

# **BIG BEAR AREA REGIONAL WASTEWATER AGENCY**

Regular Board Meeting Agenda

August 24, 2022 at 5:00 p.m.

121 Palomino Drive, Big Bear City, California

In accordance with AB 361, which modifies Government Code 54963, the members of the Big Bear Area Regional Wastewater Agency Governing Board and the public may attend this meeting in-person in the Agency Boardroom located at 121 Palomino Drive, Big Bear City, CA 92314 or by the teleconference Zoom information listed below.

Join Zoom Meeting

<https://us06web.zoom.us/j/89580385166?pwd=Rlpqc0ljSkpTOGwveENHK1MwTzYxZz09>

Meeting ID: 895 8038 5166

Passcode: 818497

Dial by your location

+1 669 444 9171 US

+1 719 359 4580 US

+1 720 707 2699 US (Denver)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 386 347 5053 US

+1 564 217 2000 US

+1 646 558 8656 US (New York)

+1 646 931 3860 US

+1 301 715 8592 US (Washington DC)

Find your local number: <https://us06web.zoom.us/j/89580385166?pwd=Rlpqc0ljSkpTOGwveENHK1MwTzYxZz09>

## **1. CALL TO ORDER**

**1.A. Roll Call**

## **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.

Please note that the Governing Board is making efforts to follow the spirit and intent of the Brown Act and other applicable laws regulating the conduct of public meetings, in order to

maximize transparency and public access. It would be appreciated, although not mandatory, if communications of public comments related to items on the agenda, or items not on the agenda, are emailed to [bburton@bbarwa.org](mailto:bburton@bbarwa.org) on or before Wednesday, August 24, 2022 at 4:00 p.m. Please include in the email's subject line "Public Comment Item # (insert the number relevant to your comment)" or "Public Comment Non-Agenda Item". If you wish to submit a public comment on more than one agenda item, please send a separate email for each item you are commenting on.

If it is not possible to submit an email by 4:00 p.m., and comments are submitted by email after that time or thru the Zoom chat feature during the meeting, every effort will be made to attempt to review emails and Zoom chats during the course of the meeting. The Chair will endeavor to take a brief pause before Governing Board action is taken on agenda items to allow the Board Secretary time to review the public's electronic communications. Every effort will be made during the meeting to read aloud all electronically submitted comments. Please note, all electronically submitted correspondence relating to this meeting will become part of the meeting record and will be cited within the meeting minutes. Please limit written comments to 300 words or less. In addition, prior to the close of public comment portions of the meeting, the Chair will provide the public an opportunity to verbally state their comment live via Zoom teleconference.

At meetings of the Governing Board, each individual speaker will be limited to five minutes or less of public testimony on each item on the agenda and three minutes or less on each item not on the agenda. In addition, public testimony on non-agenda items shall be limited to thirty minutes for all speakers. Further, the cumulative time which any individual may provide public testimony during a meeting is 15 minutes. The Chair of the Governing Board by majority vote may waive these time limitations. Whenever a group of persons wishes to address the Governing Board on the same item, the Chair or the Governing Board by majority vote may request a spokesperson be chosen for the group or limit the number of such persons addressing the Governing Board. The Chair or the Governing Board by majority vote may rule out of order testimony that is unduly repetitious or irrelevant.

**5. PRESENTATION AND INTRODUCTION**

**5.A.** Bynette Mote 1 year recognition

**6. INFORMATION/COMMITTEE REPORTS**

**6.A.** General Manager's Report

**7. CONSENT CALENDAR**

All matters listed on the Consent Calendar will be enacted by one motion at the appropriate time. There will be no separate discussion of these items. If a detailed discussion is necessary, any Governing Board Member may request that an item be removed from the Consent Calendar and considered separately.

**7.A.** Approval of the Meeting Minutes from the July 27, 2022 Regular Meeting

- 7.B. Monthly Disbursements Report for July - Informational
- 7.C. Investment Report Identifying Agency Investments and Reporting Interest Income for July – Informational
- 7.D. Approval of AB 361 Open Meetings: State and Local Agencies: Teleconferences
- 8. **ITEMS REMOVED FROM CONSENT CALENDAR**
- 9. **OLD BUSINESS**  
None
- 10. **NEW BUSINESS – DISCUSSION/ACTION ITEMS**
  - 10.A. Replenish Big Bear Funding Letter of Intent between the Big Bear Area Regional Wastewater Agency, the City of Big Bear Lake Department of Water and Power, and the Big Bear City Community Services District
- 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](http://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:** August 24, 2022  
**TO:** Governing Board of the Big Bear Area Regional Wastewater Agency  
**FROM:** David Lawrence, P.E., General Manager  
**REVIEWED BY:** Jennifer McCullar, Finance Manager; and John Shimmin, Plant Manager  
**SUBJECT:** General Manager’s Report

**DISCUSSION:**

Administration

*COVID-19*

The Administrative Office remains closed to the public.

Operations

*Headworks Grit System Rehabilitation Project (no update)*

Coordination with the contractor, R.I.C. Construction Co., Inc. is still underway, with submittals being reviewed. Due to procurement delays, the contractor has notified the Agency of an upcoming change order to extend the contract deadline.

*Oxidation Ditch 2 Rotor 4 Shaft Replacement Pre-Bid Report*

Parts are on order from Lakeside Equipment. The bidding process for the installation will commence in September 2022.

*Solar Production*

The July 2022 monthly performance report is attached. Missing data is a result of a logging issue which has been corrected.

Date	Energy (kWh)	Forecasted Energy (kWh)
7/22/2022	8,971	8,679.19
7/23/2022	8,011.63	8,679.19
7/24/2022	4,958.25	8,679.19
7/26/2022	7,029.88	8,679.19
7/27/2022	6,821.25	8,679.19
7/28/2022	7,934.75	8,679.19

*2022 Treatment Plant Data*

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

<b>Flow Percentages</b>			
<b>Member Agency</b>	<b>May</b>	<b>June</b>	<b>July</b>
City of Big Bear Lake	47.43%	48.15%	49.61%
Big Bear City	48.97%	47.83%	46.22%
County of San Bernardino	3.59%	4.02%	4.17%

*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	0	0	0	0	
September	4	6	3	7	3	7	0	0	0	0	
October	9	8	3	5	10	9	0	0	0	0	
November	5	11	5	2	2	5	0	0	0	0	
December	4	2	3	1	2	3	0	0	0	0	
January	0	0	1	1	2	2	0	0	0	0	
February	1	0	0	1	0	6	0	0	0	0	
March	2	0	3	1	3	9	0	0	0	0	
April	3	0	3	7	12	12	0	0	0	0	
May	4	0	5	5	6	7	0	0	0	0	
June	16	0	6	6	13	11	0	0	0	0	
TOTAL	63	37	45	45	68	87	2	1	1	0	

Replenish Big Bear

*Permitting*

The Project Team is awaiting the formal response from the Regional Board regarding the NPDES permit.

The Project Team provided comments to the Division of Drinking Water (DDW) for the well investigation work plan; Water Systems Consulting, Inc. (WSC) is coordinating the next steps.

*Environmental Review*

This item is pending comments from the Regional Board regarding the NPDES permit. The target completion date for CEQA/NEPA is the summer of 2023.

*Agreements and Contracts*

The Agency is working with legal counsel and project beneficiaries to develop preliminary terms associated with the distribution of project water and future monetary contributions to the project. The City of Big Bear Lake, Department of Water and Power (BBLDWP) will consider the

Replenish Big Bear Funding Letter of Intent between the Agency, the City of Big Bear Lake Department of Water and Power, and the Big Bear City Community Services District at its August 30, 2022, meeting. The Big Bear City Community Services District (BCCSD) will bring this item to its Water Committee meeting prior to full board consideration.

The Second Amended and Restated Memorandum of Understanding has been executed by all parties.

The Project Benefits Memorandum of Understanding (Benefits MOU) with the County of San Bernardino (County) revisions has been sent to the Project Team for consideration by their respective boards/councils. Both the BBLDWP and BCCSD Boards have approved the Benefits MOU. The Benefits MOU is pending signatures from the BBMWD, County, Visit Big Bear, and the City of Big Bear Lake. The County advised that the Board of Supervisors will not consider this item until all other parties have signed.

*Funding*

The Agency has selected Fieldman Rolapp & Associates, Inc. (FRA) to provide municipal financial advisory services related to the short and long-term financial needs of the Agency.

WSC and FRA are working with staff to complete a Letter of Interest (LOI) for a loan under the Water Infrastructure Finance and Innovation Act (WIFIA) with plans to submit by September 6, 2022. This is an excellent opportunity for the Agency to receive long-term, low-interest financing for the Project. If invited to apply after the LOI submission (8-week turnaround), the Agency will begin the application process (approximately a 1-year turnaround).

*Grant Status*

<b>Grant</b>	<b>Amount</b>	<b>Status</b>
DCI Technical Assistance	\$500,000	Awarded and Fully Funded
IRWM Prop 1, Round 1	\$4,563,338	Awarded, In Process
2021 Title XVI	\$1,700,000	Awarded, Agreement Finalized (see comments next page)
2022 EPA STAG	\$960,000	CEQA and NEPA must be completed prior to an Award
2022 Title XVI	\$8,267,112	Recommended for Funding (see comments next page)
2023 Community Funding Request	\$1,000,000	Application Submitted

Progress Report No. 5 was submitted for the IRWM Prop 1 Round 1 grant, requesting a reimbursement of \$98,515.66 on July 28, 2022; total reimbursement requests to date are \$533,589.35.

The United States Bureau of Reclamation (USBR) has completed its review of the 2021 Title XVI agreement and it has been finalized. WSC is following up on the remaining outstanding items that may impact reimbursements (i.e. Build America, Buy America or BABA waiver).

The Agency submitted comments to the Environmental Protection Agency (EPA) to extend the BABA waiver and align with the WIFIA waiver for the 2022 EPA STAG grant. EPA continues to develop guidelines for STAG grant dispersal.

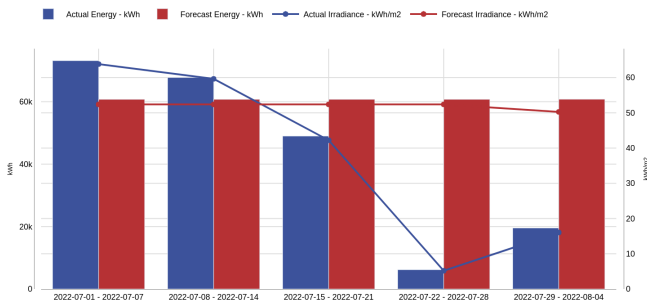
The Bureau of Reclamation informed the Agency that our application for the 2022 Title XVI Water Reclamation and Reuse Program funding was among those receiving the highest ratings and is now being considered for award with funding available under the Bipartisan Infrastructure Law (BIL), P.L. 117-58. Reclamation anticipates awarding Federal funds in the amount of \$8,267,112.



Capacity (kW DC)	1660005.0
Resource	Solar
Project Company	Distributed Solar Development, LLC. Mohawk
Utility	Bear Valley Electric Service
Address	121 Palomino Drive - 92314 Big Bear - California/ United States

## Last Months Performance

Energy (kWh)



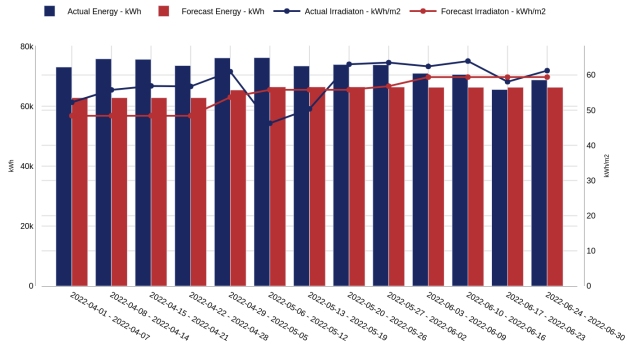
Energy (kWh)

Time	Energy (kWh)	
	Actual	Forecasted
01 Jul 2022	10,263.25	8,679.19
02 Jul 2022	10,474.50	8,679.19
03 Jul 2022	10,615.75	8,679.19
04 Jul 2022	10,497.12	8,679.19
05 Jul 2022	10,419.62	8,679.19
06 Jul 2022	10,451.25	8,679.19
07 Jul 2022	10,416.75	8,679.19
08 Jul 2022	10,348.25	8,679.19
09 Jul 2022	10,346.88	8,679.19
10 Jul 2022	10,199.62	8,679.19
11 Jul 2022	10,182.12	8,679.19
12 Jul 2022	9,715.62	8,679.19
13 Jul 2022	9,414.12	8,679.19
14 Jul 2022	7,541.38	8,679.19
15 Jul 2022	6,144.75	8,679.19
16 Jul 2022	8,183.88	8,679.19
17 Jul 2022	5,975.38	8,679.19
18 Jul 2022	5,953.38	8,679.19
19 Jul 2022	8,524.50	8,679.19
20 Jul 2022	8,697.88	8,679.19
21 Jul 2022	5,516.12	8,679.19
22 Jul 2022	0.00	8,679.19
23 Jul 2022	0.00	8,679.19
24 Jul 2022	0.00	8,679.19
25 Jul 2022	6,178.50	8,679.19
26 Jul 2022	0.00	8,679.19
27 Jul 2022	0.00	8,679.19
28 Jul 2022	0.00	8,679.19
29 Jul 2022	9,849.12	8,679.19
30 Jul 2022	5,508.75	8,679.19
31 Jul 2022	4,179.75	8,679.19
<b>Totals</b>	<b>215,598.25</b>	<b>269,055.00</b>

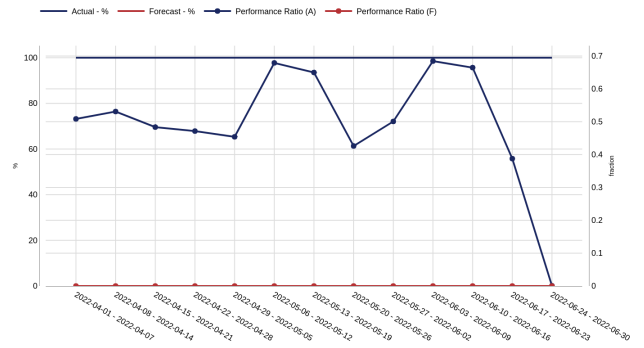
## Last 3 Months Performance



## Energy (kWh)



## Availability and PR

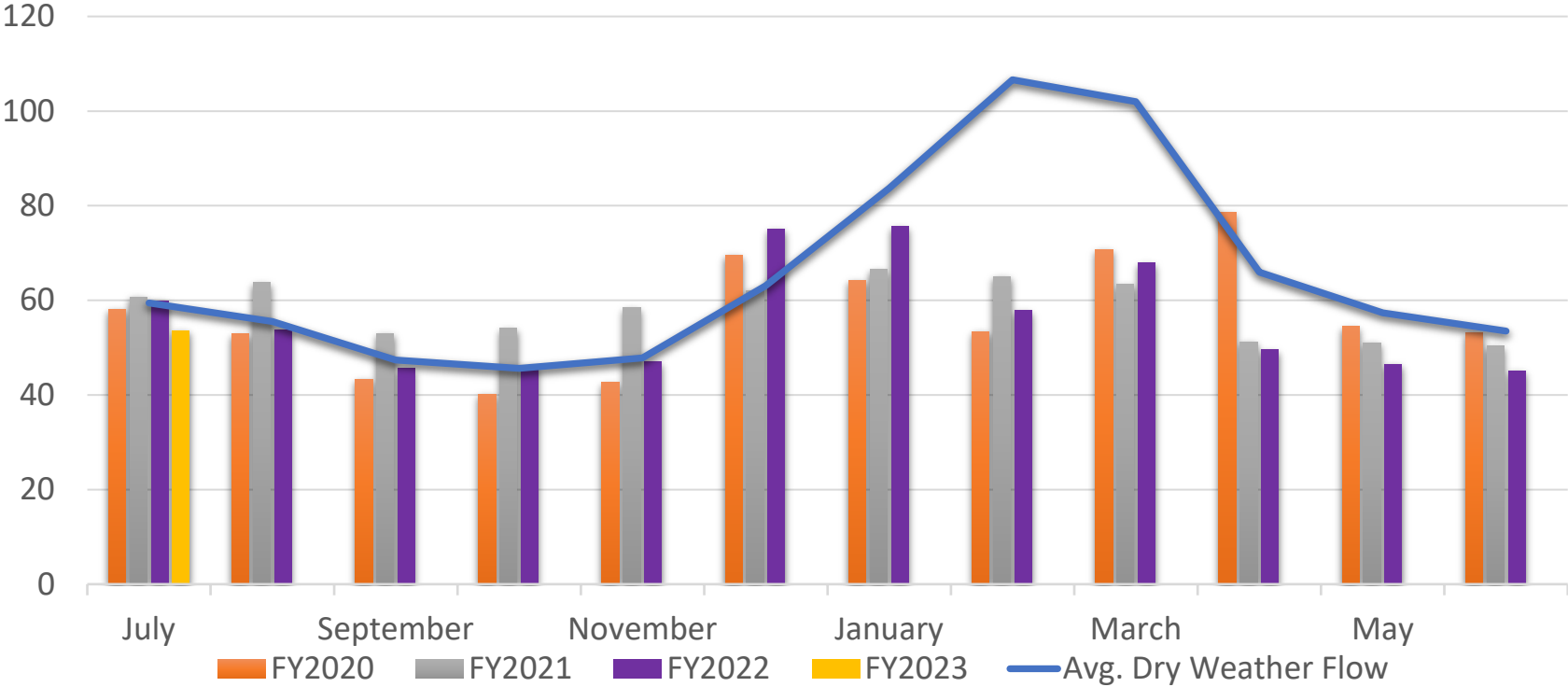


## Closed Events Last 3 Months

Event Date	Event Name	Status
11 Jun 2022 23:28	Plant Outage	Resolved
15 Jun 2022 14:14	INV 11,18,22	Resolved

**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. The SI unit of irradiance is watt per square meter (W/m2). The solar energy business uses watt-hour per square meter (Wh/m2) divided by the recording time. 1 kW/m2 = 24 kWh/(m2 day).  
**Production (kwh):** Energy generated by your system  
**Weather Adjustment (Δ):** PV systems depends both on the quality of the system and the weather. This adjustment is made to give more consistent results throughout the year as the weather changes.  
**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**

July 27, 2022

**1. CALL TO ORDER**

A Regular Meeting of the Governing Board of the Big Bear Area Regional Wastewater Agency was called to order by Chair Herrick at 5:00 p.m. on July 27, 2022 via Zoom.

**BOARD MEMBERS PRESENT**

Rick Herrick, Chair  
John Green, Vice-Chair  
Jim Miller, Director  
Bynette Mote, Director  
Larry Walsh, Director

**BOARD MEMBERS ABSENT**

None

**STAFF MEMBERS PRESENT**

David Lawrence, General Manager  
Jennifer McCullar, Finance Manager  
John Shimmin, Plant Manager  
Sonja Kawa, Human Resources Coordinator/Accounting Technician  
Bridgette Burton, Management Analyst/Board Secretary

**OTHERS**

Frank Forbes, County of San Bernadino Representative  
Ward Simmons, Best Best & Krieger LLP

**2. PLEDGE OF ALLEGIANCE**

Dispensed

**3. APPROVAL OF THE AGENDA**

Upon motion by Vice-Chair Green, seconded by Director Miller 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. 2022 Special District Leadership Foundation's District Transparency Certificate of Excellence**

The Board Secretary explained this is the second time the Agency received this certificate. It demonstrates the Agency's commitment to operating in a transparent

and ethical manner. These documents can be found on the Agency website at <https://www.bbarwa.org/transparency>.

**6. INFORMATION/COMMITTEE REPORTS**

**6.A. General Manager's Report**

The General Manager highlighted that the Agency is expecting the Report of Waste Discharge (ROWD) formal comments from the Regional Board this week and provided an update to funding mechanisms for the Replenish Big Bear Project. A special meeting may be scheduled in the next few weeks to review the ROWD comments and funding and financing options. The Governing Board discussed the total number of connections for CSA 53B and questioned if there will be any surprises with the Replenish Big Bear Project.

**8. ITEMS REMOVED FROM THE CONSENT CALENDAR**

The Governing Board requested 7.E. to be removed from the consent calendar with a motion and approval first.

**7.E. Resolution No. R. 10-2022, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Authorizing Virtual Governing Board and Committee Meetings Pursuant to AB 361**

Upon motion by Director Mote, seconded by Vice-Chair Green and carried, the Governing Board approved Resolution No. R. 10-2022.

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

**7. CONSENT CALENDAR**

**7.A. Approval of the Meeting Minutes from the May 25, 2022 Regular Meeting**

**7.B. Monthly Disbursements Report for May and June**

**7.C. Investment Report Identifying Agency Investments and Reporting Interest Income for May and June**

**7.D. Asset Disposal – Polyblend Unit**

Upon motion by Vice-Chair Green, seconded by Director Miller and carried, the Governing Board approved the Consent Calendar as presented.

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

**9. OLD BUSINESS**

**9.A. Replenish Big Bear Project Benefits Memorandum of Understanding**

The General Manager explained the County of San Bernardino (County) requested minor changes to the Replenish Big Bear Project (Project) Benefits MOU. In the abundance of caution, legal counsel recommended bringing the Benefits MOU to the Governing Board for consideration. The Governing Board clarified the amount of Project water to Project partners, signing the MOU does not prevent any of the signors from contributing financially to the Project, and the MOU will be effective as of the date of the last signatory and will continue for a period of three years with a possible extension not to exceed five years. The Governing Board encouraged the County to make a financial commitment to the Project with further discussion about areas that have been devastated by drought. The Governing Board and staff discussed grant opportunities for the Project and the possibility for Project partners to pursue grant funding for their financial contributions along with discussion regarding Fish and Game and the Tribal Nations becoming beneficiaries, and the Second Amended and Restated MOU reimbursements.

Upon motion by Director Walsh, seconded by Vice-Chair Green and carried, the Governing Board authorized the General Manager to execute the Replenish Big Bear Project Benefits Memorandum of Understanding with the edits provided by the County of San Bernardino.

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

**10. NEW BUSINESS**

**10.A. Purchasing Policy Approval**

The Finance Manager described elements of the Purchasing Policy, including the federal requirements associated with the Agency's newly awarded grant, the bidding procedures under the Uniform Public Construction Cost Accounting Act, consolidation of existing, related policies and an amendment to the General Manager's contracting authority.

Upon motion by Director Miller, seconded by Director Walsh and carried, the Governing Board approved the Purchasing Policy.

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

**10.B.** Appropriate \$75,000 for Oxidation Ditch 2 Rotor 4 Shaft Replacement from the Contingency Fund

The General Manager explained the repairs needed for Oxidation Ditch 2 Rotor 4. The Governing Board clarified the total cost included labor and material.

Upon motion by Director Mote, seconded by Director Walsh and carried, the Governing Board appropriated \$75,000 for Oxidation Ditch 2 Rotor 4 Shaft Replacement from the Contingency Fund.

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

**10.C.** Resolution No. R. 09-2022, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Declaring its Intent to Issue Tax-Exempt Obligations to be Used to Reimburse the Big Bear Area Regional Wastewater Agency for Expenditures Made Prior to the Issuance of Such Obligations

The Finance Manager described the resolution being required when the Agency believes it will spend funds for a project in advance of issuing the debt obligation. It is a mechanism to be reimbursed from debt obligations when the Agency uses cash for a project. This does not bind the Agency to issue any debt, and any debt issuance will be brought back to the Governing Board for consideration with a 4/5 vote required for approval. Discussion ensued between the Governing Board and staff regarding the Replenish Big Bear Project cost detailed in the resolution.

Upon motion by Vice-Chair Green, seconded by Director Miller and carried, the Governing Board approved Resolution No. R. 09-2022.

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 congratulated the General Manager for being selected as a Local Government Champion by the Institute for Local Government, discussed the East Valley Water Purification Project and its similarities and differences to the Replenish Big Bear Project (Project), and thanked staff for their efforts with the Project. Staff thanked the Governing Board and the community for their support for the Project.

**11. ADJOURNMENT**

With no further business to come before the Governing Board, Chair Herrick adjourned the meeting at 5:47 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:** August 24, 2022

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

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

**PREPARED BY:** Jennifer McCullar, Finance Manager

**SUBJECT:** Monthly Disbursements Report for July

**BACKGROUND:**

Attached is the Agency's check register for July 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 Jul 1, 2022 to Jul 31, 2022**

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

Check #	Date	Payee	Cash Account	Amount
CASH 23518	7/5/22	CALPERS HEALTH	1000-20	29,858.34
CASH 23515	7/5/22	PAYA	1000-20	19.99
CASH 23516	7/5/22	VISION SERVICE PLAN	1000-20	306.46
CASH 23517	7/5/22	PRINCIPAL FINANCIAL GROUP	1000-20	3,445.35
CASH 23519	7/6/22	EMPLOYMENT DEVELOPMENT DEPARTM	1000-20	589.11
CASH 23520	7/6/22	INTERNAL REVENUE SERVICE	1000-20	2,050.31
22232V	7/7/22	DIRECT TV	1000-20	-44.99
22303	7/7/22	ACCENT COMPUTER SOLUTIONS, INC.	1000-20	2,952.10
22304	7/7/22	ALLISON MECHANICAL, INC.	1000-20	1,855.00
22305	7/7/22	AMAZON CAPITAL SERVICES	1000-20	705.46
22306	7/7/22	ARAMARK UNIFORM SERVICES	1000-20	1,066.10
22307	7/7/22	ASBURY ENVIRONMENTAL SERVICE	1000-20	180.00
22308	7/7/22	BEST BEST & KRIEGER LLP	1000-20	4,551.09
22309	7/7/22	BIG BEAR CITY COMMUNITY SERVICES DI	1000-20	979.03
22310	7/7/22	BIG BEAR FIRE DEPARTMENT	1000-20	75.00
22311	7/7/22	BUTCHER'S BLOCK & BUILDING	1000-20	177.32
22312	7/7/22	BEAR VALLEY ELECTRIC	1000-20	8,532.49
22313	7/7/22	COSTCO MEMBERSHIP	1000-20	60.00
22314	7/7/22	CWEA TCP/MEMBERSHIP	1000-20	288.00
22315	7/7/22	DIY HOME CENTER-BIG BEAR	1000-20	7.69
22316	7/7/22	DISTRIBUTED SOLAR DEVELOPMENT, LL	1000-20	21,671.59
22317	7/7/22	DIRECT TV	1000-20	89.98
22318	7/7/22	DEPARTMENT OF WATER & POWER	1000-20	47.80
22319	7/7/22	ECS IMAGING, INC.	1000-20	2,075.00
22320	7/7/22	ENVIRONMENTAL EXPRESS, INC	1000-20	209.26
22321	7/7/22	EVANTEC CORPORATION	1000-20	451.36
22322	7/7/22	FLYERS ENERGY	1000-20	1,171.22
22323	7/7/22	FRONTIER COMMUNICATIONS	1000-20	932.71
22324	7/7/22	HAZ MAT TRANS, INC.	1000-20	1,820.19
22325	7/7/22	HUGHESNET	1000-20	102.33
22326	7/7/22	RANDY J. SPITZ	1000-20	73.71
22327	7/7/22	NATIVESCAPES INC	1000-20	804.00
22328	7/7/22	CONSTANCE M. ALVARADO	1000-20	55.00

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

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

Check #	Date	Payee	Cash Account	Amount
22329	7/7/22	PHENOVA	1000-20	505.66
22330	7/7/22	PITNEY BOWES RESERVE ACCOUNT	1000-20	500.00
22331	7/7/22	R.I.C. CONSTRUCTION CO., INC.	1000-20	42,392.80
22332	7/7/22	SANCON TECHNOLOGIES, INC	1000-20	34,973.00
22333	7/7/22	SOUTH COAST AQMD	1000-20	8,478.82
22334	7/7/22	SDRMA	1000-20	222,270.32
22335	7/7/22	RYAN R. ABELN	1000-20	19,390.88
22336	7/7/22	SPECTRUM BUSINESS	1000-20	1,023.93
22337	7/7/22	STREAMLINE	1000-20	300.00
22338	7/7/22	UNDERGROUND SERVICE ALERT	1000-20	214.60
22339	7/7/22	VIKING MAINTENANCE SERVICES, LLC	1000-20	1,190.00
22340	7/7/22	WIN-911 SOFTWARE	1000-20	660.00
22341	7/7/22	BRIDGETTE BURTON	1000-20	50.00
22342	7/7/22	SONJA KAWA	1000-20	50.00
22343	7/7/22	DAVID LAWRENCE	1000-20	50.00
22344	7/7/22	JENNIFER MCCULLAR	1000-20	50.00
22345	7/7/22	JOHN SHIMMIN	1000-20	50.00
22346	7/7/22	HACH COMPANY	1000-20	104.65
CASH 23521	7/7/22	THE LINCOLN NAT'L LIFE INS CO	1000-20	4,198.61
CASH 23522	7/8/22	EMPLOYMENT DEVELOPMENT DEPARTM	1000-20	2,263.16
CASH 23523	7/8/22	EMPLOYMENT DEVELOPMENT DEPARTM	1000-20	2,320.83
CASH 23524	7/8/22	INTERNAL REVENUE SERVICE	1000-20	6,698.25
CASH 23525	7/11/22	AMERICAN FIDELITY ASSURANCE CO	1000-20	525.41
CASH 23526	7/11/22	CALPERS RETIREMENT	1000-20	3,119.70
CASH 23527	7/11/22	CA PERS 457 PROGRAM	1000-20	4,440.67
CASH 23528	7/11/22	CALPERS RETIREMENT	1000-20	7,719.62
22347	7/22/22	AMAZON CAPITAL SERVICES	1000-20	183.89
22348	7/22/22	BARTLE WELLS ASSOCIATES	1000-20	7,257.00
22349	7/22/22	BUSINESS CARD	1000-20	1,850.44
22350	7/22/22	BEAR VALLEY FIRE PROTECTION, INC.	1000-20	553.98
22351	7/22/22	CLINICAL LAB OF SAN BERNARDINO	1000-20	657.50
22352	7/22/22	JOHN CONNELLY	1000-20	375.00
22353	7/22/22	COUNTY OF SAN BERNARDINO SOLID WA	1000-20	219.98

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

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

Check #	Date	Payee	Cash Account	Amount
22354	7/22/22	TOM DODSON & ASSOCIATES	1000-20	2,130.00
22355	7/22/22	EVANTEC CORPORATION	1000-20	81.73
22356	7/22/22	GRAINGER	1000-20	537.50
22357	7/22/22	INDUSTRIAL HEARING & PULMONARY	1000-20	583.00
22358	7/22/22	J.G. TUCKER & SON, INC.	1000-20	364.82
22359	7/22/22	MCR TECHNOLOGIES, INC.	1000-20	7,877.60
22360	7/22/22	MITEL	1000-20	381.00
22361	7/22/22	NORTHERN TOOL & EQUIPMENT	1000-20	39.99
22362	7/22/22	POLYDYNE INC	1000-20	4,232.36
22363	7/22/22	ROGERS, ANDERSON, MALODY & SCOTT,	1000-20	9,275.00
22364	7/22/22	READY REFRESH	1000-20	284.68
22365	7/22/22	ROI ENGINEERING LLC	1000-20	1,800.00
22366	7/22/22	SOUTHERN CALIFORNIA EDISON	1000-20	52.76
22367	7/22/22	SOUTHWEST GAS	1000-20	226.34
22368	7/22/22	SYNAGRO-WWT, INC.	1000-20	22,504.07
22369	7/22/22	VERIZON WIRELESS	1000-20	252.77
22370	7/22/22	WATER SYSTEMS CONSULTING, INC.	1000-20	35,065.60
22371	7/22/22	RYAN CONNELLY	1000-20	296.42
22372	7/22/22	CHRIS SANTILLAN	1000-20	296.42
22373	7/22/22	TYLER WESTPLAT	1000-20	542.67
22374	7/22/22	PAPE MATERIAL HANDLING, INC.	1000-20	24,177.02
CASH 23529	7/22/22	EMPLOYMENT DEVELOPMENT DEPARTM	1000-20	2,567.54
CASH 23530	7/22/22	THE LINCOLN NAT'L LIFE INS CO	1000-20	4,245.99
CASH 23531	7/22/22	INTERNAL REVENUE SERVICE	1000-20	7,433.75
CASH 23532	7/22/22	AMERICAN FIDELITY ASSURANCE CO	1000-20	525.41
CASH 23533	7/25/22	CALPERS RETIREMENT	1000-20	3,361.42
CASH 23534	7/25/22	CA PERS 457 PROGRAM	1000-20	4,585.91
CASH 23535	7/25/22	CALPERS RETIREMENT	1000-20	8,224.55
CASH 23536	7/27/22	CALPERS RETIREMENT	1000-20	2,773.00
CASH 23537	7/27/22	CALPERS RETIREMENT	1000-20	201,984.00
CASH 23538	7/28/22	LEGALSHIELD	1000-20	67.80
CASH 23539	7/28/22	TEXAS LIFE INSURANCE COMPANY	1000-20	213.00
CASH 23540	7/28/22	AMERICAN FIDELITY ASSURANCE CO	1000-20	663.90

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

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

<b>Check #</b>	<b>Date</b>	<b>Payee</b>	<b>Cash Account</b>	<b>Amount</b>
CASH 23541	7/28/22	PAYA	1000-20	10,239.57
CASH 23542	7/28/22	PAYA	1000-20	38.06
<b>Total</b>				<b><u>819,722.35</u></b>



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:** August 24, 2022

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

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

**PREPARED BY:** Jennifer McCullar, Finance Manager

**SUBJECT:** Investment Report Identifying Agency Investments and Reporting Interest  
Income

**BACKGROUND:**

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

**FINANCIAL IMPACT:**

There is no financial impact.

**RECOMMENDATION:**

Informational

BBARWA  
 Monthly Investment Report  
 July 2022

<u>INVESTMENT TYPE</u>	<u>COST</u>	<u>FAIR MARKET VALUE (1)</u>	<u>YEAR TO DATE INTEREST(2)</u>	<u>INTEREST RATE</u>	<u>MATURITY DATE</u>
LOCAL AGENCY INVESTMENT FUND	\$ 6,162,883	\$ 6,083,538	\$ 12,928	1.090%	DAILY
TOTAL	\$ 6,162,883	\$ 6,083,538	\$ 12,928		

The Investment Portfolio of the Big Bear Area Regional Wastewater Agency is in compliance with the investment policy approved in Sept 2021. 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

August 17, 2022

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

BIG BEAR AREA REGIONAL WASTEWATER AGENCY

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

[Tran Type Definitions](#)

//

**Account Number:**

July 2022 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
7/7/2022	7/7/2022	RW	1707306	N/A	JENNIFER MCCULLAR	-700,000.00
7/15/2022	7/15/2022	QRD	1708882	N/A	SYSTEM	12,927.64
7/27/2022	7/27/2022	RW	1710927	N/A	JENNIFER MCCULLAR	-500,000.00

**Account Summary**

Total Deposit:	12,927.64	Beginning Balance:	7,349,954.96
Total Withdrawal:	-1,200,000.00	Ending Balance:	6,162,882.60



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:** August 24, 2022

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

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

**PREPARED BY:** Bridgette Burton, Management Analyst/Board Secretary

**SUBJECT:** AB 361 Open Meetings: State and Local Agencies: Teleconferences

**BACKGROUND & DISCUSSION:**

On July 27, 2022, the Governing Board adopted Resolution No. R. 10-2022, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Authorizing Virtual Board and Committee Meetings Pursuant to AB 361. The Governing Board may extend the application of this Resolution by motion and majority vote up to 30 days at a time, provided that it makes all necessary findings consistent with and pursuant to the requirements of Section 54953(e)(3). Government Code 54953(e)(3) authorizes this legislative body to continue to conduct these remote “telephonic” meetings under AB 361 provided that it has timely made the findings specified therein. Findings must include: (a) the state of emergency continues to directly impact the ability of the members of this legislative body to meet safely in person; and/or (b) state or local officials continue to impose or recommend measures to promote social distancing.

AB 361 amended the Brown Act to allow local legislative bodies to continue using teleconferencing and virtual meeting technology as long as there is a “proclaimed state of emergency.” To accommodate individuals during these teleconferences and virtual meetings, a public comment period is offered where the public can address the legislative body directly in real time. Additionally, public comments are allowed up until the public comment period is closed at the meetings. The agenda includes information on the manner in which the public may access the meeting and provide comments remotely. If technical problems arise that result in the public’s access being disrupted, the legislative body does not take any votes or other official action until the technical disruption is corrected, and public access is restored.

In light of AB 361, and in order to promote social distancing and avoid an imminent safety risk to attendees, teleconferencing and virtual meeting options may continue to take place until further notice. AB 361’s sunset date is January 1, 2024.

**FINANCIAL IMPACT:**

There is no financial impact.

**RECOMMENDATION:**

Approve





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:** August 24, 2022

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

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

**REVIEWED BY:** Jennifer McCullar, Finance Manager

**SUBJECT:** Replenish Big Bear Funding Letter of Intent between the Big Bear Area Regional Wastewater Agency, the City of Big Bear Lake Department of Water and Power, and the Big Bear City Community Services District

### BACKGROUND & DISCUSSION:

The Benefits Memorandum of Understanding identified possible beneficiaries of the Replenish Big Bear water (the Project Water), with the intention of securing ongoing funding to offset the Agency's cost of treating and distributing the water. Two of the primary beneficiaries of the Project Water are the City of Big Bear Lake Department of Water and Power (DWP) and the Big Bear City Community Services District (CSD), collectively known as the "Project Funding Partners".

The value of the Project Water to these Project Funding Partners has been estimated based on the customer purchase price of the water minus pumping and disinfection costs. Based on average domestic use, which includes Tier 1 and 2 consumption fees, the cost per acre-foot for Big Bear Valley customers was determined to be \$1,160.87 per acre-foot, and \$294.05 per acre-foot for pumping and disinfection. Project Funding Partners have agreed that \$866.82 per acre-foot is the current rate in which the Project Water is valued for domestic water customers.

Based on the Thomas Harder and Co. Technical Memorandum dated November 29, 2017, the Sand Canyon spreading grounds could recharge the aquifer up to 380 acre-feet per year (AFY). In addition, there is potential for Big Bear Mountain to utilize Project Water for golf course irrigation, which would result in an additional in-lieu groundwater recharge amount of 120 AFY. The total amount of Project Water available to DWP and CSD to recharge the aquifer through direct spreading in Sand Canyon and golf course in-lieu groundwater recharge is 500 AFY.

The attached Replenish Big Bear Funding Letter of Intent confirms the intent of the Project Funding Partners to purchase an Option based on the underlying value of the Project Water. The option gives the Project Funding Partners the option to withdraw up to 380 AFY of Project Water from Big Bear Lake for groundwater recharge and in-lieu recharge of 120 AFY for irrigation of the Big Bear Mountain Golf Course. It is currently estimated that the DWP will pay 68% of the current Option Value (\$294,718.80) and CSD will pay 32% of the current Option Value (\$138,691.20) to BBARWA, which reflects their relative benefit of the Project Water.

**FINANCIAL IMPACT:**

The Funding Letter of Intent indicates annual revenue of \$433,410 per year (\$866.82 x 500 AFY). This revenue would offset ongoing costs of the Project. The financial impact to BBARWA's rates based on 2022 EDUs of 25,288, is \$17.14 per EDU. This is the expected reduction in BBARWA's Replenish Big Bear rate as a result of securing this offsetting revenue.

**RECOMMENDATION:**

Authorize the General Manager to negotiate and execute the Replenish Big Bear Funding Letter of Intent between the Agency, the City of Big Bear Lake, Department of Water and Power, and the Big Bear City Community Services District.

**ATTACHMENT:**

Replenish Big Bear Funding Letter of Intent between the Big Bear Area Regional Wastewater Agency, the City of Big Bear Lake, Department of Water and Power, and the Big Bear City Community Services District



## **BIG BEAR AREA REGIONAL WASTEWATER AGENCY**

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

---

August 24, 2022

Reginald A. Lamson, General Manager  
City of Big Bear Lake Department of Water and Power  
P.O. Box 1929  
Big Bear Lake, CA 92315-1929

Mary Reeves, General Manager  
Big Bear City Community Services District  
P.O. Box 558  
Big Bear City, CA 92314

Re: Replenish Big Bear Funding Letter of Intent between the Big Bear Area Regional Wastewater Agency, the City of Big Bear Lake Department of Water and Power, and the Big Bear City Community Services District

Dear Mr. Lamson and Ms. Reeves:

This letter (“Funding Letter of Intent”) confirms the intent of both the City of Big Bear Lake Department of Water and Power (“DWP”) and the Big Bear City Community Services District (“CSD”) to assist in the funding of the Replenish Big Bear Project (“Project”) in exchange for certain options described here below. If acceptable to both DWP and CSD, DWP and CSD, together, intend to enter into a funding agreement with the Big Bear Area Regional Wastewater Agency (“BBARWA”) to more formally agree to the following arrangements (the “Funding Agreement”):

- After the Project has been installed and begins delivering water from the Project (“Project Water”), DWP will have an option (the “Option”) to withdraw up to 380 acre-feet per year (AFY) of Project Water from Big Bear Lake (the “DWP Withdrawal Amount”), at any time during each year, for the purpose of groundwater recharge, until such time as BBARWA no longer delivers Project Water into Big Bear Lake, or until the future Funding Agreement terminates (the “Withdrawal Term”).
- The value of the Project Water provided pursuant to the Option is currently estimated to be \$866.82 per acre-foot, or \$329,391.60 per year, and will increase annually at an inflationary rate of 3% (the “Option Value”).
- There is a potential for Bear Mountain Golf Course to utilize Project Water to irrigate the golf course. Irrigating the Golf Course with Project Water would result in an additional in lieu groundwater recharge amount of 120 AFY. The value of this additional Option is \$104,018.40 per year, also subject to annual adjustment at the inflationary rate.

- The Option will benefit both the DWP and the CSD, and each will pay to BBARWA their proportionate share of the Option Value, up to a total current amount of \$433,410 per year, adjusted at the inflationary rate each year. It is currently estimated that the DWP will pay 68% of the current Option Value (\$294,718.80), and the CSD will pay 32% of the current Option Value (\$138,691.20) to BBARWA (“Option Payments”).
- The first Option Payment will be paid on approximately July 1 of the first fiscal year Project Water is anticipated to be delivered to Big Bear Lake, and annually each fiscal year thereafter during the Withdrawal Term, regardless of whether any water is actually withdrawn from the Lake. Even though anticipated, if Project Water delivery is delayed beyond the next fiscal year, then BBARWA would refund the payments from that original fiscal year.

If the DWP, the CSD and BBARWA do not enter into a written Funding Agreement for the Project within three hundred sixty-five (365) days of the date of acceptance of this Funding Letter of Intent by DWP and CSD, this Funding Letter of Intent may be terminated by any of the parties. If terminated, neither DWP, CSD nor BBARWA owe anything (i.e., funding or water, as applicable) to the other party.

This Funding Letter of Intent contains the entire expression of the intention of the parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings, or letters of intent. This Funding Letter of Intent may only be modified by a writing signed by both parties.

When the Funding Agreement has been executed by all of the parties, it shall replace and supersede this Funding Letter of Intent.

Please sign and return one copy of this Funding Letter of Intent to BBARWA no later than November 1, 2022.

Sincerely,

By:

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

---

**ACCEPTANCE OF THE REPLENISH BIG BEAR FUNDING LETTER OF INTENT  
BETWEEN THE BIG BEAR AREA REGIONAL WASTEWATER AGENCY, THE CITY  
OF BIG BEAR LAKE DEPARTMENT OF WATER AND POWER, AND THE BIG  
BEAR CITY COMMUNITY SERVICES DISTRICT**

**Agreed and accepted this \_\_ day of \_\_\_\_\_, 2022**  
City of Big Bear Lake Department of Water and Power

By: \_\_\_\_\_  
Reginald A. Lamson, General Manager

Date: \_\_\_\_\_.

**Agreed and accepted this \_\_ day of \_\_\_\_\_, 2022**  
Big Bear City Community Services District

By: \_\_\_\_\_  
Mary Reeves, General Manager

Date: \_\_\_\_\_.