

# Big Bear Area Regional Wastewater Agency

Regular Board Meeting Minutes

October 23, 2024 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 Miller at 5:00 p.m. on October 23, 2024 at 121 Palomino Drive, Big Bear City, California.

Board Members Present: Jim Miller, Chair; Rick Herrick, Vice-Chair; Kendi Segovia, Director; and Larry Walsh, Director

Board Members Absent: John Russo, Director

Staff Members Present: David Lawrence, General Manager; Christine Bennett, Finance Manager; and Bridgette Burton, Administrative Services Manager/Board Secretary

Others: Brad Welebir, Partner, Rogers, Anderson, Malody & Scott, LLP

Members of the public who signed in: Joyce Crist, Big Bear City, Daniel Gulbranson, Big Bear Lake; Chuck Hicks, Big Bear Lake; Joseph Kelly; and Bob and Jo Rowe, Big Bear City

## 2. Pledge of Allegiance – Director Walsh

## 3. Approval of Agenda

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

Ayes: Herrick, Segovia, Walsh, Miller

Noes: None

Absent: Russo

Abstain: None

## 4. Public Forum

Daniel Gulbranson commented on the solar panel expenses and credits, the Agency's legal counsel, and business matters concerning the City of Big Bear Lake.

Joseph Kelly informed the Board of legal issues in the Big Bear Valley and commented on the Hospital District and the minutes from the September Board meeting.

Tom Sitton provided information about the government and U.S. Constitution.

Joyce Crist commented about water restrictions, the Hospital District, and the legality of the JPA Agreements.

## **5. Presentation and Introduction**

### **5.A. Audit Report for the Fiscal Year Ended June 30, 2024**

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.

Bob Rowe asked about the name of the audit firm.

The Governing Board clarified information on the audit letters including the management representation letter and letters sent to Board members, depreciation schedules, capital improvement plan, the Outfall Line, and projects that were included in Replenish Big Bear that will need to be placed back on the capital improvement plan.

Joseph Kelly commented on maintenance, Replenish Big Bear, a conflict of interest being reviewed by the FPPC, the duty to inform the auditor of illegal activities, and the LAIF account.

Daniel Gulbranson commented about giving money back to the people, voting, reallocation of funds, and business matters concerning the City of Big Bear Lake and FEMA.

Tom Sitton commented on preparation and performance.

### **5.B. John Russo 1-year recognition**

Director Russo will be recognized at the December special meeting.

## **6. Information/Committee Reports**

### **6.A. General Manager's Report**

The General Manager highlighted the Force Main Project schedule and cleaning out of the Ponds.

The Governing Board inquired about higher connections.

## **7. Consent Calendar Approved Items**

### **7.A. Meeting Minutes from the September 25, 2024 Regular 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 Vice-Chair Herrick, seconded by Chair Miller and carried, the Governing Board approved the consent calendar as presented.

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

**8. Items Removed from the Consent Calendar**

None

**9. Old Business**

None

**10. New Business – Discussion/Action Items**

**10.A. Annual Report for the Fiscal Year Ended June 30, 2024**

The Finance Manager presented the Annual Report for the Fiscal Year Ended June 30, 2024. The presentation focused on the performance compared to the actual budget, changes to the budget, the income statement, operating revenues and expenses, non-operating income (expense), connections, cash flow, debt service, and highlighted that the Agency is financially strong.

The Governing Board clarified the objectives of the LAIF account, the processes for repairs and replacements, the criteria for capitalizing a project, and commented on the OAC Roof Replacement Project and the target funding ratio for pension liability.

Daniel Gulbranson inquired about solar expenses and credits.

Joseph Kelly thanked staff for the report, asked if the Agency receives revenue from the general tax levy in addition to member agency fees, and commented on increases due to Replenish Big Bear and refunding those fees.

Joyce Crist requested Replenish Big Bear be separated from the budget and inquired about stormwater getting into the sewer system.

This item was informational only.

**10.B. Reallocate \$125,000 from the Capital Budget for the OAC Roof Project**

The General Manager explained the need to replace the OAC Roof.

The Governing Board clarified the acronym OAC and what functions are housed within the OAC Building.

Upon motion by Director Walsh, seconded by Vice-Chair Herrick and carried, the Governing Board appropriated \$125,000 from the Capital Budget for the OAC Roof Project.

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

**10.C. Adjourn the November 27<sup>th</sup> and December 25<sup>th</sup> Regular Board Meetings and Schedule a Special Meeting**

The Governing Board adjourned the November 27<sup>th</sup> and December 24<sup>th</sup>, 2024 regular board meetings and scheduled a special meeting for December 3, 2024 at 5:00 p.m.

**11. Comments and Announcements**

**11.A. General Manager Comments**

None

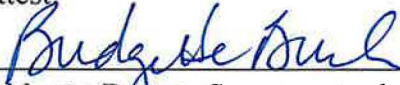
**11.B. Governing Board Comments**

Director Russo requested Director Walsh read a statement on his behalf.

**12. Adjournment**

With no further business to come before the Governing Board, Chair Miller adjourned the meeting at 6:22 p.m.

Attest:

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