

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