

Big Bear Area Regional Wastewater Agency

Regular Board Meeting Minutes

March 25, 2026 at 5:00 p.m.

121 Palomino Drive, Big Bear City, CA 92314

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 Segovia at 5:00 p.m. on March 25, 2026 at 121 Palomino Drive, Big Bear City, California.

Board Members Present: Kendi Segovia, Chair; Larry Walsh, Vice-Chair; Rick Herrick, Director (joined at 5:06 p.m.); John Russo, Director; and Andrew Sauer, Director

Board Members Absent: None

Staff Members Present: David Lawrence, General Manager; Bridgette Burton, Assistant General Manager/Board Secretary; Christine Bennett, Finance Manager; John Shimmin, Plant Manager; and Sonja Kawa, Human Resources Coordinator/Accounting Technician

Others: Glenn Jacklin, General Manager, Big Bear City Community Services District; Sean Sullivan, Assistant City Manager/Director of Public Works, City of Big Bear Lake

Members of the public who signed in: Daniel Gulbranson, Big Bear Lake

2. Pledge of Allegiance – Chair Segovia

3. Approval of Agenda

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

Ayes: Herrick, Russo, Sauer, Segovia, Walsh

Noes: None

Absent: None

Abstain: None

4. Public Forum

Public comments were heard.

5. Presentation and Introduction

None

6. Information/Committee Reports

a. General Manager's Report

The General Manager highlighted the RAS Header Replacement Project mandatory pre-bid meeting.

b. Replenish Big Bear Report

The General Manager reported that there will be a Replenish Big Bear Workshop on April 27, 2026.

7. Consent Calendar Approved Items

- a. February 24, 2026 Special Meeting Budget Workshop and February 25, 2026 Regular Meeting Minutes
- b. Monthly Disbursements Report for February
- c. Investment Report Identifying Agency Investments and Reporting Interest Income for February

Upon motion by Director Herrick, seconded by Director Sauer and carried, the Governing Board approved the consent calendar as presented.

Ayes: Herrick, Russo, Sauer, Segovia, Walsh
Noes: None
Absent: None
Abstain: None

8. Items Removed from the Consent Calendar

None

9. Old Business

- a. Public Hearing: Second Read and Adoption of Ordinance No. O. 02-2026, An Ordinance of the Big Bear Area Regional Wastewater Agency Amending Ordinance No. O. 02-2018 Regarding the Timing of Payment for Connection Fees

The Assistant General Manager/Board Secretary explained that the amendment specifies that residential connection fees are due at final inspection or the issuance of a certificate of occupancy, unless paid earlier at the applicant's election, and that non-residential connection fees are due at the time of application.

The public hearing opened at 5:13 p.m.

There were no public comments.

The public hearing closed at 5:13 p.m.

Upon motion by Director Herrick, seconded by Chair Segovia and carried, the Governing Board waived the full reading and adopted Ordinance No. O. 02-2026.

Ayes: Herrick, Russo, Sauer, Segovia, Walsh
Noes: None
Absent: None
Abstain: None

10. New Business – Discussion/Action Items

- a. Resolution No. R. 03-2026, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Clarifying the Fiscal Year 2027 Sewer Standby or Immediate Availability Charges

The Finance Manager stated that annually the Governing Board clarifies and confirms standby fees for the upcoming fiscal year, which remain unchanged for fiscal year 2027.

Upon motion by Director Herrick, seconded by Director Sauer and carried, the Governing Board adopted Resolution No. R. 03-2026.

Ayes: Herrick, Russo, Sauer, Segovia, Walsh
Noes: None
Absent: None
Abstain: None

- b. Public Hearing: Resolution No. R. 04-2026, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Amending the Sewer User Charge Subject to Annual Review and Taking Certain Other Actions Related Thereto

The Finance Manager stated that the proposed rate structure was presented to the Governing Board at the February 24th Budget Workshop and the annual increases are consistent with the rates approved by the Governing Board in March of 2025.

The public hearing opened at 5:16 p.m.

There were no public comments.

The public hearing closed at 5:16 p.m.

Upon motion by Chair Segovia, seconded by Director Herrick and carried, the Governing Board adopted Resolution No. R. 04-2026.

Ayes: Herrick, Russo, Sauer, Segovia, Walsh
Noes: None
Absent: None
Abstain: None

- c. Public Hearing: Resolution No. R. 05-2026, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency to Increase the Fee Schedule for the Disposal of Waste Delivered to the Regional Treatment Plant Subject to Annual Review

The Finance Manager explained that waste disposal fees are charged for the disposal of sewage at the treatment plant by pumping companies and account for approximately \$26,000 in revenue annually to the Agency.

The public hearing opened at 5:18 p.m.

A public comment was heard.

The public hearing closed at 5:22 p.m.

Upon motion by Director Herrick, seconded by Chair Segovia and carried, the Governing Board adopted Resolution No. R. 05-2026.

Ayes: Herrick, Russo, Sauer, Segovia, Walsh

Noes: None

Absent: None

Abstain: None

- d. Public Hearing: Resolution No. R. 06-2026, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Adopting the Operating and Capital Budget of the Big Bear Area Regional Wastewater Agency for Fiscal Year 2027, Approving Budgeted Projects and Finding Approval of the Budget and Budgeted Projects Exempt from Review Under the California Environmental Quality Act

The Finance Manager stated there have been no changes to the budget since the Budget Workshop.

The public hearing opened at 5:24 p.m.

There were no public comments.

The public hearing closed at 5:24 p.m.

Upon motion by Director Herrick, seconded by Director Sauer and carried, the Governing Board adopted Resolution No. R. 06-2026, approved the 10 proposed activities, and directed staff to file the CEQA Notice of Exemption.

Ayes: Herrick, Russo, Sauer, Segovia, Walsh

Noes: None

Absent: None

Abstain: None

- e. Governing Board Committee Appointments

The Assistant General Manager/Board Secretary described the three permanent committees and the current members of each.

Upon motion by Director Herrick, seconded by Chair Segovia and carried, the Governing Board approved maintaining the existing committee assignments.

Ayes: Herrick, Russo, Sauer, Segovia, Walsh
Noes: None
Absent: None
Abstain: None

f. Replenish Big Bear Advisory Committee Appointments

The Assistant General Manager/Board Secretary described the purpose of this committee and that appointments are made by the Chair.

A public comment was heard.

The Chair maintained the current appointments with Chair Segovia and Vice-Chair Walsh continuing to serve on the Replenish Big Bear Committee.

g. Governing Board Reorganization

The Assistant General Manager/Board Secretary presented the item along with the process to rescind the prior election results.

A public comment was heard.

No motion was made to rescind the election; therefore, Chair Segovia and Vice-Chair Walsh will remain in their respective positions.

h. Governing Board Handbook

The Assistant General Manager/Board Secretary presented the item and noted that, if directed by the Governing Board, staff would prepare draft revisions to the Governing Board Handbook establishing a formal rotation of officers for future consideration.

The Governing Board provided direction to maintain the existing election process; therefore, no formal rotation will be established.

11. Comments and Announcements

a. General Manager Comments

None.


b. Governing Board Comments

None.

12. Adjournment

With no further business to come before the Governing Board, Chair Segovia adjourned the meeting at 5:36 p.m.

Attest:



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