

BIG BEAR AREA REGIONAL WASTEWATER AGENCY
REGULAR BOARD MEETING MINUTES
August 25, 2021

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 Miller at 5:00 p.m. on August 25, 2021 via Zoom and was conducted pursuant to California Government Code Section 54953 and Governor Newsome's Executive Order N-25-20 and N-29-20.

BOARD MEMBERS PRESENT

Jim Miller, Chair
Rick Herrick, Vice-Chair
John Green, Director
Bynette Mote, Director
Karyn Oxandaboure, 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

Ward Simmons, Best Best & Krieger
Lutfi Kharuf, Best Best & Krieger
Mary Reeves, General Manager, Big Bear City Community Services District
Larry Walsh, Board Member, Big Bear City Community Services District
Reggie Lamson, General Manager, City of Big Bear Lake, Department of Water and Power
Craig Hjorth, Treasurer, City of Big Bear Lake, Department of Water and Power
Kathy Portie, Big Bear Grizzly Newspaper
Michael Perry, CEO, Visit Big Bear
Amie Kinne
Elaine Anderson
James Fernane
Jim Eakin
John Kosmatka
Jon Bidwell
Joseph Kelly
Linda
Patrice Duncan
Robert Russell
Sarah Simoneau
Terri Long

2. PLEDGE OF ALLEGIANCE

Dispensed

3. APPROVAL OF THE AGENDA

Upon motion by Vice-Chair Herrick, seconded by Director Oxandaboure and carried, the Governing Board approved the agenda as presented.

Ayes: Green, Herrick, Mote, Oxandaboure, Miller

Noes: None

Absent: None

Abstain: None

4. PUBLIC FORUM

No comments

5. PRESENTATIONS AND INTRODUCTIONS

The General Manager thanked staff for their hard work and dedication and presented the following employee recognitions of service and awards:

5.A. Brent Berg 15-year recognition

5.B. Sonja Kawa 10-year recognition

5.C. California Water Environmental Association Desert and Mountain Section 2020 Small Plant Safety Award

5.D. California Water Environmental Association Desert and Mountain Section 2020 Plant of the Year Small Award (Less than 5 MGD)

5.E. California Water Environmental Association 2020 Plant of the Year Small Award (Less than 5 MGD) Third Place

5.F. Government Finance Officers Association of the United States and Canada (GFOA) Certificate of Achievement for Excellence in Financial Reporting for Fiscal Year Ended June 30, 2020

6. INFORMATION/COMMITTEE REPORTS

6.A. General Manager's Report

The General Manager highlighted items that occurred since the last Governing Board meeting.

7. CONSENT CALENDAR

- 7.A. Approval of the Meeting Minutes from the May 26, 2021 Regular Meeting, June 16, 2021 Special Meeting Replenish Big Bear Workshop, and the June 23, 2021 Special Meeting Replenish Big Bear Workshop
- 7.B. Monthly Disbursements Report for May, June, and July
- 7.C. Investment Report Identifying Agency Investments and Reporting Interest Income for May, June, and July
- 7.D. Resolution No. R.09-2021, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Adopting the Annual Statement of Investment Policy

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

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

8. ITEMS REMOVED FROM THE CONSENT CALENDAR

None

9. OLD BUSINESS

None

10. CLOSED SESSION

- 10.A. Conference with Legal Counsel – Anticipated Litigation
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: (1)

The Governing Board entered closed session at 5:09 p.m. Chair Miller reconvened open session at 5:55 p.m. with no reportable action.

11. NEW BUSINESS

- 11.A. Replenish Big Bear Funding Options

Lutfi Kharuf of Best Best & Krieger presented four potential funding sources to raise revenue for the Replenish Big Bear Project: 1) using the existing fee authority, 2) utilizing a benefits assessment, 3) establishing a community

facilities district, or 4) conducting a special parcel tax election. Discussion ensued between the Governing Board, staff, and Mr. Kharuf.

Sarah Simoneau commented that she wanted to make sure that the voices of the community are heard, and the community has the final say on whether they vote yay or nay.

This staff report was informational only and no action was taken by the Governing Board.

11.B. Appropriate \$43,650 for a New Rate Study Covering Current Rates, Rates Associated with Replenish Big Bear, Waste Hauler Fees, and Connection Fees

The Finance Manager discussed the need for a rate study to include the Replenish Big Bear Project. The Governing Board expressed concern over including estimated project costs and provided direction to only include known costs for the project. Discussion ensued between the Governing Board and staff.

Upon motion by Chair Miller, seconded by Vice-Chair Herrick and carried, the Governing Board appropriated \$43,650 for the new rate study from the Contingency Fund and authorized the General Manager to negotiate and execute a 5-year rate study for BBARWA's normal budget and a 3-year rate study for known Replenish Big Bear expenses with HDR in an amount not to exceed \$43,650.

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

11.C. Replenish Big Bear Project Benefits, Memorandum of Understanding

The General Manager explained the purpose of the Project Benefit MOU. The Governing Board clarified there is no financial commitment related to the MOU. Discussion ensued between the Governing Board and staff.

Upon motion by Director Mote, seconded by Director Oxandaboure and carried, the Governing Board authorized the General Manager to negotiate and execute the Replenish Big Bear Project Benefits, Memorandum of Understanding.

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

11.D. Sale of BBARWA Renewable Energy Credits

The General Manager described the process of selling BBARWA's renewable energy credits. Discussion ensued between the Governing Board and staff.

Upon motion by Vice-Chair Herrick, seconded by Director Green and carried, the Governing Board authorized the General Manager to negotiate and execute the Solar REC Purchase Agreement with Verdant Energy Services, LLC, to sell the renewable energy credits.

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


12. COMMENTS AND ANNOUNCEMENTS

12.A. General Manager Comments
None

12.B. Governing Board Member Comments
Chair Miller welcomed Bynette Mote to the Governing Board.

13. ADJOURNMENT

With no further business to come before the Governing Board, Chair Miller adjourned the meeting at 6:52 p.m.

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