

BIG BEAR AREA REGIONAL WASTEWATER AGENCY

Regular Board Meeting Minutes

October 25, 2023

1. CALL TO ORDER

A Regular Meeting of the Governing Board of the Big Bear Area Regional Wastewater Agency was called to order by Vice-Chair Miller at 5:00 p.m. on October 25, 2023 at 121 Palomino Drive, Big Bear City, California and via Zoom.

BOARD MEMBERS PRESENT

Jim Miller, Vice-Chair
Rick Herrick, Director
Bynette Mote, Director (via Zoom)
Larry Walsh, Director

BOARD MEMBERS ABSENT

John Russo, Director

STAFF MEMBERS PRESENT

David Lawrence, General Manager
Christine Bennett, Finance Manager
Bridgette Burton, Administrative Services Manager/Board Secretary
John Shimmin, Plant Manager

OTHERS

Glenn Jacklin, General Manager, Big Bear City Community Services District
Brad Welebir, Rogers, Anderson, Malody & Scott, LLP

Members of the public who signed in included:

None

2. PLEDGE OF ALLEGIANCE

Director Walsh

3. APPROVAL OF AGENDA

Upon motion by Director Herrick, seconded by Director Walsh and carried, the Governing Board approved the agenda as presented.

Ayes: Herrick, Mote, Walsh, Miller

Noes: None

Absent: Russo

Abstain: None

4. PUBLIC FORUM

None

5. PRESENTATION AND INTRODUCTION

5.A. John Russo – Big Bear City Community Services District Appointment to the Governing Board

Director Russo was not present at this meeting.

5.B. Christine Bennett 1-yr recognition

The General Manager congratulated Ms. Bennett and listed several accomplishments over the past year which included the budget and rate structure, Replenish Big Bear Project, and loan agreements.

5.C. Audit Report for the Fiscal Year Ended June 30, 2023

The Finance Manager introduced Rogers, Anderson, Malody & Scott, LLP (RAMS) Partner Brad Welebir. Mr. Welebir advised the Agency received an unmodified audit opinion, which is the highest level of assurance auditors can provide over financial statements.

The Governing Board requested clarification on the difference between significant risk and significant findings, contract renewal, expiration, and lead auditor timeframes, grant impact, and the extensiveness of the report.

The Governing Board confirmed that no significant risks were identified and thanked RAMS and staff for a thorough report.

6. INFORMATION/COMMITTEE REPORTS

6.A. General Manager's Report

The General Manager highlighted the brine tote shipments to Israel and the design services Request for Proposal (RFP) for the Replenish Big Bear Project.

The Governing Board requested additional information on Replenish Big Bear which included shipping method of the brine totes, consideration of a stakeholder meeting with the Big Bear Association of Realtors, release date for the Environmental Impact Report, RFP distribution, and Shay Pond inclusion into the Project and its monitoring requirements.

The Governing Board discussed the total connections for Hampton Inn.

6.B. Replenish Big Bear Committee Meeting October 3, 2023

Director Mote thanked staff for the presentation and provided a summary of the meeting highlighting the Replenish Big Bear overview, finances, grants received, and the RFP development. Director Mote noted that two members of the public attended and participated in the meeting.

7. **CONSENT CALENDAR APPROVED ITEMS**

- 7.A. Meeting Minutes from the September 27, 2023 Regular Meeting and the October 12, 2023 Special Meeting
- 7.B. Monthly Disbursements Report for September
- 7.C. Investment Report Identifying Agency Investments and Reporting Interest Income for September

Upon motion by Director Herrick seconded by Director Walsh and carried, the Governing Board approved the Consent Calendar as presented.

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

8. **ITEMS REMOVED FROM CONSENT CALENDAR**

None

9. **OLD BUSINESS**

- 9.A. Appointment of Governing Board Chair and/or Vice-Chair

The Governing Board reviewed options for the appointment of Chair and Vice-Chair. The Governing Board decided to appoint a Chair with Director Miller remaining in the position of Vice-Chair.

Upon motion by Director Herrick seconded by Director Miller and carried, the Governing Board appointed Director Walsh to the position of Chair.

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

10. **NEW BUSINESS – DISCUSSION/ACTION ITEMS**

- 10.A. Interim Appointment of Governing Board Member to the Administrative Committee

The Governing Board reviewed options for the appointment to the Administrative Committee, committee duties, and confirmed that Director Russo does not need to take an oath to be on the Agency Governing Board.

Vice-Chair Miller nominated Director Russo to be appointed to the Administrative Committee. Discussion ensued. Vice-Chair Miller withdrew the motion.

Upon motion by Director Mote, seconded by Director Walsh and carried, the Governing Board appointed Director Walsh to the Administrative Committee.

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

10.B. Annual Report for the Fiscal Year Ended June 30, 2023

The Finance Manager presented the Annual Report for the Fiscal Year Ended June 30, 2023. The presentation focused on the performance compared to the actual budget, items impacting financial performance, changes to the budget, income statement, operating revenues and expenses, non-operating income (expense), connections, cash flow, debt service, and a summary of challenges ahead.

The Governing Board questioned how flow affects future year rates and the impact on rates when flows increase and expenses decrease. Further discussion involved pension liability funded ratios, actuarial calculations, the rate of return, Other Post Employment Benefit (OPEB) liability and contributions, and interest expense.

This item was informational only.

10.C. Adjourn the November 22nd and December 27th 2023 Regular Board Meetings and Schedule a Special Meeting

The Governing Board discussed dates to schedule the special meeting.

Upon motion by Director Herrick, seconded by Director Walsh and carried, the Governing Board adjourned the November 22nd and December 27th 2023 Regular Board Meetings and scheduled a Special Meeting for December 19, 2023 at 10:00 a.m.

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

11. COMMENTS AND ANNOUNCEMENTS

11.A. General Manager Comments

None

11.B. Governing Board Member Comments

None

12. **ADJOURNMENT**

With no further business to come before the Governing Board, Vice-Chair Miller adjourned the meeting at 6:25 p.m.

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