BIG BEAR AREA REGIONAL WASTEWATER AGENCY
Regular Meeting of
January 27, 2016
At
5:00 p.m.
121 Palomino Drive
Big Bear City, California

1. **Call to Order**

2. **Pledge of Allegiance**

3. **Presentations and Introduction**

4. **Approval of the Agenda**

5. **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 detailed discussion is necessary, any Board Member may request that an item be removed from the Consent Calendar and considered separately.

   A. Minutes of Special Meeting on November 20, 2015 – Approve
   B. Monthly Expenses – Informational
   C. Governing Board Member Reimbursement – Approve
   D. Investment Report – Informational
   E. Administrative Reports for December 2015 – January 2016 – Informational
   F. Agreement for Emergency Repair of Sewer and or Support – Approve

6. **Items Removed From the Consent Calendar**

7. **Public Forum Response – None**

8. **Public Forum** – The Public Forum portion of the meeting is an opportunity for members of the public to directly address the Governing Board on matters within the jurisdiction of this Agency. Ordinance No. 57 limits individual public testimony to three minutes or less. The cumulative time that any individual may provide public testimony during a meeting is fifteen minutes and the public testimony shall be limited to thirty minutes for all speakers. Whenever a group of persons wishes to address the Board on the same item, the Chairman or the Board by majority vote may request a spokesperson be chosen for the group or limit the number of such persons addressing the Board. Since discussion of an item, not on the posted agenda is not allowed, these concerns may be addressed in a future meeting under "Public Forum Response

9. **Old Business**

10. **New Business**

    A. Budget Workshop Schedule Date – Discussion and Possible Action
    B. Heating/Air Conditioning System for Laboratory – Discussion and Possible Action

11. **Information/Committee Reports**

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 Kimberly Booth, Administrative Assistant at (909) 584-4018. Notification at least 48 hours prior to the meeting or time when services are needed will assist the 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
Special Board Meeting
Minutes
November 20, 2015

1. **Call to Order**
   A regular meeting of the Governing Board of the Big Bear Area Regional Wastewater Agency was held on Friday, November 20, 2015 at 4:30 p.m. at 121 Palomino Drive, Big Bear City, California.
   Governing Board Members present: David Caretto, John Green, Liz Harrick, Paul Terry and Rick Herrick.
   Absent: None
   Staff present: Steven C. Schindler, General Manager; Fred Uhler, Plant Manager; Jennifer McCullar, Finance Manager, and Kim Booth, Administrative Assistant
   Others: Charity Schiller, Best, Best & Krieger; Jeff Willis, Big Bear Fire Authority; Hank Perez, Treasurer for MMA (Friends of the Disaster Center) and Savannah Dwight, Big Bear High School

2. **Pledge of Allegiance**
   Chairman Caretto called the meeting to order at 4:31 p.m. with Director Terry leading the Pledge of Allegiance.

3. **Presentations and Introduction**

   A. Mr. Schindler introduced Mr. Willis who then gave a presentation on Mountain Mutual Aid. Mr. Willis answered questions the Board asked. The Board requested more information.

4. **Approval of the Agenda**
   Upon motion by Herrick, seconded by Green and carried, the Agenda was approved as presented.

5. **Consent Calendar:** The Governing Board reviewed items on the Consent Calendar. Upon motion by Director Herrick, seconded by Secretary Harris and carried, the Governing Board approved the Consent Calendar as follows:

   A. Minutes of Regular Meeting on September 23, 2015 and October 28, 2015 – Approved
   B. Monthly Expenses – Informational
   C. Governing Board Member Reimbursement – Approved
   D. Investment Report – Informational
   E. Administrative Reports for September – October 2015 – Informational
   F. Agreement for Emergency Repair of Sewer and or Support – Approved
   G. Annual Report, Twelve Month Ended June 30, 2015 – Informational
   H. Construction Water Program Update – Informational

Vote

Caretto	Aye
Green	Abstain
Harris	Aye
Herrick	Aye
Terry	Abstain

6. **Items Removed From the Consent Calendar: None**

7. **Public Forum Response: None**

8. **Public Forum** – The Public Forum portion of the meeting is an opportunity for members of the public to directly address the Governing Board on matters within the jurisdiction of this Agency. Ordinance No. 57 limits individual public testimony to three minutes or less. The cumulative time that any individual may provide public testimony during a meeting is fifteen minutes and the public testimony shall be limited to thirty minutes for all speakers. Whenever a group of persons wishes to address the Board on the same item, the Chairman or the Board by majority vote may request a spokesperson be chosen for the group or limit the number of such persons addressing the Board. Since discussion of an item, not on the posted agenda is not allowed, these concerns may be addressed in a future meeting under "Public Forum Response

9. **Old Business**

   A. Mr. Schindler gave an update on changes that were made from the October meeting to the Strategic Plan. Discussion ensued between board and staff. Upon motion by Director Herrick, seconded by Secretary Harris, and carried the governing board approved the Strategic Plan with removing 5.5, 5.5-A and Personnel and Organization, cont. on page 20.

   Vote

Caretto	Aye
Green	Aye
Harris	Aye
Herrick	Aye
Terry	Aye

   B. Mr. Schindler went over the Load Equalization Basin Project and the benefits of going forward with this project. Discussion ensued between board and staff. Upon motion by Director Herrick, seconded by Vice Chairman Green, and carried, the Board authorized moving forward with the environmental services as required and to keep this project in the budget cycle for 2017-2018.

   Vote

Caretto	Aye
Green	Aye
Harris	Aye
Herrick	Aye
Terry	Aye

C. Mr. Schindler explained this is a carryover from the October meeting. Mr. Schindler thanked Ms. McCullar for providing this for the public and the board. He asked the board if anyone has questions or if they would like to go through it line by line. There were a few questions asked. Item was received and report filed.

Vote

Caretto	Aye
Green	Aye
Harris	Aye
Herrick	Aye
Terry	Aye

10. New Business

11. Information/Committee Reports

A. Mr. Terry gave a report on attending the CSDA Annual Conference.

12. Adjournment

With no further business to come before the Governing Board, Chairman Caretto adjourned the meeting at 5:40 p.m.

ATTEST: _____

Elizabeth Harris, Ed.D, Secretary of the Governing Board of the Big Bear Area Regional Wastewater Agency

_____

Kim Booth, Administrative Assistant
Big Bear Area Regional Wastewater Agency

Big Bear Area Regional
Wastewater Agency
David Caretto - Chairman
John Green - Vice Chairman
Liz Harris, Ed.D. – Secretary
Rick Herrick - Director
Paul Terry – Director

AGENDA ITEM: 5.B

Date: January 27, 2016

Subject: Monthly Expenses

Recommendation: Informational

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

Financial Impact: No financial impact. Funds previously appropriated.

Reviewed By: Steven C. Schindler, General Manager

Responsible Staff: Jennifer McCullar, Finance Manager

Moved: _____ Second: _____ Aye: _____ Nay: _____ Abstain/Absent: _____
Approved Date: _____ Witness: _____
Secretary of the Governing Board

Big Bear Area Regional Wastewater Agncy
Check Register
For the Period From Dec 1, 2015 to Dec 31, 2015

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

Check #	Date	Payee	Cash Account	Amount
CASH 1234	12/2/15	AMERICAN FIDELIT	1000-20	1,351.43
CASH 1235	12/2/15	PRINCIPAL FINANCI	1000-20	2,085.10
CASH 1236	12/2/15	CALPERS HEALTH	1000-20	22,944.33
CASH 1237	12/3/15	VISION SERVICE PL	1000-20	309.45
CASH 1238	12/3/15	UNUM LIFE INSURA	1000-20	1,067.46
CASH 1239	12/7/15	AMERICAN FIDELIT	1000-20	376.69
CASH 1240	12/7/15	CALPERS RETIREM	1000-20	528.70
CASH 1241	12/7/15	CA PERS 457 PROG	1000-20	1,221.89
CASH 1242	12/7/15	THE LINCOLN NAT'L	1000-20	3,890.28
CASH 1243	12/7/15	CALPERS RETIREM	1000-20	8,202.29
CASH 1244	12/7/15	EMPLOYMENT DEV	1000-20	1,764.08
CASH 1245	12/7/15	INTERNAL REVENU	1000-20	6,057.47
16064	12/9/15	ARROWHEAD	1000-20	177.74
16065	12/9/15	BEST BEST & KRIE	1000-20	6,523.05
16066	12/9/15	BIG BEAR CITY CO	1000-20	738.29
16067	12/9/15	ROBIN A. BRADLEY	1000-20	1,680.00
16068	12/9/15	BUTCHER'S BLOCK	1000-20	1,053.98
16069	12/9/15	BEAR VALLEY ELEC	1000-20	9,712.95
16070	12/9/15	BEAR VALLEY FAB	1000-20	210.54
16071	12/9/15	CALOLYMPIC SAFE	1000-20	693.20
16072	12/9/15	CAR QUEST OF BIG	1000-20	134.97
16073	12/9/15	CHARTER COMMUN	1000-20	224.94
16074	12/9/15	CWEA TCP/MEMBE	1000-20	326.00
16075	12/9/15	UNDERGROUND SE	1000-20	39.00
16076	12/9/15	DIY HOME CENTER-	1000-20	1,114.46
16077	12/9/15	DIRECT TV	1000-20	50.99
16078	12/9/15	DEPARTMENT OF	1000-20	51.92
16079	12/9/15	ENGINEERING RES	1000-20	15,460.00
16080	12/9/15	FEDEX	1000-20	14.78
16081	12/9/15	FISHER SCIENTIFIC	1000-20	444.83
16082	12/9/15	GOODSPEED AUTO	1000-20	960.36
16083	12/9/15	GEIGER SUPPLY, IN	1000-20	87.76

Big Bear Area Regional Wastewater Agncy
Check Register
For the Period From Dec 1, 2015 to Dec 31, 2015

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

Check #	Date	Payee	Cash Account	Amount
16084	12/9/15	GRAINGER	1000-20	93.33
16085	12/9/15	HAZ MAT TRANS, IN	1000-20	4,500.00
16086	12/9/15	IPMA-HR	1000-20	149.00
16087	12/9/15	JOHNSON POWER	1000-20	9,485.92
16088	12/9/15	KMART STORE #765	1000-20	35.49
16089	12/9/15	M & M MECHANICAL	1000-20	144.00
16090	12/9/15	NAPA AUTO PARTS	1000-20	769.09
16091	12/9/15	NEWEGG BUSINES	1000-20	352.18
16092	12/9/15	ONE STOP LANDSC	1000-20	13,550.35
16093	12/9/15	CONSTANCE M. AL	1000-20	55.00
16094	12/9/15	PETRO LOCK, INC	1000-20	1,972.03
16095	12/9/15	QUILL	1000-20	475.39
16096	12/9/15	SAFETY-KLEEN	1000-20	228.68
16097	12/9/15	SAM'S ENTERPRISE	1000-20	76.60
16098	12/9/15	STEVE SCHINDLER	1000-20	138.48
16099	12/9/15	STALCUP HOME SE	1000-20	895.00
16100	12/9/15	SWRCB - ANNUAL F	1000-20	2,218.50
16101	12/9/15	USDA FOREST SER	1000-20	2,060.78
16102	12/9/15	VALLEY POWER SY	1000-20	178,918.0
16103	12/9/15	VERIZON CALIFOR	1000-20	513.03
CASH 1246	12/21/15	AMERICAN FIDELIT	1000-20	376.69
CASH 1247	12/21/15	CALPERS RETIREM	1000-20	557.38
CASH 1248	12/21/15	CA PERS 457 PROG	1000-20	1,221.89
CASH 1249	12/21/15	THE LINCOLN NAT'L	1000-20	3,890.28
CASH 1250	12/21/15	CALPERS RETIREM	1000-20	7,681.97
CASH 1251	12/22/15	EMPLOYMENT DEV	1000-20	1,571.52
CASH 1252	12/22/15	INTERNAL REVENU	1000-20	5,582.98
16104	12/23/15	ADDICTION MEDICI	1000-20	1,080.00
16105	12/23/15	ARAMARK UNIFOR	1000-20	1,458.14
16106	12/23/15	AT&T MOBILITY	1000-20	24.00
16107	12/23/15	BABCOCK LABORA	1000-20	1,190.00
16108	12/23/15	BLUETARP FINANCI	1000-20	332.77

Big Bear Area Regional Wastewater Agncy
Check Register
For the Period From Dec 1, 2015 to Dec 31, 2015

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

Check #	Date	Payee	Cash Account	Amount
16109	12/23/15	BUSINESS CARD	1000-20	2,200.84
16110	12/23/15	CANON SOLUTIONS	1000-20	540.99
16111	12/23/15	SAN BERNARDINO	1000-20	803.52
16112	12/23/15	CHARTER COMMUN	1000-20	1,195.19
16113	12/23/15	CLINICAL LAB OF S	1000-20	50.00
16114	12/23/15	COMMERCE ENER	1000-20	11,856.40
16115	12/23/15	GRAINGER	1000-20	1,150.12
16116	12/23/15	HAZ MAT TRANS, IN	1000-20	5,375.00
16117	12/23/15	RANDY J. SPITZ	1000-20	344.49
16118	12/23/15	NEWEGG BUSINES	1000-20	1,062.25
16119	12/23/15	ANTHONY OVERBE	1000-20	150.00
16120	12/23/15	PETTY CASH	1000-20	186.99
16121	12/23/15	PITNEY BOWES GL	1000-20	128.53
16122	12/23/15	ROYAL WHOLESAL	1000-20	483.34
16123	12/23/15	SOUTHERN CALIFO	1000-20	64.91
16124	12/23/15	SCHRODER & SON,	1000-20	675.00
16125	12/23/15	SOUTHWEST GAS	1000-20	7,239.39
16126	12/23/15	SOUTHWEST GAS	1000-20	1,568.24
16127	12/23/15	SWRCB-OFFICE OF	1000-20	170.00
16128	12/23/15	NANCY R. BOHL, IN	1000-20	180.00
16129	12/23/15	VALERO MARKETIN	1000-20	146.38
16130	12/23/15	VERIZON CALIFOR	1000-20	79.99
16131	12/23/15	VERIZON WIRELES	1000-20	500.19
16132	12/23/15	WATER SYSTEMS C	1000-20	11,095.00
CASH 1253	12/31/15	CALPERS RETIREM	1000-20	762.42
CASH 1254	12/31/15	CA PERS 457 PROG	1000-20	1,336.66
CASH 1255	12/31/15	THE LINCOLN NAT'L	1000-20	3,890.28
CASH 1256	12/31/15	CALPERS RETIREM	1000-20	7,580.62
Total				**391,914.1**

Big Bear Area Regional
Wastewater Agency
David Caretto - Chairman
John Green - Vice Chairman
Liz Harris, Ed.D. – Secretary
Rick Herrick - Director
Paul Terry – Director

AGENDA ITEM: 5.C

Date: January 27, 2016

Subject: Governing Board Member Reimbursement

Recommendation: Approve

Background Attached are the November and December 2015 meeting records for each Governing Board Member and represent eligible compensation at a rate of $150 per regular or special meeting pursuant to the Agency's Administrative and Personnel Policy, Board Member Reimbursement.

Financial Impact: No financial impact. Funds previously appropriated.

Reviewed By: Steven C. Schindler, General Manager

Responsible Staff: Jennifer McCullar, Finance Manager

Moved: _____ Second: _____ Aye: _____ Nay: _____ Abstain/Absent: _____
Approved Date: _____ Witness: _____
Secretary of the Governing Board

BIG BEAR AREA REGIONAL WASTEWATER AGENCY

REPORT OF MEETINGS ATTENDED

Governing Board Member: Paul Terry

Date Submitted: November 20, 2015

Month Covered: November

			Compensation
BBARWA Regular Meeting Attended:		Date: 11/20/15	$ 150
	PURPOSE		
BBARWA Special Meeting Attended:		Date:	$
BBARWA Special Meeting Attended:		Date:	$
BBARWA Special Meeting Attended:		Date:	$
	PURPOSE		
BBARWA Committee Meeting Attended:		Date:	$
BBARWA Committee Meeting Attended:		Date:	$
BBARWA Committee Meeting Attended:		Date:	$
	PURPOSE		
Other Governing Board Approved Meetings:			
CSDA Conference		Date: 9/22/9/23/9/24	$ 450
		Date:	$

TOTAL ENTITLED MONTHLY STIPEND (limited to 6 days per calendar month) $

Other Governing Board Approved Expenses (Governing Board Approved)

Mileage:		Date:	$
Lodging:		Date:	$
Registration:		Date:	$
Tuition:		Date:	$
Meals:		Date:	$

Note: Other Governing Board approved expenses receipts must be accompanied with the travel expense form "EXHIBIT B" and forwarded to Finance Manager or designee for reimbursement

TOTAL OTHER EXPENSE REIMBURSEMENT: $

Uncompensated Meetings Attended:

	PURPOSE	
		Date:
		Date:

Board Member Signature: Paul Terry **Total Amount Paid $** 600.00

RATES & CALCS		CODING	AMOUNT
OPER. REVIEW			
EXPEN. APP.			
FIN. REVIEW			

BIG BEAR AREA REGIONAL WASTEWATER AGENCY

REPORT OF MEETINGS ATTENDED

Governing Board Member: Rick Herrick

Date Submitted: November 20, 2015

Month Covered: November

Compensation

BBARWA Regular Meeting Attended: Date: 11.20.15 $150.00

PURPOSE

BBARWA Special Meeting Attended: _____ Date: _____ $_____

BBARWA Special Meeting Attended: _____ Date: _____ $_____

BBARWA Special Meeting Attended: _____ Date: _____ $_____

PURPOSE

BBARWA Committee Meeting Attended: _____ Date: _____ $_____

BBARWA Committee Meeting Attended: _____ Date: _____ $_____

BBARWA Committee Meeting Attended: _____ Date: _____ $_____

PURPOSE

Other Governing Board Approved Meetings:

_____ Date: _____ $_____

_____ Date: _____ $_____

TOTAL ENTITLED MONTHLY STIPEND (limited to 6 days per calendar month) $_____

Other Governing Board Approved Expenses (Governing Board Approved)

Mileage: _____ Date: _____ $_____

Lodging: _____ Date: _____ $_____

Registration: _____ Date: _____ $_____

Tuition: _____ Date: _____ $_____

Meals: _____ Date: _____ $_____

Note: Other Governing Board approved expenses receipts must be accompanied with the travel expense form "EXHIBIT B" and forwarded to Finance Manager or designee for reimbursement

TOTAL OTHER EXPENSE REIMBURSEMENT: $_____

Uncompensated Meetings Attended:

PURPOSE

_____ Date: _____

_____ Date: _____

Board Member Signature: _____ **Total Amount Paid** $ 150.00

RATES & CALCS	_____	CODING	AMOUNT
OPER. REVIEW	_____		
EXPEN. APP.	_____	_____	_____
FIN. REVIEW	_____	_____	_____

BIG BEAR AREA REGIONAL WASTEWATER AGENCY

REPORT OF MEETINGS ATTENDED

Governing Board Member: David Caretto

Date Submitted: November 20, 2015

Month Covered: November

			Compensation
BBARWA Regular Meeting Attended:		Date:	$
	PURPOSE		
BBARWA Special Meeting Attended:	Special	Date: 11-20-15	$ 150
BBARWA Special Meeting Attended:		Date:	$
BBARWA Special Meeting Attended:		Date:	$
	PURPOSE		
BBARWA Committee Meeting Attended:		Date:	$
BBARWA Committee Meeting Attended:		Date:	$
BBARWA Committee Meeting Attended:		Date:	$
	PURPOSE		

Other Governing Board Approved Meetings:

Date: $

Date: $

TOTAL ENTITLED MONTHLY STIPEND (limited to 6 days per calendar month) $ 150

Other Governing Board Approved Expenses (Governing Board Approved)

Mileage: Date: $

Lodging: Date: $

Registration: Date: $

Tuition: Date: $

Meals: Date: $

Note: Other Governing Board approved expenses receipts must be accompanied with the travel expense form "EXHIBIT B" and forwarded to Finance Manager or designee for reimbursement

TOTAL OTHER EXPENSE REIMBURSEMENT: $

Uncompensated Meetings Attended:

PURPOSE

Date:

Date:

Board Member Signature: David A Caretto **Total Amount Paid** $ 150

RATES & CALCS		CODING	AMOUNT
OPER. REVIEW			
EXPEN. APP.			
FIN. REVIEW			

BIG BEAR AREA REGIONAL WASTEWATER AGENCY

REPORT OF MEETINGS ATTENDED

Governing Board Member: John Green

Date Submitted: November 20, 2015

Month Covered: November

			Compensation
BBARWA Regular Meeting Attended:		Date: 11/20/15	$ 150
	PURPOSE		
BBARWA Special Meeting Attended:	_____	Date: _____	$_____
BBARWA Special Meeting Attended:	_____	Date: _____	$_____
BBARWA Special Meeting Attended:	_____	Date: _____	$_____
	PURPOSE		
BBARWA Committee Meeting Attended:	_____	Date: _____	$_____
BBARWA Committee Meeting Attended:	_____	Date: _____	$_____
BBARWA Committee Meeting Attended:	_____	Date: _____	$_____
	PURPOSE		

Other Governing Board Approved Meetings:

_____ Date: _____ $_____

_____ Date: _____ $_____

TOTAL ENTITLED MONTHLY STIPEND (limited to 6 days per calendar month) $_____

Other Governing Board Approved Expenses (Governing Board Approved)

Mileage: _____ Date: _____ $_____

Lodging: _____ Date: _____ $_____

Registration: _____ Date: _____ $_____

Tuition: _____ Date: _____ $_____

Meals: _____ Date: _____ $_____

Note: Other Governing Board approved expenses receipts must be accompanied with the travel expense form "EXHIBIT B" and forwarded to Finance Manager or designee for reimbursement

TOTAL OTHER EXPENSE REIMBURSEMENT: $_____

Uncompensated Meetings Attended:

PURPOSE

_____ _____ Date: _____

_____ _____ Date: _____

Board Member Signature: _____ **Total Amount Paid** $ 150

RATES & CALCS	_____	CODING	AMOUNT
OPER. REVIEW	_____		
EXPEN. APP.	_____	_____	_____
FIN. REVIEW	_____	_____	_____

Big Bear Area Regional
Wastewater Agency
David Caretto - Chairman
John Green - Vice Chairman
Liz Harris, Ed.D. – Secretary
Rick Herrick - Director
Paul Terry – Director

AGENDA ITEM: 5.D

Date:	January 27, 2016
Subject:	Investment Report
Recommendation:	Informational
Background	Attached is December Monthly Investment Report pursuant to the Agency's Investment Policy.
Financial Impact:	No Financial Impact
Reviewed By:	Steven C. Schindler, General Manager
Responsible Staff:	Jennifer McCullar, Finance Manager

Moved: _____ Second: _____ Aye: _____ Nay: _____ Abstain/Absent: _____
Approved Date: _____ Witness: _____
Secretary of the Governing Board

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

www.treasurer.ca.gov/pmia-laif/laif.asp
January 20, 2016

BIG BEAR AREA REGIONAL WASTEWATER AGENCY

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

Account Number:

Tran Type Definitions

December 2015 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Authorized Caller	Amount
12/9/2015	12/8/2015	RW	1486619	JENNIFER MCCULLAR	-300,000.00

Account Summary

Total Deposit:	0.00	Beginning Balance:	3,522,063.99
Total Withdrawal:	-300,000.00	Ending Balance:	3,222,063.99

BBARWA
Monthly Investment Report
December 2015

INVESTMENT TYPE	INSTITUTION	COST	FAIR MARKET VALUE (1)	YEAR TO DATE INTEREST(2)	INTEREST RATE	MATURITY DATE
FUNDS INVESTED BY AGENCY:						
LOCAL AGENCY INVESTMENT FUND	STATE OF CALIFORNIA	$ 3,222,064	$ 3,219,444	3,869	0.40%	DAILY
TOTAL		$ 3,222,064	$ 3,219,444	3,869		

The Investment Portfolio of the Big Bear Area Regional Wastewater Agency is in compliance with the investment policy approved in August 2014. 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.

Big Bear Area Regional
Wastewater Agency
David Caretto – Chairman
John Green – Vice Chairman
Liz Harris – Secretary
Rick Herrick –Director
Paul Terry – Director

AGENDA ITEM: 5.E

Date: January 27, 2016

Subject: Administrative Report for December 2015 – January 2016

General Manager:

Attended the BB & K dinner on December 3rd, attended the Desert and Mountain Section Awards Dinner on December 4th. The Agency received Plant of the Year, under 5 MGD; Nikki Crumpler Received Laboratory Person of the Year and Francis Hobbs received Mechanical Person of the Year. Attended the Big Bear City CSD meeting on the 7th; Met with Engineering Resources on December 8th, had a meeting to go over the Strategic Plan and had a finance meeting on the 10th. Met with CSD on the 11th; met with the Managers of the Valley on the 16th and met to discuss the budget with finance. Attended the first annual BBARWA Potluck.

Participated in the in service day on January 5th; met with Finance on the 12th and reviewed the Strategic Plan on January 13th. Attended the Strategic Plan meeting at Big Bear City CSD on the 19th, met with the Managers of the Valley on January 20th, went to a networking meeting for local Special District General Managers on the 22nd and went to a Brown Act training at DWP on the 27th.

Plant Manager:

The treatment plant performed as expected during October, November and December 2015. The average influent flow for the month of October was 1.373 MGD (42.572 MG). The City of Big Bear Lake accounted for 46.29%; The Big Bear City Community Service District accounted for 49.59 %; and the County of San Bernardino CSA- 53B accounted for 4.11%. For the month of November the average influent flow for the month was 1.55MGD (46.636 MG). The City of Big Bear lake accounted for 48.7%, the Big Bear City Community Service District accounted for 47.4%, and the County of San Bernardino accounted for 3.8 %. For the month of December the average influent flow was 1.86 MGD (57.805). The City of Big Bear Lake accounted for 53.7%. The Big Bear Community Service District accounted for 42.83%. And the County of San Bernardino CSA-53B accounted for 3.46%. The facilities continue to experience lower than average flows. This is attributed to the dry winter (2014/2015) and the Member Agencies efforts related to inflow and infiltration reduction. The average

Moved: _____ Second: _____ Aye: _____ Nay: _____ Abstain/Absent: _____
Approved Date: _____ Witness: _____
Secretary of the Governing Board

influent Biochemical Oxygen Demand (BOD) was 270. Mg/l (October) and 272 Mg/l (November) and 300 (December) and the average effluent BOD was 5 mg/l (October), 3 Mg/l (November) and 6 (December). This indicated 98.1% and 98.9 % and 98.0% removal efficiency.

During the month of October, November and December the sludge building operated a total of 434 hours and generated 608 tons of sludge.

During October, November and December the BBARWA generator system operated a total of 4,210 hours and produced a total of 802,820 KW/h.

Finance Manager:

Budget Development - The Agency began the annual budget process with completion of its CIP and review and projection of current year financial performance in January. A Finance Committee meeting is scheduled for February 10th to review and discuss the FY 2017 draft budget.

OPEB Valuation - The Agency is currently working with its OPEB actuary to complete a new OPEB valuation (required every other year).

Capital Improvement Plan – The Agency completed review and analysis of its 20- year capital improvement plan in January, as part of the annual budget process.

Strategic Plan - The Agency's strategic planning group has met twice to review strategic plan action items and deadlines and to create achievable timelines. The group will continue to meet monthly to ensure successful implementation of the strategic plan.

RFP for Information Technology Services - the Agency completed its initial draft of an RFP for IT Services which is expected to be distributed in late January. Contracted services will be required as a result of expected staffing changes toward the end of FY 2016.

Professional Development and Education – *Best Practices in Managing Special District Investments:* (11/10/15); *GFOA GAAP Update* (12/03/15); *What Finance Officers Need to Know about Cyber Security* (12/09/15);

Connections

FY 2016 YTD connections, through December 31, 2015, are 44, 15 ahead of budgeted connections of 29. The increase over budget is due to 16 connections associated with the Ridgeview development in Big Bear City.

MONTH	FY 2009	FY 2010	FY 2011*	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FYE 6/30/2016 CITY-BBL	CSD	CSA-53B
July	4	1	56	2	0	4	4	8	*4*	*3*	*1*
August	7	2	2	3	1	4	6	5	*3*	*2*	*0*
September	8	1	0	5	5	4	5	6	*2*	*4*	*0*
October	5	6	1	3	4	6	14	5	*0*	*5*	*0*
November	4	1	9	1	3	13	8	12	*0*	*6*	*6*
December	3	0	3	0	0	0	23	8	*2*	*6*	*0*
January	1	0	3	0	0	2	3	0	*0*	*0*	*0*
February	2	0	0	0	0	2	1	0	*0*	*0*	*0*
March	2	2	0	0	4	2	2	0	*0*	*0*	*0*
April	2	1	1	1	2	5	1	0	*0*	*0*	*0*
May	3	0	1	2	1	2	5	0	*0*	*0*	*0*
June	6	4	5	5	10	1	12	0	*0*	*0*	*0*
TOTAL	47	18	81	22	30	45	84	44	11	26	7

Financial Impact: No financial impact.

Reviewed By: Jennifer McCullar, Finance Manager and Fred Uhler, Plant Manager

Responsible Staff: Kimberly Booth, Administrative Assistant

Big Bear Area Regional
Wastewater Agency
David Caretto – Chairman
John Green – Vice Chairman
Liz Harris – Secretary
Rick Herrick –Director
Paul Terry – Director

AGENDA ITEM: 5.F

Date: January 27, 2016

Subject: Agreement for Emergency Repair of Sewer and or Support (Agreement)

Recommendation: Approve

Background: The original agreement for emergency repair of sewer and or support between City of Big Bear Lake, Big Bear City CSD and BBARWA was approved the Board in November 2015. Subsequently, the Agency received the Agreement from The County of San Bernardino, requesting changes to the verbiage and to become a part to the agreement.

Big Bear City CSD approved the agreement on December 7, 2015 with the changes and the City of Big Bear Lake approved it on January 11, 2016.

Financial Impact: No financial impact.

Reviewed By: Steve Schindler, General Manager

Responsible Staff: Kimberly Booth, Administrative Assistant

Moved: _____ Second: _____ Aye: _____ Nay: _____ Abstain/Absent: _____
Approved Date: _____ Witness: _____
Secretary of the Governing Board

ORIGINAL

AGREEMENT FOR EMERGENCY REPAIR OF SEWERS AND OR SUPPORT

This Agreement is made and entered into as of this 7th day of Dec., 2015 by and between BIG BEAR CITY COMMUNITY SERVICES DISTRICT, hereinafter referred to as "BBCCSD," the CITY OF BIG BEAR LAKE, hereinafter referred to as "the CITY," the COUNTY OF SAN BERNARDINO COUNTY SERVICE AREA 70 hereinafter referred to as "CSA 70," the COUNTY OF SAN BERNARDINO COUNTY SERVICE AREA 53B, hereinafter referred to as "CSA 53B," and BIG BEAR AREA REGIONAL WASTEWATER AGENCY a joint powers authority, hereinafter referred to as "BBARWA." BBCCSD, the CITY, CSA 70, CSA 53B, and BBARWA are sometimes referred herein individually as "Party" and collectively as "Parties."

Recitals

WHEREAS, BBCCSD has constructed and operates and maintains a sewage collection system and appurtenances to service certain areas within its service area; and

WHEREAS, the CITY has constructed and operates and maintains a sewage collection system and appurtenances to service certain areas within its service area; and

WHEREAS, CSA 53B has constructed a sewage collection system and appurtenances to service certain areas within its service area; and

WHEREAS, CSA 70 operates, maintains and manages the CSA 53B sewage collection system and appurtenances; and

WHEREAS, BBARWA has constructed and operates and maintains an interceptor system, treatment system, outfall system and appurtenances to service BBCCSD, the CITY, and the CSA 70; and

WHEREAS, the Parties have the available personnel to handle day-to-day operations and maintenance of their systems, but emergency back-up personnel may be required in certain situations; and

WHEREAS, the Parties have an existing organization with a fully qualified staff and available necessary equipment, as indicated in Exhibits B through E to provide emergency services for said sewage system, interceptor system, treatment system, outfall system and appurtenances; and

WHEREAS, BBARWA requires approximately 100 acre-feet of emergency storage at the Lake Pump Station, which is necessary to benefit the health and welfare of the citizens of Big Bear Valley; and

WHEREAS, the CITY desires to permit BBARWA to use certain abandoned sewer ponds at the Lake Pump Station for emergency storage of effluent; and

WHEREAS, the Parties are capable and willing to provide emergency service functions as necessary for such sewage system, interceptors and appurtenances.

NOW, THEREFORE, in consideration of the recitals and mutual obligations herein expressed, the Parties agree as follows:

Section 1. Definitions

Wherever used in this Agreement, the following terms have the meaning hereinafter ascribed to them:

1.1 "Authorized Agent" shall mean the General Manager, or his/her designee, in the case of BBCCSD and BBARWA, the City Manager, or his/her designee, in the case of the CITY, and the Director of San Bernardino County Special Districts, or his/her designee, in the case of the CSA 70 and CSA 53B.

1.2 "BBARWA" shall mean the Big Bear Area Regional Wastewater Agency.

1.3 "BBCCSD" shall mean the Big Bear City Community Services District.

1.4 "The CITY" shall mean the City of Big Bear Lake.

1.5 "CSA 70" shall mean the County of San Bernardino, County Service Area 70.

1.6 "CSA 53B" shall mean the County of San Bernardino, County Service Area 53B (Fawnskin).

1.7 "Emergency service" shall mean sewer system service and repair activities, inspections system, treatment system, outfall system, checking and testing of pump stations, manholes, sewer lines, alarms, monitoring systems, and all appurtenances associated with the system related to insuring the health and safety of the public upon a quick response to an unexpected unplanned need.

1.8 "Sewer System" shall mean the BBCCSD, the CITY, CSA 53B and BBARWA force mains, trunk lines, outfall lines, sewage pump stations and interceptor sewage collection systems, treatment plant, and appurtenant works. "Sewer System" shall not include private laterals connecting private/commercial establishments to the BBARWA interceptor system.

Section 2. Services Furnished by BBCCSD, CITY, CSA 70 or BBARWA

Upon request by an Authorized Agent of any Party to this Agreement ("Requesting Party(ies)"), the other Party to this Agreement ("Responding Party(ies)") shall take reasonable steps, in its sole discretion, to provide the following services in relation to the Sewer System:

2.1 Emergency repair of all pump stations.

2.2 Emergency inspections and repair of manholes, sewer lines, interceptor and treatment systems, outfall lines and all associated appurtenances as necessary.

2.3 Emergency checking, testing, and repair of alarm and monitoring systems.

2.4 Exhibits B through E may be updated from year-to-year to reflect changes.

Section 3. Services Furnished by CITY to BBARWA

The CITY authorizes BBARWA to use four abandoned sewer ponds (Ponds 2, 3, 4, and 5) (the "Ponds") , at the Lake Pump Station for emergency storage of effluent from BBARWA's facilities under certain emergency circumstances, subject to the following terms and conditions:

3.1 BBARWA will promptly reimburse the CITY, upon written demand from the CITY, for any damage to the Ponds or other CITY property resulting from BBARWA's use of the Ponds for emergency storage.

3.2 BBARWA will contact the CITY a minimum of one week prior to its intended use of the Ponds whenever possible. In case of unexpected need, BBARWA shall give the CITY twenty-four (24) hours notice prior to using the Ponds, unless such notice is waived by the CITY at the time.

3.3 Notification will consist of a written communication, time permitting, from BBARWA's general manager or designee, to the CITY Manager or designee. The notification, whether written or oral, will include the following information:

a. The intended date and approximate duration of use.

b. The event(s) constituting an Emergency Situation.

c. An estimate of the amount of effluent to be stored in the Ponds.

d. Any oral communication which is given when time does not permit prior written communication, shall be promptly followed by a written communication confirming the contents of the oral communication.

3.4 BBARWA will promptly clean and restore the Ponds to their prior condition to the CITY's satisfaction, after emergency use.

3.5 For the purpose of this Section 3, "Emergency Situation" is defined as any of the following:

a. Damage to the Lucerne Valley outfall line, extended period of maintenance, or mechanical or operational problems.

b. Sustained flows in excess of treatment or pumping capacities.

c. Any event that would cause the discharge of effluent to Baldwin Lake or Big Bear Lake from BBARWA facilities.

d. Any other event of similar nature that the parties agree at the time of the event constitutes an emergency.

3.6 Nothing set forth herein shall obligate the CITY to maintain or repair the Ponds in order to accommodate their use by BBARWA.

3.7 This Section 3 supersedes and replaces the June 12, 2014 Letter from City Manager Jeff Mathieu to BBARWA General Manager Steve Schindler.

Section 4. Payment for Services

All services furnished and expenses incurred by Responding Party hereunder shall be billed monthly to Requesting Party at cost. Productive Hourly Rates and Equipment Costs shall be those rates as set forth by the Parties governing board, and are subject to annual revisions. (See Exhibit A.). Each Party shall notify the other Party immediately upon modification of the rate schedule.

Requesting Party shall reimburse Responding Party for the cost of services performed and expenses incurred hereunder on a monthly basis upon receipt of a statement of charges. Bills for such expenses, including overtime, shall be submitted on the basis of actual incurrence for the billing period.

Section 5. Termination of the Agreement

This Agreement shall continue until terminated by any Party, but this Agreement shall remain effective as to any remaining Parties to this Agreement. A Party may withdraw from this Agreement by providing sixty (60) days advance written notice to the other Parties.

Section 6. Indemnification

If, in the performance of this Agreement, a Party to this Agreement ("Indemnifying Party") or its officers, officials, agents, employees, or contractors commit a negligent or intentional act or omission that exposes any other Party to liability, the Indemnifying Party shall hold harmless, indemnify, and defend (including payment of attorneys' fees and costs) the other Party or Parties, their officers, employees and agents, against such liability, including, but not limited to, bodily injury, death, and property damage. Each Party shall be fully responsible for the maintenance, operation, and performance of its equipment used under this Agreement, and shall hold harmless, indemnify, and defend (including payment of attorneys' fees and costs) all other Parties in the event that its equipment causes bodily injury, death, or property damage.

Section 7. Effective Date

This Agreement shall become effective and binding as between the first two Parties (any two of the four Parties) on the date on which this Agreement is executed by the appropriate authorities of the first two Parties. This Agreement will thereafter become effective and binding as between all four Parties on the date on which this Agreement is executed by the appropriate authorities of the third and four Parties.

[SIGNATURE PAGES TO FOLLOW]

SIGNATURE PAGE TO AGREEMENT FOR EMERGENCY REPAIR OF SEWERS AND OR SUPPORT BETWEEN THE CITY OF BIG BEAR LAKE, BIG BEAR CITY COMMUNITY SERVICES DISTRICT and BIG BEAR AREA REGIONAL WASTEWATER AGENCY

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed and attested by their proper officers hereunto duly authorized, and their official seals to be hereto affixed as of the day and year first written above.

THE CITY OF BIG BEAR LAKE

By:_____
DAVID CARETTO
Mayor of the City of Big Bear Lake

Date:_____

ATTEST:

By:_____
KATHLEEN SMITH
Acting City Clerk of the City of Big Bear Lake

BIG BEAR AREA REGIONAL WASTEWATER AGENCY

By:_____
DAVID CARETTO
Chairman of the Governing Board

Date:_____

ATTEST:

By:_____
ELIZABETH HARRIS
Secretary of the Governing Board

BIG BEAR CITY COMMUNITY SERVICES DISTRICT

By:_____
LARRY WALSH
President of the Board of Directors

Date:_____

ATTEST:

By:_____
MARY T. REEVES
Secretary of the Board of Directors

THE COUNTY OF SAN BERNARDINO

By:_____
JAMES RAMOS
Chair of the Board of Supervisors

Date:_____

ATTEST:

By:_____
LAURA WELCH
Clerk of the Board of Supervisors

EXHIBIT A

TO

AGREEMENT

LABOR HOURLY RATE

Unscheduled repairs and alarms for Parties shall be billed at Responding Party's current rate of pay, plus benefits.

EQUIPMENT HOURLY RATE

Equipment shall be billed at the actual prevailing rates, or rental rates, or at rates charged by other agencies, plus vehicle mileage billed at Responding Party's current rate.

EXHIBIT B
TO
AGREEMENT

BBARWA Emergency Call Out Procedures and Equipment List

EXHIBIT "B"

Big Bear Area Regional Wastewater Agency Emergency Call Out

PRIMARY CONTACT

Plant Manager - Fred Uhler
Daytime: 1.909.584.4018
After hours: 1.909.261.2932
Cellular: 1.909.261.2932

Chief Plant Operator – Brent Berg
Daytime: 1.909.584.4018
After hours: 1.909.261.6876
Cellular: 1.909.261.6876

SECONDARY CONTACTS

Duty Operator - Weekly Rotation between operators
Cellular: 1.909.261.6645

Operators

Troy Bernisdarfer
Daytime: 1.909.584.4018
After hours: 1.909.520.2835
Cellular: 1.909.520.2835

Jeremy Sweeney
Daytime: 1.909.584.4018
After hours: 1.760.464.9164
Cellular: 1.760.464.9164

Francis Hobbs
Daytime: 1.909.584.4018
After hours: 1.909.856.1135
Cellular: 1.909.856.1135

Nicholas Josenhans
Daytime: 1.909.584.4018
After hours: 1.909.273.3835
Cellular: 1.909.273.3835

Justin Ploense
Daytime: 1.909.584.4018
After hours: 1.909.725.2366
Cellular: 1.909.725.2366

Robert Schindler
Daytime: 1.909.584.4018
After hours: 1.760.403.2049
Cellular: 1.760.403.2049

Owl Telephone Exchange
1.909.584.2002

General Manager – Steven C. Schindler
Daytime: 1.909.584.4018
After hours: 1.909.261.1269
Cellular: 1.909.261.1269

Lucerne Valley Disposal Site
Blue Bead Farm
Daytime: 1.760.248.6861
Cellular: 1.760.220.9280

EXHIBIT C
TO
AGREEMENT

BBBCCSD Emergency Call Out Procedures and Equipment List

EXHIBIT "C"

Big Bear City Community Services District Emergency Call Numbers

Big Bear City Community Services District	(909) 585-2565
All Protection Alarm (after hours)	(909) 585-2565
Sewer Duty Phone	(909) 936-4416
General Manager -	
Scott Heule	(909) 585-2565
Sewer Superintendent -	
Nathan Zamorano - Sewer Collection Grade 3	(909) 936-4428 Cell
Sewer Foreman -	
Andy Keller - Sewer Collection Grade 3	(909) 936-1892 Cell
Collection System Operators	
Dave Simoneau - Sewer Collection Grade 3	(909) 936-4481 Cell
Michael Lindquist - Sewer Collection Grade 2	(909) 936-2297 Cell
Dave Tharp - Sewer Collection Grade 2	(909) 936-4423 Cell
Victor Soto - Sewer Collection Grade 1	(909) 936-1310 Cell
Moises Lopez - Sewer Collection Grade 1	(909) 936-8871 Cell
Cameron Hall- Sewer Collection Grade 1	(909) 936-0134 Cell

Unscheduled repairs and alarms shall be billed at Responding Party's current rate of pay, plus benefits.

Big Bear City Community Services District Emergency Equipment List

- 2012 Caterpillar Backhoe
- CCTV Van 4X4 – 2007
- Hydro Truck - 2000 Vactor
- Hydro Truck - 2000 Vactor
- In addition, any equipment and/or inventory as authorized by the BBCCSD Sewer Department's Superintendent.

Equipment shall be billed at the actual prevailing rates, or rental rates, or at rates charged by other agencies, plus vehicle mileage billed at Responding Party's current rate.

EXHIBIT D
TO
AGREEMENT
CITY Emergency Call Out Procedures and Equipment List

EXHIBIT "D"

City Big Bear Lake Public Works/Wastewater Division Emergency Call Numbers

City of Big Bear Lake (909) 866-5831

City Manager -
Jeff Mathieu (909) 866-5831

Public Works Senior Crew Leader –
Jason Watterson
Daytime: (909) 866-7521
After Hours: (909) 633-2562
Cell: (909) 633-2562

Wastewater Systems Crew Leader –
Sergio Lopez
Daytime: (909)866-7521
After Hours: (909)486-6000
Cell: (909) 633-6921

Public Works Operations –
Kevin Sebourn
Daytime: (909) 866-7521
After Hours: (909) 633-1509
Cell: (909) 633-1509

Secondary Contacts
After Hour Duty Operator – Weekly Rotation between Operators

Tony Valdez
Daytime: (909) 866-7521
After Hours: (909) 633-4485
Cell: (909) 633-4485

Frank Gerlette
Daytime: (909) 866-7521
After Hours: (909) 633-4486
Cell: (909) 633-4486

Sam Salmas
Daytime: (909) 866-7521
After Hours: (909) 633-1826
Cell: (909) 633-1826

Terry Huefner
Daytime: (909) 866-7521
After Hours: (909) 633-4504
Cell: (909) 633-4504

Director of Public Works/City Engineer –
David Lawrence
Daytime: (909) 866-5831
After Hours: (909) 633-6987
Cell: (909) 633-6987

City of Big Bear Lake Emergency Equipment List

Pumps
6" Godwin Portable Lift Station
2, 4" Wacker Trash Pump

Earth Moving Equipment
Caterpillar 446B Backhoe
Caterpillar 950 Frontend Loader
Caterpillar 936 Frontend
Caterpillar 268B Skid Steer w/ pneumatic jackhammer
Dresser Motor Grader
Ford 545 Scrapper

Specialized Equipment
Vactor/Hydro Cleaner 2000 gallons +1500 gallons debris tank
Hydo Cleaner 2000 gallons
CCTV Inspection Van
2, Dump Truck – 5 Yard
Street Sweeper
Air Compressor w/ Pneumatic jackhammer
Pothole Patcher
Portable Light Tower
Concrete Saw
Hydraulic Trench Shoring and Box
Utility Truck

EXHIBIT E
TO
AGREEMENT
San Bernardino County Service Area 70 Emergency Call Out Procedures and Equipment List

EXHIBIT E
TO
AGREEMENT

Special Districts Department
Water and Sanitation Division
COUNTY SERVICE AREA 70

EMERGENCY CALLOUT PROCEDURES AND EQUIPMENT LIST

Regular Business Hours (Monday – Friday, 8am to 5pm)
Contact Division Office: **(800) 554-0565** or **(760) 955-9885**

1. State your name and facility
2. State the location of the incident
3. Provide a brief description of the incident / emergency
4. Provide a contact person and phone number
5. Provide verbal authorization to proceed with the Emergency Response.
6. CSA 70 will follow-up with an e-mail to agency (BBARWA/BBCCSD/CITY) for authorization to proceed based on estimated reimbursement for labor, material, and equipment.

After Business Hours (Monday – Friday, 5pm to 8am and Saturday, Sunday and Holidays, all day)
Contact Apple Valley Answering Service: **(760) 961-6075**

1. State your name and facility
2. State the location of the incident
3. Provide a brief description of the incident/emergency
4. Provide a contact person and phone number
5. Provide verbal authorization to proceed with the Emergency Response.
6. CSA 70 will follow-up with an e-mail to agency (BBARWA/BBCCSD/CITY) for authorization to proceed based on estimated reimbursement for labor, material, and equipment.

The Apple Valley Answering Service employee will transfer your call to the appropriate CSA 70 on-call employee.

Management & Supervision Cell Phone Numbers

NAME	TITLE	CELL PHONE #
STEVE SAMARAS	WATER AND SANITATION ACTING DEPUTY DIRECTOR	(760) 954-3262
JAY BALDWIN	WATER AND SANITATION SUPERVISOR	(760) 964-5588
GREG SNYDAL	WATER AND SANITATION SUPERVISOR	(760) 217-5182
CHRIS BISOP	WATER AND SANITATION SUPERVISOR	(760) 909-269-1094

San Bernardino County Special Districts
Water and Sanitation

Emergency Sewer Equipment List

3 Sewer Cleaning Combination Trucks
2 High Velocity Jetter Trucks
1 CCTV Van
2 Pumper Trucks
4 Dump Trucks
4 Backhoes
1 Mini Excavator
1 Skid Steer Tractor
2 Portable Air Compressors (Jackhammers)
2 25ft Reach Crane Trucks
2 Trailer Mounted Work Lights
2 High Volume / Low Pressure Bypass Pumps
1 High Volume / High Pressure Bypass Pump
1 Mechanical Rodder
1 Sectional Rodder
4 Portable Generators (30kw – 300kw)
Confined Space Entry Equipment

Big Bear Area Regional Wastewater Agency
David Caretto – Chairman
John Green –Vice Chairman
Liz Harris – Secretary
Rick Herrick – Director
Paul Terry - Director

AGENDA ITEM: 10.A

Date: January 27, 2016

Subject: Scheduling for BBARWA's Annual Governing Board Budget Workshop

Recommendation: Schedule Budget Workshop/Special Meeting on February 24, 2016 to begin at 10:00 a.m.

Background: It is customary for the governing body to schedule an annual budget workshop for the purpose of reviewing the draft financial plan for fiscal year ending June 30, 2017. Staff recommend starting the budget workshop at10:00 a.m. on Wednesday, February 24, 2016, with it lasting about three hours. The budget workshop is to meet with staff for the purpose of reviewing past performance, future projections, short and long term capital improvement along with governing board aspirations.

Financial Impact: No financial impact.

Reviewed By: Steven C. Schindler, General Manager; Jennifer McCullar

Responsible Staff: Kim Booth, Administrative Assistant

Moved: _____ Second: _____ In Favor: _____ Opposed: _____ Abstain/Absent: _____
Approved Date: _____ Witness: _____
Secretary of the Governing Board

Big Bear Area Regional Wastewater Agency
David Caretto – Chairman
John Green –Vice Chairman
Liz Harris – Secretary
Rick Herrick – Director
Paul Terry - Director

AGENDA ITEM: 10.B

Date: January 27, 2016

Subject: Heating/Air Conditioning System for Laboratory

Recommendation: Appropriate $16,500 from Contingency Fund

Background: In December 2015 Boiler/Heating/Air Condition System failed in the Laboratory. The system was inspected by a heating and air conditioning contractor. Upon inspection the system was deemed unsafe and should be replaced. It was recommended to replace with a ductless heating/air system. At the present time we are using portable heaters to maintain the temperature in the lab.

Financial Impact: There are adequate funds available in the Contingency Fund for the appropriation

Reviewed By: Jennifer McCullar, Finance Manager; Kim Booth, Administrative Assistant

Responsible Staff: Fred Uhler, Plant Manager

Moved: _____ Second: _____ In Favor: _____ Opposed: _____ Abstain/Absent: _____
Approved Date: _____ Witness: _____
Secretary of the Governing Board