm and the other at BBARWA on January 10th at 6 pm. The Notice of Preparation and a more detailed Project Description can be found electronically at: <https://www.bbarwa.org/ceqa-documents> and <https://www.replenishbigbear.com/documents>. It is anticipated that the draft Environmental Impact Report (EIR) will be ready for public review in April/May 2023.

Coordination with key stakeholders for the draft EIR/EA is scheduled to begin in early 2023.

Regulatory Analysis and Coordination

The Project Team submitted the formal response to the Regional Board regarding the National Pollutant Discharge Elimination System (NPDES) permit on October 13, 2022. Water Systems Consulting, Inc. (WSC) is working on an overall monitoring plan, which includes the pilot phase, to inform the next steps in response to the Regional Board comments.

Tom Harder & Co. is addressing the work plan comments. WSC will send the work plan to the Division of Drinking Water (DDW) and request a meeting to discuss.

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

Preliminary Engineering

The Pilot Plan is under development. WSC is coordinating with vendors to confirm proposals. Equipment deliveries are expected to begin in December 2022 with full pilot startup in 2023.

Agreements and Contracts

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. Separate Funding Letters of Intent with the City of Big Bear Lake, Big Bear Municipal Water District (BBMWD), and Big Bear Mountain Resort are being developed.

The Benefits Memorandum of Understanding (MOU) is pending signatures from the County of San Bernardino, BBMWD, Visit Big Bear, and the City of Big Bear Lake. The County Board of Supervisors will not consider this item until all other parties have signed.

The Environmental Services MOU to cost-share additional environmental work to address the potential impacts to the Unarmored Threespined Stickleback fish has been executed by BBARWA, the Big Bear City Community Services District, and the City of Big Bear Lake Department of Water and Power (DWP).

Funding

The Agency recently received multiple proposals for a short-term loan to cover pre-construction activities associated with the Project. The recent loan proposals reflected the relatively high, interest-rate environment and as a result, the Agency approached DWP to determine if an interagency loan at a more advantageous borrowing rate was a possibility. After much discussion and consideration, it was determined that the Agency would need to continue with its initial course of action and seek financing from the public markets. After discussions with the Agency's financial advisors and placement agent, the Agency will reapproach the market and rebid the loan considering the recent downward move in interest rates. Proposals are expected in early January.

The Agency was invited to apply for a loan under the Water Infrastructure Finance and Innovation Act (WIFIA) Program provided by the U.S. Environmental Protection Agency (EPA). Under this loan program the Agency may borrow up to 80 percent of the total eligible project costs. An introductory meeting was held with the EPA on November 10, 2022 wherein the Agency's team met with the EPA underwriter to discuss the application, underwriting and loan close process. The

Agency expects to submit an application by June 2023 and if approved, close the loan by February 2024.

Grant Status

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	\$1,600,000	Awarded, In Process
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 Community Funding Request	\$1,000,000	Recommended for Funding
Total	\$16,890,450	

The Agency conducted a progress presentation with the Santa Ana Watershed Project Authority (SAWPA) and the Department of Water Resources (DWR) on November 8, 2022. The Agency received reimbursement #3 on October 27, 2022 for \$98,515.66 and submitted invoice #4 on October 28, 2022.

The first semi-annual report for the 2021 Title XVI grant was submitted on October 28, 2022.

The EPA confirmed that the EIR/EA are required before an application for the 2022 EPA State and Tribal Assistance (STAG) grant can be submitted.

The formal award from the United States Bureau of Reclamation (USBR) for the 2022 Title XVI grant in the amount of \$8,267,112 is pending.

Congressman Obernolte recommended the Project’s \$1 million Community Funding Request for inclusion into the Federal budget, and we expect to receive notification after the federal budget approval process.



MONTHLY REPORT
November 2022

Plant Name:	Big Bear Area Regional Wastewater Agency
Plant ID:	P-3998
Capacity (DC):	1660.0
Resource:	Solar
Address:	121 Palomino Drive - 92314 Big Bear - California/United States
Configuration:	Mohawk, GM CPY





MONTHLY REPORT

As Contracted Energy Last Month (kWh)

Energy Produced Last Month (kWh)

Time	Energy (kWh)				
	A	F	Δ	W	Δ
01 Oct 2022	9,659.00	6,100.00	58.34%	7,363.60	31.17%
02 Oct 2022	8,489.50	6,100.00	39.17%	6,733.15	26.09%
03 Oct 2022	9,214.00	6,100.00	51.05%	6,908.03	33.38%
04 Oct 2022	8,235.50	6,100.00	35.01%	6,643.06	23.97%
05 Oct 2022	9,982.00	6,100.00	63.64%	7,384.09	35.18%
06 Oct 2022	9,741.00	6,100.00	59.69%	7,247.85	34.40%
07 Oct 2022	9,563.00	6,100.00	56.77%	7,081.43	35.04%
08 Oct 2022	8,338.50	6,100.00	36.70%	6,049.35	37.84%
09 Oct 2022	9,558.50	6,100.00	56.70%	6,821.21	40.13%
10 Oct 2022	4,636.50	6,100.00	-23.99%	3,545.08	30.79%
11 Oct 2022	5,315.00	6,100.00	-12.87%	4,028.91	31.92%
12 Oct 2022	7,217.00	6,100.00	18.31%	5,635.97	28.05%
13 Oct 2022	7,738.25	6,100.00	26.86%	5,764.09	34.25%
14 Oct 2022	9,887.25	6,100.00	62.09%	6,961.65	42.02%
15 Oct 2022	7,833.25	6,100.00	28.41%	5,825.29	34.47%
16 Oct 2022	9,783.50	6,100.00	60.39%	6,653.16	47.05%
17 Oct 2022	9,824.25	6,100.00	61.05%	6,687.93	46.90%
18 Oct 2022	9,879.25	6,100.00	61.95%	6,683.80	47.81%
19 Oct 2022	9,796.75	6,100.00	60.60%	6,617.35	48.05%
20 Oct 2022	9,515.00	6,100.00	55.98%	6,516.91	46.00%
21 Oct 2022	9,430.00	6,100.00	54.59%	6,479.62	45.53%
22 Oct 2022	9,059.00	6,100.00	48.51%	6,206.83	45.95%
23 Oct 2022	9,899.50	6,100.00	62.29%	6,565.05	50.79%
24 Oct 2022	9,827.25	6,100.00	61.10%	6,482.98	51.59%
25 Oct 2022	9,653.50	6,100.00	58.25%	6,322.24	52.69%
26 Oct 2022	9,350.50	6,100.00	53.29%	6,256.57	49.45%
27 Oct 2022	9,687.00	6,100.00	58.80%	6,229.87	55.49%
28 Oct 2022	8,969.50	6,100.00	47.04%	5,945.92	50.85%
29 Oct 2022	9,567.75	6,100.00	56.85%	6,157.64	55.38%
30 Oct 2022	9,179.25	6,100.00	50.48%	5,929.37	54.81%
31 Oct 2022	7,770.25	6,100.00	27.38%	5,180.42	49.99%
Totals	276,600.50	189,100.00	46.27%	194,908.41	41.91%

Time	Energy (kWh)				
	Actual	Forecasted	Δ	Weather Adjusted	Δ
01 Oct 2022	9,659.00	8,356.35	15.59%	10,198.78	-5.29%
02 Oct 2022	8,489.50	8,356.35	1.59%	9,325.59	-8.97%
03 Oct 2022	9,214.00	8,356.35	10.26%	9,567.81	-3.70%
04 Oct 2022	8,235.50	8,356.35	-1.45%	9,200.81	-10.49%
05 Oct 2022	9,982.00	8,356.35	19.45%	10,227.16	-2.40%
06 Oct 2022	9,741.00	8,356.35	16.57%	10,038.47	-2.96%
07 Oct 2022	9,563.00	8,356.35	14.44%	9,807.97	-2.50%
08 Oct 2022	8,338.50	8,356.35	-0.21%	8,378.51	-0.48%
09 Oct 2022	9,558.50	8,356.35	14.39%	9,447.56	1.17%
10 Oct 2022	4,636.50	8,356.35	-44.52%	4,910.03	-5.57%
11 Oct 2022	5,315.00	8,356.35	-36.40%	5,580.15	-4.75%
12 Oct 2022	7,217.00	8,356.35	-13.63%	7,805.97	-7.55%
13 Oct 2022	7,738.25	8,356.35	-7.40%	7,983.41	-3.07%
14 Oct 2022	9,887.25	8,356.35	18.32%	9,642.07	2.54%
15 Oct 2022	7,833.25	8,356.35	-6.26%	8,068.18	-2.91%
16 Oct 2022	9,783.50	8,356.35	17.08%	9,214.80	6.17%
17 Oct 2022	9,824.25	8,356.35	17.57%	9,262.96	6.06%
18 Oct 2022	9,879.25	8,356.35	18.22%	9,257.24	6.72%
19 Oct 2022	9,796.75	8,356.35	17.24%	9,165.20	6.89%
20 Oct 2022	9,515.00	8,356.35	13.87%	9,026.10	5.42%
21 Oct 2022	9,430.00	8,356.35	12.85%	8,974.44	5.08%
22 Oct 2022	9,059.00	8,356.35	8.41%	8,596.62	5.38%
23 Oct 2022	9,899.50	8,356.35	18.47%	9,092.77	8.87%
24 Oct 2022	9,827.25	8,356.35	17.60%	8,979.10	9.45%
25 Oct 2022	9,653.50	8,356.35	15.52%	8,756.46	10.24%
26 Oct 2022	9,350.50	8,356.35	11.90%	8,665.52	7.90%
27 Oct 2022	9,687.00	8,356.35	15.92%	8,628.54	12.27%
28 Oct 2022	8,969.50	8,356.35	7.34%	8,235.25	8.92%
29 Oct 2022	9,567.75	8,356.35	14.50%	8,528.49	12.19%
30 Oct 2022	9,179.25	8,356.35	9.85%	8,212.33	11.77%
31 Oct 2022	7,770.25	8,356.35	-7.01%	7,175.01	8.30%
Totals	276,600.50	259,047.00	6.78%	269,953.27	2.46%



MONTHLY REPORT

Last Three Months Performance

Produced Energy (kWh)

	Energy (kWh)	
	F	W
Aug 2022	269,431.00	228,441.17
Sep 2022	266,368.00	254,396.04
Oct 2022	259,047.00	269,953.23
Totals	794,846.00	752,790.44

Availability (%) and PR

Aug 2022	95.71	99.20	-3.51%	0.76	0.00	100.00%
Sep 2022	100.00	99.20	0.81%	0.87	0.00	100.00%
Oct 2022	100.00	99.20	0.81%	1.04	0.00	100.00%
Totals						

Closed Events Last 3 Months

P-3998	93282	13 Oct 2022 09:59	Closed	CM	<p>CM: IR Scans & Follow Up on inverter fuse holders 3/4" strut strap on conduit for weather station</p> <p>pending quote to investigate hotspots in invs 7.1, 9.1, 17.1, 22.1</p> <p>CM: investigate hot fuse in Inv 9.1</p> <p>pending fsp response</p> <p>10/27:</p> <p>3/4" strut strap on conduit for weather station. Make sure FSP has spare fuses. Adding onto next dispatch to site.</p>	-
P-3998	87992	01 Aug 2022 10:59	Closed	Plant Outage	<p>Observing intermittent communications from PowerLogger with active alerts. During technician visit on 7/20 found power logger is not responding, power cycled it and brought back online.</p> <p>Again on 7/21, we having the same issue with PowerLogger.</p> <p>Kindly validate the interfaces & diagnose for any network-related, power supply, cellular modem and network switch issues. Updated the firmware if needed.</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



MONTHLY REPORT
December 2022

Plant Name:	Big Bear Area Regional Wastewater Agency
Plant ID:	P-3998
Capacity (DC):	1660.0
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	Energy (kWh)				
	A	F	Δ	W	Δ
01 Nov 2022	9,260.50	4,792.67	93.22%	6,277.62	47.52%
02 Nov 2022	6,177.75	4,792.67	28.90%	4,558.21	35.53%
03 Nov 2022	5,791.25	4,792.67	20.84%	4,205.62	37.70%
04 Nov 2022	8,763.25	4,792.67	82.85%	5,932.71	47.71%
05 Nov 2022	8,797.75	4,792.67	83.57%	6,000.00	46.63%
06 Nov 2022	9,141.00	4,792.67	90.73%	5,893.30	55.11%
07 Nov 2022	4,240.00	4,792.67	-11.53%	3,484.41	21.68%
08 Nov 2022	2,061.25	4,792.67	-56.99%	1,870.87	10.18%
09 Nov 2022	8,638.50	4,792.67	80.24%	5,859.32	47.43%
10 Nov 2022	9,310.75	4,792.67	94.27%	5,870.61	58.60%
11 Nov 2022	8,619.75	4,792.67	79.85%	5,560.41	55.02%
12 Nov 2022	9,144.00	4,792.67	90.79%	5,809.55	57.40%
13 Nov 2022	8,731.00	4,792.67	82.17%	5,639.75	54.81%
14 Nov 2022	9,065.25	4,792.67	89.15%	5,670.72	59.86%
15 Nov 2022	9,061.00	4,792.67	89.06%	5,624.06	61.11%
16 Nov 2022	9,139.00	4,792.67	90.69%	5,684.11	60.78%
17 Nov 2022	8,924.50	4,792.67	86.21%	5,540.46	61.08%
18 Nov 2022	7,825.50	4,792.67	63.28%	5,075.02	54.20%
19 Nov 2022	8,973.00	4,792.67	87.22%	5,512.75	62.77%
20 Nov 2022	8,871.00	4,792.67	85.10%	5,515.61	60.83%
21 Nov 2022	7,348.00	4,792.67	53.32%	4,774.56	53.90%
22 Nov 2022	8,231.00	4,792.67	71.74%	5,071.71	62.29%
23 Nov 2022	8,254.75	4,792.67	72.24%	5,087.43	62.26%
24 Nov 2022	8,749.75	4,792.67	82.57%	5,297.77	65.16%
25 Nov 2022	8,154.75	4,792.67	70.15%	5,108.45	59.63%
26 Nov 2022	8,455.00	4,792.67	76.42%	5,099.91	65.79%
27 Nov 2022	8,507.25	4,792.67	77.51%	5,169.73	64.56%
28 Nov 2022	6,533.00	4,792.67	36.31%	4,314.50	51.42%
29 Nov 2022	8,423.00	4,792.67	75.75%	5,061.57	66.41%
30 Nov 2022	8,331.75	4,792.67	73.84%	4,975.67	67.45%
Totals	241,524.25	143,780.00	67.98%	155,546.42	55.27%

Time	Energy (kWh)				
	Actual	Forecasted	Δ	Weather Adjusted	Δ
01 Nov 2022	9,260.50	7,046.10	31.43%	9,388.38	-1.36%
02 Nov 2022	6,177.75	7,046.10	-12.32%	6,816.95	-9.38%
03 Nov 2022	5,791.25	7,046.10	-17.81%	6,289.64	-7.92%
04 Nov 2022	8,763.25	7,046.10	24.37%	8,872.56	-1.23%
05 Nov 2022	8,797.75	7,046.10	24.86%	8,973.19	-1.96%
06 Nov 2022	9,141.00	7,046.10	29.73%	8,813.62	3.71%
07 Nov 2022	4,240.00	7,046.10	-39.82%	5,211.05	-18.63%
08 Nov 2022	2,061.25	7,046.10	-70.75%	2,797.95	-26.33%
09 Nov 2022	8,638.50	7,046.10	22.60%	8,762.80	-1.42%
10 Nov 2022	9,310.75	7,046.10	32.14%	8,779.68	6.05%
11 Nov 2022	8,619.75	7,046.10	22.33%	8,315.77	3.66%
12 Nov 2022	9,144.00	7,046.10	29.77%	8,688.36	5.24%
13 Nov 2022	8,731.00	7,046.10	23.91%	8,434.43	3.52%
14 Nov 2022	9,065.25	7,046.10	28.66%	8,480.74	6.89%
15 Nov 2022	9,061.00	7,046.10	28.60%	8,410.95	7.73%
16 Nov 2022	9,139.00	7,046.10	29.70%	8,500.76	7.51%
17 Nov 2022	8,924.50	7,046.10	26.66%	8,285.93	7.71%
18 Nov 2022	7,825.50	7,046.10	11.06%	7,589.86	3.10%
19 Nov 2022	8,973.00	7,046.10	27.35%	8,244.49	8.84%
20 Nov 2022	8,871.00	7,046.10	25.90%	8,248.77	7.54%
21 Nov 2022	7,348.00	7,046.10	4.28%	7,140.51	2.91%
22 Nov 2022	8,231.00	7,046.10	16.82%	7,584.91	8.52%
23 Nov 2022	8,254.75	7,046.10	17.15%	7,608.41	8.50%
24 Nov 2022	8,749.75	7,046.10	24.18%	7,922.99	10.43%
25 Nov 2022	8,154.75	7,046.10	15.73%	7,639.85	6.74%
26 Nov 2022	8,455.00	7,046.10	20.00%	7,627.07	10.86%
27 Nov 2022	8,507.25	7,046.10	20.74%	7,731.50	10.03%
28 Nov 2022	6,533.00	7,046.10	-7.28%	6,452.48	1.25%
29 Nov 2022	8,423.00	7,046.10	19.54%	7,569.74	11.27%
30 Nov 2022	8,331.75	7,046.10	18.25%	7,441.28	11.97%
Totals	241,524.25	211,383.00	14.26%	232,624.59	3.83%



MONTHLY REPORT

Last Three Months Performance

Produced Energy (kWh)

Time	Energy (kWh)	
	F	W
Sep 2022	266,368.00	254,396.04
Oct 2022	259,047.00	269,953.23
Nov 2022	211,383.00	232,624.59
Totals	736,798.00	756,973.87

Availability (%) and PR

Time	Availability (%)			Performance Ratio (fraction)		
	A	F	Δ	A	F	Δ
Sep 2022	100.00	99.20	0.81%	0.87	0.00	100.00%
Oct 2022	100.00	99.20	0.81%	1.04	0.00	100.00%
Nov 2022	100.00	99.20	0.81%	1.20	0.00	100.00%
Totals						

Closed Events Last 3 Months

Plant ID(s)	Event ID	Event Date	Status	Event Name	Notes	Root Cause
P-3998	93282	13 Oct 2022 09:59	Closed	CM	<p>CM: IR Scans & Follow Up on inverter fuse holders 3/4" strut strap on conduit for weather station</p> <p>pending quote to investigate hotspots in invs 7.1, 9.1, 17.1, 22.1</p> <p>CM: investigate hot fuse in Inv 9.1</p> <p>pending fsp response</p> <p>10/27:</p> <p>3/4" strut strap on conduit for weather station. Make sure FSP has spare fuses. Adding onto next dispatch to site.</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

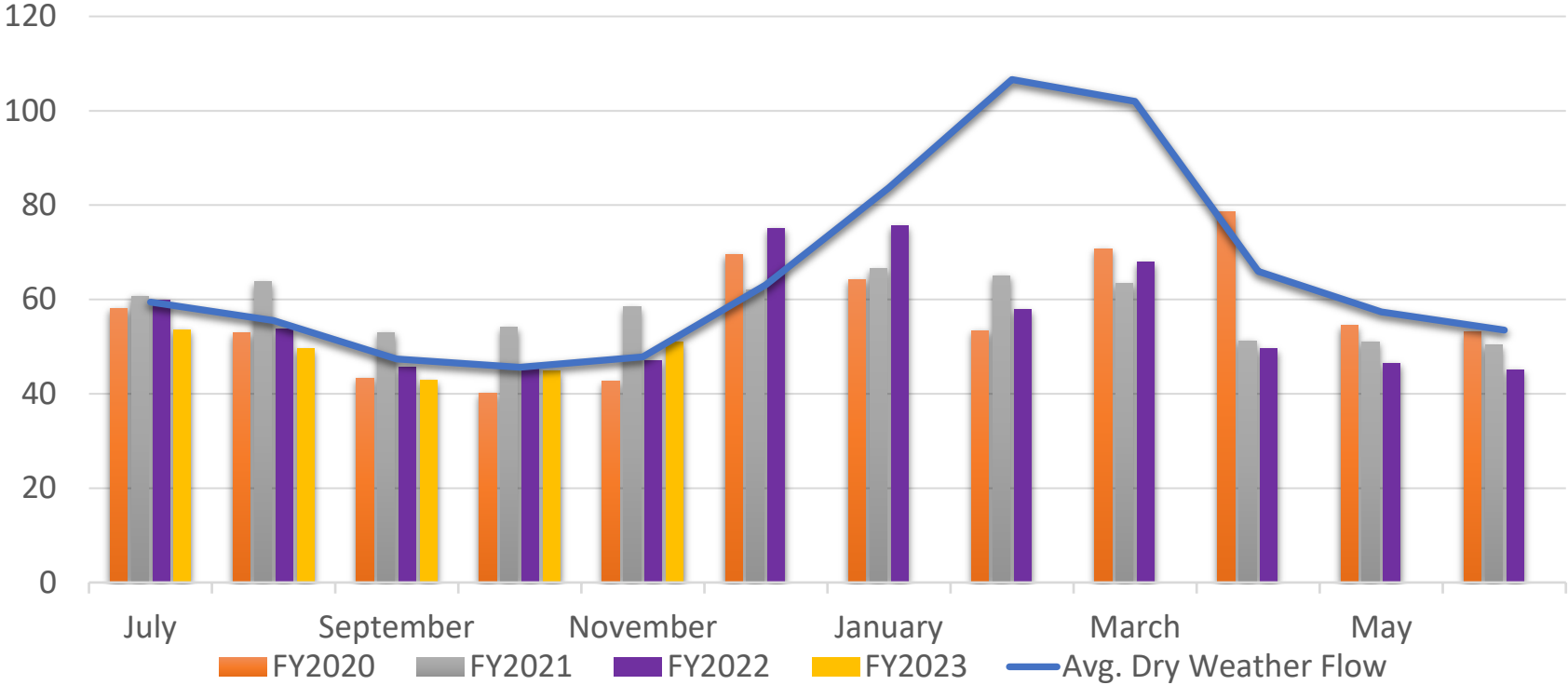
As Contracted Energy: (kWh) Energy proposed to be generated by your system contractually

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

October 26, 2022

1. CALL TO ORDER

A Regular Meeting of the Governing Board of the Big Bear Area Regional Wastewater Agency was called to order by Chair Herrick at 5:00 p.m. on October 26, 2022 at 121 Palomino Drive, Big Bear City, California.

BOARD MEMBERS PRESENT

Rick Herrick, Chair

Jim Miller, Director

Bynette Mote, Director

Larry Walsh, Director

BOARD MEMBERS ABSENT

John Green, Vice-Chair

STAFF MEMBERS PRESENT

David Lawrence, General Manager

Christine Bennett, Finance Manager

Jennifer McCullar, Finance Manager

John Shimmin, Plant Manager

Bridgette Burton, Management Analyst/Board Secretary

OTHERS

Brad Welebir, Rogers, Anderson, Malody & Scott, LLP

Members of the public who signed in: None

2. PLEDGE OF ALLEGIANCE

Director Walsh

3. APPROVAL OF THE AGENDA

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

Ayes: Miller, Mote, Walsh, Herrick

Noes: None

Absent: Green

Abstain: None

4. PUBLIC FORUM

Amie Kinne expressed support for the Replenish Big Bear Project and encouraged the Agency and Governing Board to get the public involved. Ms. Kinne complimented the Agency's social media engagement.

5. PRESENTATIONS AND INTRODUCTIONS

5.A. Audit Report for the Fiscal Year Ended June 30, 2022

The Finance Manager introduced Rogers, Anderson, Malody & Scott, LLP Partner Brad Welebir. Mr. Welebir advised the Agency received an unmodified audit opinion, which is the highest level of assurance that auditors can provide over financial statements.

The Governing Board requested clarification on demographic data and expressed appreciation to the Finance Manager for a successful audit.

6. INFORMATION/COMMITTEE REPORTS

6.A. General Manager's Report

The General Manager highlighted that the Agency was selected to submit an application for the Water Infrastructure Finance and Innovation Act loan and notified the Governing Board of upcoming Replenish Big Bear short-term financing for their consideration in December.

7. CONSENT CALENDAR

7.A. Approval of the Meeting Minutes from the September 28, 2022 Regular Meeting

7.B. Monthly Disbursements Report for September

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

Upon motion by Director Walsh, seconded by Director Miller and carried, the Governing Board approved the Consent Calendar as presented.

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

8. ITEMS REMOVED FROM THE CONSENT CALENDAR

None

9. OLD BUSINESS

9.A. Wastewater-Based Surveillance for Viruses and Other Infectious Diseases

The General Manager summarized the policy.

The Governing Board requested additional information about testing human genetic data, the opt-in/opt-out process, and who the responsible party is for

testing results and if the results were subject to a public records request. There was further discussion of the Valley's transient population effect on testing results.

Upon motion by Chair Herrick, seconded by Director Walsh and carried, the Governing Board approved the Wastewater-Based Surveillance for Viruses and Other Infectious Diseases policy, confirmed the General Manager will manage and comply with state or federal wastewater-based surveillance orders, and directed the General Manager to bring any other request for wastewater-based surveillance for viruses and other infectious diseases to the Governing Board for consideration.

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

10. NEW BUSINESS

10.A. Annual Report for the Fiscal Year Ended June 30, 2022

The Finance Manager presented the Annual Report for the Fiscal Year Ended June 30, 2022. Highlights from the presentation included performance compared to the actual budget, items impacting financial performance and cash flow, changes to the budget, and a historical review of financial performance.

The Governing Board requested additional information on the GASB adjustment, EDU's vs. connections, location of the increased connections, increase of sludge tons, and OPEB percentages. The Governing Board expressed concern for the oxidation ditch repair and supply chain delays for the dump truck replacement purchase.

This report was informational only.

10.B. Exemption from Competitive Procurement for the Replenish Big Bear Pilot Facility

The General Manager explained the need for an exemption from the competitive procurement process for the Replenish Big Bear pilot facility. The facility may be reimbursable by grants.

The Governing Board inquired if the allocated budget would be sufficient for the proposed testing methods and if the pilot facility would be on site. Further discussion included previous reclaimed water permitting and the availability of reclaimed water for irrigation in the future.

Upon motion by Director Miller, seconded by Director Walsh and carried, the Governing Board approved and confirmed the Agency is exempt from competitive procurement for the Replenish Big Bear pilot facility.

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

10.C. Adjourn the November 23rd and December 28th 2022 Regular Board Meetings and Schedule a Special Meeting

The Board Secretary requested to adjourn the November 23rd and December 28th 2022 Governing Board meetings to the second week of December to allow additional time for the short-term financing documents for Replenish Big Bear.

Upon motion by Director Mote, seconded by Director Walsh and carried, the Governing Board adjourned the November 23rd and December 28th regular meetings to a special meeting on Tuesday, December 13, 2022 at 5:00 p.m. at 121 Palomino Drive, Big Bear City, California.

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

11. COMMENTS AND ANNOUNCEMENTS

11.A. General Manager Comments

The General Manager welcomed the new Finance Manager Christine Bennett.

11.B. Governing Board Member Comments

The Governing Board also welcomed the new Finance Manager Christine Bennett to the Agency and discussed the importance of reclaimed water and the upcoming election.

12. ADJOURNMENT

With no further business to come before the Governing Board, Chair Herrick adjourned the meeting at 6:35 p.m.

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



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

AGENDA ITEM: 7.B.

MEETING DATE: December 13, 2022

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 are the Agency's October and November check registers which reflect 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 Oct 1, 2022 to Oct 31, 2022**

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

Check #	Date	Payee	Cash Account	Amount
CASH 23599	10/3/22	CALPERS RETIREMENT	1000-20	3,361.42
CASH 23600	10/3/22	CA PERS 457 PROGRAM	1000-20	4,585.91
CASH 23601	10/3/22	CALPERS RETIREMENT	1000-20	8,224.55
CASH 23602	10/4/22	PAYA	1000-20	19.99
CASH 23603	10/4/22	PRINCIPAL FINANCIAL GROUP	1000-20	3,436.94
CASH 23604	10/4/22	CALPERS HEALTH	1000-20	29,104.73
CASH 23605	10/5/22	VISION SERVICE PLAN	1000-20	306.46
CASH 23606	10/5/22	JOHN GREEN	1000-20	150.00
CASH 23607	10/5/22	BYNETTE L. MOTE	1000-20	150.00
CASH 23608	10/5/22	LAWRENCE C. WALSH	1000-20	150.00
22527	10/7/22	ACCENT COMPUTER SOLUTIONS, INC.	1000-20	3,267.65
22528	10/7/22	ACCUSOURCE	1000-20	56.50
22529	10/7/22	AMAZON CAPITAL SERVICES	1000-20	573.02
22530	10/7/22	BEST BEST & KRIEGER LLP	1000-20	1,755.60
22531	10/7/22	BIG BEAR CITY COMMUNITY SERVICES DIST.	1000-20	449.67
22532	10/7/22	BUTCHER'S BLOCK & BUILDING	1000-20	270.38
22533	10/7/22	BEAR VALLEY ELECTRIC	1000-20	9,877.54
22534	10/7/22	CALIFORNIA TOOL & WELDING SUPPLY	1000-20	690.59
22535	10/7/22	CAR QUEST OF BIG BEAR	1000-20	72.92
22536	10/7/22	COMMERCIAL ELECTRIC SYSTEMS, INC.	1000-20	7,300.00
22537	10/7/22	DADDY'S PEST CONTROL	1000-20	150.00
22538	10/7/22	DIY HOME CENTER-BIG BEAR	1000-20	319.00
22539	10/7/22	TOM DODSON & ASSOCIATES	1000-20	1,054.60
22540	10/7/22	DISTRIBUTED SOLAR DEVELOPMENT, LLC	1000-20	18,368.12
22541	10/7/22	DIRECT TV	1000-20	44.99
22542	10/7/22	DEPARTMENT OF WATER & POWER	1000-20	48.75
22543	10/7/22	FLYERS ENERGY	1000-20	2,253.45
22544	10/7/22	FRONTIER COMMUNICATIONS	1000-20	980.09
22545	10/7/22	GEIGER SUPPLY, INC	1000-20	372.80
22546	10/7/22	BIG BEAR GRIZZLY	1000-20	734.25
22547	10/7/22	VVIPA MEDICAL GROUP INC.	1000-20	305.00
22548	10/7/22	HUGHESNET	1000-20	102.33
22549	10/7/22	KAHN, SOARES & CONWAY, LLP	1000-20	920.00
22550	10/7/22	MCR TECHNOLOGIES, INC.	1000-20	1,318.44

**Big Bear Area Regional Wastewater Agency
Check Register
For the Period From Oct 1, 2022 to Oct 31, 2022**

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

Check #	Date	Payee	Cash Account	Amount
22551	10/7/22	NAPA AUTO PARTS	1000-20	246.91
22552	10/7/22	NATIVESCAPES INC	1000-20	460.00
22553	10/7/22	CONSTANCE M. ALVARADO	1000-20	55.00
22554	10/7/22	R.I.C. CONSTRUCTION CO., INC.	1000-20	14,632.85
22555	10/7/22	RYAN R. ABELN	1000-20	1,421.77
22556	10/7/22	SPECTRUM BUSINESS	1000-20	1,023.93
22557	10/7/22	STREAMLINE	1000-20	300.00
22558	10/7/22	USA BLUEBOOK	1000-20	1,290.52
22559	10/7/22	UNDERGROUND SERVICE ALERT	1000-20	116.59
22560	10/7/22	U.S. POSTAL SERVICE	1000-20	332.00
22561	10/7/22	VIKING MAINTENANCE SERVICES, LLC	1000-20	1,350.00
22562	10/7/22	REGINA A. WEISS	1000-20	500.00
22563	10/7/22	WATER SYSTEMS CONSULTING, INC.	1000-20	645.00
22564	10/7/22	BRIDGETTE BURTON	1000-20	50.00
22565	10/7/22	RICHARD T. HERRICK	1000-20	150.00
22566	10/7/22	SONJA KAWA	1000-20	50.00
22567	10/7/22	DAVID LAWRENCE	1000-20	50.00
22568	10/7/22	JENNIFER MCCULLAR	1000-20	50.00
22569	10/7/22	JAMES J. MILLER	1000-20	150.00
22570	10/7/22	JOHN SHIMMIN	1000-20	50.00
CASH 23609	10/13/22	THE LINCOLN NAT'L LIFE INS CO	1000-20	4,245.99
CASH 23610	10/14/22	EMPLOYMENT DEVELOPMENT DEPARTMENT	1000-20	2,586.27
CASH 23611	10/14/22	INTERNAL REVENUE SERVICE	1000-20	7,536.04
CASH 23612	10/17/22	CALIF DEPT OF TAX & FEE ADMINISTRATION	1000-20	13.00
CASH 23613	10/17/22	AMERICAN FIDELITY ASSURANCE CO	1000-20	525.41
CASH 23614	10/17/22	CALPERS RETIREMENT	1000-20	3,361.42
CASH 23615	10/17/22	CA PERS 457 PROGRAM	1000-20	4,585.91
CASH 23616	10/17/22	CALPERS RETIREMENT	1000-20	8,224.55
22571	10/21/22	ALLISON MECHANICAL, INC.	1000-20	1,855.00
22572	10/21/22	AMAZON CAPITAL SERVICES	1000-20	7,432.95
22573	10/21/22	ARAMARK UNIFORM SERVICES	1000-20	0.82
22574	10/21/22	BIG BEAR URGENT CARE, INC.	1000-20	340.00
22575	10/21/22	BUSINESS CARD	1000-20	1,030.93

**Big Bear Area Regional Wastewater Agency
Check Register
For the Period From Oct 1, 2022 to Oct 31, 2022**

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

Check #	Date	Payee	Cash Account	Amount
22576	10/21/22	BIG BEAR BOWLING BARN, INC.	1000-20	100.00
22577	10/21/22	COUNTY OF SAN BERNARDINO SOLID WASTE MN	1000-20	395.00
22578	10/21/22	DUN & BRADSTREET CREDIBILITY CORP	1000-20	1,499.00
22579	10/21/22	FAMCON PIPE & SUPPLY, INC.	1000-20	1,594.70
22580	10/21/22	FIELDMAN, ROLAPP & ASSOCIATES, INC.	1000-20	7,325.75
22581	10/21/22	GRAINGER	1000-20	1,400.46
22582	10/21/22	BIG BEAR GRIZZLY	1000-20	734.25
22583	10/21/22	THE LITTLE GREEN HOUSE FLORIST	1000-20	69.50
22584	10/21/22	MCMASTER-CARR SUPPLY COMPANY	1000-20	971.19
22585	10/21/22	MITEL	1000-20	375.20
22586	10/21/22	NORTHERN TOOL & EQUIPMENT	1000-20	17.35
22587	10/21/22	PHIL'S AUTOMOTIVE	1000-20	807.94
22588	10/21/22	POLYDYNE INC	1000-20	4,232.36
22589	10/21/22	READY REFRESH	1000-20	301.27
22590	10/21/22	ROI ENGINEERING LLC	1000-20	1,800.00
22591	10/21/22	SAFETY-KLEEN SYSTEMS, INC.	1000-20	408.97
22592	10/21/22	SAGE SOFTWARE, INC	1000-20	2,919.95
22593	10/21/22	SDRMA	1000-20	345.17
22594	10/21/22	SOUTHWEST GAS	1000-20	430.10
22595	10/21/22	SYNAGRO-WWT, INC.	1000-20	23,266.72
22596	10/21/22	NANCY R. BOHL, INC.	1000-20	150.00
22597	10/21/22	VERIZON WIRELESS	1000-20	249.38
22598	10/21/22	VOLVO CONSTRUCTION EQUIP & SERVICES	1000-20	322.91
22599	10/21/22	VICTORVILLE MOTORS	1000-20	4,428.79
22600	10/21/22	WATER SYSTEMS CONSULTING, INC.	1000-20	30,889.70
22601	10/21/22	BRIDGETTE BURTON	1000-20	373.64
22602	10/21/22	SONJA KAWA	1000-20	279.84
CASH 23617	10/27/22	LEGALSHIELD	1000-20	67.80
CASH 23618	10/27/22	TEXAS LIFE INSURANCE COMPANY	1000-20	213.00
CASH 23619	10/27/22	PAYA	1000-20	9,758.14
CASH 23620	10/28/22	AMERICAN FIDELITY ASSURANCE CO	1000-20	663.90
CASH 23621	10/28/22	THE LINCOLN NAT'L LIFE INS CO	1000-20	4,245.99
CASH 23622	10/28/22	INTERNAL REVENUE SERVICE	1000-20	7,647.89
CASH 23623	10/31/22	PAYA	1000-20	43.91

Big Bear Area Regional Wastewater Agency
Check Register
For the Period From Oct 1, 2022 to Oct 31, 2022

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

Check #	Date	Payee	Cash Account	Amount
CASH 23624	10/31/22	AMERICAN FIDELITY ASSURANCE CO	1000-20	525.41
CASH 23625	10/31/22	EMPLOYMENT DEVELOPMENT DEPARTMENT	1000-20	2,581.01
CASH 23626	10/31/22	CALPERS RETIREMENT	1000-20	3,361.42
CASH 23627	10/31/22	CA PERS 457 PROGRAM	1000-20	4,585.91
CASH 23628	10/31/22	CALPERS RETIREMENT	1000-20	8,224.55
Total				293,046.62

**Big Bear Area Regional Wastewater Agency
Check Register**

For the Period From Nov 1, 2022 to Nov 30, 2022

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

Check #	Date	Payee	Cash Account	Amount
CASH 23629	11/2/22	VISION SERVICE PLAN	1000-20	306.46
CASH 23630	11/2/22	PRINCIPAL FINANCIAL GROUP	1000-20	3,436.94
CASH 23631	11/2/22	CALPERS HEALTH	1000-20	29,106.31
CASH 23653	11/2/22	PAYA	1000-20	19.99
22603	11/10/22	ACCENT COMPUTER SOLUTIONS, INC.	1000-20	3,182.28
22604	11/10/22	AMAZON CAPITAL SERVICES	1000-20	2,739.53
22605	11/10/22	ARAMARK UNIFORM SERVICES	1000-20	1,766.91
22606	11/10/22	BEST BEST & KRIEGER LLP	1000-20	1,468.60
22607	11/10/22	BIG BEAR CITY COMMUNITY SERVICES DIST.	1000-20	1,047.29
22608	11/10/22	BIG BEAR CHAMBER OF COMMERCE	1000-20	855.00
22609	11/10/22	BIG BEAR PAINT CENTER	1000-20	78.74
22610	11/10/22	BUTCHER'S BLOCK & BUILDING	1000-20	171.86
22611	11/10/22	BEAR VALLEY ELECTRIC	1000-20	2,111.25
22612	11/10/22	CAR QUEST OF BIG BEAR	1000-20	55.28
22613	11/10/22	CLINICAL LAB OF SAN BERNARDINO	1000-20	617.50
22614	11/10/22	CALIFORNIA SPECIAL DISTRICTS ASSOC	1000-20	8,810.00
22615	11/10/22	CWEA TCP/MEMBERSHIP	1000-20	310.00
22616	11/10/22	DIY HOME CENTER-BIG BEAR	1000-20	428.15
22617	11/10/22	TOM DODSON & ASSOCIATES	1000-20	2,917.50
22618	11/10/22	DISTRIBUTED SOLAR DEVELOPMENT, LLC	1000-20	20,189.90
22619	11/10/22	DIRECT TV	1000-20	44.99
22620	11/10/22	DEPARTMENT OF WATER & POWER	1000-20	48.75
22621	11/10/22	EVANTEC CORPORATION	1000-20	1,503.77
22622	11/10/22	FLYERS ENERGY	1000-20	1,316.86
22623	11/10/22	FRONTIER COMMUNICATIONS	1000-20	968.40
22624	11/10/22	GOVERNMENT FINANCE OFFICERS ASSN	1000-20	600.00
22625	11/10/22	NAVY MEN, LLC	1000-20	449.14
22626	11/10/22	BEAR VALLEY BASIN GSA	1000-20	68.07

**Big Bear Area Regional Wastewater Agency
Check Register**

For the Period From Nov 1, 2022 to Nov 30, 2022

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

Check #	Date	Payee	Cash Account	Amount
22627	11/10/22	BIG BEAR CITY CSD	1000-20	24,628.91
22628	11/10/22	DEPARTMENT OF WATER & POWER	1000-20	24,628.91
22629	11/10/22	BIG BEAR MUNICIPAL WATER DISTRICT	1000-20	24,628.91
22630	11/10/22	HACH COMPANY	1000-20	132.32
22631	11/10/22	HUGHESNET	1000-20	102.33
22632	11/10/22	RANDY J. SPITZ	1000-20	171.17
22633	11/10/22	NAPA AUTO PARTS	1000-20	790.38
22634	11/10/22	CONSTANCE M. ALVARADO	1000-20	55.00
22635	11/10/22	PHENOVA	1000-20	505.66
22636	11/10/22	QUILL	1000-20	138.18
22637	11/10/22	ROI ENGINEERING LLC	1000-20	3,150.00
22638	11/10/22	SBC TAX COLLECTOR	1000-20	4,096.48
22639	11/10/22	SAN BERNARDINO COUNTY FIRE PROTECTION D	1000-20	1,501.00
22640	11/10/22	SDRMA	1000-20	4,816.43
22641	11/10/22	SPECTRUM BUSINESS	1000-20	1,023.93
22642	11/10/22	STREAMLINE	1000-20	300.00
22643	11/10/22	SULZER ELECTRO MECHANICAL SERVICES INC	1000-20	5,217.46
22644	11/10/22	SWRCB - DWOCB	1000-20	55.00
22645	11/10/22	SWRCB - DRINKING WATER PROGRAM FEES	1000-20	1,619.50
22646	11/10/22	NANCY R. BOHL, INC.	1000-20	150.00
22647	11/10/22	UNITED RENTALS	1000-20	1,527.41
22648	11/10/22	UNDERGROUND SERVICE ALERT	1000-20	132.34
22649	11/10/22	VIKING MAINTENANCE SERVICES, LLC	1000-20	1,350.00
22650	11/10/22	WATER SYSTEMS CONSULTING, INC.	1000-20	30,498.75
22651	11/10/22	TROY BEMISDARFER	1000-20	50.00
22652	11/10/22	CHRISTINE BENNETT	1000-20	50.00
22653	11/10/22	KIMBERLY BOOTH	1000-20	64.00

Big Bear Area Regional Wastewater Agency
Check Register
For the Period From Nov 1, 2022 to Nov 30, 2022

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

Check #	Date	Payee	Cash Account	Amount
22654	11/10/22	BRIDGETTE BURTON	1000-20	50.00
22655	11/10/22	RICHARD T. HERRICK	1000-20	150.00
22656	11/10/22	SONJA KAWA	1000-20	50.00
22657	11/10/22	DAVID LAWRENCE	1000-20	50.00
22658	11/10/22	JENNIFER MCCULLAR	1000-20	50.00
22659	11/10/22	JAMES J. MILLER	1000-20	150.00
22660	11/10/22	JOHN SHIMMIN	1000-20	50.00
CASH 23632	11/10/22	EMPLOYMENT DEVELOPMENT DEPARTMENT	1000-20	3,061.22
CASH 23633	11/10/22	INTERNAL REVENUE SERVICE	1000-20	8,864.70
CASH 23634	11/14/22	CALIF DEPT OF TAX & FEE ADMINISTRATION	1000-20	20.00
CASH 23635	11/14/22	CALPERS RETIREMENT	1000-20	3,361.42
CASH 23636	11/14/22	THE LINCOLN NAT'L LIFE INS CO	1000-20	4,245.99
CASH 23637	11/14/22	CA PERS 457 PROGRAM	1000-20	4,318.98
CASH 23638	11/14/22	CALPERS RETIREMENT	1000-20	9,571.26
CASH 23639	11/15/22	BYNETTE L. MOTE	1000-20	150.00
CASH 23640	11/15/22	LAWRENCE C. WALSH	1000-20	150.00
CASH 23641	11/15/22	AMERICAN FIDELITY ASSURANCE CO	1000-20	525.41
CASH 23655	11/15/22	PNC BANK, N.A.	1000-20	74,846.11
CASH 23656	11/15/22	PNC BANK, N.A.	1000-20	179,375.21
22661	11/22/22	ACCENT COMPUTER SOLUTIONS, INC.	1000-20	1,400.40
22662	11/22/22	ALL PROTECTION ALARM	1000-20	1,129.77
22663	11/22/22	BUSINESS CARD	1000-20	2,033.64
22664	11/22/22	COUNTY OF SAN BERNARDINO SOLID WASTE MN	1000-20	2,071.84
22665	11/22/22	FIELDMAN, ROLAPP & ASSOCIATES, INC.	1000-20	1,649.50
22666	11/22/22	GRAINGER	1000-20	223.92
22667	11/22/22	BEAR VALLEY BASIN GSA	1000-20	149.07
22668	11/22/22	IEPMA-HR	1000-20	25.00
22669	11/22/22	KAMAN INDUSTRIAL TECHNOLOGIES	1000-20	388.89

Big Bear Area Regional Wastewater Agency
Check Register
For the Period From Nov 1, 2022 to Nov 30, 2022

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

Check #	Date	Payee	Cash Account	Amount
22670	11/22/22	MITEL	1000-20	373.92
22671	11/22/22	NATIVESCAPES INC	1000-20	508.00
22672	11/22/22	POLYDYNE INC	1000-20	8,464.71
22673	11/22/22	READY REFRESH	1000-20	772.54
22674	11/22/22	SOUTHWEST GAS	1000-20	2,402.15
22675	11/22/22	SWRCB-WWOC	1000-20	260.00
22676	11/22/22	USA BLUEBOOK	1000-20	768.94
22677	11/22/22	VERIZON WIRELESS	1000-20	249.38
22678	11/22/22	SONJA KAWA	1000-20	49.14
CASH 23642	11/25/22	LEGALSHIELD	1000-20	67.80
CASH 23643	11/25/22	EMPLOYMENT DEVELOPMENT DEPARTMENT	1000-20	3,167.68
CASH 23644	11/25/22	THE LINCOLN NAT'L LIFE INS CO	1000-20	4,245.99
CASH 23645	11/25/22	INTERNAL REVENUE SERVICE	1000-20	9,175.72
CASH 23646	11/28/22	PAYA	1000-20	9,758.14
CASH 23647	11/29/22	TEXAS LIFE INSURANCE COMPANY	1000-20	213.00
CASH 23648	11/29/22	AMERICAN FIDELITY ASSURANCE CO	1000-20	525.41
CASH 23649	11/29/22	AMERICAN FIDELITY ASSURANCE CO	1000-20	663.90
CASH 23650	11/29/22	CALPERS RETIREMENT	1000-20	3,361.42
CASH 23651	11/29/22	CA PERS 457 PROGRAM	1000-20	4,318.98
CASH 23652	11/29/22	CALPERS RETIREMENT	1000-20	9,731.24
CASH 23654	11/30/22	PAYA	1000-20	42.96
Total				573,236.89



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

AGENDA ITEM: 7.C.

MEETING DATE: December 13, 2022

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 are the October and November Monthly Investment Reports pursuant to the Agency's Investment Policy.

FINANCIAL IMPACT:

There is no financial impact.

RECOMMENDATION:

Informational

BBARWA
 Monthly Investment Report
 October 2022

<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	\$ 5,684,155	\$ 5,574,798	\$ 34,200	1.772%	DAILY
TOTAL	\$ 5,684,155	\$ 5,574,798	\$ 34,200		

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

November 10, 2022

[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](#)

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Account Number:

October 2022 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
10/14/2022	10/13/2022	QRD	1715470	N/A	SYSTEM	21,272.66

Account Summary

Total Deposit:	21,272.66	Beginning Balance:	5,662,882.60
Total Withdrawal:	0.00	Ending Balance:	5,684,155.26

BBARWA
 Monthly Investment Report
 November 2022

<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	\$ 4,984,155	\$ 4,888,265	\$ 34,200	2.007%	DAILY
TOTAL	\$ 4,984,155	\$ 4,888,265	\$ 34,200		

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



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

December 01, 2022

[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:

November 2022 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
11/9/2022	11/8/2022	RW	1717793	N/A	JENNIFER MCCULLAR	-700,000.00

Account Summary

Total Deposit:	0.00	Beginning Balance:	5,684,155.26
Total Withdrawal:	-700,000.00	Ending Balance:	4,984,155.26



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

AGENDA ITEM: 7.D.

MEETING DATE: December 13, 2022

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

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

PREPARED BY: Christine Bennett, Finance Manager

REVIEWED BY: Jennifer McCullar, Finance Manager; John Shimmin, Plant Manager

SUBJECT: First Quarter Report, Three Months Ended September 30, 2022

BACKGROUND & DISCUSSION:

Please find attached the First Quarter Report, which discusses the most recent quarter's financial performance compared to the budget.

The Agency performed under the budget for the first quarter with operating expenses falling below the budget by approximately \$195,000 or 12%. The variance was mostly due to timing across multiple line items (expenses that were budgeted during the first quarter but not incurred and which are expected to be incurred in subsequent quarters).

FINANCIAL IMPACT:

There is no financial impact.

RECOMMENDATION:

Informational

ATTACHMENT:

First Quarter Report

Big Bear Area Regional Wastewater Agency

1st Quarter Report

Three Months ended September 30, 2022



STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION

	<u>9/30/22</u> <u>Actual</u>	<u>YTD</u> <u>Actual</u>	<u>YTD</u> <u>Budget</u>	<u>vs Budget</u> <u>\$</u>	<u>vs Budget</u> <u>%</u>
Operating revenues:					
Annual charges	0	0	0	0	nm (b)
Waste disposal fees	6,016	6,016	6,949	(932)	-13%
Rental income	9,005	9,005	9,011	(6)	0%
Standby fees	0	0	0	0	nm (b)
Other operating revenue	<u>15</u>	<u>15</u>	<u>0</u>	<u>15</u>	<u>nm</u> (b)
Total operating revenues	15,037	15,037	15,960	(923)	-6%
Operating expenses:					
Salaries and benefits	854,296	854,296	876,884	(22,587)	-3%
Power	81,669	81,669	103,679	(22,011)	-21%
Sludge removal	66,920	66,920	67,262	(342)	-1%
Chemicals	14,528	14,528	19,512	(4,983)	-26%
Materials and supplies	26,024	26,024	36,560	(10,536)	-29%
Repairs and replacements	21,986	21,986	93,292	(71,306)	-76%
Equipment rental	0	0	221	(221)	-100%
Utilities expense	2,304	2,304	19,255	(16,951)	-88%
Communications expense	11,085	11,085	14,293	(3,207)	-22%
Contractual services - other	14,803	14,803	26,200	(11,397)	-44%
Contractual services - prof	28,671	28,671	35,400	(6,729)	-19%
Permits and fees	18,935	18,935	13,071	5,864	45%
Property tax expense	0	0	0	0	nm (b)
Insurance expense	222,270	222,270	243,708	(21,438)	-9%
Other operating expense	7,644	7,644	17,491	(9,847)	-56%
Depreciation expense (a)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>nm</u> (b)
Total operating expenses	1,371,137	1,371,137	1,566,828	(195,691)	-12%
Operating Income	(1,356,100)	(1,356,100)	(1,550,868)	194,768	+ (c)
Nonoperating income (expense):					
Nonoperating income	94,653	94,653	20,807	73,846	355% (c)
Nonoperating expense	<u>(145)</u>	<u>(145)</u>	<u>0</u>	<u>(145)</u>	= (c)
Total nonoperating income (exp)	94,509	94,509	20,807	73,702	354% (c)
Income before capital contribution	(1,261,591)	(1,261,591)	(1,530,061)	268,470	+ (c)
Capital contrib - conn fees	<u>96,140</u>	<u>96,140</u>	<u>66,880</u>	<u>29,260</u>	<u>44%</u>
Change in Net Position	(1,165,451)	(1,165,451)	(1,463,181)	297,730	+ (c)

(a) Currently, the Agency depreciates its assets at the end of the year. Therefore, depreciation expense is presented as \$0.00 on an interim basis.

(b) nm = not meaningful and is the result when dividing by 0.

(c) Percent change is not provided if either of the comparison periods contains a loss or negative number. If the actual performance is improved when compared to the budget a "+" is given. If the actual performance is worse when compared to the budget, a "-" is given.



STATEMENT OF CASH FLOW

	Q1 <u>9/30/2022</u>
Cash flows from operating activities:	
Cash received from customers and other sources	84,490
Cash payments to suppliers for goods and services	(791,129)
Cash payments to employees	<u>(822,009)</u>
Net cash provided by operating activities	(1,528,648)
Cash flows from capital and related financing activities	
Interagency and GSA Expense	(139)
Purchases of property, plant and equip	(129,242)
Sale, Disposal of PP&E and Other	0
Capital contributions	75,240
Proceeds from debt issuance	0
Proceeds from grant issuance	0
Prepayment premiums and issuance costs	(6)
Principal payments on long-term debt	0
Interest paid on long-term debt	<u>0</u>
Net cash used for capital and related financing activities	(54,146)
Cash flows from investing activities:	
Investment income received	<u>107,581</u>
Net cash provided by investing activities	107,581
Net change in cash equivalents	<u>(1,475,214)</u>
Cash equivalents, beginning of period	7,832,439
Cash equivalents, end of period	<u>6,357,225</u> <u>1,475,214</u>



Discussion and Analysis

Operating Revenues

Operating revenues were below the budget by \$923 or 6% due to lower waste disposal fees.

	Q1 9/30/2022 Actual	YTD Actual	YTD Budget	YTD Actual vs Budget \$	YTD Actual vs Budget %
Operating revenues:					
Annual charges	0	0	0	0	nm (a)
Waste disposal fees	6,016	6,016	6,949	(932)	-13%
Rental income	9,005	9,005	9,011	(6)	0%
Standby fees	0	0	0	0	nm (a)
Other operating revenue	15	15	0	15	nm (a)
Total operating revenues	15,037	15,037	15,960	(923)	-6%

(a) nm = not meaningful and is the result when dividing by 0.

Operating Expenses

Operating expenses were below the budget by \$195,691 or 12% mostly due to timing across multiple line items. Variances greater than 5% and \$10,000 are highlighted below and discussed on the next page.

	Q1 9/30/2022 Actual	YTD Actual	YTD Budget	YTD Actual vs Budget \$	YTD Actual vs Budget %
Operating expenses:					
Salaries and benefits	854,296	854,296	876,884	(22,587)	-3%
Power	81,669	81,669	103,679	(22,011)	-21%
Sludge Removal	66,920	66,920	67,262	(342)	-1%
Chemicals	14,528	14,528	19,512	(4,983)	-26%
Materials and supplies	26,024	26,024	36,560	(10,536)	-29%
Repairs and Replacements	21,986	21,986	93,292	(71,306)	-76%
Equipment rental	0	0	221	(221)	-100%
Utilities expense	2,304	2,304	19,255	(16,951)	-88%
Communications expense	11,085	11,085	14,293	(3,207)	-22%
Contractual services - other	14,803	14,803	26,200	(11,397)	-44%
Contractual services - prof	28,671	28,671	35,400	(6,729)	-19%
Permits and fees	18,935	18,935	13,071	5,864	45%
Property tax expense	0	0	0	0	nm (a)
Insurance expense	222,270	222,270	243,708	(21,438)	-9%
Other operating expense	7,644	7,644	17,491	(9,847)	-56%
Depreciation expense	0	0	0	0	nm (a)
Total operating expenses	1,371,137	1,371,137	1,566,828	(195,691)	-12%

(a) nm = not meaningful and is the result when dividing by 0.



An explanation of the major variances by line item is as follows.

Power was under the budget by \$22,011 or 21% which was mainly a result of lower production of solar power resulting in a decrease in solar purchases. Lower power production was due to an unseasonable number of cloudy days.

Materials and Supplies expense was under the budget by \$10,536 or 29% and was driven by timing associated with laboratory and safety supplies as well as the purchase of a portable generator coming in under budget.

Repairs and Replacements expense was under the budget by \$71,306 or 76% which was mostly due to timing associated with multiple repairs and replacements including the treatment plant door replacements, mainline repair project moved to the spring, and a mechanical seal replacement for a pump. Pump 1 and 3 motors were scheduled for repair but will now be rebuilt under the Agency's capital expenditure budget.

Utilities expense was under the budget by \$16,951 or 88% mainly driven by a delay in solid waste (scum and grit) disposal hauling.

Contractual services other expense was under the budget by \$11,397 or 44% due to timing on electrical services and a delay in the HVAC maintenance contract bidding and award.

Insurance expense was under the budget by \$21,438 or 9% due mostly to workman's compensation insurance (down \$13,797). Lower workman's compensation insurance was due primarily to a larger longevity discount and lower rates for sanitary workers than budgeted.

Non-Operating Income (Expense)

Non-operating Income (Expense) had a positive variance of \$73,702 mostly due to higher nonoperating income related to fair market value accounting adjustments.

	Q1 9/30/2022 Actual	YTD Actual	YTD Budget	YTD Actual vs. Budget \$	YTD Actual vs. Budget %
Nonoperating income (expense):					
Nonoperating income	94,653	94,653	20,807	73,846	355%
Nonoperating expense	(145)	(145)	0	(145)	= (a)
Total nonoperating income (exp)	94,509	94,509	20,807	73,702	354%

(a) Percent change is not provided if either of the comparison periods contains a loss or negative number. If the actual performance is improved when compared to the budget a "+" is given. If the actual performance is worse when compared to the budget, a "-" is given.

Capital Contributions - Connection Fees

Income before capital contributions was ahead of the budget by \$268,470 for the period primarily due to lower operating expenses than budgeted of \$195,691 and a positive variance in net nonoperating income (expense) of \$73,702. Capital contributions or connection fee revenues were higher than the



budget due to higher connections of 7. Actual connections were 23 compared to 16 budgeted for the quarter.

	Q1 9/30/2022 Actual	YTD Actual	YTD Budget	YTD Actual vs Budget \$	YTD Actual vs Budget %
Income before capital contributions	(1,261,591)	(1,261,591)	(1,530,061)	268,470	+ (a)
Capital contrib - conn fees	<u>96,140</u>	<u>96,140</u>	<u>66,880</u>	<u>29,260</u>	<u>44%</u>
Net Income, Change in net assets	(1,165,451)	(1,165,451)	(1,463,181)	297,730	+ (a)

(a) Percent change is not provided if either of the comparison periods contains a loss or negative number. If the actual performance is improved when compared to the budget a "+" is given. If the actual performance is worse when compared to the budget, a "-" is given.

Capital Expenditures

Capital expenditures for the period were \$129,242, below the budget by \$287,565. The variance is due to timing associated with multiple projects.

Cash and Fund Balances

The Agency had negative cash flow of approximately \$1.5 million in the first quarter. The negative cash flow reflects approximately \$1.5 million in negative cash flow from operations and approximately \$129,000 in capital expenditures, offset by approximately \$75,000 in connection fee revenue.

	Beginning Balance	Activity During Period	Ending Balance
Cash Balance	7,832,439		6,357,225
Designated Fund Balances:			
Capital and Replacement Fund			
Current Year	2,169,994	-129,242	2,040,752
Future Year	<u>1,307,480</u>	<u>0</u>	<u>1,307,480</u>
Total C&R	3,477,474	-129,242	3,348,232
Debt Service Fund	509,077	0	509,077
Liquidity Fund	2,505,635	-1,421,212	1,084,423
Contingency Fund:			
Emergency	500,000	0	500,000
Operating	<u>840,253</u>	<u>0</u>	<u>840,253</u>
Total	1,340,253	0	1,340,253
	7,832,439		
Restricted Funds:			
Connection Fees	0	75,240	75,240
Total Designated & Restricted Funds	7,832,439	-1,475,214	6,357,225



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

AGENDA ITEM: 10.A.

MEETING DATE: December 13, 2022

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. 12-2022, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Finding the Replenish Big Bear Piloting Study Project Exempt from the California Environmental Quality Act under both a Statutory Exemption for Feasibility and Planning Studies (Section 15262) and a Class 6 Categorical Exemption (Section 15306) and Approving the Replenish Big Bear Piloting Study Project

BACKGROUND:

The Replenish Big Bear Program (Program) includes permitting, design, and construction of full advanced wastewater treatment facility upgrades at the existing BBARWA wastewater treatment plant (WWTP), more than seven miles of pipeline for product water and RO brine minimization, three pump stations, a groundwater recharge facility, and up to four monitoring wells. The Program is currently estimated to produce approximately 1,950 acre-feet per year (AFY) of high-quality purified water and may produce up to 2,210 AFY by 2040 through the operation of a high-recovery brine minimization technology.

DISCUSSION:

The Replenish Big Bear Piloting Study Project (Project), a separate project that will occur prior to the initiation of the full Program, will occur from January 2023 through the summer of 2023, with the potential to extend through October 2023, if additional data is needed. The pilot system is expected to operate 24 hours a day, seven days a week for the duration of the pilot period, aside from any unanticipated operational interruptions. The purpose of the pilot is to demonstrate process performance of the proposed treatment process for the upgraded WWTP, which includes upflow denitrification, ultrafiltration, reverse osmosis, ultraviolet disinfection, advanced oxidation with sodium hypochlorite, and brine minimization. Piloting will involve rented skid- and trailer-mounted treatment processes that will be operated at the existing WWTP to treat approximately 1% of the WWTP effluent flow, or 20 gallons per minute. The piloting system equipment will be located within an existing building or within existing paved areas of the WWTP site under temporary shade and weather structures. All of the equipment is temporary and will utilize process water, electrical power, and utility water from the existing WWTP system. All utility connections will be made with temporary above ground piping, and no excavation will occur as part of the pilot study. Pilot facility

return streams (e.g., reverse osmosis brine, solids return from filters, pilot facility effluent, etc.) will be returned to the WWTP headworks facility; no flows from the pilot operation will be discharged or hauled offsite. In addition to mobilizing the rented piloting equipment, chemical deliveries will be made to the WWTP for each of the piloted processes in conformance with established regulations.

ENVIRONMENTAL ANALYSIS:

CEQA has established statutory exemptions for certain activities that meet the conditions as described in Article 18 of the State CEQA Guidelines. To determine whether a project meets the threshold criteria for a specific exemption category, i.e., is Statutorily Exempt from CEQA, certain findings must be made for a project to verify that it qualifies for a specific exemption and that it can appropriately be exempted from the requirement for the preparation of a more detailed environmental document and determination.

The first step in this exemption process is to determine whether a specific project conforms with the criteria outlined in one or more of the exemption classes. After careful review of the various exemptions, the proposed Project qualifies with the criteria for a Statutory Exemption. The proposed Project falls in this category because it complies with the qualifying criteria established for the Feasibility and Planning Studies Statutory Exemption (15262). This is:

15262. Feasibility and Planning Studies

A project involving only feasibility or planning studies for possible future actions which the agency, board, or commission has not approved, adopted, or funded does not require the preparation of an EIR or Negative Declaration but does require consideration of environmental factors. This section does not apply to the adoption of a plan that will have a legally binding effect on later activities.

The Program involves a pilot study for planning purposes, involving a future action that has not yet been approved by the BBARWA Governing Board. Environmental Documentation for the Program as a whole is presently underway, and the pilot study is necessary to determine the feasibility of the upgraded treatment process at the WWTP, and to demonstrate process performance of the proposed treatment process for the upgraded WWTP. Thus, based on the above, the proposed Project qualifies for the Feasibility and Planning Studies Statutory Exemption (identified in Section 15262).

Additionally, the proposed Project also appears to fall under the Class 6, Information Collection Categorical Exemption (identified in Section 15306). The State CEQA Guidelines identify Categorical Exemptions in Section 15300 as “a list of classes of projects which have been determined not to have a significant effect on the environment and which shall, therefore, be exempt from the provision of CEQA.” To determine whether a project is categorically exempt from CEQA, certain findings must be made for a project to verify that it qualifies for a specific exemption class and that it can appropriately be exempted from the requirement for the preparation of a higher-level environmental document. An analysis of these requirements is provided below.

The first step in this exemption process is to determine whether a specific project conforms with the criteria outlined in one or more of the exemption classes. After careful review of the various exemption classes, the proposed Project meets the criteria for both the Statutory Exemption for Feasibility and Planning Studies (15262) and a Class 6 Categorical Exemption (15306). Class 6 consists of “Information Collection,” outlined under Section 15306 of the State CEQA Guidelines. Class 6 exemptions consist of “basic data collection, research, experimental management, and resource evaluation activities which do not result in a serious or major disturbance to an environmental resource. These may be strictly for information gathering purposes, or as part of a study leading to an action which a public agency has not yet approved, adopted, or funded.”

The proposed Project effects will be limited to the existing BBARWA site footprint. The key criteria that are met by this Project include:

1. The proposed Project is a pilot study that would consist of data collection that would not result in serious or major disturbance to an environmental resource, and the data collected from the pilot study would be used as part of a study leading to an action which a public agency has not yet approved, adopted, or funded.

Proceeding with this analysis under the assumption that the Project qualifies for the Statutory Exemption for Feasibility and Planning Studies (15262) and the Class 6 Categorical Exemption (15306), the next, and final, set of criteria qualifying to be evaluated for the applicability of the Class 6 Categorical Exemption consists of a series of exception issues, which must be considered for certain exemptions. The exception issues are described in Section 15300.2 of the State CEQA Guidelines and consist of the following issues of concern: location, cumulative impact, significant effect, scenic highway, hazardous waste sites and historical resource limitations on the use of categorical exemptions. These issues are addressed below in the order presented in the preceding list:

- A. Location: A review of the location of the proposed Project site demonstrates that the study would occur within the existing WWTP, which is an entirely engineered, disturbed site. No native habitat occurs within the area that would support the piloting study equipment, and no belowground disturbance is proposed to support the proposed Project. Furthermore, no native soils remain in the vicinity facility location due to historic, engineered fills within the Project footprint in support of the WWTP facilities and operations. Thus, the potential for cultural resources to occur within the Project area (both vertical and horizontal dimensions) is negligible, and there is no potential for buried cultural resources to be impacted by the proposed Project because no ground disturbance is anticipated to be required. Adjacent land uses include low density, rural living, open space and public facility uses. The site-specific physical changes in the environment will occur within a previously engineered and constructed environment and no site specific locational significant adverse impacts are forecast to result from implementing the proposed Project.

- B. Cumulative Impact: The purpose of the Project is to demonstrate process performance of the proposed treatment process for the upgraded WWTP. Overall demand and capacity of the WWTP will not be altered by the proposed Project. This is a highly specific activity that will not alter the overall capacity of current wastewater collection and treatment facilities. The Project will treat approximately 1% of the WWTP effluent flow, or 20 gallons per minute of existing flows to conduct the pilot study for the future Replenish Big Bear Program that would result in construction and operation of full advanced treatment facility upgrades at the existing WWTP. Thus, the proposed Project has no potential to contribute to any cumulatively considerable effects if implemented. There would be no cumulative effects from the Project's implementation.
- C. Significant Effect: Carrying out the Project at the existing WWTP has no known potential significant adverse environmental effects associated with Project implementation. The whole of the Project footprint is already disturbed, and while the proposed Project would result in limited modifications to the system configuration, it would not result in any ground disturbing activities. Therefore, no significant adverse environmental effects are forecast to result from implementation of the proposed Project at the proposed Project site.
- D. Scenic Highway: The nearest State Scenic Highway is located south of the Project site along State Route 38 south of Baldwin Lane, while the nearest County Eligible Routes are State Route 18 north of the Project site and Big Bear Boulevard south of the Project site. None of the roadways adjacent to or in the immediate vicinity of the Project site are considered to be State, County, or local scenic highways. Therefore, no potential exists to adversely affect scenic resources near such highways from implementing the proposed Project. Further, within the WWTP there are no scenic resources of value that would be impacted by the proposed Project.
- E. Hazardous Waste Sites: A review of known contaminated sites indicates no known locations with contamination at the Project site or at adjacent parcels. Wastewater treatment utilizes materials that are considered hazardous, and as such are currently used in support of the WWTP operations. However, the installation of the proposed upgrades will not affect or be affected by the transport and use of these materials at WWTP. Furthermore, the Project will utilize similar types of hazardous materials in support of the Project operations for the proposed treatment process for the upgraded WWTP, and these materials will be managed in accordance with BBARWA's existing Hazardous Materials Business Plan (HMBP), which will be updated to include handling materials related to the Project, such as sodium hypochlorite. Thus, this issue would not pose a significant hazard to construction employees or facility operators for the duration of the Project operations.
- F. Historical Resources: As noted above, the whole Project site has been previously disturbed as a result of the existing operational activities at the WWTP. Thus, no historical or pre-historical resources with any integrity or value can remain on the Project site.

FINANCIAL IMPACT:

The expenses associated with the Project have been included in the Agency's FY 2023 budget. No additional appropriation is necessary for Governing Board approval of the Project.

RECOMMENDATION:

Adopt Resolution No. R. 12-2022 Finding the Replenish Big Bear Piloting Study Project Exempt from the California Environmental Quality Act under both a Statutory Exemption for Feasibility and Planning Studies (Section 15262) and a Class 6 Categorical Exemption (Section 15306) and Approving the Replenish Big Bear Piloting Study Project

ATTACHMENTS:

- Resolution No. R. 12-2022
- Notice of Exemption

RESOLUTION NO. R. 12-2022

A RESOLUTION OF THE GOVERNING BOARD OF THE BIG BEAR AREA REGIONAL WASTEWATER AGENCY FINDING THE REPLENISH BIG BEAR PILOTING STUDY PROJECT EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT UNDER BOTH A STATUTORY EXEMPTION FOR FEASIBILITY AND PLANNING STUDIES (SECTION 15262) AND A CLASS 6 CATEGORICAL EXEMPTION (SECTION 15306) AND APPROVING THE REPLENISH BIG BEAR PILOTING STUDY PROJECT

WHEREAS, the Big Bear Area Regional Wastewater Agency (“BBARWA”) was established in 1974 as a public agency to transport, treat and dispose of wastewater for Big Bear Valley area residents and businesses; and

WHEREAS, BBARWA seeks to demonstrate process performance of the Replenish Big Bear Program proposed treatment process for the upgraded Wastewater Treatment Plant (WWTP), which includes upflow denitrification, ultrafiltration, reverse osmosis, ultraviolet disinfection, advanced oxidation with sodium hypochlorite, and brine minimization; and

WHEREAS, in furtherance of these goals, BBARWA has proposed the Replenish Big Bear Piloting Study Project (Project), which would entail rented skid- and trailer-mounted treatment processes that will be operated at the existing WWTP to treat approximately 1% of the Agency’s WWTP effluent flow, or 20 gallons per minute; and

WHEREAS, the piloting system equipment will be located within an existing building or within existing paved areas of the WWTP site under temporary shade and weather structures. All of the equipment is temporary and will utilize process water, electrical power, and utility water from the existing WWTP system. All utility connections will be made with temporary above ground piping, and no excavation will occur as part of the pilot study. Pilot facility return streams (e.g., reverse osmosis brine, solids return from filters, pilot facility effluent, etc.) will be returned to the BBARWA WWTP headworks facility; no flows from the pilot operation will be discharged or hauled offsite. In addition to mobilizing the rented piloting equipment, chemical deliveries will be made to the BBARWA WWTP for each of the piloted processes in conformance with established regulations; and

WHEREAS, BBARWA Staff evaluated the Project in light of the standards for environmental review outlined in the California Environmental Quality Act (Pub. Resources Code, § 21000 et seq.; “CEQA”) and the State CEQA Guidelines (Cal. Code Regs., tit. 14, § 15000 et seq.); and

WHEREAS, BBARWA Staff has determined based on substantial evidence that the Project will not result in potentially significant impacts on the environment, particularly since the Project will be developed on highly disturbed, BBARWA-owned property; and

WHEREAS, BBARWA staff has determined that the Project is exempt from CEQA under a Statutory Exemption for Feasibility and Planning Studies (Section 15262) set forth in State CEQA Guidelines; and

WHEREAS, BBARWA Staff has further determined that the Project is exempt from CEQA under a Class 6 Categorical Exemption (Section 15306) set forth in State CEQA Guidelines; and

WHEREAS, on December 13, 2022, at a noticed special meeting, the Governing Board considered the Project, considered the related Staff Report, and accepted any oral and written testimony from interested parties; and

WHEREAS, all other legal prerequisites to the adoption of this Resolution have occurred.

NOW, THEREFORE, THE GOVERNING BOARD OF THE BIG BEAR AREA REGIONAL WASTEWATER AGENCY DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. Compliance with the California Environmental Quality Act. The Governing Board hereby finds and determines that the approval by the Governing Board of the Replenish Big Bear Piloting Study Project (Project) is categorically exempt from CEQA under both a Statutory Exemption for Feasibility and Planning Studies (Section 15262) and a Class 6 Categorical Exemption (Section 15306). The Replenish Big Bear Program involves a pilot study for planning purposes, involving a future action that has not yet been approved by the BBARWA Governing Board. Environmental Documentation for the Program as a whole is presently underway, and the pilot study is necessary to determine the feasibility of the upgraded treatment process at the WWTP, and to demonstrate process performance of the proposed treatment process for the upgraded WWTP. Thus, based on the above, the proposed Project qualifies for the Feasibility and Planning Studies Statutory Exemption (identified in Section 15262). Further, the proposed Project would consist of data collection that would not result in serious or major disturbance to an environmental resource, and the data collected from the Project would be used as a part of a study leading to an action which a public agency has not yet approved, adopted, or funded (Section 15306) .

Moreover, none of the exceptions to the Class 6 Categorical Exemption, as set forth in State CEQA Guidelines section 15300.2, apply here. Notably:

- A. **Location:** A review of the location of the proposed Project site demonstrates that the study would occur within the existing WWTP, which is an entirely engineered, disturbed site. No native habitat occurs within the area that would support the piloting study equipment, and no belowground disturbance is proposed to support the proposed Project. Furthermore, no native soils remain in the vicinity facility location due to historic, engineered fills within the Project footprint in support of the WWTP facilities and operations. Thus, the potential for cultural resources to occur within the Project area (both vertical and horizontal dimensions) is negligible, and there is no potential for buried cultural resources to be impacted by the proposed Project because no ground disturbance is anticipated to be required. Adjacent land uses include low density, rural living, open space and public facility uses. The site-specific physical changes in the environment will occur within a previously engineered and constructed environment and no site specific locational significant adverse impacts are forecast to result from implementing the proposed Project.
- B. **Cumulative Impact:** The purpose of the Project is to demonstrate process performance of the proposed treatment process for the upgraded WWTP. Overall demand and capacity of the WWTP will not be altered by the proposed Project. This

is a highly specific activity that will not alter the overall capacity of current wastewater collection and treatment facilities. The Project will treat approximately 1% of the WWTP effluent flow, or 20 gallons per minute of existing flows to conduct the pilot study for the future Replenish Big Bear Program that would result in construction and operation of full advanced treatment facility upgrades at the existing WWTP. Thus, the proposed Project has no potential to contribute to any cumulatively considerable effects if implemented. There would be no cumulative effects from the Project's implementation.

- C. Significant Effect: Carrying out the Project at the existing WWTP has no known potential significant adverse environmental effects associated with Project implementation. The whole of the Project footprint is already disturbed, and while the proposed Project would result in limited modifications to the system configuration, it would not result in any ground disturbing activities. Therefore, no significant adverse environmental effects are forecast to result from implementation of the proposed Project at the proposed Project site.
- D. Scenic Highway: The nearest State Scenic Highway is located south of the Project site along State Route 38 south of Baldwin Lane, while the nearest County Eligible Routes are State Route 18 north of the Project site and Big Bear Boulevard south of the Project site. None of the roadways adjacent to or in the immediate vicinity of the Project site are considered to be State, County, or local scenic highways. Therefore, no potential exists to adversely affect scenic resources near such highways from implementing the proposed Project. Further, within the WWTP there are no scenic resources of value that would be impacted by the proposed Project.
- E. Hazardous Waste Sites: A review of known contaminated sites indicates no known locations with contamination at the Project site or at adjacent parcels. Wastewater treatment utilizes materials that are considered hazardous, and as such are currently used in support of the WWTP operations. However, the installation of the proposed upgrades will not affect or be affected by the transport and use of these materials at WWTP. Furthermore, the Project will utilize similar types of hazardous materials in support of the Project operations for the proposed treatment process for the upgraded WWTP, and these materials will be managed in accordance with BBARWA's existing Hazardous Materials Business Plan (HMBP), which will be updated to include handling materials related to the Project, such as sodium hypochlorite. Thus, this issue would not pose a significant hazard to construction employees or facility operators for the duration of the Project operations.
- F. Historical Resources: As noted above, the whole Project site has been previously disturbed as a result of the existing operational activities at the WWTP. Thus, no historical or pre-historical resources with any integrity or value can remain on the Project site.

For all of the foregoing reasons, the Project is categorically exempt from CEQA.

SECTION 2. Approval of the Replenish Big Bear Piloting Study Project. The Governing Board hereby approves the Replenish Big Bear Piloting Study Project in its entirety, including all steps to implement the Project as set forth herein and in the Staff Report.

SECTION 4. Execution of Resolution. The Chair of the Governing Board shall sign this Resolution, and the Secretary to the Governing Board shall certify that this Resolution was duly and properly adopted by the Governing Board.

SECTION 5. Notice of Exemption. The Governing Board hereby directs staff to file a Notice of Exemption with the San Bernardino County Clerk within five (5) working days of the adoption of this Resolution.

SECTION 6. Location of Documents. The documents and materials that constitute the record of proceedings on which these findings have been based are located at BBARWA's office located at 121 Palomino Drive, Big Bear City, California 92314. The custodian for these records is the General Manager of BBARWA.

PASSED, ADOPTED, AND APPROVED this 13th day of December, 2022.

Rick Herrick, Chair of the Governing Board of the
Big Bear Area Regional Wastewater Agency

ATTEST:

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

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 Finding the Replenish Big Bear Piloting Study Project Exempt from the California Environmental Quality Act under both a Statutory Exemption for Feasibility and Planning Studies (Section 15262) and a Class 6 Categorical Exemption (Section 15306) and Approving the Replenish Big Bear Piloting Study Project, being Resolution No. R. 12-2022, was adopted at a special meeting on December 13, 2022 of said Agency by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

NOTICE OF EXEMPTION

To: San Bernardino County
Clerk of the Board
385 North Arrowhead Avenue
San Bernardino, CA 92415

From: Big Bear Area Regional Wastewater Agency
121 Palomino Drive
P.O. Box 517
Big Bear City, CA 92314

Project Title: Replenish Big Bear Piloting Study Project

Project Location: The project will be located within the Big Bear Area Regional Wastewater Agency (BBARWA) Wastewater Treatment Plant (WWTP), which is located at 121 Palomino Drive in Big Bear City, California, an unincorporated area in San Bernardino County in the San Bernardino Mountains of southern California.

Project Location - City: Big Bear City (Unincorporated San Bernardino County)

Project Location - County: San Bernardino

Description of Nature, Purpose,

and Beneficiaries of the Project: The Replenish Big Bear Piloting Study Project is intended to demonstrate process performance of the proposed treatment process for the upgraded BBARWA WWTP, which includes upflow denitrification, ultrafiltration, reverse osmosis, ultraviolet disinfection, advanced oxidation with sodium hypochlorite, and brine minimization. Piloting will involve rented skid- and trailer-mounted treatment processes that will be operated at the existing WWTP to treat approximately 1% of the BBARWA WWTP effluent flow, or 20 gallons per minute. The piloting system equipment will be located within an existing building or within existing paved areas of the WWTP site under temporary shade and weather structures. All of the equipment and utility connections would be temporary and will utilize process water, electrical power, and utility water from the existing WWTP system. The Piloting Study is anticipated to occur from January 2023 through the summer of 2023, with the potential to extend through October 2023, if additional data is needed. The pilot system is expected to operate 24 hours a day, 7 days a week for the duration of the pilot period, aside from any unanticipated operational interruptions.

Name of Public Agency Approving Project: Big Bear Area Regional Wastewater Agency

Name of Person or Agency Carrying Out Project: Big Bear Area Regional Wastewater Agency

Exempt Status: (Check One)

- Statutory Exemption (Section 15262)
- Categorical Exemption (Section 15306)

Reasons why project is exempt: The proposed Piloting Study is statutorily exempt from substantive CEQA review as it has been determined to have no potential to cause significant adverse effects on the environment. The proposed project meets the criteria for a the Feasibility and Planning Studies Statutory Exemption (identified in CEQA Section 15262), which consists of "A project involving only feasibility or planning studies for possible future actions which the agency, board, or commission has not approved, adopted, or funded does not require the preparation of an EIR or Negative Declaration but does require consideration of environmental factors. This section does not apply to the adoption of a plan that will have a legally binding effect on later activities." The proposed project involves a pilot study for planning purposes, involving a future action that has not yet been approved by the BBARWA Governing Board (the Replenish Big Bear Program), and thus has been determined to qualify for the Feasibility and Planning Studies Statutory Exemption (identified in Section 15262). Additionally, the Piloting Study meets the criteria for a Class 6 Categorical Exemption (15306). Class 6 consists of "Information Collection," outlined under Section 15306 of the State CEQA Guidelines. Class 6 exemptions consist of "basic data collection, research,

experimental management, and resource evaluation activities which do not result in a serious or major disturbance to an environmental resource. These may be strictly for information gathering purposes, or as part of a study leading to an action which a public agency has not yet approved, adopted, or funded.” The Class 6 Criteria that is met by this project is that the proposed project is a pilot study that would consist of data collection that would not result in serious or major disturbance to an environmental resource, and the data collected from the pilot study would be used as part of a study leading to an action which a public agency has not yet approved, adopted, or funded. The Piloting Study has been evaluated against the Categorical Exemption exceptions, and does not fall under any exception based on the lack of historical, archaeological, and scenic resources within the site, and that no hazardous waste sites are located in the vicinity of the project, and no cumulative or significant effects are anticipated to occur as a result of project implementation. The project activities have been determined **not** to have a potential to cause significant adverse environmental effects. Therefore, this proposed project is not forecast to cause any potential for significant adverse environmental impacts and qualifies with the requirements for a Statutory Exemption (15262) and a Class 6 Categorical Exemption (15306).

Lead Agency

Contact Person: David Lawrence Telephone: 909-584-4018

Signature: _____ Title: General Manager Date: _____



Big Bear Area Regional Wastewater Agency
Replenish Big Bear Pilot Study
Pilot Location





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

AGENDA ITEM: 10.B.

MEETING DATE: December 13, 2022

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/Jennifer McCullar, Finance Manager

SUBJECT: Appropriate \$30,000 for Sludge Building Concrete Floor Repair from the Contingency Fund

BACKGROUND & DISCUSSION:

The dissolved air flotation tank and old sludge belt filter press were removed from the old Sludge Building to make room for the Replenish Big Bear Piloting Study Project (Project). Due to the removal of the existing equipment, the concrete floor under the tank will need to be leveled for the Project equipment. Once the Project has concluded, this building will either be repurposed for future Replenish Big Bear needs or a new maintenance shop.

FINANCIAL IMPACT:

There are adequate funds available in the Contingency Fund to make the appropriation.

RECOMMENDATION:

Appropriate \$30,000 for the Sludge Building concrete floor repair from the Contingency Fund.



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

AGENDA ITEM: 10.C.

MEETING DATE: December 13, 2022

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

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

PREPARED BY: Christine Bennett/Jennifer McCullar, Finance Manager

SUBJECT: Appropriate \$31,045 for a Rate Study Update from the Contingency Fund

BACKGROUND & DISCUSSION:

A rate study was completed in 2022 (the 2022 Study) by HDR Engineering, Inc. (HDR). The 2022 Study included a rate component for the Replenish Big Bear Project (RBB) that covered interest expense only on debt borrowed to fund RBB pre-construction costs. The 2022 Study needs to be updated to include the estimated costs associated with RBB (both pre and post start up), and the respective rates needed to fund these costs. A rate schedule will be developed that will transition the necessary rate adjustments over a multi-year period.

FINANCIAL IMPACT:

There are adequate funds available in the Contingency Fund to make the appropriation. Based on prior studies performed, the current proposal of up to \$31,045 for the update is reasonable.

RECOMMENDATION:

Appropriate \$31,045 for a rate study update from the Contingency Fund.



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

AGENDA ITEM: 10.D.

MEETING DATE: December 13, 2022

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

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

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

SUBJECT: Resolution No. R. 13-2022, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency for Exception to the 180-day Waiting Period in Accordance with California Government Code Sections 7522.56 and 21224 to Appoint Jennifer McCullar to an Extra-Help Retired Annuitant Position Effective January 2, 2023

BACKGROUND & DISCUSSION:

The California Public Employees Reform Act of 2013 requires a 180-day waiting period after the effective date of retirement before a retiree can return to work for a public agency. Jennifer McCullar is expected to retire from the Finance Manager position effective December 31, 2022. Although BBARWA has hired an employee to take over the Finance Manager position upon Ms. McCullar's retirement, Ms. McCullar's continued services are needed after her retirement for a limited period to perform critical functions related to the loan program under the Water Infrastructure Finance and Innovation Act (WIFIA) and the development of the FY 2024 Budget and Rate Schedule.

The 180-day waiting period can be waived by the Governing Board by adopting a resolution certifying the nature of the employment and that the appointment is necessary to fill a critically needed function before the 180 days have passed. This resolution must be adopted in a public meeting and cannot be placed on the consent calendar.

Attached is the required resolution to appoint a retiree pursuant to Government Code Sections 7522.56 and 21224 and a proposed limited term agreement.

FINANCIAL IMPACT:

Based on the maximum hours allowed, it is anticipated that the financial impact will be \$79,335 to the FY 2023 operating budget.

RECOMMENDATION:

Adopt Resolution No. R. 13-2022 for exception to the 180-day waiting period in accordance with California Government Code Sections 7522.56 and 21224 to appoint Jennifer McCullar to an extra-help retired annuitant position effective January 2, 2023.

ATTACHMENTS:

- Resolution No. R. 13-2022
- CalPERS Retiree Limited-Term Appointment Agreement

RESOLUTION NO. R. 13-2022

**A RESOLUTION OF THE GOVERNING BOARD OF THE
BIG BEAR AREA REGIONAL WASTEWATER AGENCY
FOR EXCEPTION TO THE 180-DAY WAITING PERIOD
IN ACCORDANCE WITH CALIFORNIA GOVERNMENT
CODE SECTIONS 7522.56 AND 21224 TO APPOINT
JENNIFER MCCULLAR TO AN EXTRA-HELP RETIRED
ANNUITANT POSITION EFFECTIVE JANUARY 2, 2023**

WHEREAS, in compliance with Government Code Section 7522.56, the Governing Board of the Big Bear Area Regional Wastewater Agency (“BBARWA”) must provide CalPERS this certification resolution when hiring a retiree before 180 days has passed since his or her retirement date; and

WHEREAS, Jennifer McCullar will retire from BBARWA in the position of Finance Manager, effective December 31, 2022; and

WHEREAS, Section 7522.56 requires that post-retirement employment commence no earlier than 180 days after the retirement date, which is June 29, 2023 for Jennifer McCullar, without this certification resolution; and

WHEREAS, Section 7522.56 provides that this exception to the 180-day wait period shall not apply if the retiree accepts any retirement-related incentive; and

WHEREAS, the Governing Board, BBARWA, and Jennifer McCullar, certify that Jennifer McCullar has not and will not receive a Golden Handshake or any other retirement-related incentive; and

WHEREAS, the successor to Jennifer McCullar’s current position of Finance Manager has been selected and will fill the position upon Ms. McCullar’s retirement; and

WHEREAS, the Governing Board wishes to appoint Jennifer McCullar as an extra help retired annuitant to assist BBARWA with critical functions related to the loan program under the Water Infrastructure Finance and Innovation Act, and the development of BBARWA’s FY 2024 Budget and Rate Schedule, effective January 2, 2023; and

WHEREAS, the limited-term employment agreement between Jennifer McCullar and BBARWA has been reviewed by this body and is attached herein; and

WHEREAS, no matters, issues, terms, and/or conditions related to this employment and appointment have been or will be placed on the consent calendar; and

WHEREAS, the employment shall be limited to 960 hours per fiscal year; and

WHEREAS, the compensation paid to retirees cannot be less than the minimum nor exceed the maximum hourly rate paid to other employees performing comparable duties as listed on BBARWA’s publicly available pay schedule; and

WHEREAS, the position on the pay schedule that is most comparable to the work that will be performed by Ms. McCullar is Finance Manager for which the current minimum hourly rate is \$61.22 and the current maximum hourly rate is \$82.64, subject to any subsequent adjustment to the hourly rate as adopted by the Governing Board; and

WHEREAS, the hourly rate to be paid to Jennifer McCullar will be the maximum hourly rate in effect for the Finance Manager position as set forth in BBARWA’s publicly available pay schedule, which is currently \$82.64; and

WHEREAS, Jennifer McCullar has not and will not receive any other benefit, incentive compensation in lieu of benefit, or any other form of compensation in addition to this hourly pay rate.

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

1. The Governing Board has considered the full record before it, which may include but is not limited to such things as the staff report, testimony by staff and the public, and other materials and evidence submitted or provided to it. Furthermore, the recitals set forth above are found to be true and correct and are incorporated herein by reference.
2. The Governing Board hereby certifies the nature of the appointment of Jennifer McCullar as described herein and detailed in the attached employment agreement and that this appointment is necessary to perform the critically needed functions related to the loan program under the Water Infrastructure Finance and Innovation Act and development of the FY 2024 Budget and Rate Schedule.
3. The Governing Board hereby waives the 180-day waiting period pursuant to Government Code Sections 7522.56(f)(1).
4. The employment agreement with Jennifer McCullar, a copy of which is enclosed herein as Exhibit “A”, is approved by the Governing Board, effective January 2, 2023.
5. The General Manager is authorized to execute said agreement on behalf of the Big Bear Area Regional Wastewater Agency, with such technical amendments as may be deemed appropriate by the General Manager and General Counsel.

PASSED, APPROVED AND ADOPTED this 13th day of December, 2022.

Rick Herrick, Chair of the Governing Board of the
Big Bear Area Regional Wastewater Agency

ATTEST:

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

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 for Exception to the 180-day Waiting Period in Accordance with California Government Code Sections 7522.56 and 21224 to Appoint Jennifer McCullar to an Extra-Help Retired Annuitant Position Effective January 2, 2023, being Resolution No. R. 13-2022, was adopted at a special meeting on December 13, 2022 of said Agency by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

EXHIBIT "A"



BIG BEAR AREA REGIONAL WASTEWATER AGENCY

P.O. Box 517, 121 Palomino Drive, Big Bear City, CA 92314-0517
(909) 584-4018 • FAX (909) 585-4340

December 13, 2022

Ms. Jennifer McCullar
[Address on File]

Re: CalPERS Retiree Limited-Term Appointment Agreement

Dear Ms. McCullar:

If accepted by you, this letter represents an agreement for a limited-term appointment as a CalPERS retiree with the Big Bear Area Regional Wastewater Agency (“BBARWA”) in an extra-help capacity under the provisions of Government Code Section 21224 to assist BBARWA with critical functions related to the loan program under the Water Infrastructure Finance and Innovation Act (“WIFIA”), the development of the FY 2024 Budget and Rate Schedule and such duties and functions as may be assigned by the General Manager.

This agreement is made because we have determined that your specialized skills in finance and your institutional knowledge are necessary to successfully navigate the loan program under WIFIA and to complete the Agency’s budget and rate setting process for FY 2024.

The terms of this agreement include:

- The term of your appointment will be from January 2, 2023 through June 30, 2023, unless you or BBARWA elect to terminate this agreement on an earlier date.
- Rate of pay for this temporary appointment will be the maximum hourly rate in effect for the Finance Manager position as set forth in BBARWA’s publicly available pay schedule, which is currently \$82.64 per hour.
- No further payments or benefits other than the hourly rate will be provided unless required by state or federal law.
- Hours worked shall not exceed 960 hours in a fiscal year (inclusive of all hours worked for any CalPERS employer), unless an exception applies.

BBARWA and you make this agreement with the mutual understanding that the appointment complies with the requirements applicable to the employment of CalPERS retirees, as codified in Government Code Sections 7522.56 and 21224. Specifically, an appointment under Sections 7522.56 and 21224 is permissible if all of the following requirements are met:

- (1) The appointment must be to a temporary position.
- (2) The appointment is of limited duration.
- (3) The appointment is either during an emergency to prevent stoppage of public business or because the retiree has specialized skills needed in performing the work.
- (4) The total hours worked by the retiree in a fiscal year, for all CalPERS employers, cannot exceed 960 hours, unless an exception applies.

- (5) The compensation received by the retiree is not more than the maximum, nor less than the minimum, hourly rate paid to other employees performing comparable duties as listed on BBARWA's publicly available pay schedule.
- (6) The compensation paid to the retiree is limited to the hourly rate and no other benefits may be provided.
- (7) For any retirees with a retirement effective date on or after January 1, 2013, the appointment must occur at least 180 days following the date of retirement unless the employer certifies that the appointment is necessary to fill a critically needed position before 180 days have expired and the governing body approves the appointment in a public meeting.
- (8) The retiree cannot have received unemployment insurance payments in the prior 12-month period arising from work performed as a retiree for any public employer.
- (9) If the retiree is less than normal retirement age (i.e., the highest age under any retirement formula that the retiree accrued benefits under with any CalPERS employer), at least 60 days must have passed since the retiree's retirement. This waiting period cannot be waived.

BBARWA, in good faith, has determined that your appointment meets (1) – (6) of the foregoing requirements as follows:

- (1) The appointment will be to a temporary position.
- (2) The appointment is of limited duration because it is anticipated to last less than one (1) year.
- (3) This appointment is made because you possess the specialized skills, as identified in the first paragraph of this appointment offer, necessary for the purpose of the appointment.
- (4) The appointment will not exceed 960 hours in a fiscal year (inclusive of all hours worked for any CalPERS employer).
- (5) The compensation you will receive is no more nor less than the hourly rate paid to other employees performing comparable duties as listed on BBARWA's publicly available pay schedule.
- (6) Your compensation consists of the hourly rate only; no further benefits will be provided.

By executing this agreement, you are also, in good faith, determining that your appointment meets each of the nine (9) requirements noted above, including the unemployment insurance requirement. That is, while BBARWA is not in a position to do so, by executing this agreement you are confirming the fact that you have not received unemployment insurance payments within the past 12 months arising from work performed as a retiree for any public employer.

Since you retired less than 180 days from this appointment, the Governing Board adopted a Resolution to certify that your appointment is necessary to fill a critically needed function before the 180 days have expired as specified in (7) above.

By signing this agreement, you are also confirming that the bona fide separation rule described in (9) above does not apply because you are at least of normal retirement age.

Notwithstanding (4) above, BBARWA has no way of monitoring the hours that you work for another CalPERS employer. As such, it is your responsibility to ensure that the total hours worked in a fiscal year (July 1 – June 30) for BBARWA and any other CalPERS employer do not exceed 960 hours in the aggregate. However, please note that consistent with the requirements of Section 21220(d) and (e), **BBARWA will enroll you in CalPERS solely for administrative recordkeeping purposes (you will remain in retired status) and will report both your hours and pay pursuant to this agreement.**

While BBARWA and you make this agreement because we believe that it is authorized under Sections 7522.56 and 21224, CalPERS could disagree. If CalPERS disagrees, there is a risk that you will be required to do the following: (1) return any retirement allowance you received during the period of the appointment; (2) pay an amount of money equal to the employee contributions that should have been made, plus interest, during the appointment; and (3) pay CalPERS' administrative expenses incurred as a result of its audit of the appointment. You will also be subject to reinstatement from retirement.

By executing this agreement, you waive any claims against BBARWA arising from an adverse determination by CalPERS associated with this appointment that is attributed to any misrepresentation made by you in this agreement or any violation of these rules caused by employment with any other CalPERS employer. Please contact CalPERS if you have any questions regarding the requirements of Sections 7522.56 and 21224 or this appointment.

There is no right to public employment expressed by this agreement. All limited-term appointments are subject to the business necessity of BBARWA and are at-will; therefore, the appointment may end with or without cause or advance notice.

We welcome you to your limited-term appointment with the Big Bear Area Regional Wastewater Agency and extend our best wishes for your success in this limited duration appointment.

If you have additional questions or comments, feel free to contact me directly.

Sincerely,

David Lawrence, P.E., General Manager
Big Bear Area Regional Wastewater Agency

Acknowledgment:

I, Jennifer McCullar, agree to this Conditional Limited Term Appointment Agreement (CalPERS Retiree), and hereby warrant that I understand and agree with all the terms and conditions of employment as set forth in this letter.

Signature

Date



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

AGENDA ITEM: 10.E.

MEETING DATE: December 13, 2022

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

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

PREPARED BY: Christine Bennett/Jennifer McCullar, Finance Manager

SUBJECT: Appropriate \$79,335 for an Extra-Help Retired Annuitant Position from the Contingency Fund

BACKGROUND & DISCUSSION:

Pursuant to Resolution No. R. 13-2022, the Agency will appoint an extra-help retired annuitant for a maximum of 960 hours during FY 2023 at the maximum hourly rate associated with the Finance Manager pay scale, which is currently \$82.64. The maximum estimated cost is expected to be \$79,335. The FY 2023 operating budget cannot absorb the expected increase and requires an appropriation.

FINANCIAL IMPACT:

There are adequate funds available in the Contingency Fund for the \$79,335 appropriation.

RECOMMENDATION:

Appropriate \$79,335 for an extra-help retired annuitant position from the Contingency Fund.



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

AGENDA ITEM: 10.F.

MEETING DATE: December 13, 2022

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

REVIEWED BY: Christine Bennett/Jennifer McCullar, Finance Manager

SUBJECT: Schedule Budget Workshop

BACKGROUND & DISCUSSION:

Agency staff would like to schedule the Budget Workshop for the week of March 6, 2023. The Budget Workshop typically begins between 10:00 a.m. and 1:00 p.m. and continues for 4 hours.

FINANCIAL IMPACT:

There is no financial impact.

RECOMMENDATION:

Schedule the Budget Workshop.