

BIG BEAR AREA REGIONAL WASTEWATER AGENCY

Regular Board Meeting Agenda

February 22, 2023 at 5:00 p.m.

121 Palomino Drive, Big Bear City, California

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF AGENDA

4. PUBLIC FORUM

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

5. PRESENTATION AND INTRODUCTION

5.A. Rate Study Presentation

6. INFORMATION/COMMITTEE REPORTS

6.A. General Manager's Report

6.B. Administrative Committee

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 January 25, 2023 Regular Meeting

7.B. Monthly Disbursements Report for January - Informational

7.C. Investment Report Identifying Agency Investments and Reporting Interest Income for January- Informational

7.D. Second Quarter Report, Six Months Ended December 31, 2022 - Informational

8. ITEMS REMOVED FROM CONSENT CALENDAR

9. OLD BUSINESS

10. NEW BUSINESS – DISCUSSION/ACTION ITEMS

10.A. Multi-Year Contract Approval for an On-Call Electrical Services Contractor for Wastewater Treatment Facilities

10.B. Compensation Study 2022; Pay Schedule

10.C. Governing Board Reorganization

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: February 22, 2023

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

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

REVIEWED BY: Christine Bennett, Finance Manager; John Shimmin, Plant Manager;
Jennifer McCullar, Retired Annuitant

SUBJECT: General Manager's Report

DISCUSSION:

Administration

Upcoming Meetings:

- Finance Committee – March 2, 2023 at 1:00 p.m. in the BBARWA Boardroom
- Budget Workshop – March 7, 2023 at 10:00 a.m. in the BBARWA Boardroom

Operations

Headworks Grit System Rehabilitation Project

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

Solar Production

The January 2023 monthly performance report is attached.

2023 Treatment Plant Data

There were no reportable violations during January 2023 for the plant. The influent flow (MG) chart is attached to this report.

Flow Percentages			
Member Agency	November	December	January
City of Big Bear Lake	49.84%	53.96%	62.46%
Big Bear City	46.81%	42.99%	32.43%
County of San Bernardino	3.35%	3.05%	5.11%

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	2	0	1	1
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	35	10	24	1

Replenish Big Bear

Environmental Review

The Project Team is reviewing and developing responses for comments submitted during the Notice of Preparation comment period. Coordination with key stakeholders for the draft Environmental Impact Report (EIR) is scheduled to begin in early 2023 and it is anticipated that the draft EIR will be ready for public review in April/May 2023.

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

Regulatory Analysis and Coordination

Water Systems Consulting, Inc. (WSC) is working on a monitoring plan to collect information from the Lake and the final full advanced treated effluent to inform the next steps in response to Regional Board comments. The Monitoring Plan will be shared with the Regional Board and the Division of Drinking Water (DDW) before Lake sampling begins.

WSC has requested a quote to complete an aerial survey of Stanfield Marsh to update the contour information for the Division wells and to support the future outfall design. Tom Harder & Co. will complete the work plan once they receive the survey information. WSC will send the work plan to DDW and request a meeting to discuss.

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

Preliminary Engineering

Nexom Inc.’s Blue NITE process for denitrification and Blue PRO process for phosphorous mitigation was delivered to the treatment plant on February 1, 2023. WSC is coordinating with vendors for finalization of other pilot equipment agreements and delivery schedules. The first monitoring event is scheduled for late February.

WSC is developing a framework to evaluate and support Agency decisions on delivery approaches for each Project component (i.e., Design Bid Build, Fixed Price Design Build, Progressive Design Build, etc.).

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.

Funding

The short-term financing loan of \$3.4 million closed in the beginning of February 2023. The Agency has engaged NHA Advisors, LLC to assist with the Water Infrastructure Finance and Innovation Act (WIFIA) loan application and financial development plan for the Project.

The Agency was invited to apply for a loan under the 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
2023 Community Funding Request	\$1,000,000	Included in Federal Budget
2022 Title XVI	\$8,267,112	Recommended for Funding
Total	\$16,890,450	

Invoice #5 for the IRWM Prop 1 Round 1 grant was submitted on January 31, 2023 in the amount of \$150,737.80.

WaterReuse met with the United States Bureau of Reclamation (USBR) to discuss a programmatic Build America, Buy America (BABA) waiver for the 2021 Title XVI grant. USBR is getting closer to a programmatic waiver, but no timeframe has been provided. The Denver office is completing its review of the Financial Capability Assessment. The Notice of Funding Opportunity for the 2023 Title XVI is anticipated to be released in Spring 2023.

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

The \$1 million Community Funding Request was included in the Federal budget. We expect to receive information regarding the next steps in the next several months.

The formal award from USBR for the 2022 Title XVI grant in the amount of \$8,267,112 is pending.



MONTHLY REPORT
January 2023

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 Jan 2023	2,376.75	3,617.31	-34.30%	2,113.58	12.45%
02 Jan 2023	5,835.50	3,617.31	61.32%	3,460.76	68.62%
03 Jan 2023	6,246.75	3,617.31	72.69%	3,629.11	72.13%
04 Jan 2023	5,098.25	3,617.31	40.94%	3,185.38	60.05%
05 Jan 2023	1,459.00	3,617.31	-59.67%	1,131.45	28.95%
06 Jan 2023	8,217.00	3,617.31	127.16%	4,316.38	90.37%
07 Jan 2023	5,000.50	3,617.31	38.24%	3,204.65	56.04%
08 Jan 2023	7,284.75	3,617.31	101.39%	3,885.73	87.47%
09 Jan 2023	1,803.00	3,617.31	-50.16%	1,532.53	17.65%
10 Jan 2023	1,290.50	3,617.31	-64.32%	1,021.26	26.36%
11 Jan 2023	5,657.25	3,617.31	56.39%	3,409.02	65.95%
12 Jan 2023	5,575.50	3,617.31	54.13%	3,478.11	60.30%
13 Jan 2023	5,890.75	3,617.31	62.85%	3,499.98	68.31%
14 Jan 2023	2,007.75	3,617.31	-44.50%	1,541.06	30.28%
15 Jan 2023	2,511.00	3,617.31	-30.58%	1,981.13	26.75%
16 Jan 2023	4,145.00	3,617.31	14.59%	2,703.09	53.34%
17 Jan 2023	8,303.75	3,617.31	129.56%	4,721.59	75.87%
18 Jan 2023	8,452.50	3,617.31	133.67%	4,562.96	85.24%
19 Jan 2023	7,640.75	3,617.31	111.23%	4,148.54	84.18%
20 Jan 2023	8,923.00	3,617.31	146.68%	4,789.63	86.30%
21 Jan 2023	8,901.50	3,617.31	146.08%	4,815.14	84.86%
22 Jan 2023	8,830.50	3,617.31	144.12%	4,746.86	86.03%
23 Jan 2023	8,830.00	3,617.31	144.10%	4,746.59	86.03%
24 Jan 2023	9,052.50	3,617.31	150.26%	4,938.18	83.32%
25 Jan 2023	9,078.00	3,617.31	150.96%	4,914.19	84.73%
26 Jan 2023	9,177.00	3,617.31	153.70%	4,987.27	84.01%
27 Jan 2023	9,165.50	3,617.31	153.38%	5,121.96	78.95%
28 Jan 2023	9,177.50	3,617.31	153.71%	5,112.37	79.52%
29 Jan 2023	7,046.50	3,617.31	94.80%	4,142.15	70.12%
30 Jan 2023	1,659.00	3,617.31	-54.14%	1,482.31	11.92%
31 Jan 2023	8,079.25	3,617.31	123.35%	5,218.39	54.82%
Totals	192,716.50	112,136.50	71.86%	112,541.35	71.24%

Time	Energy (kWh)				
	Actual	Forecasted	Δ	Weather Adjusted	Δ
01 Jan 2023	2,376.75	5,630.00	-57.78%	3,343.02	-28.90%
02 Jan 2023	5,835.50	5,630.00	3.65%	5,473.84	6.61%
03 Jan 2023	6,246.75	5,630.00	10.95%	5,740.12	8.83%
04 Jan 2023	5,098.25	5,630.00	-9.44%	5,038.28	1.19%
05 Jan 2023	1,459.00	5,630.00	-74.09%	1,789.60	-18.47%
06 Jan 2023	8,217.00	5,630.00	45.95%	6,827.17	20.36%
07 Jan 2023	5,000.50	5,630.00	-11.18%	5,068.76	-1.35%
08 Jan 2023	7,284.75	5,630.00	29.39%	6,146.01	18.53%
09 Jan 2023	1,803.00	5,630.00	-67.98%	2,423.98	-25.62%
10 Jan 2023	1,290.50	5,630.00	-77.08%	1,615.31	-20.11%
11 Jan 2023	5,657.25	5,630.00	0.48%	5,392.00	4.92%
12 Jan 2023	5,575.50	5,630.00	-0.97%	5,501.29	1.35%
13 Jan 2023	5,890.75	5,630.00	4.63%	5,535.88	6.41%
14 Jan 2023	2,007.75	5,630.00	-64.34%	2,437.48	-17.63%
15 Jan 2023	2,511.00	5,630.00	-55.40%	3,133.53	-19.87%
16 Jan 2023	4,145.00	5,630.00	-26.38%	4,275.45	-3.05%
17 Jan 2023	8,303.75	5,630.00	47.49%	7,468.08	11.19%
18 Jan 2023	8,452.50	5,630.00	50.13%	7,217.18	17.12%
19 Jan 2023	7,640.75	5,630.00	35.71%	6,561.69	16.44%
20 Jan 2023	8,923.00	5,630.00	58.49%	7,575.70	17.78%
21 Jan 2023	8,901.50	5,630.00	58.11%	7,616.04	16.88%
22 Jan 2023	8,830.50	5,630.00	56.85%	7,508.05	17.61%
23 Jan 2023	8,830.00	5,630.00	56.84%	7,507.62	17.61%
24 Jan 2023	9,052.50	5,630.00	60.79%	7,810.67	15.90%
25 Jan 2023	9,078.00	5,630.00	61.24%	7,772.71	16.79%
26 Jan 2023	9,177.00	5,630.00	63.00%	7,888.31	16.34%
27 Jan 2023	9,165.50	5,630.00	62.80%	8,101.34	13.14%
28 Jan 2023	9,177.50	5,630.00	63.01%	8,086.18	13.50%
29 Jan 2023	7,046.50	5,630.00	25.16%	6,551.59	7.55%
30 Jan 2023	1,659.00	5,630.00	-70.53%	2,344.55	-29.24%
31 Jan 2023	8,079.25	5,630.00	43.50%	8,253.87	-2.12%
Totals	192,716.50	174,529.97	10.42%	178,005.31	8.26%



MONTHLY REPORT

Last Three Months Performance

Produced Energy (kWh)

Time	Energy (kWh)	
	F	W
Oct 2022	259,047.00	269,953.23
Nov 2022	211,383.00	232,624.59
Dec 2022	171,713.00	178,868.80
Totals	642,143.00	681,446.63

Availability (%) and PR

Time	Availability (%)			Performance Ratio (fraction)		
	A	F	Δ	A	F	Δ
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%
Dec 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: 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

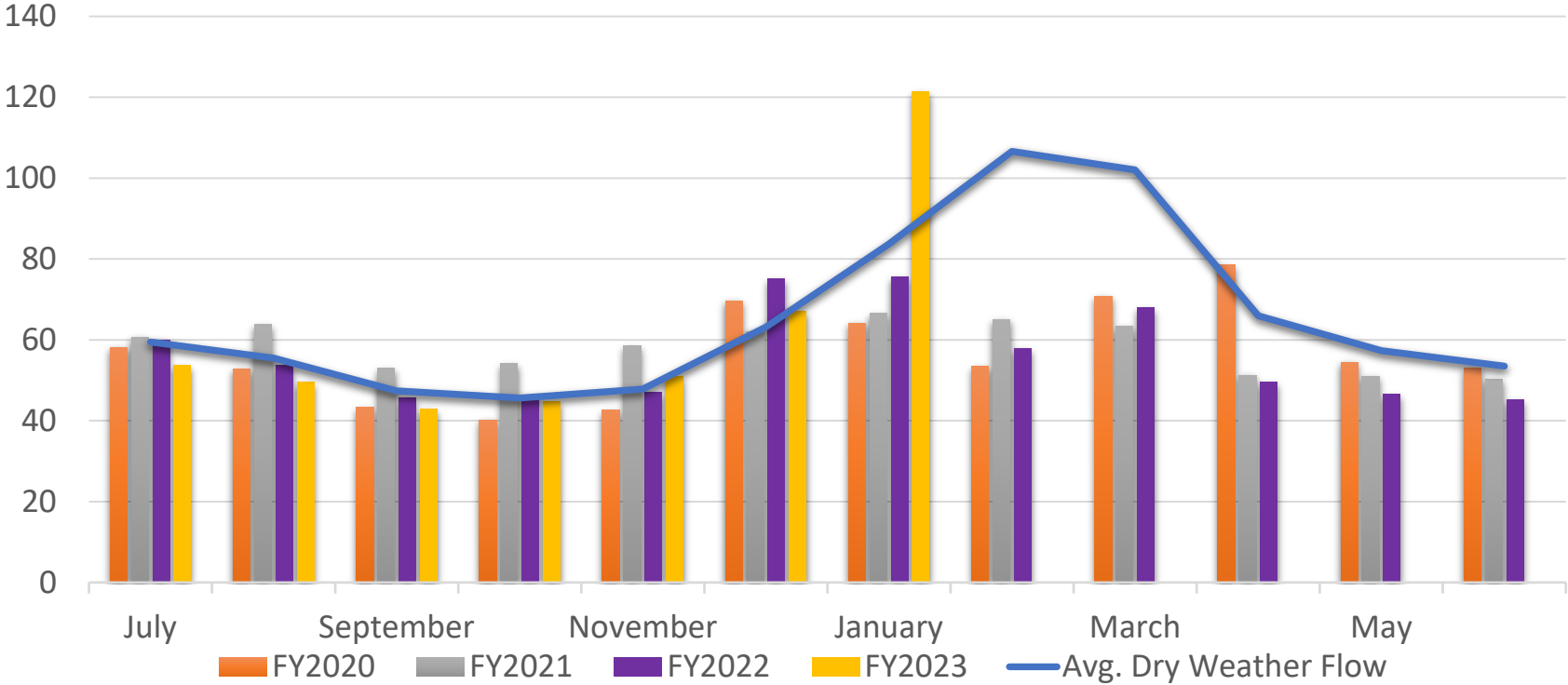
As Contracted Energy: (kWh) Energy proposed to be generated by your system contractually

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

January 25, 2023

1. CALL TO ORDER

A Regular Meeting of the Governing Board of the Big Bear Area Regional Wastewater Agency was called to order by Chair Herrick at 5:00 p.m. on January 25, 2023 at 121 Palomino Drive, Big Bear City, California and via Zoom.

In accordance with AB 2449, which modifies Government Code 54953, Vice-Chair Green requested to participate remotely for just cause. Vice-Chair Green provided a general description of the need to participate remotely and confirmed there were no other individuals 18 years of age or older present in the room at the remote location. Vice-Chair Green stated that the teleconference location of 20839 SE Sunniberg Ln, Bend, Oregon 97702 was available for public participation.

Upon motion by Director Mote, seconded by Director Miller and carried, the Governing Board approved Vice-Chair Green participating remotely.

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

BOARD MEMBERS PRESENT

Rick Herrick, Chair
John Green, Vice-Chair (via Zoom)
Jim Miller, Director
Bynette Mote, Director
Larry Walsh, Director

BOARD MEMBERS ABSENT

None

STAFF MEMBERS PRESENT

David Lawrence, General Manager
Christine Bennett, Finance Manager
Jennifer McCullar, Retired Annuitant
John Shimmin, Plant Manager
Sonja Kawa, Human Resources Coordinator/Accounting Technician (via Zoom)
Bridgette Burton, Management Analyst/Board Secretary

OTHERS

Laine Carlson, Southern California Regional Lead, Vice-President, Water Systems Consulting, Inc.
Lora Carpenter, Vice-President, Fieldman Rolapp & Associates, Inc.
Frank Forbes, San Bernardino County Representative (via Zoom)
Robert Porr, Senior Vice-President, Fieldman Rolapp & Associates, Inc.
Mary Reeves, General Manager, Big Bear City Community Services District (via Zoom)
John Rottschaefter, Agency Counsel, Best Best & Krieger

Members of the public who signed in:
Joe Cylwik, Fawnskin, Ca
Mike Eagleson (via Zoom)

2. **PLEDGE OF ALLEGIANCE**

Director Walsh

3. **APPROVAL OF THE AGENDA**

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

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

4. **PUBLIC FORUM**

No comments

5. **PRESENTATIONS AND INTRODUCTIONS**

5.A. Replenish Big Bear Project Update by Water Systems Consulting, Inc.

Laine Carlson, Southern California Regional Lead and Vice-President at Water Systems Consulting, Inc., presented an update on the Replenish Big Bear Project. The presentation reviewed the pilot study, environment review process, regulatory timeline, grant funding, benefit resources, and the program schedule.

The Governing Board inquired about the treatment process and discharge requirements, difference between reverse osmosis and ultrafiltration, state and federal regulations, acreage needed for Project equipment and the evaporation pond, possible uses of the brine and brine pellets, replacement and useful life of filters, environmental documentation timeline, permit to discharge and water quality to Big Bear Lake, steps to the monitoring plan, new water source to the bike park, and water level impacts to Big Bear Lake. Discussion ensued between the Governing Board, staff, and Ms. Carlson.

5.B. Replenish Big Bear Financing Update by Fieldman Rolapp & Associates, Inc.

Lora Carpenter, Vice-President at Fieldman Rolapp & Associates, Inc., presented an update to the Replenish Big Bear financing plan. The presentation reviewed project costs and sources of funding, project timing, pre-construction funding or interim financing, construction funding with the WIFIA loan and other possible funding sources, impact of the funding plan to the timing of rate collection and rate levels, and a market update.

The Governing Board inquired about the U.S. Treasury rate effect on BBARWA's rates, possibility of lower interest rates in 2024, maximum WIFIA loan amount, minimum prepayment thresholds, and processes occurring between June 2023 and February 2024. Further discussion included questions regarding the short-term financing details, timing of other funding being in place before the WIFIA loan is approved, if there is an opportunity to pre-lock rates, and the basis for the proposed \$220 per equivalent dwelling unit (EDU). Discussion ensued between the Governing Board, staff, and Ms. Carpenter.

6. INFORMATION/COMMITTEE REPORTS

6.A. General Manager's Report

The Governing Board requested the definition of ambient dry weather flow. Discussion ensued between the Governing Board and staff.

6.B. Finance Committee

Director Miller provided a brief update about the items discussed at the Finance Committee meeting held on January 17, 2023 which included the rate study scope of work and Replenish Big Bear cash flow projections.

7. CONSENT CALENDAR

7.A. Approval of the Meeting Minutes from the December 13, 2022 Special Meeting

7.B. Monthly Disbursements Report for December

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

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

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

8. ITEMS REMOVED FROM THE CONSENT CALENDAR

None

9. OLD BUSINESS

9.A. Appropriate \$31,045 for a Rate Study Update from the Contingency Fund

Jennifer McCullar, Retired Annuitant, presented the rate study update scope of work and timeline. The Governing Board clarified the update would be completed by HDR Engineering, Inc. in less than 30 days. The Governing Board inquired when the Replenish Big Bear rate would be implemented. Discussion ensued between the Governing Board and staff.

Steve Ludecke inquired about how many EDUs are in the Big Bear Valley. The General Manager responded the Big Bear Valley has approximately 25,300 EDUs.

Upon motion by Director Mote, seconded by Director Walsh and carried, the Governing Board appropriated \$31,045 for a Rate Study update from the Contingency Fund.

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

10. NEW BUSINESS

10.A. An Approving Resolution Related to Funding for the Replenish Big Bear Project: Resolution No. R. 01-2023, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Authorizing Execution and Delivery of a Loan Agreement and Promissory Note and Approving Other Actions in Connection Thereto

Jennifer McCullar, Retired Annuitant, requested the Governing Board to approve a resolution that authorizes the execution and delivery of a loan agreement and a promissory note thereto, explained the process of the interim financing and details regarding the loan agreement. The Governing Board inquired if the existing \$5.79 per EDU for Replenish Big Bear is included in the proposed \$220 per EDU, if the interim financing would be paid off by the WIFIA loan, why additional projects were included in the resolution, and the asphalt paving timeline with Replenish Big Bear. The Governing Board confirmed the total loan amount and there would not be any prepayment penalties. Discussion ensued between the Governing Board and staff.

Upon motion by Director Miller, seconded by Vice-Chair Green and carried, the Governing Board approved Resolution No. R. 01-2023, authorizing the execution of the Loan Agreement, the Note and the Placement Agent Agreement referenced thereto.

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

11. COMMENTS AND ANNOUNCEMENTS

11.A. General Manager Comments

None

11.B. Governing Board Member Comments

The Governing Board thanked Water Systems Consulting, Inc., Fieldman Rolapp & Associates, Inc., and staff for the information presented.

12. ADJOURNMENT

With no further business to come before the Governing Board, Chair Herrick adjourned the meeting at 6:50 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: February 22, 2023

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

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

PREPARED BY: Christine Bennett, Finance Manager

SUBJECT: Monthly Disbursements Report

BACKGROUND:

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

FINANCIAL IMPACT:

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

RECOMMENDATION:

Informational

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

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

Check #	Date	Payee	Cash Account	Amount
CASH 23686	1/4/23	PRINCIPAL FINANCIAL GROUP	1000-20	3,819.50
CASH 23687	1/4/23	CALPERS HEALTH	1000-20	34,931.57
CASH 23688	1/5/23	PAYA	1000-20	19.99
CASH 23689	1/5/23	VISION SERVICE PLAN	1000-20	328.35
CASH 23690	1/5/23	THE LINCOLN NAT'L LIFE INS CO	1000-20	3,851.82
CASH 23691	1/6/23	EMPLOYMENT DEVELOPMENT DEPARTMENT	1000-20	2,229.90
CASH 23692	1/6/23	INTERNAL REVENUE SERVICE	1000-20	7,317.20
22759	1/9/23	ACCENT COMPUTER SOLUTIONS, INC.	1000-20	493.42
22760	1/9/23	ALLISON MECHANICAL, INC.	1000-20	2,143.00
22761	1/9/23	AMAZON CAPITAL SERVICES	1000-20	835.69
22762	1/9/23	ARAMARK UNIFORM SERVICES	1000-20	1,286.42
22763	1/9/23	BIG BEAR CITY COMMUNITY SERVICES DIST.	1000-20	906.97
22764	1/9/23	BIG BEAR LOCKSMITH	1000-20	215.00
22765	1/9/23	ROBIN A. BRADLEY	1000-20	480.00
22766	1/9/23	BUTCHER'S BLOCK & BUILDING	1000-20	100.05
22767	1/9/23	BEAR VALLEY ELECTRIC	1000-20	3,786.34
22768	1/9/23	BEAR VALLEY PAVING, INC.	1000-20	995.00
22769	1/9/23	CAR QUEST OF BIG BEAR	1000-20	75.40
22770	1/9/23	CWEA TCP/MEMBERSHIP	1000-20	789.00
22771	1/9/23	DIY HOME CENTER-BIG BEAR	1000-20	82.14
22772	1/9/23	TOM DODSON & ASSOCIATES	1000-20	7,473.49
22773	1/9/23	DIRECT TV	1000-20	79.99
22774	1/9/23	DEPARTMENT OF WATER & POWER	1000-20	48.75
22775	1/9/23	EVANTEC CORPORATION	1000-20	336.76
22776	1/9/23	FLYERS ENERGY	1000-20	1,130.20
22777	1/9/23	FRONTIER COMMUNICATIONS	1000-20	1,086.99
22778	1/9/23	GRAINGER	1000-20	479.39
22779	1/9/23	BEAR VALLEY BASIN GSA	1000-20	494.56
22780	1/9/23	HACH COMPANY	1000-20	113.83
22781	1/9/23	HUGHESNET	1000-20	102.33
22782	1/9/23	NAPA AUTO PARTS	1000-20	612.76
22783	1/9/23	CONSTANCE M. ALVARADO	1000-20	55.00
22784	1/9/23	S PORTER, INC.	1000-20	1,848.40
22785	1/9/23	SAFETY-KLEEN SYSTEMS, INC.	1000-20	412.17

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

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

Check #	Date	Payee	Cash Account	Amount
22786	1/9/23	SPECTRUM BUSINESS	1000-20	1,023.93
22787	1/9/23	STREAMLINE	1000-20	300.00
22788	1/9/23	UNDERGROUND SERVICE ALERT	1000-20	76.34
22789	1/9/23	VIKING MAINTENANCE SERVICES, LLC	1000-20	1,350.00
22790	1/9/23	WATER SYSTEMS CONSULTING, INC.	1000-20	51,733.70
22791	1/9/23	TROY BEMISDARFER	1000-20	50.00
22792	1/9/23	CHRISTINE BENNETT	1000-20	50.00
22793	1/9/23	BRIDGETTE BURTON	1000-20	50.00
22794	1/9/23	SONJA KAWA	1000-20	50.00
22795	1/9/23	DAVID LAWRENCE	1000-20	50.00
22796	1/9/23	JOHN SHIMMIN	1000-20	50.00
CASH 23693	1/9/23	AMERICAN FIDELITY ASSURANCE CO	1000-20	797.98
CASH 23694	1/9/23	CALPERS RETIREMENT	1000-20	3,415.38
CASH 23695	1/9/23	CA PERS 457 PROGRAM	1000-20	4,551.18
CASH 23696	1/9/23	CALPERS RETIREMENT	1000-20	9,571.26
CASH 23697	1/20/23	CALIF DEPT OF TAX & FEE ADMINISTRATION	1000-20	359.00
CASH 23698	1/20/23	EMPLOYMENT DEVELOPMENT DEPARTMENT	1000-20	2,872.00
CASH 23699	1/20/23	INTERNAL REVENUE SERVICE	1000-20	8,841.82
22797	1/23/23	ACCENT COMPUTER SOLUTIONS, INC.	1000-20	2,844.94
22798	1/23/23	AMAZON CAPITAL SERVICES	1000-20	391.65
22799	1/23/23	BEST BEST & KRIEGER LLP	1000-20	6,437.20
22800	1/23/23	BDP INDUSTRIES, INC.	1000-20	1,265.41
22801	1/23/23	BUSINESS CARD	1000-20	2,857.36
22802	1/23/23	BRYCE CONSULTING, INC.	1000-20	1,282.50
22803	1/23/23	BEAR VALLEY ELECTRIC	1000-20	22.89
22804	1/23/23	CA SOCIETY of MUNICIPAL FINANCE OFFICER	1000-20	125.00
22805	1/23/23	COUNTY OF SAN BERNARDINO SOLID WASTE	1000-20	1,413.52
22806	1/23/23	TOM DODSON & ASSOCIATES	1000-20	1,455.00
22807	1/23/23	DISTRIBUTED SOLAR DEVELOPMENT, LLC	1000-20	14,113.81
22808	1/23/23	ENVIRONMENTAL EXPRESS, INC	1000-20	210.64
22809	1/23/23	EVANS-HYDRO	1000-20	23,916.24
22810	1/23/23	EVANTEC CORPORATION	1000-20	490.98
22811	1/23/23	FIELDMAN, ROLAPP & ASSOCIATES, INC.	1000-20	1,128.50

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

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

Check #	Date	Payee	Cash Account	Amount
22812	1/23/23	GRAINGER	1000-20	739.04
22813	1/23/23	BIG BEAR GRIZZLY	1000-20	247.50
22814	1/23/23	HACH COMPANY	1000-20	359.83
22815	1/23/23	MCMASTER-CARR SUPPLY COMPANY	1000-20	177.98
22816	1/23/23	MITEL	1000-20	373.92
22817	1/23/23	RANDY J. SPITZ	1000-20	138.15
22818	1/23/23	POLYDYNE INC	1000-20	8,464.71
22819	1/23/23	READY REFRESH	1000-20	285.02
22820	1/23/23	ROI ENGINEERING LLC	1000-20	1,800.00
22821	1/23/23	SOUTHERN CALIFORNIA EDISON	1000-20	44.52
22822	1/23/23	SOUTHWEST GAS	1000-20	4,114.99
22823	1/23/23	SYNAGRO-WWT, INC.	1000-20	23,977.67
22824	1/23/23	NANCY R. BOHL, INC.	1000-20	150.00
22825	1/23/23	USA BLUEBOOK	1000-20	6,178.69
22826	1/23/23	USDA FOREST SERVICE	1000-20	2,284.29
22827	1/23/23	VERIZON WIRELESS	1000-20	231.38
CASH 23700	1/23/23	AMERICAN FIDELITY ASSURANCE CO	1000-20	699.98
CASH 23701	1/23/23	CALPERS RETIREMENT	1000-20	3,510.37
CASH 23702	1/23/23	CA PERS 457 PROGRAM	1000-20	4,551.18
CASH 23703	1/23/23	THE LINCOLN NAT'L LIFE INS CO	1000-20	5,207.12
CASH 23704	1/23/23	CALPERS RETIREMENT	1000-20	7,940.77
CASH 23705	1/27/23	LEGALSHIELD	1000-20	67.80
CASH 23706	1/27/23	TEXAS LIFE INSURANCE COMPANY	1000-20	241.25
CASH 23707	1/27/23	AMERICAN FIDELITY ASSURANCE CO	1000-20	842.14
CASH 23708	1/27/23	PAYA	1000-20	12,435.29
CASH 23709	1/31/23	PAYA	1000-20	48.83
Total				<u>307,222.03</u>



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: February 22, 2023

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

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

PREPARED BY: Christine Bennett, Finance Manager

SUBJECT: Investment Report Identifying Agency Investments and Reporting Interest
Income

BACKGROUND:

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

FINANCIAL IMPACT:

There is no financial impact.

RECOMMENDATION:

Informational

BBARWA
 Monthly Investment Report
 January 2023

<u>INVESTMENT TYPE</u>	<u>COST</u>	<u>FAIR MARKET VALUE (1)</u>	<u>YEAR TO DATE INTEREST(2)</u>	<u>INTEREST RATE</u>	<u>MATURITY DATE</u>
LOCAL AGENCY INVESTMENT FUND	\$ 6,812,518	\$ 6,685,732	\$ 62,563	2.425%	DAILY
TOTAL	\$ 6,812,518	\$ 6,685,732	\$ 62,563		

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

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

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

Attachment (s): Monthly LAIF Statement

California State Treasurer
Fiona Ma, CPA



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

February 01, 2023

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

BIG BEAR AREA REGIONAL WASTEWATER AGENCY

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

[Tran Type Definitions](#)

Account Number:

January 2023 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
1/9/2023	1/9/2023	RD	1720096	1680428	CHRISTINE BENNETT	1,400,000.00
1/13/2023	1/12/2023	QRD	1721382	N/A	SYSTEM	28,363.02
1/26/2023	1/26/2023	RW	1723178	1683518	CHRISTINE BENNETT	-500,000.00

Account Summary

Total Deposit:	1,428,363.02	Beginning Balance:	5,884,155.26
Total Withdrawal:	-500,000.00	Ending Balance:	6,812,518.28



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: February 22, 2023

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

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

PREPARED BY: Christine Bennett, Finance Manager

REVIEWED BY: Jennifer McCullar, Retired Annuitant; John Shimmin, Plant Manager

SUBJECT: Second Quarter Report, Six Months Ended December 31, 2022

BACKGROUND & DISCUSSION:

Please find attached the Second Quarter Report, which discusses the most recent six month's financial performance compared to the budget.

The Agency performed under the budget for the first half with operating expenses falling below the budget by approximately \$303,059 or 10%. The variance was primarily due to timing across multiple line items (expenses that were budgeted during the first half but not incurred and which are expected to be incurred in subsequent quarters) and some services that were budgeted but partially unused.

FINANCIAL IMPACT:

There is no financial impact.

RECOMMENDATION:

Informational

ATTACHMENT:

Second Quarter Report

Big Bear Area Regional Wastewater Agency

2nd Quarter Report

Six Months ended December 31, 2022



STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION

	Q1 9/30/22 <u>Actual</u>	Q2 12/31/22 <u>Actual</u>	YTD <u>Actual</u>	YTD <u>Budget</u>	YTD Actual vs Budget \$	YTD Actual vs Budget %
Operating revenues:						
Annual charges	0	3,120,942	3,120,942	3,120,942	0	0%
Waste disposal fees	6,016	4,920	10,937	11,281	(344)	-3%
Rental income	9,005	16,593	25,598	18,023	7,575	42%
Standby fees	0	38,795	38,795	38,801	(6)	0%
Other operating revenue	<u>15</u>	<u>5,968</u>	<u>5,983</u>	<u>0</u>	<u>5,983</u>	<u>nm</u> (b)
Total operating revenues	15,037	3,187,218	3,202,255	3,189,046	13,209	0%
Operating expenses:						
Salaries and benefits	854,296	605,127	1,459,423	1,455,388	4,035	0%
Power	81,669	77,214	158,883	243,070	(84,187)	-35%
Sludge removal	66,920	59,697	126,617	153,540	(26,923)	-18%
Chemicals	14,528	14,658	29,186	38,821	(9,635)	-25%
Materials and supplies	26,024	50,909	76,933	71,334	5,599	8%
Repairs and replacements	21,986	117,822	139,809	252,235	(112,426)	-45%
Equipment rental	0	1,782	1,782	442	1,340	303%
Utilities expense	2,304	18,229	20,533	23,236	(2,703)	-12%
Communications expense	11,085	19,640	30,725	28,585	2,140	7%
Contractual services - other	14,803	18,882	33,685	53,318	(19,633)	-37%
Contractual services - prof	28,671	22,428	51,099	79,321	(28,222)	-36%
Permits and fees	18,935	213,748	232,683	234,662	(1,979)	-1%
Property tax expense	0	4,096	4,096	4,070	26	1%
Insurance expense	222,270	5,114	227,384	243,708	(16,324)	-7%
Other operating expense	7,644	18,044	25,688	39,856	(14,168)	-36%
Depreciation expense (a)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>nm</u> (a)
Total operating expenses	1,371,137	1,247,390	2,618,526	2,921,586	(303,059)	-10%
Operating Income	(1,356,100)	1,939,828	583,729	267,460	316,268	118%
Nonoperating income (expense):						
Nonoperating income	94,653	23,808	118,461	20,807	97,654	469%
Nonoperating expense	<u>(145)</u>	<u>(37,790)</u>	<u>(37,935)</u>	<u>(42,319)</u>	<u>4,384</u>	<u>+</u> (c)
Total nonoperating income (exp)	94,509	(13,983)	80,526	(21,512)	102,038	<u>+</u> (c)
Income before capital contributions	(1,261,591)	1,925,845	664,254	245,948	418,306	170%
Capital contrib - conn fees	96,140	50,160	146,300	96,140	50,160	52%
RBB Capital Contributions	<u>0</u>	<u>97,780</u>	<u>97,780</u>	<u>0</u>	<u>97,780</u>	<u>nm</u> (b)
Change in Net Position	(1,165,451)	2,073,785	908,334	342,088	566,246	166%

(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

Q2
12/31/2022

Cash flows from operating activities:

Cash received from customers and other sources	3,274,507
Cash payments to suppliers for goods and services	(1,457,106)
Cash payments to employees	<u>(1,459,656)</u>
Net cash provided by operating activities	357,745

Cash flows from capital and related financing activities

Interagency and GSA Expense	(423)
Purchases of property, plant and equip	(406,622)
Sale, Disposal of PP&E and Other	2,535
Capital contributions	281,700
Proceeds from debt issuance	0
Proceeds from grant issuance	0
Prepayment premiums and issuance costs	(54)
Principal payments on long-term debt	(204,165)
Interest paid on long-term debt	<u>(50,056)</u>
Net cash used for capital and related financing activities	(377,085)

Cash flows from investing activities:

Investment income received	<u>128,853</u>
Net cash provided by investing activities	128,853

Net change in cash equivalents 109,514

Cash equivalents, beginning of period 7,832,439

Cash equivalents, end of period 7,941,953

109,514



Discussion and Analysis

Operating Revenues

Operating revenues were above the budget by \$13,209 due to an increase in rental income from a cell tower lease agreement and an increase in other operating revenue resulting from energy credits.

	Q1 9/30/2022 Actual	Q2 12/31/2022 Actual	YTD Actual	YTD Budget	YTD Actual vs Budget \$	YTD Actual vs Budget %
Operating revenues:						
Annual charges	0	3,120,942	3,120,942	3,120,942	0	0%
Waste disposal fees	6,016	4,920	10,937	11,281	(344)	-3%
Rental income	9,005	16,593	25,598	18,023	7,575	42%
Standby fees	0	38,795	38,795	38,801	(6)	0%
Other operating revenue	15	5,968	5,983	0	5,983	nm (a)
Total operating revenues	15,037	3,187,218	3,202,255	3,189,047	13,209	0%

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

Operating Expenses

Operating expenses were below the budget by \$303,059 or 10% 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	Q2 12/31/2022 Actual	YTD Actual	YTD Budget	YTD Actual vs Budget \$	YTD Actual vs Budget %
Operating expenses:						
Salaries and benefits	854,296	605,127	1,459,423	1,455,388	4,036	0%
Power	81,669	77,214	158,883	243,070	(84,187)	-35%
Sludge Removal	66,920	59,697	126,617	153,540	(26,923)	-18%
Chemicals	14,528	14,658	29,186	38,821	(9,635)	-25%
Materials and supplies	26,024	50,909	76,933	71,334	5,599	8%
Repairs and Replacements	21,986	117,822	139,809	252,235	(112,427)	-45%
Equipment rental	0	1,782	1,782	442	1,340	303%
Utilities expense	2,304	18,229	20,533	23,236	(2,703)	-12%
Communications expense	11,085	19,640	30,725	28,585	2,140	7%
Contractual services - other	14,803	18,882	33,685	53,318	(19,633)	-37%
Contractual services - prof	28,671	22,428	51,099	79,321	(28,222)	-36%
Permits and fees	18,935	213,748	232,683	234,662	(1,979)	-1%
Property tax expense	0	4,096	4,096	4,070	27	1%
Insurance expense	222,270	5,114	227,384	243,708	(16,324)	-7%
Other operating expense	7,644	18,044	25,688	39,856	(14,167)	-36%
Depreciation expense	0	0	0	0	0	nm (a)
Total operating expenses	1,371,137	1,247,390	2,618,527	2,921,586	(303,059)	-10%

(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 budget by \$84,187 or 35% which was mainly due to lower solar power purchases (weather related) and a difference in the costs expected under the net metering agreement compared to actual costs for power production.

Sludge Removal was under budget by \$26,923 or 18% which was due to lower sludge removal compared to the budget. Sludge removal was budgeted based on removing 2,431 tons; however, actual tons hauled was 2,025, a reduction of 406 tons for the year-to-date period. The reduction is due in part to weather related unsafe driving conditions in December which delayed a portion of sludge removal.

Repairs and Replacements were under the budget by \$112,427 or 45% 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. Additionally, the rotor replacement project came in under budget by \$15,000.

Contractual Services - Other was under the budget by \$19,633 or 37% partially due to timing on testing and a delay in the HVAC maintenance contract bidding and award. Additionally, EAP services and labor for electrical were budgeted for the period but were mostly unused.

Contractual services – Professional was under the budget by \$28,222 or 36%. The lower expense is mainly driven by lower legal expenses.

Insurance expense was under the budget by \$16,324 or 7% 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.

Other Operating expense was under the budget by \$14,167 or 36% mainly due to training that was budgeted but not attended.

Non-Operating Income (Expense)

Non-operating Income (Expense) had a positive variance of \$102,038 mostly due to higher nonoperating income related to fair market value accounting adjustments.

	Q1 9/30/2022 Actual	Q2 12/31/2022 Actual	YTD Actual	YTD Budget	YTD Actual vs. Budget \$	YTD Actual vs. Budget %
Nonoperating income (expense):						
Nonoperating income	94,653	23,808	118,461	20,807	97,654	469%
Nonoperating expense	(145)	(37,790)	(37,935)	(42,319)	4,384	+ (a)
Total nonoperating income (exp)	94,509	(13,983)	80,526	(21,512)	102,038	+ (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 Contributions - Connection Fees and RBB Capital Contributions

Income before capital contributions was ahead of the budget by \$418,306 for the period primarily due to lower operating expenses than budgeted of \$303,059 and a positive variance in net nonoperating income (expense) of \$102,038. Connection fee revenues were higher than the budget due to higher connections of 12. Actual connections were 35 compared to 23 budgeted for the period.

RBB Capital Contributions were higher by \$97,780 and represent contributions by the cost-sharing partners for the Replenish Big Bear project under a cost-sharing agreement. The Agency did not budget for these capital contributions during FY 2023 as the cost-sharing agreement was expected to be fully expended by June 2022. The agreement is now expected to be fully expended by March 2023.

	Q1 9/30/2022 Actual	Q2 12/31/2022 Actual	YTD Actual	YTD Budget	YTD Actual vs Budget \$	YTD Actual vs Budget %
Income before capital contributions	(1,261,591)	1,925,845	664,254	245,948	418,306	170%
Capital contrib - conn fees	96,140	50,160	146,300	96,140	50,160	52%
RBB Capital Contributions	0	97,780	97,780	0	97,780	nm (a)
Net Income, Change in net assets	(1,165,451)	2,073,785	908,334	342,088	566,246	166%

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

Capital Expenditures

Capital expenditures for the period were \$406,622, below the budget by \$1,103,282. The variance is due to timing associated with multiple projects with the largest variances due to timing on the Grit System Rehabilitation project and the Replenish Big Bear Pilot program.

Cash and Fund Balances

The Agency had positive cash flow of approximately \$109,514 through the second quarter. The positive cash flow reflects approximately \$358,000 in positive cash flow from operations and approximately \$282,000 in Capital Contributions offset by approximately \$407,000 in capital expenditures and approximately \$254,000 in debt service.



Big Bear Area Regional Wastewater Agency

Second Quarter Report

	Beginning Balance	Activity During Period	Ending Balance
Cash Balance	7,832,439		7,941,953
Designated Fund Balances:			
Capital and Replacement Fund			
Current Year	2,169,994	-406,622	1,763,372
Future Year	<u>1,237,711</u>	<u>0</u>	<u>1,237,711</u>
Total C&R	3,407,705	-406,622	3,001,083
Debt Service Fund	509,077	-254,221	254,856
Liquidity Fund	2,575,404	488,657	3,064,061
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
Restricted Funds:			
Connection Fees	0	183,920	183,920
Capital Contributions - RBB	0	97,780	97,780
Total Designated & Restricted Funds	7,832,439	109,514	7,941,953



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: February 22, 2023

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

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

PREPARED BY: Bridgette Burton, Management Analyst/Board Secretary

REVIEWED BY: Christine Bennett, Finance Manager

SUBJECT: Multi-Year Contract Approval for an On-Call Electrical Services Contractor for Wastewater Treatment Facilities

BACKGROUND & DISCUSSION:

On January 11, 2023, a Request for Proposals (RFP) was published for an on-call electrical services contractor for wastewater treatment facilities in the Big Bear Grizzly Newspaper, posted to the Agency website, and emailed to three construction trade journals. The RFP requested proposals from qualified electrical Contractors to provide electrical services on an as-needed basis for BBARWA's wastewater treatment plant and other associated facilities, along with electrical services for capital projects. It is anticipated that the primary use of the electrical services will be in the areas of wastewater process improvements, capital improvements, replacement maintenance, emergency repair services, and other electrical services related to BBARWA's wastewater treatment plant buildings, processes, operations, and associated facilities. The work may include, but is not limited to, general wiring, outlets, switches, alarms, lighting, motor controls, breakers, switchgear, equipment installation, control panels, solar power, testing, Arc Flash, and troubleshooting, etc. One proposal was received by the proposal deadline of February 2, 2023 from Skyview Electric. Public projects subject to the Uniform Public Construction Cost Accounting Act and non-public projects assigned under this contract will not exceed the approval limits of the General Manager as outlined in the Purchasing Policy and approved by the Governing Board on July 27, 2022.

Per the Agency's Purchasing Policy, all contracts must be for a term not to exceed one year unless approved by the Governing Board. Staff is requesting that the contract be awarded for one year with the option to renew the contract annually for no more than two additional one-year terms.

FINANCIAL IMPACT:

There is no financial impact. The expenses associated with this contract have been included in the Agency's FY 2023 budget.

RECOMMENDATION:

Authorize the General Manager to renew the contract annually at his discretion for no more than two additional one-year terms.



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: February 22, 2023

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

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

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

REVIEWED BY: Christine Bennett, Finance Manager

SUBJECT: Compensation Study 2022; Pay Schedule

BACKGROUND & DISCUSSION:

The Agency engaged the services of Bryce Consulting in 2016 to conduct an Agency-wide classification and compensation study (the Study). The Study was completed in July 2017, accepted by the Governing Board in August 2017, and the recommended classification plan was implemented with a Pay Schedule effective August 22, 2017. It was agreed that staff should update its compensation study on an annual basis in order to monitor the labor market (within the comparable agency group used in the Study) in an effort to keep pay scales in line with market, to better stabilize costs, and to avoid large, infrequent pay schedule adjustments that can be difficult to manage.

The compensation study was last updated by Bryce Consulting in December 2021 (the 2021 Study). The pay schedule was adjusted, effective February 26, 2022, based on those results and using the Agency’s Compensation Studies policy (the Policy) which established guidelines for compensation studies and pay range adjustments. The current annual compensation study of 2022 market data was completed in January 2023 (the 2022 Study). The 2022 Study has an expanded pool of comparable agencies, following input from the Governing Board when reviewing the 2021 Study. The results of the 2022 Study show the Agency is 1.41% above the labor market, in aggregate, when comparing the Total Cash median across all classifications.

Based on the Policy, the following actions are indicated:

Position	Variance from Labor Market Median	Indication
General Manager	Within +/- 5%	No Adjustment
Finance Manager	Within +/- 5%	No Adjustment
Plant Manager	Within +/- 5%	No Adjustment
Management Analyst\Board Secretary	Within +/- 5%	No Adjustment
Plant Supervisor	Within +/- 5%	No Adjustment
Senior Laboratory Analyst	Within +/- 5%	No Adjustment
Plant Operator II	Within +/- 5%	No Adjustment
Plant Operator-in-Training	> 5% below	Adjustment
HR Coordinator/Acctg Tech	> 5% above	Freeze
Operations Administrative/Lab Assistant	> 5% above	Freeze

RECOMMENDATION:

The 2022 Study and staff recommendations were presented to the Administrative Committee on February 9, 2023. The following adjustments to the pay schedule were proposed using the established Policy guidelines:

1. Adjust Plant Operator-in-Training pay schedule by 10%.
2. Freeze Human Resources Coordinator/Accounting Technician and Operations Administrative/Laboratory Assistant pay schedule – no COLA adjustment to pay range until after the next study or other determination by the Governing Board.

The Administrative Committee supports the recommended adjustments to the Agency's publicly available Pay Schedule as presented herewith.

FINANCIAL IMPACT:

There is no financial impact from making the recommended pay schedule adjustments during the current year, with a positive financial impact of approximately \$24,000 estimated for the subsequent fiscal year (FY 2024) due to the pay schedule freezes. The Plant Operator-in-Training position is currently vacant and has no financial impact for the subsequent fiscal year.

ATTACHMENTS:

- Pay Schedule
- Informational: Compensation Study 2022

BIG BEAR AREA REGIONAL WASTEWATER AGENCY

PAY SCHEDULE

Effective February 22, 2023

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

Classification	Start	Top
	Hourly Pay Rate	Hourly Pay Rate
Active		
Non-Regular	\$16.70	\$22.54
Plant Operator-In-Training	\$20.85	\$28.15
Plant Operator II	\$29.39	\$39.68
Senior Laboratory Analyst	\$38.38	\$51.81
Plant Supervisor	\$40.34	\$54.46
Operations Administrative/Laboratory Assistant ¹	\$26.80	\$36.18 ¹
Management Analyst/Board Secretary	\$33.95	\$45.83
Human Resources Coordinator / Accounting Technician ¹	\$39.74	\$53.65 ¹
Plant Manager	\$59.78	\$80.70
Finance Manager	\$61.22	\$82.64
General Manager	\$84.77	\$114.44

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

Governing Board Approval Date: February 22, 2023

BRYCE
CONSULTING

BIG BEAR AREA REGIONAL WASTEWATER
AGENCY
COMPENSATION STUDY 2022
JANUARY 2023

Prepared by
Bryce Consulting, Inc.
1024 Iron Point Road, Ste. 100
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916-974-0199



TABLE OF CONTENTS

Section I – Introduction 3

Section II – Compensation Study Parameters 4

Section III - Compensation Survey Results 8

Section IV – Salary Recommendations 14

Appendix A – Detailed Datasheets

Appendix B – Miscellaneous Benefit Data

SECTION I - INTRODUCTION

The Big Bear Area Regional Wastewater Agency retained Bryce Consulting to conduct an Agency-wide compensation study. This report presents the compensation survey results and includes:

Section I	Introduction
Section II	Compensation Survey Parameters
Section III	Compensation Survey Results
Section IV	Salary Recommendations

STUDY OBJECTIVES

In conducting the compensation study, Bryce Consulting, had the following major objectives:

- Research and recommend an appropriate labor market.
- Collect and analyze base salary and benefit data for the Agency's survey classes from the survey agencies.
- Develop a salary plan for all Agency classes using market data and internal relationships to ensure parity to the labor market and internal equity within the organization.

STUDY METHODOLOGY

To achieve the above objectives, the following tasks have occurred:

- The consultant collected salary and benefit data, as well as job descriptions to confirm comparability, from each of the agencies determined by the Agency.
- Once the data was collected and analyzed, the consultant prepared the necessary spreadsheets with calculations for both the mean and median which were reviewed with Agency management prior to finalizing the data.

SECTION II – COMPENSATION SURVEY PARAMETERS

This section of the report presents the compensation survey parameters and includes:

- Labor market employers and survey classes
- Survey scope
- Survey methodology

SURVEY EMPLOYERS

The overall objective in selecting survey employers is to define as accurately as possible the Agency's "Labor Market." The criteria typically utilized in identifying those employers includes the following:

- **EMPLOYER SIZE** - As a general rule, the more similar employers are in size and complexity, the greater the likelihood that comparable positions exist within both organizations. Specifically, agencies of similar size to the Agency are likely to have departmental structures and organization of positions more similar to the Agency than organizations that are significantly larger or smaller in size.
- **GEOGRAPHIC PROXIMITY** - Geographic proximity is another factor utilized in identifying an appropriate labor market. This factor is particularly important because it identifies those employers that the Agency must directly compete with to recruit and retain quality staff.
- **NATURE OF SERVICES PROVIDED** - As a general rule similar organizations are selected as survey employers, because they provide similar services. This is important for the following reasons:
 - Employers who provide similar services are most likely to compete with one another for employees.
 - These employers are most likely to have comparable jobs.
 - These employers are most likely to have similar organizational characteristics.

LABOR MARKET

Table 1 displays the survey agencies. All were able to participate in the process.

TABLE 1 SURVEY AGENCIES
City of Barstow
City of Colton
City of Redlands
City of San Clemente
Crestline Sanitary District
Goleta Sanitary District
Lake Arrowhead Community Services District
Mountain View Sanitary District
Valley Sanitary District
Victor Valley Wastewater Reclamation
Yucaipa Valley Water District

SURVEY CLASSES

Given the relatively small size of the Agency, all classifications were surveyed as provided in **Table 2**. It should be noted that while the Agency does not have a Lab Analyst, the classification was surveyed in case there is insufficient data for the Senior Lab Analyst. In that instance, the Senior Lab Analyst salary can be set a certain percentage above the Lab Analyst market data. In addition, the Agency is considering some potential classification changes. Therefore, Accounting Technician, Laboratory Assistant and Senior Management Analyst were also surveyed.

TABLE 2 SURVEY CLASSIFICATIONS
Accounting Technician
Finance Manager
General Manager
Human Resources Coordinator/Accounting Technician
Lab Analyst
Laboratory Assistant
Management Analyst-Board Secretary
Operations Administrative-Lab Assistant
Plant Supervisor
Plant Manager
Plant Operator II
Plant Operator-in-Training

TABLE 2 SURVEY CLASSIFICATIONS
Senior Lab Analyst
Senior Management Analyst

SURVEY SCOPE

The scope of the survey included the labor market agencies presented in this report. The data collected for each survey classification included:

- Title of comparable class
- Maximum monthly salary
- Employer pick-up of the employee contribution for retirement
- Employer contribution towards deferred compensation
- Longevity pay at year 10
- Education/certification pay
- Employer contribution towards health, dental, vision insurance
- Employer paid life insurance
- Employer paid long term disability insurance
- Retiree Health Savings Account contribution
- Social Security
- Employee cost sharing of employer contribution for retirement
- Cost of living information including date and amount of next cost of living increase
- Retirement plan, benefit, formula and employer’s rate
- Retiree health benefit information
- Paid leave (vacation, sick leave, holidays, administrative/management leave)

It should be noted that benefit data was collected for newly hired employees, unless otherwise noted.

SURVEY METHODOLOGY

The survey methodology utilized by Bryce Consulting included:

- The consultant utilized the survey agencies’ websites, where available, to collect base salary data and to collect and compare job descriptions, organization charts and position

allocation lists to determine comparability.

- The consultant contacted the survey agencies to gain clarification and/or collect additional information regarding the classifications and salary and benefit data.

In addition to the collection of base salary information, careful efforts were made to document the full range of duties and requirements of all job classes as comparable to the Agency's corresponding survey classes. This included the collection of:

- Reporting relationships
- Functional areas of responsibility
- The class's relationship to other classes in the series

The data was analyzed to produce the labor market mean and median for each classification using maximum base salary, total cash and total compensation. The Agency's position was then compared to the labor market, for each survey classification, which produced the percentage the Agency is above or below the labor market mean and median for maximum base salary, total cash, and total compensation. The data is effective January 2023.

SECTION III – COMPENSATION SURVEY RESULTS

This section of the report presents the compensation survey findings. As indicated in the previous section, the survey involved the collection of compensation information for each of the survey classes from the labor market employers identified. **Table 3** displays the comparability for each survey classification out of the nine survey agencies.

TABLE 3 COMPARABILITY	
Survey Classifications	Number of Comparable Matches
Accounting Technician	6
Finance Manager	8
General Manager	7
Human Resources Coordinator/Accounting Technician	7
Lab Analyst	6
Lab Assistant	2*
Management Analyst-Board Secretary	8
Operations Administrative-Lab Assistant	7
Plant Supervisor	4
Plant Manager	6
Plant Operator II	10
Plant Operator-in-Training	5
Senior Lab Analyst	2*
Senior Management Analyst	0*

***Insufficient Data**

BASE SALARY SURVEY RESULTS

The data has been organized into a number of tables that summarize the Agency's relationship to the labor market for each class. The detailed compensation survey data sheets are presented in **Appendix A** of this report. **Table 4** summarizes, for each classification, how the Agency's base salaries compare to the labor market. The following data is presented:

- Title of the Agency's classification
- The Agency's current maximum base salary
- The labor market mean and median for maximum monthly base salary
- Percentage the Agency's maximum base salary is above or below the mean and median of the labor market

Table 4 Base Salary					
Classification	BBARWA Maximum Base Salary	Labor Market Mean Base	% BBARWA is Above or Below Market Mean	Labor Market Median	% BBARWA is Above or Below Market Median
Accounting Technician	Market Check	\$5,698	Market Check	\$5,631	Market Check
Finance Manager	\$14,324	\$14,183	0.99%	\$14,654	-2.30%
General Manager	\$19,836	\$20,386	-2.77%	\$21,153	-6.64%
Human Resources Coordinator/Accounting Technician	\$9,299	\$8,862	4.70%	\$8,110	12.79%
Lab Analyst	Market Check	\$8,073	Market Check	\$7,848	Market Check
Lab Assistant	Market Check	Insuff Data	---	Insuff Data	---
Management Analyst- Board Secretary	\$7,944	\$8,028	-1.06%	\$8,296	-4.43%
Operations Administrative-Lab Assistant	\$6,271	\$5,655	9.82%	\$5,899	5.94%
Plant Supervisor	\$9,440	\$9,451	-0.11%	\$9,504	-0.68%
Plant Manager	\$13,988	\$13,604	2.74%	\$14,057	-0.49%
Plant Operator II	\$6,878	\$6,949	-2.03%	\$6,843	-1.41%
Plant Operator-in-Training	\$4,436	\$5,190	-24.35%	\$5,318	-30.81%
Senior Lab Analyst	\$8,980	Insuff Data	---	Insuff Data	---
Senior Management Analyst	Market Check	Insuff Data	---	Insuff Data	---

TOTAL CASH SURVEY RESULTS

Total cash represents the maximum base salary, the employee's share of retirement paid by the agency for Classic tier, the employer's contribution towards deferred compensation, longevity pay at year 10, and education/certification pay. **Table 5** displays, for each classification, how the Agency compares to the labor market with respect to total cash for new Classic employees. The following data is presented:

- Title of the Agency's classification
- The Agency's current total cash for each classification
- The labor market mean and median for total cash

- Percentage the Agency's total cash is above or below the mean and median of the labor market

Table 5 Total Cash					
Classification	BBARWA Total Cash	Labor Market Mean Total Cash	% BBARWA is Above or Below Market Mean	Labor Market Median Total Cash	% BBARWA is Above or Below Market Median
Accounting Technician	Market Check	\$5,906	Market Check	\$5,631	Market Check
Finance Manager	\$15,327	\$14,680	4.22%	\$14,777	3.59%
General Manager	\$21,820	\$21,068	3.45%	\$21,267	2.53%
Human Resources Coordinator/Accounting Technician	\$9,950	\$9,112	8.42%	\$8,210	17.49%
Lab Analyst	Market Check	\$8,396	Market Check	\$8,354	Market Check
Lab Assistant	Market Check	Insuff Data	---	Insuff Data	---
Management Analyst-Board Secretary	\$8,500	\$8,250	2.94%	\$8,324	2.07%
Operations Administrative-Lab Assistant	\$6,710	\$5,766	14.07%	\$5,899	12.09%
Plant Supervisor	\$10,101	\$9,805	2.93%	\$9,765	3.32%
Plant Manager	\$14,967	\$14,195	5.16%	\$14,948	0.13%
Plant Operator II	\$7,359	\$7,331	0.38%	\$7,214	1.97%
Plant Operator-in-Training	\$4,746	\$5,741	-20.96%	\$6,192	-30.47%
Senior Lab Analyst	\$9,609	Insuff Data	---	Insuff Data	---
Senior Management Analyst	Market Check	Insuff Data	---	Insuff Data	---

TOTAL COMPENSATION SURVEY RESULTS

Total compensation represents the elements provided in total cash plus the agency's contribution towards cafeteria, health, dental, vision, life and long-term disability insurance, Retiree Health Savings Account, Social Security, less the employer's share of retirement paid by the employee. **Table 6** displays, for each classification, how the Agency compares to the labor market with respect to total compensation for new Classic employees. The following data is presented:

- Title of the Agency's classification
- The Agency's current total compensation for each classification
- The labor market mean and median for total compensation
- Percentage the Agency's total compensation is above or below the mean and median of the labor market

Classification	BBARWA Total Compensation	Labor Market Mean Total Compensation	% BBARWA is Above or Below Market Mean	Labor Market Median Total Compensation	% BBARWA is Above or Below Market Median
Accounting Technician	Market Check	\$7,981	Market Check	\$7,260	Market Check
Finance Manager	\$18,222	\$17,662	3.07%	\$18,065	0.86%
General Manager	\$25,361	\$24,131	4.85%	\$24,688	2.66%
Human Resources Coordinator/Accounting Technician	\$12,772	\$11,150	12.70%	\$11,098	13.11%
Lab Analyst	Market Check	\$11,233	Market Check	\$11,590	Market Check
Lab Assistant	Market Check	Insuff Data	---	Insuff Data	---
Management Analyst-Board Secretary	\$11,302	\$10,424	7.77%	\$10,206	9.70%
Operations Administrative-Lab Assistant	\$9,488	\$7,910	16.63%	\$8,262	12.93%
Plant Supervisor	\$12,925	\$12,190	5.68%	\$12,201	5.60%
Plant Manager	\$17,857	\$16,736	6.28%	\$18,636	-4.36%
Plant Operator II	\$10,146	\$9,478	6.59%	\$9,342	7.92%
Plant Operator-in-Training	\$7,498	\$8,029	-7.09%	\$8,904	-18.76%
Senior Lab Analyst	\$12,426	Insuff Data	---	Insuff Data	---
Senior Management Analyst	Market Check	Insuff Data	---	Insuff Data	---

RELATIONSHIP TO THE MARKET

On average, for all classifications surveyed, the Agency is 1.34% below market for maximum base salary, 2.29% above market for total cash, and 6.28% above market for total compensation when compared to the mean. When compared to the median, the Agency is 3.12% below market for

maximum base salary, 1.41% above market for total cash, and 3.30% above market for total compensation.

MISCELLANEOUS BENEFIT DATA

Appendix B presents the miscellaneous benefit data that was collected including cost of living increase, retirement practices, retiree health benefits, certification/education pay, and paid leave.

COST OF LIVING INCREASE- APPENDIX B – TABLE 1

The Agency's next increase is scheduled for July 2023 with the amount to be determined. Seven agencies have an increase scheduled for July 2023, ranging from 1% to 6%.

RETIREMENT PRACTICES – APPENDIX B – TABLE 2

With respect to retirement practices, the Agency has a CalPERS retirement plan with a benefit of 2.7% @ 55 and a formula of Single Highest Year.

With respect to the survey agencies, all the responding agencies, with the exception of one, participate in CalPERS. Five have a retirement benefit of 2% @ 55; three have a benefit of 2.5% @ 55; two have a benefit of 2% @55; and one has a benefit of 2% @ 60. Eight have a formula of Single Highest Year and three have a formula of Average of 3 Highest Years.

RETIREE MEDICAL BENEFITS – APPENDIX B – TABLE 3

The Agency does not contribute to a Retiree Health Savings Account but does contribute 90% of the highest HMO for retiree health benefits, depending on years of service.

With respect to the survey agencies, none contribute to a Retiree Health Savings Account. Eight of the responding survey agencies contribute to retiree health benefits ranging from the PEMHCA minimum to 100% based on years of service.

CERTIFICATION/EDUCATION PAY – APPENDIX B – TABLE 4

The Agency does not provide certification/education pay.

Seven of the survey agencies provide certification/education pay with the details varying by agency and bargaining unit. The details are provided in Table 4 of Appendix B.

LEAVE BENEFITS – APPENDIX B – TABLE 5

The Agency’s vacation accrual is 104 hours at year 1; 144 hours at year 7; 152 hours at year 11; 160 at year 12; 168 hours at year 13; 176 hours at year 14; 184 at year 15; and 192 at year 16. The Agency offers 12 days of sick leave per year with an unlimited accrual, observes 12 holidays, and provides 80 hours of administrative/management leave for exempt staff.

The labor market average for vacation is 91 - 93 hours at year 1; 131 - 133 hours at year 7; 165 - 167 hours at year 11; 167 - 168 at year 12; 167 - 169 hours at year 13; 169 -171 hours at year 14; 175 - 176 at year 15; and 175 - 177 at year 16, depending on bargaining group. The labor market average for sick leave is 12 days with the majority providing an unlimited accrual. The labor market average for holidays ranges from 13 to 14, depending on bargaining unit. Nine of the agencies provide administrative/management leave, depending on classification, ranging from 20 to 120 hours.

SECTION IV – SALARY RECOMMENDATIONS

This section of the report presents the salary recommendations for all Agency classifications and includes the salary setting methodology and the salary recommendations.

In setting salary levels, both market data and internal relationships are taken into consideration so that the Agency's compensation plan is both competitive with the market and internally balanced. While both the mean and median were calculated, it is recommended that the labor market median be utilized for the purposes of setting salaries. The labor market median is less likely to be skewed by outliers.

Where sufficient data has been collected, the salary has generally been set to market; however, the internal alignment has been reviewed to ensure that like classifications are similarly situated and that there is sufficient spread between supervisor and highest level supervised. As a practical matter, there could be occasions when market data will skew internal alignments, or an internal relationship is a more logical method of setting the salary rather than relying on the market data.

The salary recommendations are presented in **Table 7** on the following page. In recommending salaries for the Agency, the consultant used the labor market median to set the top step of the Agency's classification. The Agency's Compensation Policy states that if total cash for a comparable position is plus or minus 5% from the labor market median, no adjustment in pay range is indicated. If total cash is more than 5% below the market median, an adjustment to the pay range to 5% below the labor market median is indicated, but no more than 10%. If total cash is more than 5% above the market median, an adjustment of the pay range to 5% above the market median is indicated, provided that position is currently vacant.

With respect to the implementation of the recommendations, there are a variety of options.

- The employee's salary is placed in their new range at their current salary. Where an employee's current salary is below the recommended range, the employee's salary is placed at the new starting salary. This is the most commonly utilized option for increases.
- Where an employee's current salary is above the maximum of the recommended range, the employee's salary is frozen (Y-rated) until the market catches up. Any new employees brought into the classification will be placed in the new lower range.

**TABLE 7
SALARY RECOMMENDATIONS**

Classification	Current Start	Current Top	% Total Cash is from Market	Recommended Start	Recommended Top	Rationale
Finance Manager	\$61.22	\$82.64	3.59%	\$61.21	\$82.64	No change; total cash is within 5% of market
General Manager	\$84.77	\$114.44	2.53%	\$84.77	\$114.44	No change; total cash is within 5% of market
Human Resources Coordinator/ Accounting Technician	\$39.74	\$53.65	17.49%	\$39.74	\$53.65	No change; freeze; total cash is more than 5% above market but position is filled
Management Analyst-Board Secretary	\$33.95	\$45.83	2.07%	\$33.95	\$45.83	No change; total cash is within 5% of market
Operations Administrative-Lab Assistant	\$26.80	\$36.18	12.09%	\$26.80	\$36.18	It is recommended that the salary be set 5% above market due to additional duties assigned; however, total cash is 14.07% above market. No change; freeze; total cash is more than 5% above market but position is filled
Plant Supervisor	\$40.34	\$54.46	3.32%	\$40.34	\$54.46	No change; total cash is within 5% of market
Plant Manager	\$59.78	\$80.70	0.13%	\$59.78	\$80.70	No change; total cash is within 5% of market
Plant Operator II	\$29.39	\$39.68	1.97%	\$29.39	\$39.68	No change; total cash is within 5% of market
Plant Operator-in-Training	\$18.95	\$25.59	-30.47%	\$20.85	\$28.15	Maximum increase of 10%
Senior Lab Analyst	\$38.38	\$51.81	---	\$38.38	\$51.81	10% above Lab Analyst market; within 5% of market; no change

APPENDIX A
DETAILED DATASHEETS

Classification	Base Salary			Mean Total Cash			Total Compensation			Comparability
	BBARWA Maximum Base Salary	Labor Market Mean Base Salary	% BBARWA is above or below Market Mean	BBARWA Total Cash	Labor Market Mean Total Cash	% BBARWA is above or below Market Mean	BBARWA Total Compensation	Labor Market Total Mean Compensation	% BBARWA is above or below Market Mean	
Accounting Technician	Market Check	\$5,698	Market Check	Market Check	\$5,906	Market Check	Market Check	\$7,981	Market Check	6
Finance Manager	\$14,324	\$14,183	0.99%	\$15,327	\$14,680	4.22%	\$18,222	\$17,662	3.07%	8
General Manager	\$19,836	\$20,386	-2.77%	\$21,820	\$21,068	3.45%	\$25,361	\$24,131	4.85%	7
Human Resources Coordinator/Accounting Technician	\$9,299	\$8,862	4.70%	\$9,950	\$9,112	8.42%	\$12,772	\$11,150	12.70%	7
Lab Analyst	Market Check	\$8,073	Market Check	Market Check	\$8,396	Market Check	Market Check	\$11,233	Market Check	6
Lab Assistant	Market Check	Insuff Data	---	Market Check	Insuff Data	---	Market Check	Insuff Data	---	2
Management Analyst-Board Secretary	\$7,944	\$8,028	-1.06%	\$8,500	\$8,250	2.94%	\$11,302	\$10,424	7.77%	8
Operations Administrative-Lab Assistant	\$6,271	\$5,655	9.82%	\$6,710	\$5,766	14.07%	\$9,488	\$7,910	16.63%	7
Plant Supervisor	\$9,440	\$9,451	-0.11%	\$10,101	\$9,805	2.93%	\$12,925	\$12,190	5.68%	4
Plant Manager	\$13,988	\$13,604	2.74%	\$14,967	\$14,195	5.16%	\$17,857	\$16,736	6.28%	6
Plant Operator II	\$6,878	\$7,018	-2.03%	\$7,359	\$7,331	0.38%	\$10,146	\$9,478	6.59%	10
Plant Operator-in-Training	\$4,436	\$5,516	-24.35%	\$4,746	\$5,741	-20.96%	\$7,498	\$8,029	-7.09%	5
Senior Lab Analyst	\$8,980	Insuff Data	---	\$9,609	Insuff Data	---	\$12,426	Insuff Data	---	2
Senior Management Analyst	Market Check	Insuff Data	---	Market Check	Insuff Data	---	Market Check	Insuff Data	---	0
		Average	-1.34%		Average	2.29%		Average	6.28%	

Classification	Base Salary			Median Total Cash			Total Compensation			Comparability
	BBARWA Maximum Base Salary	Labor Market Median Base	% BBARWA is above or below Market Median	BBARWA Total Cash	Labor Market Median Total Cash	% BBARWA is above or below Market Median	BBARWA Total Compensation	Labor Market Total Median Compensation	% BBARWA is above or below Market Median	
Accounting Technician	Market Check	\$5,631	Market Check	Market Check	\$5,631	Market Check	Market Check	\$7,260	Market Check	6
Finance Manager	\$14,324	\$14,654	-2.30%	\$15,327	\$14,777	3.59%	\$18,222	\$18,065	0.86%	8
General Manager	\$19,836	\$21,153	-6.64%	\$21,820	\$21,267	2.53%	\$25,361	\$24,688	2.66%	7
Human Resources Coordinator/Accounting Technician	\$9,299	\$8,110	12.79%	\$9,950	\$8,210	17.49%	\$12,772	\$11,098	13.11%	7
Lab Analyst	Market Check	\$7,848	Market Check	Market Check	\$8,354	Market Check	Market Check	\$11,590	Market Check	6
Lab Assistant	Market Check	Insuff Data	---	Market Check	Insuff Data	---	Market Check	Insuff Data	---	2
Management Analyst-Board Secretary	\$7,944	\$8,296	-4.43%	\$8,500	\$8,324	2.07%	\$11,302	\$10,206	9.70%	8
Operations Administrative-Lab Assistant	\$6,271	\$5,899	5.94%	\$6,710	\$5,899	12.09%	\$9,488	\$8,262	12.93%	7
Plant Supervisor	\$9,440	\$9,504	-0.68%	\$10,101	\$9,765	3.32%	\$12,925	\$12,201	5.60%	4
Plant Manager	\$13,988	\$14,057	-0.49%	\$14,967	\$14,948	0.13%	\$17,857	\$18,636	-4.36%	6
Plant Operator II	\$6,878	\$6,975	-1.41%	\$7,359	\$7,214	1.97%	\$10,146	\$9,342	7.92%	10
Plant Operator-in-Training	\$4,436	\$5,802	-30.81%	\$4,746	\$6,192	-30.47%	\$7,498	\$8,904	-18.76%	5
Senior Lab Analyst	\$8,980	Insuff Data	---	\$9,609	Insuff Data	---	\$12,426	Insuff Data	---	2
Senior Management Analyst	Market Check	Insuff Data	---	Market Check	Insuff Data	---	Market Check	Insuff Data	---	0
		Average	-3.12%		Average	1.41%		Average	3.30%	

New Hires, Classic Members

Survey Agency	Classification Title	Maximum Salary	EE Portion of Retirement Paid by ER (%) (Classic)	EE Portion of Retirement Paid by ER (\$) (Classic)	Deferred Comp	Longevity Pay (Year 7)	Education / Certification Pay	Total Cash	Cafeteria Plan	Health	Dental	Vision	Life Insurance	LTD Insurance	RHSA	Social Security / Medi Care	Total Comp	ER Share of Retirement paid by EE (%)	ER Share of Retirement paid by EE (\$)	Total Comp Less ER Share of Retirement paid by EE	Comments
Big Bear Area Regional Wastewater Agency	Accounting Technician	Market Check						Market Check									Market Check			Market Check	No job description
City of Barstow	Accounting Technician	\$5,899	0%	\$0	\$0	\$0	\$0	\$5,899	\$1,000	inc	inc	inc	\$14	\$10	\$0	\$86	\$7,009	0%	\$0	\$7,009	
City of Colton	Account Technician II	\$4,610	0%	\$0	\$0	\$92	\$231	\$4,933	\$1,183	inc	inc	inc	\$7	\$21	\$0	\$67	\$6,211	0%	\$0	\$6,211	
City of Redlands	Accounting Technician II	\$4,538	0%	\$0	\$0	\$0	\$0	\$4,538	\$0	\$900	\$122	\$19	\$4	\$0	\$0	\$347	\$5,929	0%	\$0	\$5,929	
City of San Clemente	Accounting Specialist II	\$5,362	0%	\$0	\$0	\$0	\$0	\$5,362	\$0	\$1,739	inc	DNA	DNA	DNA	\$0	\$410	\$7,511	0%	\$0	\$7,511	
Crestline Sanitary District	No Comparable Class																				Account Clerk I is entry level and clerical accounting; no salary for Account Clerk II; Fiscal Assistant is interim and also does HR
Goleta Sanitary District	Accounting Technician	\$6,318	7%	\$442	\$0	\$0	\$0	\$6,760	\$0	\$2,638	\$206	\$24	\$56	\$51	\$0	\$483	\$10,219	0%	\$0	\$10,219	
Lake Arrowhead Community Services District	Accounting Technician	\$7,459	0%	\$0	\$65	\$143	\$275	\$7,942	\$0	\$2,311	\$142	\$0	\$22	\$17	\$0	\$571	\$11,006	0%	\$0	\$11,006	
Mountain View Sanitary District	No Comparable Class																				
Valley Sanitary District	No Comparable Class																				Not budgeted
Victor Valley Wastewater Reclamation	No Comparable Class																				Accounting Technician requires BA
Yucaipa Valley Water District	No Comparable Class																				
Labor Market Mean		\$5,698						\$5,906									\$7,981			\$7,981	
% BBARWA is above or below Labor Market Mean		Market Check						Market Check									Market Check			Market Check	
Labor Market Median		\$5,631						\$5,631									\$7,260			\$7,260	
% BBARWA is above or below Labor Market Median		Market Check						Market Check									Market Check			Market Check	
# of Comparable Matches		6																			
Data effective as of 1/2023																					

New Hires, Classic Members

Survey Agency	Classification Title	Maximum Salary	EE Portion of Retirement Paid by ER (%) (Classic)	EE Portion of Retirement Paid by ER (\$) (Classic)	Deferred Comp	Longevity Pay (Year 7)	Education / Certification Pay	Total Cash	Cafeteria Plan	Health	Dental	Vision	Life Insurance	LTD Insurance	RHSA	Social Security / Medi Care	Total Comp	ER Share of Retirement paid by EE (%)	ER Share of Retirement paid by EE (\$)	Total Comp Less ER Share of Retirement paid by EE	Comments
Big Bear Area Regional Wastewater Agency	Finance Manager	\$14,324	3%	\$430	\$430	\$143	\$0	\$15,327	\$0	\$2,451	\$203	\$22	\$11	\$0	\$0	\$208	\$18,222	0%	\$0	\$18,222	
City of Barstow	No Comparable Class																				
City of Colton	Finance Manager	\$10,174	0%	\$0	\$0	\$203	\$509	\$10,886	\$1,225	inc	inc	inc	\$7	\$46	\$0	\$148	\$12,311	0%	\$0	\$12,311	
City of Redlands	Assistant Director, Finance	\$14,290	0%	\$0	\$380	\$0	\$0	\$14,670	\$0	\$913	\$122	\$19	\$4	\$0	\$0	\$1,035	\$16,761	0%	\$0	\$16,761	
City of San Clemente	Financial Services Officer	\$13,227	0%	\$0	\$0	\$0	\$0	\$13,227	\$0	\$1,739	inc	DNA	DNA	DNA	\$0	\$1,012	\$15,978	0%	\$0	\$15,978	
Crestline Sanitary District	No Comparable Class																				Assistant General Manager
Goleta Sanitary District	Finance and Human Resources Manager	\$15,006	7%	\$1,050	\$0	\$0	\$0	\$16,056	\$0	\$2,638	\$206	\$24	\$93	\$85	\$0	\$1,045	\$20,147	0%	\$0	\$20,147	Over Finance and Human Resources
Lake Arrowhead Community Services District	Finance Manager	\$16,550	0%	\$0	\$60	\$318	\$225	\$17,153	\$0	\$2,311	\$142	\$0	\$50	\$29	\$0	\$1,068	\$20,752	0%	\$0	\$20,752	Over Finance, Customer Service, and Information Systems
Mountain View Sanitary District	Chief Financial Officer/Administrative Services Manager	\$14,522	0%	\$0	\$0	\$0	\$0	\$14,522	\$0	\$1,937	\$271	inc	\$18	\$148	\$0	\$1,038	\$17,934	0%	\$0	\$17,934	Over Finance and Human Resources
Valley Sanitary District	Chief Administrative Officer	\$14,785	0%	\$0	\$0	\$100	\$0	\$14,885	\$2,268	inc	inc	inc	DNA	DNA	\$0	\$1,042	\$18,195	0%	\$0	\$18,195	Over Finance and Lab
Victor Valley Wastewater Reclamation	No Comparable Class																				No longer have Controller, now Accounting Supervisor
Yucaipa Valley Water District	Chief Financial Officer	\$14,908	0%	\$0	\$1,135	\$0	\$0	\$16,043	\$0	\$1,981	\$108	\$0	\$11	\$32	\$0	\$1,044	\$19,219	0%	\$0	\$19,219	Bonus range is \$15,653
Labor Market Mean		\$14,183						\$14,680									\$17,662			\$17,662	
% BBARWA is above or below Labor Market Mean		0.99%						4.22%									3.07%			3.07%	
Labor Market Median		\$14,654						\$14,777									\$18,065			\$18,065	
% BBARWA is above or below Labor Market Median		-2.30%						3.59%									0.86%			0.86%	
# of Comparable Matches		8																			
Data effective as of 1/2023																					

New Hires, Classic Members

Survey Agency	Classification Title	Maximum Salary	EE Portion of Retirement Paid by ER (%) (Classic)	EE Portion of Retirement Paid by ER (\$) (Classic)	Deferred Comp	Longevity Pay (Year 7)	Education / Certification Pay	Total Cash	Cafeteria Plan	Health	Dental	Vision	Life Insurance	LTD Insurance	RHSA	Social Security / Medi Care	Total Comp	ER Share of Retirement paid by EE (%)	ER Share of Retirement paid by EE (\$)	Total Comp Less ER Share of Retirement paid by EE	Comments	
Big Bear Area Regional Wastewater Agency	General Manager	\$19,836	3%	\$595	\$1,190	\$198	\$0	\$21,820	\$0	\$2,451	\$203	\$22	\$577	\$0	\$0	\$288	\$25,361	0%	\$0	\$25,361	Operator cert is desired with the ability to obtain Grade IV within 5 years	
City of Barstow	No Comparable Class																					
City of Colton	No Comparable Class																					
City of Redlands	No Comparable Class																					
City of San Clemente	No Comparable Class																					
Crestline Sanitary District	General Manager	\$14,934	0%	\$0	\$217	\$0	\$0	\$15,151	\$598	\$1,000	inc	\$27	\$35	\$0	\$0	\$217	\$17,026	0%	\$0	\$17,026		
Goleta Sanitary District	General Manager	\$21,202	7%	\$1,484	\$0	\$0	\$0	\$22,686	\$0	\$2,638	\$206	\$24	\$93	\$85	\$0	\$1,135	\$26,867	0%	\$0	\$26,867	Possession of a valid certificate of registration as a Civil Engineer issued by the California Board for Professional Engineers, Land Surveyors, and Geologists.	
Lake Arrowhead Community Services District	General Manager	\$20,041	0%	\$0	\$601	\$385	\$0	\$21,028	\$0	\$2,311	\$142	\$0	\$60	\$29	\$0	\$1,118	\$24,688	0%	\$0	\$24,688		
Mountain View Sanitary District	District Manager	\$21,153	0%	\$0	\$0	\$0	\$0	\$21,153	\$0	\$1,937	\$271	inc	\$18	\$148	\$0	\$1,134	\$24,661	0%	\$0	\$24,661	Registration as a Professional Engineer in the State of California and/or possession of a Wastewater Operator Grade IV Certification issued by the State Water Resources Control Board is highly desirable	
Valley Sanitary District	General Manager	\$21,970	0%	\$0	\$0	\$100	\$0	\$22,070	\$2,268	inc	inc	inc	DNA	DNA	\$0	\$1,146	\$25,484	0%	\$0	\$25,484		
Victor Valley Wastewater Reclamation	General Manager	\$20,417	0%	\$0	\$613	\$238	\$0	\$21,267	\$1,150	inc	inc	inc	\$32	\$30	\$0	\$296	\$22,774	0%	\$0	\$22,774	MA desired	
Yucaipa Valley Water District	General Manager	\$22,987	0%	\$0	\$1,135	\$0	\$0	\$24,122	\$0	\$1,981	\$108	\$0	\$11	\$32	\$0	\$1,161	\$27,416	0%	\$0	\$27,416	No spec	
Labor Market Mean		\$20,386						\$21,068									\$24,131			\$24,131		
% BBARWA is above or below Labor Market Mean		-2.77%						3.45%									4.85%			4.85%		
Labor Market Median		\$21,153						\$21,267									\$24,688			\$24,688		
% BBARWA is above or below Labor Market Median		-6.64%						2.53%									2.66%			2.66%		
# of Comparable Matches		7																				
Data effective as of 1/2023																						

New Hires, Classic Members

Survey Agency	Classification Title	Maximum Salary	EE Portion of Retirement Paid by ER (%) (Classic)	EE Portion of Retirement Paid by ER (\$) (Classic)	Deferred Comp	Longevity Pay (Year 7)	Education / Certification Pay	Total Cash	Cafeteria Plan	Health	Dental	Vision	Life Insurance	LTD Insurance	RHSA	Social Security / Medi Care	Total Comp	ER Share of Retirement paid by EE (%)	ER Share of Retirement paid by EE (\$)	Total Comp Less ER Share of Retirement paid by EE	Comments
Big Bear Area Regional Wastewater Agency	Human Resources Coordinator/Accounting Technician	\$9,299	3%	\$279	\$279	\$93	\$0	\$9,950	\$0	\$2,451	\$203	\$22	\$11	\$0	\$0	\$135	\$12,772	0%	\$0	\$12,772	BA
City of Barstow	Human Resources Manager	\$10,716	0%	\$0	\$107	\$0	\$0	\$10,823	\$1,000	inc	inc	inc	\$14	\$10	\$0	\$155	\$12,003	0%	\$0	\$12,003	BA; can supervise per job description, but no other staff in HR; MA desired
City of Colton	Human Resources Analyst	\$7,106	0%	\$0	\$0	\$142	\$355	\$7,603	\$1,225	inc	inc	inc	\$7	\$32	\$0	\$103	\$8,970	0%	\$0	\$8,970	BA
City of Redlands	Human Resources Analyst	\$7,711	0%	\$0	\$72	\$0	\$0	\$7,783	\$0	\$913	\$122	\$19	\$4	\$0	\$0	\$590	\$9,429	0%	\$0	\$9,429	BA
City of San Clemente	Human Resources Analyst II	\$8,734	0%	\$0	\$0	\$0	\$0	\$8,734	\$0	\$1,739	inc	DNA	DNA	DNA	\$0	\$668	\$11,141	0%	\$0	\$11,141	BA
Crestline Sanitary District	No Comparable Class																				Assistant General Manager
Goleta Sanitary District	No Comparable Class																				Finance/HR Manager
Lake Arrowhead Community Services District	Human Resources Manager	\$12,350	0%	\$0	\$60	\$238	\$225	\$12,873	\$0	\$2,311	\$142	\$0	\$37	\$29	\$0	\$945	\$16,336	0%	\$0	\$16,336	No BA required, but duties are consistent; Supervises one HR Administrative Analyst
Mountain View Sanitary District	No Comparable Class																				
Valley Sanitary District	Human Resources Specialist	\$8,110	0%	\$0	\$0	\$100	\$0	\$8,210	\$2,268	inc	inc	inc	DNA	DNA	\$0	\$620	\$11,098	0%	\$0	\$11,098	BA; substitution allowed
Victor Valley Wastewater Reclamation	Human Resources/Payroll Technician	\$7,308	0%	\$0	\$0	\$85	\$365	\$7,759	\$1,150	inc	inc	inc	\$32	\$30	\$0	\$106	\$9,075	0%	\$0	\$9,075	BA; duties consistent with an Analyst
Yucaipa Valley Water District	No Comparable Class																				
	Labor Market Mean	\$8,862						\$9,112									\$11,150			\$11,150	
	% BBARWA is above or below Labor Market Mean	4.70%						8.42%									12.70%			12.70%	
	Labor Market Median	\$8,110						\$8,210									\$11,098			\$11,098	
	% BBARWA is above or below Labor Market Median	12.79%						17.49%									13.11%			13.11%	
	# of Comparable Matches	7																			
Data effective as of 1/2023																					

New Hires, Classic Members

Survey Agency	Classification Title	Maximum Salary	EE Portion of Retirement Paid by ER (%) (Classic)	EE Portion of Retirement Paid by ER (\$) (Classic)	Deferred Comp	Longevity Pay (Year 7)	Education / Certification Pay	Total Cash	Cafeteria Plan	Health	Dental	Vision	Life Insurance	LTD Insurance	RHSA	Social Security / Medi Care	Total Comp	ER Share of Retirement paid by EE (%)	ER Share of Retirement paid by EE (\$)	Total Comp Less ER Share of Retirement paid by EE	Comments
Big Bear Area Regional Wastewater Agency	Lab Analyst	Market Check						Market Check									Market Check			Market Check	
City of Barstow	No Comparable Class																				
City of Colton	No Comparable Class																				
City of Redlands	Lab Analyst II	\$6,117	0%	\$0	\$0	\$0	\$0	\$6,117	\$0	\$900	\$122	\$19	\$4	\$0	\$0	\$468	\$7,629	0%	\$0	\$7,629	BA; Grade II Lab Analyst cert
City of San Clemente	No Comparable Class																				
Crestline Sanitary District	No Comparable Class																				
Goleta Sanitary District	Lab Analyst II	\$8,129	7%	\$569	\$0	\$0	\$0	\$8,698	\$0	\$2,638	\$206	\$24	\$72	\$66	\$0	\$622	\$12,326	0%	\$0	\$12,326	AA; Grade I Laboratory Analyst Certificate is required; Grade II within 18 months
Lake Arrowhead Community Services District	Lab Analyst	\$9,064	0%	\$0	\$65	\$174	\$275	\$9,578	\$0	\$2,311	\$142	\$0	\$27	\$21	\$0	\$693	\$12,773	0%	\$0	\$12,773	Certificate; Grade I Environmental Compliance Inspector Certificate; Grade I Wastewater Treatment Plant Operator Certificate; Grade II Water Treatment
Mountain View Sanitary District	Lab Analyst	\$10,028	0%	\$0	\$0	\$0	\$0	\$10,028	\$0	\$1,937	\$271	inc	\$18	\$148	\$0	\$767	\$13,169	0%	\$0	\$13,169	Grade II Laboratory Analyst Certificate within 12 months; AA; BA desired
Valley Sanitary District	Lab Technician II	\$7,534	0%	\$0	\$0	\$100	\$377	\$8,010	\$2,268	inc	inc	inc	DNA	DNA	\$0	\$576	\$10,854	0%	\$0	\$10,854	BA; Laboratory Technician Certificate Grade II or higher is required.
Victor Valley Wastewater Reclamation	No Comparable Class																				Contracted out
Yucaipa Valley Water District	Water Quality Chemist	\$7,567	0%	\$0	\$379	\$0	\$0	\$7,946	\$0	\$1,981	\$108	\$0	\$11	\$22	\$0	\$579	\$10,647	0%	\$0	\$10,647	Bonus Range is \$7945; BA; Possession of a valid Grade II Laboratory Technologist Certificate or Grade II Water Quality Analyst Certificate
	Labor Market Mean	\$8,073						\$8,396									\$11,233			\$11,233	
	% BBARWA is above or below Labor Market Mean	Market Check						Market Check									Market Check			Market Check	
	Labor Market Median	\$7,848						\$8,354									\$11,590			\$11,590	
	% BBARWA is above or below Labor Market Median	Market Check						Market Check									Market Check			Market Check	
	# of Comparable Matches	6																			
Data effective as of 1/2023																					

New Hires, Classic Members

Survey Agency	Classification Title	Maximum Salary	EE Portion of Retirement Paid by ER (%) (Classic)	EE Portion of Retirement Paid by ER (\$) (Classic)	Deferred Comp	Longevity Pay (Year 7)	Education / Certification Pay	Total Cash	Cafeteria Plan	Health	Dental	Vision	Life Insurance	LTD Insurance	RHSA	Social Security / Medi Care	Total Comp	ER Share of Retirement paid by EE (%)	ER Share of Retirement paid by EE (\$)	Total Comp Less ER Share of Retirement paid by EE	Comments
Big Bear Area Regional Wastewater Agency	Lab Assistant	Market Check						Market Check									Market Check			Market Check	
City of Barstow	No Comparable Class																				
City of Colton	No Comparable Class																				
City of Redlands	No Comparable Class																				
City of San Clemente	Lab Technician II																				
Crestline Sanitary District	No Comparable Class																				
Goleta Sanitary District	No Comparable Class																				
Lake Arrowhead Community Services District	Lab Technician	\$7,101	0%	\$0	\$65	\$137	\$275	\$7,578	\$0	\$2,311	\$142	\$0	\$21	\$17	\$0	\$543	\$10,612	0%	\$0	\$10,612	
Mountain View Sanitary District	No Comparable Class																				
Valley Sanitary District	No Comparable Class																				
Victor Valley Wastewater Reclamation	No Comparable Class																				Contracted out
Yucaipa Valley Water District	Water Quality Technician	\$5,947	0%	\$0	\$379	\$0	\$0	\$6,326	\$0	\$1,981	\$108	\$0	\$11	\$17	\$0	\$455	\$8,898	0%	\$0	\$8,898	Bonus Range is \$6244
Labor Market Mean		Insuff Data						Insuff Data								Insuff Data				Insuff Data	
% BBARWA is above or below Labor Market Mean		---						---								---				---	
Labor Market Median		Insuff Data						Insuff Data								Insuff Data				Insuff Data	
% BBARWA is above or below Labor Market Median		---						---								---				---	
# of Comparable Matches		2																			
Data effective as of 1/2023																					

New Hires, Classic Members

Survey Agency	Classification Title	Maximum Salary	EE Portion of Retirement Paid by ER (%) (Classic)	EE Portion of Retirement Paid by ER (\$) (Classic)	Deferred Comp	Longevity Pay (Year 7)	Education / Certification Pay	Total Cash	Cafeteria Plan	Health	Dental	Vision	Life Insurance	LTD Insurance	RHSA	Social Security / Medi Care	Total Comp	ER Share of Retirement paid by EE (%)	ER Share of Retirement paid by EE (\$)	Total Comp Less ER Share of Retirement paid by EE	Comments
Big Bear Area Regional Wastewater Agency	Management Analyst-Board Secretary	\$7,944	3%	\$238	\$238	\$79	\$0	\$8,500	\$0	\$2,451	\$203	\$22	\$11	\$0	\$0	\$115	\$11,302	0%	\$0	\$11,302	BA
City of Barstow	Senior Administrative Analyst	\$8,609	0%	\$0	\$86	\$0	\$0	\$8,695	\$1,000	inc	inc	inc	\$14	\$10	\$0	\$125	\$9,844	0%	\$0	\$9,844	BA; MA desired
City of Colton	Administrative Analyst II	\$6,460	0%	\$0	\$0	\$0	\$323	\$6,783	\$1,183	inc	inc	inc	\$7	\$29	\$0	\$94	\$8,096	0%	\$0	\$8,096	BA
City of Redlands	Management Analyst	\$7,121	0%	\$0	\$72	\$0	\$0	\$7,193	\$0	\$913	\$122	\$19	\$4	\$0	\$0	\$545	\$8,794	0%	\$0	\$8,794	BA
City of San Clemente	Management Analyst II	\$8,318	0%	\$0	\$0	\$0	\$0	\$8,318	\$0	\$1,739	inc	DNA	DNA	DNA	\$0	\$636	\$10,693	0%	\$0	\$10,693	BA
Crestline Sanitary District	No Comparable Class																				Assistant General Manager and Interim Fiscal Assistant
Goleta Sanitary District	Senior Management Analyst	\$9,750	7%	\$683	\$0	\$0	\$0	\$10,433	\$0	\$2,638	\$206	\$24	\$87	\$79	\$0	\$746	\$14,212	0%	\$0	\$14,212	BA
Lake Arrowhead Community Services District	No Comparable Class																				Executive Assistant requires high school diploma
Mountain View Sanitary District	Board Secretary/Executive Assistant	\$8,330	0%	\$0	\$0	\$0	\$0	\$8,330	\$0	\$1,937	\$271	inc	\$18	\$148	\$0	\$637	\$11,341	0%	\$0	\$11,341	10 years of experience or BA required
Valley Sanitary District	Clerk of the Board	\$7,367	0%	\$0	\$0	\$100	\$0	\$7,467	\$2,268	inc	inc	inc	DNA	DNA	\$0	\$564	\$10,298	0%	\$0	\$10,298	No BA
Victor Valley Wastewater Reclamation	Secretary to the General Manager/Board Secretary	\$8,273	0%	\$0	\$0	\$97	\$414	\$8,783	\$1,150	inc	inc	inc	\$32	\$30	\$0	\$120	\$10,114	0%	\$0	\$10,114	AA
Yucaipa Valley Water District	No Comparable Class																				General Manager serves as Board Secretary
	Labor Market Mean	\$8,028						\$8,250									\$10,424			\$10,424	
	% BBARWA is above or below Labor Market Mean	-1.06%						2.94%									7.77%			7.77%	
	Labor Market Median	\$8,296						\$8,324									\$10,206			\$10,206	
	% BBARWA is above or below Labor Market Median	-4.43%						2.07%									9.70%			9.70%	
	# of Comparable Matches	8																			
Data effective as of 1/2023																					

New Hires, Classic Members

Survey Agency	Classification Title	Maximum Salary	EE Portion of Retirement Paid by ER (%) (Classic)	EE Portion of Retirement Paid by ER (\$) (Classic)	Deferred Comp	Longevity Pay (Year 7)	Education / Certification Pay	Total Cash	Cafeteria Plan	Health	Dental	Vision	Life Insurance	LTD Insurance	RHSA	Social Security / Medi Care	Total Comp	ER Share of Retirement paid by EE (%)	ER Share of Retirement paid by EE (\$)	Total Comp Less ER Share of Retirement paid by EE	Comments
Big Bear Area Regional Wastewater Agency	Operations Administrative-Lab Assistant	\$6,271	3%	\$188	\$188	\$63	\$0	\$6,710	\$0	\$2,451	\$203	\$22	\$11	\$0	\$0	\$91	\$9,488	0%	\$0	\$9,488	Grade I Lab Analyst within 2 years
City of Barstow	Administrative Assistant	\$5,899	0%	\$0	\$0	\$0	\$0	\$5,899	\$1,000	inc	inc	inc	\$14	\$10	\$0	\$86	\$7,009	0%	\$0	\$7,009	
City of Colton	Administrative Assistant	\$4,373	0%	\$0	\$0	\$87	\$219	\$4,679	\$1,183	inc	inc	inc	\$7	\$20	\$0	\$63	\$5,952	0%	\$0	\$5,952	
City of Redlands	Administrative Assistant II	\$4,405	0%	\$0	\$0	\$0	\$0	\$4,405	\$0	\$900	\$122	\$19	\$4	\$0	\$0	\$337	\$5,786	0%	\$0	\$5,786	
City of San Clemente	Administrative Assistant	\$6,059	0%	\$0	\$0	\$0	\$0	\$6,059	\$0	\$1,739	inc	DNA	DNA	DNA	\$0	\$464	\$8,262	0%	\$0	\$8,262	
Crestline Sanitary District	No Comparable Class																				
Goleta Sanitary District	Administrative Assistant	\$5,274	7%	\$369	\$0	\$0	\$0	\$5,643	\$0	\$2,638	\$206	\$24	\$47	\$43	\$0	\$403	\$9,004	0%	\$0	\$9,004	
Lake Arrowhead Community Services District	No Comparable Class																				
Mountain View Sanitary District	Administrative Assistant	\$7,171	0%	\$0	\$0	\$0	\$0	\$7,171	\$0	\$1,937	\$271	inc	\$18	\$148	\$0	\$549	\$10,093	0%	\$0	\$10,093	
Valley Sanitary District	Administrative Assistant	\$6,407	0%	\$0	\$0	\$100	\$0	\$6,507	\$2,268	inc	inc	inc	DNA	DNA	\$0	\$490	\$9,265	0%	\$0	\$9,265	
Victor Valley Wastewater Reclamation	No Comparable Class																				
Yucaipa Valley Water District	No Comparable Class																				
	Labor Market Mean	\$5,655						\$5,766									\$7,910			\$7,910	
	% BBARWA is above or below Labor Market Mean	9.82%						14.07%									16.63%			16.63%	
	Labor Market Median	\$5,899						\$5,899									\$8,262			\$8,262	
	% BBARWA is above or below Labor Market Median	5.94%						12.09%									12.93%			12.93%	
	# of Comparable Matches	7																			
Data effective as of 1/2023																					

New Hires, Classic Members

Survey Agency	Classification Title	Maximum Salary	EE Portion of Retirement Paid by ER (%) (Classic)	EE Portion of Retirement Paid by ER (\$) (Classic)	Deferred Comp	Longevity Pay (Year 7)	Educator on Certification Pay	Total Cash	Cafeteria Plan	Health	Dental	Vision	Life Insurance	LTD Insurance	RHSA	Social Security / Medi Care	Total Comp	ER Share of Retirement paid by EE (%)	ER Share of Retirement paid by EE (\$)	Total Comp Less ER Share of Retirement paid by EE	Comments
Big Bear Area Regional Wastewater Agency	Plant Supervisor	\$9,440	3%	\$283	\$283	\$94	\$0	\$10,101	\$0	\$2,451	\$203	\$22	\$11	\$0	\$0	\$137	\$12,925	0%	\$0	\$12,925	Over Operations and Maintenance; Grade IV Wastewater Treatment Plant Operator Certificate, or possession of a Grade III with the ability to obtain a Grade IV within 24 months. Grade II Collection System Maintenance Certificate and a Grade I Plant Maintenance Certificate as issued by the California Water Environment Association, or the ability to obtain within two (2) years of employment.
City of Barstow	No Comparable Class																				WWTP Supervisor not budgeted
City of Colton	Wastewater Utilities Supervisor	\$8,127	0%	\$0	\$0	\$0	\$406	\$8,533	\$1,183	inc	inc	inc	\$7	\$37	\$0	\$118	\$9,878	0%	\$0	\$9,878	Over Operations and Maintenance; Grade IV Wastewater Treatment Plant Operator Certificate; Grade V Wastewater Treatment Plant Operator Certificate is desired.
City of Redlands	Wastewater Operations Supervisor	\$8,580	0%	\$0	\$0	\$0	\$0	\$8,580	\$0	\$900	\$122	\$19	\$4	\$0	\$0	\$656	\$10,280	0%	\$0	\$10,280	Over Operations and Maintenance; Grade IV Wastewater Operator Certificate; Grade V Wastewater Operator Certificate is desirable; Grade IV Laboratory Analyst Certificate is desirable.
City of San Clemente	No Comparable Class																				Separate supervisors over operations and maintenance
Crestline Sanitary District	No Comparable Class																				No supervisory level
Goleta Sanitary District	No Comparable Class																				Have separate supervisors over operations and maintenance
Lake Arrowhead Community Services District	Wastewater Operations Supervisor	\$10,667	0%	\$0	\$60	\$205	\$225	\$11,157	\$0	\$2,311	\$142	\$0	\$32	\$25	\$0	\$816	\$14,483	0%	\$0	\$14,483	Over Operations and Maintenance; Grade IV Wastewater Treatment Plant Operator Certificate
Mountain View Sanitary District	Plant Supervisor	\$10,428	0%	\$0	\$0	\$0	\$521	\$10,949	\$0	\$1,937	\$271	inc	\$18	\$148	\$0	\$798	\$14,121	0%	\$0	\$14,121	New class; over operations and maintenance; Class B driver's license with tanker and air brake endorsements within nine months of appointment; Grade III Wastewater Treatment Operator Certificate; Grade I Plant Maintenance Technologist Certificate within two years of appointment; Grade II Collections Certificate within two years of appointment; Transportation Worker Identification Credential (TWIC) within one year of appointment
Valley Sanitary District	No Comparable Class																				Separate supervisors over operations and maintenance
Victor Valley Wastewater Reclamation	No Comparable Class																				Separate supervisors over operations and maintenance
Yucaipa Valley Water District	No Comparable Class																				Over water and wastewater treatment
Labor Market Mean		\$9,451						\$9,805									\$12,190			\$12,190	
% BBARWA is above or below Labor Market Mean		-0.11%						2.93%									5.68%			5.68%	
Labor Market Median		\$9,504						\$9,765									\$12,201			\$12,201	
% BBARWA is above or below Labor Market Median		-0.68%						3.32%									5.60%			5.60%	
# of Comparable Matches		4																			
Data effective as of 1/2023																					

New Hires, Classic Members

Survey Agency	Classification Title	Maximum Salary	EE Portion of Retirement Paid by ER (%) (Classic)	EE Portion of Retirement Paid by ER (\$) (Classic)	Deferred Comp	Longevity Pay (Year 7)	Education / Certification Pay	Total Cash	Cafeteria Plan	Health	Dental	Vision	Life Insurance	LTD Insurance	RHSA	Social Security / Medi Care	Total Comp	ER Share of Retirement paid by EE (%)	ER Share of Retirement paid by EE (\$)	Total Comp Less ER Share of Retirement paid by EE	Comments
Big Bear Area Regional Wastewater Agency	Plant Manager	\$13,988	3%	\$420	\$420	\$140	\$0	\$14,967	\$0	\$2,451	\$203	\$22	\$11	\$0	\$0	\$203	\$17,857	0%	\$0	\$17,857	BA; Grade IV Wastewater Treatment Plant Operator; Grade II Collection System Maintenance certificate and Grade I Plant Maintenance certificate
City of Barstow	Wastewater Treatment Plant Superintendent	\$9,995	0%	\$0	\$100	\$0	\$0	\$10,095	\$1,000	inc	inc	inc	\$14	\$10	\$0	\$145	\$11,264	0%	\$0	\$11,264	BA desired; Must obtain a Class A or B license within 12 months of appointment; Possession of a State Water Resources Control Board Grade V Water Treatment Operator Certificate is required; Possession of a State Water Resources Control Board Grade IV Water Distribution Operator Certificate is required.
City of Colton	No Comparable Class																				Over water and wastewater treatment
City of Redlands	No Comparable Class																				Utilities Operations Manager over water and wastewater
City of San Clemente	No Comparable Class																				Utilities Manager is over water also
Crestline Sanitary District	Operations Manager	\$11,289	0%	\$0	\$167	\$0	\$0	\$11,456	\$598	\$1,000	inc	\$27	\$35	\$0	\$0	\$164	\$13,278	0%	\$0	\$13,278	No BA; Grade IV or higher wastewater treatment operator
Goleta Sanitary District	Plant Operations Manager	\$13,784	7%	\$965	\$0	\$0	\$0	\$14,749	\$0	\$2,638	\$206	\$24	\$93	\$85	\$0	\$1,028	\$18,822	0%	\$0	\$18,822	BA is one option; Grade I Laboratory Technologist Certificate within 18 months of hire date; Grade V Wastewater Treatment Plant Operator Certificate within 18 months of hire date
Lake Arrowhead Community Services District	No Comparable Class																				Over water and wastewater treatment
Mountain View Sanitary District	Operations Manager/Chief Plant Operator	\$15,909	0%	\$0	\$0	\$0	\$0	\$15,909	\$0	\$1,937	\$271	inc	\$18	\$148	\$0	\$1,058	\$19,341	0%	\$0	\$19,341	BA is one option; Grade V Wastewater Treatment Operator Certificate; California's Class B driver's license within nine months of appointment is highly desirable
Valley Sanitary District	Chief Operations Officer	\$14,330	0%	\$0	\$0	\$100	\$717	\$15,147	\$2,268	inc	inc	inc	DNA	DNA	\$0	\$1,035	\$18,450	0%	\$0	\$18,450	BA preferred; Grade IV WWTPO
Victor Valley Wastewater Reclamation	Plant Superintendent	\$16,318	0%	\$0	\$490	\$190	\$816	\$17,814	\$1,150	inc	inc	inc	\$32	\$30	\$0	\$237	\$19,261	0%	\$0	\$19,261	No BA; Grade V Wastewater Treatment Certification
Yucaipa Valley Water District	No Comparable Class																				Over water and wastewater treatment
Labor Market Mean		\$13,604						\$14,195									\$16,736			\$16,736	
% BBARWA is above or below Labor Market Mean		2.74%						5.16%									6.28%			6.28%	
Labor Market Median		\$14,057						\$14,948									\$18,636			\$18,636	
% BBARWA is above or below Labor Market Median		-0.49%						0.13%									-4.36%			-4.36%	
# of Comparable Matches		6																			
Data effective as of 1/2023																					

New Hires, Classic Members

Survey Agency	Classification Title	Maximum Salary	EE Portion of Retirement Paid by ER (%) (Classic)	EE Portion of Retirement Paid by ER (\$) (Classic)	Deferred Comp	Longevity Pay (Year 7)	Education / Certification Pay	Total Cash	Cafeteria Plan	Health	Dental	Vision	Life Insurance	LTD Insurance	RHSA	Social Security / Medi Care	Total Comp	ER Share of Retirement paid by EE (%)	ER Share of Retirement paid by EE (\$)	Total Comp Less ER Share of Retirement paid by EE	Comments
Big Bear Area Regional Wastewater Agency	Plant Operator II	\$6,878	3%	\$206	\$206	\$69	\$0	\$7,359	\$0	\$2,451	\$203	\$22	\$11	\$0	\$0	\$100	\$10,146	0%	\$0	\$10,146	Grade II Wastewater Treatment Plant Operator
City of Barstow	Wastewater Treatment Plant Operator	\$5,340	0%	\$0	\$0	\$0	\$0	\$5,340	\$1,000	inc	inc	inc	\$14	\$10	\$0	\$77	\$6,441	0%	\$0	\$6,441	Ability to obtain a Class A license within 12 months of appointment. Wastewater Treatment Plant Operator must have the ability to obtain a California Wastewater Treatment Operator II Certificate or higher within 4 testing cycles; Possession of a California Water Environmental Association Collection System Maintenance. Grade II is desirable.
City of Colton	Wastewater Treatment Plant Operator II	\$6,417	0%	\$0	\$0	\$0	\$449	\$6,866	\$1,183	inc	inc	inc	\$10	\$29	\$0	\$93	\$8,182	0%	\$0	\$8,182	Grade II Wastewater Treatment Plant Operator; Grade III desired
City of Redlands	Wastewater Facilities Operator II	\$5,997	0%	\$0	\$0	\$0	\$0	\$5,997	\$0	\$900	\$122	\$19	\$4	\$0	\$0	\$459	\$7,500	0%	\$0	\$7,500	Grade II Wastewater Treatment Plant Operator
City of San Clemente	Plant Operator II	\$6,843	0%	\$0	\$0	\$0	\$0	\$6,843	\$0	\$1,739	inc	DNA	DNA	DNA	\$0	\$523	\$9,106	0%	\$0	\$9,106	Grade II Wastewater Treatment Plant Operator if assigned to wastewater
Crestline Sanitary District	Treatment Plant Operator II	\$6,289	0%	\$0	\$167	\$0	\$104	\$6,560	\$275	\$1,000	inc	\$27	\$23	\$0	\$0	\$91	\$7,976	0%	\$0	\$7,976	Grade II Wastewater Treatment Plant Operator
Goleta Sanitary District	Treatment Plant Operator II	\$7,637	7%	\$535	\$0	\$0	\$0	\$8,172	\$0	\$2,638	\$206	\$24	\$68	\$62	\$0	\$584	\$11,753	0%	\$0	\$11,753	Grade III certificate
Lake Arrowhead Community Services District	Wastewater Treatment Plant Operator II	\$7,459	0%	\$0	\$65	\$143	\$275	\$7,942	\$0	\$2,311	\$142	\$0	\$22	\$17	\$0	\$571	\$11,006	0%	\$0	\$11,006	Grade II Water Treatment Plant Operator Certificate issued by the SWRCB, OR a Grade II Wastewater Treatment Plant Operator Certificate issued by the SWRCB. Grade I Certificate in the opposite certification program issued by the SWRCB or the SWRCB.
Mountain View Sanitary District	Wastewater Operator II	\$9,311	0%	\$0	\$0	\$0	\$466	\$9,777	\$0	\$1,937	\$271	inc	\$18	\$148	\$0	\$712	\$12,862	0%	\$0	\$12,862	Grade II Wastewater Treatment Plant Operator
Valley Sanitary District	Wastewater Operator II	\$7,107	0%	\$0	\$0	\$100	\$355	\$7,562	\$2,268	inc	inc	inc	DNA	DNA	\$0	\$544	\$10,374	0%	\$0	\$10,374	Grade II WWTPO
Victor Valley Wastewater Reclamation	Operator II	\$7,776	0%	\$0	\$0	\$91	\$389	\$8,256	\$1,150	inc	inc	inc	\$32	\$30	\$0	\$113	\$9,579	0%	\$0	\$9,579	Grade II Wastewater Treatment Plant Operator
Yucaipa Valley Water District	No Comparable Class																				Water and wastewater treatment
Labor Market Mean		\$7,018						\$7,331									\$9,478			\$9,478	
% BBARWA is above or below Labor Market Mean		-2.03%						0.38%									6.59%			6.59%	
Labor Market Median		\$6,975						\$7,214									\$9,342			\$9,342	
% BBARWA is above or below Labor Market Median		-1.41%						1.97%									7.92%			7.92%	
# of Comparable Matches		10																			
Data effective as of 1/2023																					

New Hires, Classic Members

Survey Agency	Classification Title	Maximum Salary	EE Portion of Retirement Paid by ER (%) (Classic)	EE Portion of Retirement Paid by ER (\$) (Classic)	Deferred Comp	Longevity Pay (Year 7)	Education / Certification Pay	Total Cash	Cafeteria Plan	Health	Dental	Vision	Life Insurance	LTD Insurance	RHSA	Social Security / Medi Care	Total Comp	ER Share of Retirement paid by EE (%)	ER Share of Retirement paid by EE (\$)	Total Comp Less ER Share of Retirement paid by EE	Comments
Big Bear Area Regional Wastewater Agency	Plant Operator-in-Training	\$4,436	3%	\$133	\$133	\$44	\$0	\$4,746	\$0	\$2,451	\$203	\$22	\$11	\$0	\$0	\$64	\$7,498	0%	\$0	\$7,498	OIT certificate within 9 months; Grade I no later than 18 months
City of Barstow	Wastewater Treatment Plant Operator In Training	\$4,834	0%	\$0	\$0	\$0	\$0	\$4,834	\$1,000	inc	inc	inc	\$14	\$10	\$0	\$70	\$5,928	0%	\$0	\$5,928	Ability to obtain a Class A license within 12 months of appointment; Wastewater Treatment Operator I Certificate or higher within 4 testing cycles of receiving your Operator in Training Certificate or 24 months of appointment, whichever is comes first; Wastewater Treatment Operator II Certificate or higher within 4-testing cycles of receiving your California Wastewater Treatment Operator I Certificate.
City of Colton	Wastewater Operator In Training	\$3,694	0%	\$0	\$0	\$0	\$259	\$3,953	\$1,183	inc	inc	inc	\$10	\$17	\$0	\$54	\$5,217	0%	\$0	\$5,217	No Spec available
City of Redlands	No Comparable Class																				
City of San Clemente	No Comparable Class																				
Crestline Sanitary District	No Comparable Class																				
Goleta Sanitary District	Treatment Plant Operator I	\$6,817	7%	\$477	\$0	\$0	\$0	\$7,294	\$0	\$2,638	\$206	\$24	\$61	\$55	\$0	\$522	\$10,799	0%	\$0	\$10,799	Grade I
Lake Arrowhead Community Services District	No Comparable Class																				
Mountain View Sanitary District	Wastewater Operator Trainee	\$6,430	0%	\$0	\$0	\$0	\$0	\$6,430	\$0	\$1,937	\$271	inc	\$18	\$148	\$0	\$492	\$9,295	0%	\$0	\$9,295	Wastewater Treatment Plant Operator-in-Training Certificate within three months of appointment; obtain a valid Grade II Wastewater Treatment Plant Operator Certificate within thirty-six (36) months of employment (Did not include 5% for Grade V cert pay)
Valley Sanitary District	Wastewater Operator In Training	\$5,802	0%	\$0	\$0	\$100	\$290	\$6,192	\$2,268	inc	inc	inc	DNA	DNA	\$0	\$444	\$8,904	0%	\$0	\$8,904	
Victor Valley Wastewater Reclamation	No Comparable Class																				Do not use OIT
Yucaipa Valley Water District	No Comparable Class																				Water and wastewater treatment
Labor Market Mean		\$5,516						\$5,741									\$8,029			\$8,029	
% BBARWA is above or below Labor Market Mean		-24.35%						-20.96%									-7.09%			-7.09%	
Labor Market Median		\$5,802						\$6,192									\$8,904			\$8,904	
% BBARWA is above or below Labor Market Median		-30.81%						-30.47%									-18.76%			-18.76%	
# of Comparable Matches		5																			
Data effective as of 1/2023																					

New Hires, Classic Members

Survey Agency	Classification Title	Maximum Salary	EE Portion of Retirement Paid by ER (%) (Classic)	EE Portion of Retirement Paid by ER (\$) (Classic)	Deferred Comp	Longevity Pay (Year 7)	Education / Certification Pay	Total Cash	Cafeteria Plan	Health	Dental	Vision	Life Insurance	LTD Insurance	RHSA	Social Security / Medi Care	Total Comp	ER Share of Retirement paid by EE (%)	ER Share of Retirement paid by EE (\$)	Total Comp Less ER Share of Retirement paid by EE	Comments
Big Bear Area Regional Wastewater Agency	Senior Lab Analyst	\$8,980	3%	\$269	\$269	\$90	\$0	\$9,609	\$0	\$2,451	\$203	\$22	\$11	\$0	\$0	\$130	\$12,426	0%	\$0	\$12,426	BA; Grade II Wastewater Treatment Plant Operator within 2 years; Grade I Environmental Compliance Inspector and Grade II Lab Analyst within 2 years; Water Treatment Operator Grade 1 within 2 years
City of Barstow	No Comparable Class																				
City of Colton	No Comparable Class																				
City of Redlands	Lab Analyst IV	\$7,464	0%	\$0	\$0	\$0	\$0	\$7,464	\$0	\$900	\$122	\$19	\$4	\$0	\$0	\$571	\$9,079	0%	\$0	\$9,079	BA; Grade IV Lab Analyst cert
City of San Clemente	Lab Coordinator	\$8,953	0%	\$0	\$0	\$0	\$0	\$8,953	\$0	\$1,739	inc	DNA	DNA	DNA	\$0	\$685	\$11,377	0%	\$0	\$11,377	BA; Grade III certificate of competence as a Lab Technologist; Grade III Laboratory Analyst certification is required within 18 months of employment
Crestline Sanitary District	No Comparable Class																				
Goleta Sanitary District	No Comparable Class																				
Lake Arrowhead Community Services District	No Comparable Class																				
Mountain View Sanitary District	No Comparable Class																				
Valley Sanitary District	No Comparable Class																				
Victor Valley Wastewater Reclamation	No Comparable Class																				Contracted out
Yucaipa Valley Water District	No Comparable Class																				
Labor Market Mean		Insuff Data						Insuff Data								Insuff Data				Insuff Data	
% BBARWA is above or below Labor Market Mean		---						---								---				---	
Labor Market Median		Insuff Data						Insuff Data								Insuff Data				Insuff Data	
% BBARWA is above or below Labor Market Median		---						---								---				---	
# of Comparable Matches		2																			
Data effective as of 1/2023																					

New Hires, Classic Members

Survey Agency	Classification Title	Maximum Salary	EE Portion of Retirement Paid by ER (%) (Classic)	EE Portion of Retirement Paid by ER (\$) (Classic)	Deferred Comp	Longevity Pay (Year 7)	Education / Certification Pay	Total Cash	Cafeteria Plan	Health	Dental	Vision	Life Insurance	LTD Insurance	RHSA	Social Security / Medi Care	Total Comp	ER Share of Retirement paid by EE (%)	ER Share of Retirement paid by EE (\$)	Total Comp Less ER Share of Retirement paid by EE	Comments
Big Bear Area Regional Wastewater Agency	Senior Management Analyst	Market Check						Market Check												Market Check	
City of Barstow	No Comparable Class																				
City of Colton	No Comparable Class																				
City of Redlands	No Comparable Class																				
City of San Clemente	No Comparable Class																				
Crestline Sanitary District	No Comparable Class																				
Goleta Sanitary District	No Comparable Class																				
Lake Arrowhead Community Services District	No Comparable Class																				
Mountain View Sanitary District	No Comparable Class																				
Valley Sanitary District	No Comparable Class																				
Victor Valley Wastewater Reclamation	No Comparable Class																				
Yucaipa Valley Water District	No Comparable Class																				
Labor Market Mean		Insuff Data						Insuff Data									Insuff Data			Insuff Data	
% BBARWA is above or below Labor Market Mean		---						---									---			---	
Labor Market Median		Insuff Data						Insuff Data									Insuff Data			Insuff Data	
% BBARWA is above or below Labor Market Median		---						---									---			---	
# of Comparable Matches		0																			
Data effective as of 1/2023																					

APPENDIX B
MISCELLANEOUS BENEFIT DATA

APPENDIX B TABLE 1
Next COLA/Salary Range Increase¹

Survey Agency	Next COLA/Salary Range Increase (Date/Amount)
Big Bear Area Regional Wastewater Agency	7/2023-TBD
City of Barstow	Unit 1-Teamsters/Unit 2-Teamsters/Unit 6-Management 7/2023-6%
City of Colton	Confidential 7/2023-2% Mid Management 7/2023-2% General 7/2023-2% IBEW-Water/Wastewater 1/2024-1.5%
City of Redlands	None Scheduled
City of San Clemente	SCCEA 7/2023-1% Mid Management 7/2023-1%
Crestline Sanitation District	7/2023 TBD
Goleta Sanitary District	7/2023 TBD
Lake Arrowhead Community Services District	MSC None Scheduled 557 None Scheduled

¹ (1/2023 data already included in datasheets)

APPENDIX B TABLE 1
Next COLA/Salary Range Increase¹

Survey Agency	Next COLA/Salary Range Increase (Date/Amount)
Mountain View Sanitary District	7/2023 TBD
Valley Sanitary District	None Scheduled
Victor Valley Wastewater Reclamation	Data Not Available
Yucaipa Valley Water District	Management 7/2023-2.5%

APPENDIX B TABLE 2
Retirement Practices
New Hires, Classic Members

Survey Agency	Retirement Benefit	Retirement Formula	Retirement Plan	Employer Contribution (22/23)
<i>Big Bear Area Regional Wastewater Agency</i>	<i>PERS</i>	<i>2.7% @ 55</i>	<i>Single Highest Year</i>	<i>14.9%</i>
City of Barstow	PERS	2.7% @ 55	Single Highest Year	14.03%
City of Colton	PERS	2.5% @ 55	Single Highest Year	10.79%
City of Redlands	PERS	2% @ 55	Single Highest Year	9.09%
City of San Clemente	PERS	2% @ 55	Single Highest Year	9.19%
Crestline Sanitation District	SBCERA	2% @ 55	Single Highest Year	22.19% (Average all)
Goleta Sanitary District	PERS	2% @ 55	Single Highest Year	11.61%
Lake Arrowhead Community Services District	PERS	2% @ 55	Highest 3 Years	10.32%
Mountain View Sanitary District	PERS	2.7% @ 55	Single Highest Year	15.9%
Valley Sanitary District	PERS	2.5% @ 55	Highest 3 Years	12.4%
Victor Valley Wastewater Reclamation	PERS	2.5% @ 55	Highest 3 Year	11.59%
Yucaipa Valley Water District	PERS	2% @ 60	Single Highest Year	9.12%

APPENDIX B TABLE 3
Retiree Health Benefits
(New Hires)

Agency	Agency Contribution to Retiree Health Savings	Agency Monthly Contribution for Retiree	Agency Monthly Contribution for Retiree + 1	Agency Monthly Contribution for Retiree + 2	Vesting
<i>Big Bear Area Regional Wastewater Agency</i>	\$0	<p><i>Less than 5 years - PEMHCA Minimum</i></p> <p><i>5 – 9 years = 25%</i></p> <p><i>10 – 14 = 50%</i></p> <p><i>15 – 19 years = 75%</i></p> <p><i>20 or more = 100%</i></p> <p><i>(Max is 90% of highest HMO plan)</i></p>	<p><i>Less than 5 years - PEMHCA Minimum</i></p> <p><i>5 – 9 years = 25%</i></p> <p><i>10 – 14 = 50%</i></p> <p><i>15 – 19 years = 75%</i></p> <p><i>20 or more = 100%</i></p> <p><i>(Max is 90% of highest HMO plan)</i></p>	<p><i>Less than 5 years - PEMHCA Minimum</i></p> <p><i>5 – 9 years = 25%</i></p> <p><i>10 – 14 = 50%</i></p> <p><i>15 – 19 years = 75%</i></p> <p><i>20 or more = 100%</i></p> <p><i>(Max is 90% of highest HMO plan)</i></p>	5 years
City of Barstow	\$0	Data Not Available	No Additional Contribution	No Additional Contribution	10 years
City of Colton	\$0	<p>General/Confidential PEMHCA Minimum</p> <p>Mid Mngt 5 years = 40%, with 2% increase each year to max of 30 years= 90% (Cap is \$500/month)</p> <p>IBEW-Water/Wastewater Employees who retire after 15 but less than 20 years of City service shall be eligible for City paid employee only medical insurance coverage, until Medicare age with dependent care available at employee's expense. Employees who retire after having served a minimum of 20 years with the City shall have their and their spouse's, premiums paid for by the City up to Medicare age. After the retiree</p>	<p>General/Confidential No Addition Contribution</p> <p>Mid Mngt 5 years = 40%, with 2% increase each year to max of 30 years= 90% (Cap is \$500/month)</p> <p>IBEW Water/Wastewater Employees who retire after having served a minimum of 20 years with the City shall have their and their spouse's, premiums paid for by the City up to Medicare age. (Cap- Employees who retire after 15 but less than 20 years of City service shall have a reimbursement cap of \$500 per month until Medicare</p>	<p>General/Confidential No Additional Contribution</p> <p>Mid Mngt 5 years = 40%, with 2% increase each year to max of 30 years= 90% (Cap is \$500/month)</p> <p>IBEW Water/Wastewater No Additional Contribution</p>	<p>General/Confidential 10 years- PERS; 5 years with Agency</p> <p>Mid Mngt 5 years</p> <p>IBEW Water/Wastewater 15 years</p>

**APPENDIX B TABLE 3
Retiree Health Benefits
(New Hires)**

Agency	Agency Contribution to Retiree Health Savings	Agency Monthly Contribution for Retiree	Agency Monthly Contribution for Retiree + 1	Agency Monthly Contribution for Retiree + 2	Vesting
		reaches Medicare age, he/she can maintain health insurance with the City, but the retiree must pay his/her, and his/her spouse's, premiums. If the retiree is ineligible for Medicare benefits, the City will continue to pay the premiums, as long as the employee remains insurable. For all other employees, all premiums required by their and their spouses' participation in such health insurance plan shall be paid by the employee. (Cap- Employees who retire after 15 but less than 20 years of City service shall have a reimbursement cap of \$500 per month until Medicare age)(employees who retire after having served a minimum of 20 years with the City shall have a reimbursement cap of \$800 per month until Medicare age.)	age)(employees who retire after having served a minimum of 20 years with the City shall have a reimbursement cap of \$800 per month until Medicare age.)		
City of Redlands	\$0	= to least expensive health plan	No Additional Contribution	No Additional Contribution	10 years
City of San Clemente	\$0	PEMHCA minimum	No Additional Contribution	No Additional Contribution	5 years with Agency; 10 years with PERS
Crestline Sanitation District	\$0	\$98.15/month	No Additional Contribution	No Additional Contribution	5 years
Goleta Sanitary District	\$0	PERS Vesting 10 years = 50%; +5% each	PERS Vesting 10 years = 50%; +5% each	PERS Vesting 10 years = 50%; +5% each	10 years

**APPENDIX B TABLE 3
Retiree Health Benefits
(New Hires)**

Agency	Agency Contribution to Retiree Health Savings	Agency Monthly Contribution for Retiree	Agency Monthly Contribution for Retiree + 1	Agency Monthly Contribution for Retiree + 2	Vesting
		additional year; max of 100% with 20 years	additional year; max of 100% with 20 years	additional year; max of 100% with 20 years	
Lake Arrowhead Community Services District	\$0	\$0	\$0	\$0	NA
Mountain View Sanitary District	\$0	PERS Vesting 10 years = 50%; +5% each additional year; max of 100% with 20 years	PERS Vesting 10 years = 50%; +5% each additional year; max of 100% with 20 years	PERS Vesting 10 years = 50%; +5% each additional year; max of 100% with 20 years	10 years
Valley Sanitary District	\$0	PEMHCA minimum	No Additional Contribution	No Additional Contribution	5 years with Agency; 10 years with PERS
Victor Valley Wastewater Reclamation	\$0	PEMHCA minimum	No Additional Contribution	No Additional Contribution	5 years with Agency; 10 years with PERS
Yucaipa Valley Water District	\$0	Data Not Available	Data Not Available	Data Not Available	Data Not Available

APPENDIX B TABLE 4
Education/Certification Pay (beyond minimum requirements)

Survey Agency	Education/Certification Monthly Pay
Big Bear Area Regional Wastewater Agency	<i>None</i>
City of Barstow	<p align="center">Unit 1 None for Matches</p> <p align="center">Unit 2 None</p> <p align="center">Unit 6 None</p>
City of Colton	<p align="center">Confidential/General 5%- degree beyond requirement</p> <p align="center">Mid Management 5%- for a certificate, license, grade or degree</p> <p align="center">IBEW-Water Wastewater 5% -cert 2%- Driver license endorsement</p>
City of Redlands	<p align="center">Management None</p> <p align="center">Mid Management None</p> <p align="center">General Only for Water Distribution certification</p>
City of San Clemente	None
Crestline Sanitation District	<p align="center">Represented</p> <p>For employees in a Grade 1 position, the District will provide a differential of fifty cents (\$.50) per hour for acquiring and maintaining a Grade 2 certificate. This differential can only be applied to employees in a Grade 1 position, and will be offered beginning the first pay period after the employee receives their certificate.</p> <p>Certification Differential - A certification differential of thirty cents (\$.30) per hour per certification up to two (2) certifications on all hours paid for Maintenance Workers I, II, III, Treatment Plant Operators I, II, III, and IV, Accounts Representative, Electro Mechanical Specialist, and</p>

APPENDIX B TABLE 4
Education/Certification Pay (beyond minimum requirements)

Survey Agency	Education/Certification Monthly Pay
	<p>Equipment Maintenance Mechanic who obtain higher levels of certification above and beyond what is required in their discipline for their jobs.</p> <p>Multi-disciplined certification -A multi-disciplined certification differential of thirty cents (\$.30) per hour per certification up to two (2) certifications on all hours paid for Maintenance Workers I, II, III, Treatment Plant Operators I, II, III, and IV, Electro Mechanical Specialist, and Equipment Maintenance Mechanic who obtain certifications in both above and beyond what is required of their jobs with prior written approval of the District Manager.</p> <p align="center">\$.60/hour max</p>
Goleta Sanitary District	Only 1x payment of \$1,000
Lake Arrowhead Community Services District	<p align="center">557 \$25-AA \$50-BA \$75-MA</p> <p align="center">\$50- One grade or \$25/month if not in spec (to max of \$200)</p> <p align="center">MSC \$50- each cert over to max of \$150 \$25-AA \$50-BA \$75-MA</p>
Mountain View Sanitary District	<p align="center">Operators 3%- Grade III 4%- Grade IV 5%- Grade V</p>
Valley Sanitary District	<p>Valley Sanitary District encourages employees assigned to Operations, Maintenance, Collection System, Environmental Compliance, and the Laboratory to acquire State certifications. To maintain consistency in the certification process, the following applies: Employees will be reimbursed for the cost of taking a wastewater relevant certification exam that is within their job classification series. Employees must provide proof of successfully passing of the exam before the expense will be reimbursed. Upon meeting minimum qualifications and certifications specified for the next higher level within a classification series, non-probationary employees will progress to the next level within the series without a new probationary period. Employees will be placed on the new wage range at the step in the new range that provides the equivalent of a one-step increase over their previous wage rate, beginning with the next full pay period following receipt of the certificate.</p> <p>Employees that achieve a certification that is required by their job classification but is at a grade higher than what is required and no higher classification exists will receive an incentive pay that is equivalent to 5% of their base hourly pay rate. This incentive pay will begin with the next full pay period following receipt of the certificate</p>

APPENDIX B TABLE 4
Education/Certification Pay (beyond minimum requirements)

Survey Agency	Education/Certification Monthly Pay
Victor Valley Wastewater Reclamation	For all, but GM 5% for any cert
Yucaipa Valley Water District	None

APPENDIX B TABLE 5
Vacation Leave

Agency	Year 1 (hours per year)	Year 7 (hours per year)	Year 11 (hours per year)	Year 12 (hours per year)	Year 13 (hours per year)	Year 14 (hours per year)	Year 15 (hours per year)	Year 16 (hours per year)	Max Accrual (hours)
<i>Big Bear Area Regional Wastewater Agency</i>	104	144	152	160	168	176	184	192	256 hours
City of Barstow	122	138	161	161	161	161	177	177	2x
City of Colton	80	120	128	136	144	152	160	160	320 hours
City of Redlands	80	120	136	144	144	152	152	160	Management 1,000 hours Mid Management 1,000 hours General 3x
City of San Clemente	104 – 120	120 – 140	160 – 180	160 – 180	160 – 180	160 – 180	160 – 180	160 – 180	2x
Crestline Sanitation District	80	120	160	160	160	160	160	160	350 hours
Goleta Sanitary District	80	120	160	160	160	160	200	200	1x
Lake Arrowhead Community Services District	80	120	160	160	160	160	160	160	MSC 2x 557 1x + 80 hours GM 2x

APPENDIX B TABLE 5
Vacation Leave

Agency	Year 1 (hours per year)	Year 7 (hours per year)	Year 11 (hours per year)	Year 12 (hours per year)	Year 13 (hours per year)	Year 14 (hours per year)	Year 15 (hours per year)	Year 16 (hours per year)	Max Accrual (hours)
Mountain View Sanitary District	96	144	192	192	192	192	192	192	480 hours
Valley Sanitary District	120	160	200	200	200	200	200	200	400 hours
Victor Valley Wastewater Reclamation	80	160	200	200	200	200	200	200	360 hours
Yucaipa Valley Water District	80	120	160	160	160	160	160	160	240 hours

APPENDIX B TABLE 6
Sick Leave, Holidays, and Administrative Leave

Agency	Sick Leave Annual Accrual	Sick Leave Max Accrual	Holidays	Administrative/Management Leave/Other Leave
<i>Big Bear Area Regional Wastewater Agency</i>	12	<i>Unlimited</i>	<p align="center"><i>9 + 3 = 12</i></p> <p align="center"><i>At the discretion of the General Manager, Finance Manager, and Plant Manager, Regular employees may receive one additional day (total of two) as an authorized day off with pay when Christmas Day and New Year's Day fall on a Tuesday through Friday. These days will not be considered holidays, but days off at straight-time pay.</i></p>	<i>80 hours - if exempt</i>
City of Barstow	13	Unlimited	135 hours	<p align="center">Unit 1 and 2 0</p> <p align="center">Unit 6 90 hours</p>
City of Colton	12	Unlimited	<p align="center">Confidential 12 + 2 = 14</p> <p align="center">Mid Management 14 + 2 = 16 (8 hr shifts) 12 + 2 = 14 = (10 hr shifts)</p> <p align="center">General 14 + 2 = 16 (8 hr shifts) 12 + 2 = 14 = (10 hr shifts)</p> <p align="center">IBEW 12 + 2 = 14</p>	<p align="center">Confidential 80 hours</p> <p align="center">Mid Management 80 hours</p> <p align="center">General 0</p> <p align="center">IBEW 0</p>

APPENDIX B TABLE 6
Sick Leave, Holidays, and Administrative Leave

Agency	Sick Leave Annual Accrual	Sick Leave Max Accrual	Holidays	Administrative/Management Leave/Other Leave
City of Redlands	12	Unlimited	Management $12 + 0 = 12$ Mid Management $12 + 2 = 14$ General $12 + 4.5 = 16.5$	Management 120 hours Mid Management 120 hours General 0
City of San Clemente	12	Unlimited	$12 + 2 = 14$	SCCEA 0 Mid Management 64 hours
Crestline Sanitation District	12	Unlimited	$13 + 1 = 14$	0
Goleta Sanitary District	12	480 hours	$8 + 4 = 12$	At the discretion of General Manager (20 – 40 hours)
Lake Arrowhead Community Services District	12	2,000 hours	$11 + 1 = 12$	0
Mountain View Sanitary District	12	Unlimited	$11 + 4 = 15$	48 hours if exempt 80 hours - District Manager
Valley Sanitary District	12	960 hours	$14 + 0 = 14$	General Manager 80 hours Management 40 hours
Victor Valley Wastewater Reclamation	11	Unlimited	$12 + 1 = 13$	40 - 80 hours - contract staff
Yucaipa Valley Water District	12	Unlimited	$10 + 3 = 13$	40 hours if exempt



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: February 22, 2023

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

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

PREPARED BY: Bridgette Burton, Management Analyst/Board Secretary

SUBJECT: Governing Board Reorganization

BACKGROUND & DISCUSSION:

Pursuant to applicable law governing the formation and operation of the Agency, the Governing Board shall hold an annual election of officers at a meeting in February or as soon thereafter as practicable. The election of officers will normally follow a rotation between the various member agencies. A Governing Board member must serve on the Governing Board for a period of one year (12-months) before qualifying for the position of Chair. Prior appointments/assignments to the Governing Board will satisfy the one-year service requirement for the office of Chair.

Chair Herrick will begin by opening nominations for the position of Chair, a second is offered, followed by a vote of the Governing Board. The same procedure will be utilized for the position of Vice-Chair. The designated officers will assume their new positions at the next scheduled meeting.

For reference, appointments for the previous three years are below:

<u>2020</u>	<u>2021</u>	<u>2022</u>
Chair Green, BBCCSD	Chair Miller, CSA 53B	Chair Herrick, CBBL
Vice-Chair Miller, CSA 53B	Vice-Chair Herrick, CBBL	Vice-Chair Green, BBCCSD

FINANCIAL IMPACT:

There is no financial impact.

RECOMMENDATION:

Appointment of Chair and Vice-Chair at the discretion of the Governing Board.