

BIG BEAR AREA REGIONAL WASTEWATER AGENCY
BUDGET WORKSHOP/SPECIAL MEETING MINUTES
February 24, 2021

1. CALL TO ORDER

A Budget Workshop/Special meeting of the Governing Board of the Big Bear Area Regional Wastewater Agency was called to order by Chair Green at 12:04 p.m. on February 24, 2021. Chair Green confirmed the Governing Board meeting was conducted pursuant to California Government Code Section 54953 and Governor Newsome's Executive Order N-25-20 and N-29-20. No Board Member expressed doubt that the Board Members participating by teleconference were not so.

BOARD MEMBERS PRESENT

John Green, Chair
Jim Miller, Vice Chair
Karyn Oxandaboure, Secretary
David Caretto, Director
Rick Herrick, Director

STAFF MEMBERS PRESENT

David Lawrence, General Manager
Jennifer McCullar, Finance Manager
John Shimmin, Plant Manager
Bridgette Burton, Management Analyst
Sonja Kawa, Human Resources Coordinator/Accounting Technician
Kim Booth, Administrative Assistant
Ryan Connelly, Plant Operator II

OTHERS

None

2. PLEDGE OF ALLEGIANCE

Dispensed

3. APPROVAL OF THE AGENDA

Upon motion by Director Caretto, seconded by Secretary Oxandaboure and carried, the Governing Board approved the agenda as presented.

Ayes: Green, Miller, Oxandaboure, Caretto, Herrick
Noes: None
Absent: None
Abstain: None

4. PRESENTATIONS AND INTRODUCTIONS

**4.A. FY 2022 Budget Workshop
Operational Overview
Capital Budget
FY 2021 Financial Review
Five-Year Forecast (FY 2022 – FY 2026)
FY 2022 Budget**

Mr. Lawrence presented the Operational Overview, which included the status of the Replenish Big Bear Project. Discussion ensued between the Governing Board and staff.

Ms. McCullar presented the Budget Overview and Capital Budget. Discussion ensued between the Governing Board and staff.

Chair Green made a motion to recess at 1:20 p.m., seconded by Director Herrick and carried, the Governing Board approved to return to the meeting at 1:30 p.m.

Ms. McCullar completed the presentation on the Projected Performance for 2021, Five-Year Forecast (FY 2022-FY 2026) and FY 2022 Budget. Discussion ensued between the Governing Board and staff.

5. PUBLIC FORUM RESPONSE

None

6. PUBLIC FORUM

No comments

7. OLD BUSINESS

None

8. NEW BUSINESS

8.A. Amendment No. 2 to the Payment and Collection Agreement

Mr. Lawrence provided background information on Amendment No. 2 and explained that this would extend the Agreement for another five-year period to June 30, 2026. Discussion ensued between the Governing Board and staff.

Upon motion by Vice Chair Miller, seconded by Director Caretto and carried, the Governing Board approved Amendment No. 2 to the Payment and Collection Agreement between BBARWA and the Collecting Agencies and authorized staff to work with the Collecting Agencies to execute Amendment No. 2.

Ayes: Green, Miller, Oxandaboure, Caretto, Herrick
Noes: None
Absent: None
Abstain: None

8.B. Letter in Support of AB 361 - Brown Act: Remote Meetings During Emergencies

Ms. Burton described AB 361, which would provide additional flexibility for local agencies to meet remotely in order to continue providing the public with essential services during a proclaimed state of emergency or local emergency. Discussion ensued between the Governing Board and staff.

Upon motion by Director Herrick, seconded by Vice Chair Miller and carried, the Governing Board authorized the General Manager to execute the Letter in Support of Assembly Bill 361 (Rivas) and transmit the letter to Assembly Member Robert Rivas.

Ayes: Green, Miller, Oxandaboure, Caretto, Herrick
Noes: None
Absent: None
Abstain: None

8.C. Notice of Request for Proposals - Sludge Hauling Services for the Wastewater Treatment Plant

Mr. Lawrence explained the Agency's current contract for sludge hauling services is expiring. Staff is requesting authorization to proceed with a Notice of Request for Proposals for a multi-year contract for Sludge Hauling Services for the Wastewater Treatment Plant. Discussion ensued between the Governing Board and staff.

Upon motion by Director Caretto, seconded by Director Herrick and carried, the Governing Board authorized the General Manager to prepare the bid specifications and proceed with a Notice of Request for Proposals for Sludge Hauling Services for the Wastewater Treatment Plant.

Ayes: Green, Miller, Oxandaboure, Caretto, Herrick
Noes: None
Absent: None
Abstain: None

8.D. Governing Board Reorganization

Chair Green opened nominations for the Chair position. Director Caretto nominated Vice Chair Miller for the Chair position, seconded by Secretary Oxandaboure and carried, the Governing Board approved Vice Chair Miller as the Chair at the next Governing Board meeting.

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

Chair Green opened nominations for the Vice Chair position. Director Caretto nominated Director Herrick for the Vice Chair position, seconded by Vice Chair Miller and carried, the Governing Board approved Director Herrick as the Vice Chair at the next Governing Board meeting.


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


Chair Green opened nominations for the Secretary position. Director Caretto nominated Secretary Oxandaboure for the Secretary position, seconded by Chair Green and carried, the Governing Board approved Secretary Oxandaboure as the Secretary for the Governing Board.

Ayes: Green, Miller, Oxandaboure, Caretto, Herrick
Noes: None
Absent: None
Abstain: None

9. **ADJOURNMENT**

With no further business to come before the Governing Board, Chair Green adjourned the meeting at 2:43 p.m.

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


Kim Booth, Administrative Assistant
Big Bear Area Regional Wastewater Agency