

# Big Bear Area Regional Wastewater Agency

Regular Board Meeting Minutes

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

121 Palomino Drive, Big Bear City, CA 92314 and  
44-506 Hoomau St., Honokaa, HI 96727

## 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 February 25, 2026 at 121 Palomino Drive, Big Bear City, California 92314 and 44-506 Hoomau St., Honokaa, HI 96727.

Board Members Present: Kendi Segovia, Chair; Larry Walsh, Vice-Chair; Rick Herrick, Director (via Zoom); 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: None

## 2. Pledge of Allegiance – Director Sauer

## 3. Approval of Agenda

Upon motion by Director Russo, seconded by Vice-Chair Walsh 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

There were no public comments.

## 5. Presentation and Introduction

None

## 6. Information/Committee Reports

### a. General Manager's Report

The General Manager provided a brief update on the Cactus Flats Outfall Line Repair Project.

**b. Replenish Big Bear Report**

The General Manager had no updates to report.

**7. Consent Calendar Approved Items**

- a. January 28, 2026 Regular Meeting Minutes**
- b. Monthly Disbursements Report for January**
- c. Investment Report Identifying Agency Investments and Reporting Interest Income for January**
- d. Second Quarter Report, Six Months Ended, December 31, 2025**

Upon motion by Vice-Chair Walsh, seconded by Director Russo 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. 01-2026, An Ordinance of the Big Bear Area Regional Wastewater Agency Code Amending Section 2.04.040 of the Big Bear Area Regional Wastewater Agency Code Regarding Time Limits on Public Testimony at Governing Board Meetings**

The Assistant General Manager/Board Secretary explained that the Ordinance was introduced at the January meeting and maintains a timed general comment period for in-person meetings, while revising teleconference meetings to allow a reasonable amount of time for comment on each agenda item.

The public hearing was opened at 5:05 p.m.

There were no public comments.

The public hearing closed at 5:05 p.m.

Upon motion by Vice-Chair Walsh, seconded by Director Herrick and carried, the Governing Board waived the full reading of the proposed Ordinance No. O. 01-2026; and adopted Ordinance No. O. 01-2026.

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

## 10. New Business – Discussion/Action Items

- a. Introduction and First Read 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 Ordinance clarifies when connection fees must be collected for residential versus non-residential projects.

Upon motion by Director Sauer, seconded by Director Russo and carried, the Governing Board waived the full reading of the proposed Ordinance No. O. 02-2026; and directed staff to place the item on the agenda for consideration and adoption at a public hearing on March 25, 2026.

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

- b. Resolution No. R. 02-2026, A Resolution of the Big Bear Area Regional Wastewater Agency Naming a “Designated Person” to Determine Timeliness and Sufficiency of Claims Filed Against the Agency

The Assistant General Manager/Board Secretary summarized the resolution which updates the designated person, to determine the timeliness and sufficiency of claims filed against the Agency in accordance with applicable provisions of the California Government Code, to the Assistant General Manager with the Finance Manager serving in their absence.

Upon motion by Director Sauer, seconded by Chair Segovia and carried, the Governing Board adopted Resolution No. R. 02-2026.

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

- c. Update to Board Policy: Designated Funds

The Assistant General Manager/Board Secretary reported that this item aligns the Agency’s Emergency Fund, as established in the Designated Funds Policy, with current practice, formalizing previously approved reserve levels.

Upon motion by Director Sauer, seconded by Director Segovia and carried, the Governing Board approved the updated Board Policy: Designated Funds.

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

**d. Reimbursement of Replenish Big Bear Expenditures with Title XVI Grant Funds**

The General Manager stated that staff previously refrained from seeking reimbursement from Title XVI because of repayment obligations, but the grant agency recently discussed utilizing these funds with the General Manager, noting that repayment had not typically been required in similar circumstances.

Upon motion by Director Herrick, seconded by Chair Segovia and carried, the Governing Board authorized the General Manager to submit a reimbursement request to USBR for approximately \$525,000 in eligible prior expenditures under the FY 2022 Title XVI grant, and to pursue reimbursement of eligible future expenditures in accordance with the grant agreement.

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

**e. Governing Board Reorganization**

The Governing Board reviewed the options for the appointment of Chair and Vice-Chair.

Upon motion by Director Herrick, seconded by Chair Segovia and carried, the Chair position will remain the same, and Chair Segovia will continue to serve as Chair.

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

Upon motion by Director Herrick, seconded by Chair Segovia and carried, the Vice-Chair position will remain the same, and Vice-Chair Walsh will continue to serve as Vice-Chair.

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

**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 5:25 p.m.

Attest:

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