

BIG BEAR AREA REGIONAL WASTEWATER AGENCY

Regular Board Meeting Agenda

February 23, 2022 at 5:00 p.m.

Pursuant to AB 361, this meeting will be virtual because state and local officials are recommending measures to promote social distancing. Members of the public may listen and provide public comments telephonically during the Public Forum (Item 4).

Join the Zoom Meeting:

<https://us06web.zoom.us/j/89707913041?pwd=WDQxNFRjbHJhRGdRZmxnSUY1QTNYZz09>

Meeting ID: 897 0791 3041

Passcode: 729926

Dial by your location

- +1 720 707 2699 US (Denver)
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)
- +1 646 558 8656 US (New York)
- +1 301 715 8592 US (Washington DC)
- +1 312 626 6799 US (Chicago)

Find your local number: <https://us06web.zoom.us/u/k7SqUFTur>

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

Dispensed

3. **APPROVAL OF AGENDA**

4. **PUBLIC FORUM**

Public testimony is permitted at this time only on consent calendar items and other matters not listed on the posted agenda that are within the subject matter jurisdiction of the Agency. State law prohibits the Agency from taking action on any items not listed on the posted agenda. Public comment on items listed on the posted agenda will be taken at the time each item is called for discussion.

Please note that the Governing Board is making efforts to follow the spirit and intent of the Brown Act and other applicable laws regulating the conduct of public meetings, in order to maximize transparency and public access. It would be appreciated, although not mandatory, if communications of public comments related to items on the agenda, or items not on the agenda, are emailed to bburton@bbarwa.org on or before Wednesday, February 23, 2022 at 4:00 p.m. Please include in the email's subject line "Public Comment Item # (insert the number relevant to your comment)" or "Public Comment Non-Agenda Item". If you wish to submit a public comment on more than one agenda item, please send a separate email for each item you are commenting on.

If it is not possible to submit an email by 4:00 p.m., and comments are submitted by email after that time or thru the Zoom chat feature during the meeting, every effort will be made to attempt to review emails and Zoom chats during the course of the meeting. The Chair will endeavor to take a brief pause before Governing Board action is taken on agenda items to allow the Board Secretary time to review the public's electronic communications. Every effort will be made during the meeting to read aloud all electronically submitted comments. Please note, all electronically submitted correspondence relating to this meeting will become part of the meeting record and will be cited within the meeting minutes. Please limit written comments to 300 words or less. In addition, prior to the close of public comment portions of the meeting, the Chair will provide the public an opportunity to verbally state their comment live via Zoom teleconference.

At meetings of the Governing Board, each individual speaker will be limited to five minutes or less of public testimony on each item on the agenda and three minutes or less on each item not on the agenda. In addition, public testimony on non-agenda items shall be limited to thirty minutes for all speakers. Further, the cumulative time which any individual may provide public testimony during a meeting is 15 minutes. The Chair of the Governing Board by majority vote may waive these time limitations. Whenever a group of persons wishes to address the Governing Board on the same item, the Chair or the Governing Board by majority vote may request a spokesperson be chosen for the group or limit the number of such persons addressing the Governing Board. The Chair or the Governing Board by majority vote may rule out of order testimony that is unduly repetitious or irrelevant.

5. **PRESENTATION AND INTRODUCTION**

None

6. **INFORMATION/COMMITTEE REPORTS**

6.A. General Manager's Report

6.B. Administrative Committee Update

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

7.A. Approval of the Meeting Minutes from the January 26, 2022 Regular Meeting

7.B. Monthly Disbursements Report for January - Informational

7.C. Investment Report Identifying Agency Investments and Reporting Interest Income for January – Informational

7.D. AB 361 Open Meetings: State and Local Agencies: Teleconferences

7.E. Second Quarter Report, Three Months Ended December 31, 2021

8. **ITEMS REMOVED FROM CONSENT CALENDAR**

9. **OLD BUSINESS**

None

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

10.A. Resolution No. R. 01-2022, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Approving the Agency’s Proposal for the United States Department of the Interior Bureau of Reclamation’s WaterSMART: Title XVI WIIN Water Reclamation and Reuse Project Grant Application for the Replenish Big Bear Project and Designating an Authorized Representative

10.B. Compensation Study Update December 2021; Pay Schedule

10.C. Resolution No. R. 02-2022, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Expressing Appreciation to Karyn Oxandaboure for Dedicated Service as a Member of Said Governing Board

10.D. Governing Board Reorganization

10.E. Interim Appointment of Governing Board Member to the Finance Committee

11. **COMMENTS AND ANNOUNCEMENTS**

11.A. General Manager Comments

11.B. Governing Board Member Comments

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 the Agency at (909) 584-4018. Notification at least 48 hours prior to the meeting or time when services are needed will assist 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
Jim Miller – Chair
Rick Herrick – Vice-Chair
John Green – Director
Bynette Mote – Director
Karyn Oxandaboure – Director

AGENDA ITEM: 6.A.

MEETING DATE: February 23, 2022
TO: Governing Board of the Big Bear Area Regional Wastewater Agency
FROM: David Lawrence, P.E., General Manager
REVIEWED BY: Jennifer McCullar, Finance Manager; and John Shimmin, Plant Manager
SUBJECT: General Manager’s Report

DISCUSSION:

Administration

COVID-19

The Administrative Office remains closed to the public.

Operations

Headworks Grit System Rehabilitation Project

Coordination with the contractor, R.I.C. Construction Co., Inc. is still underway, with submittals being reviewed.

Solar Production

The BBARWA Solar Project is operational with a lifetime production of 372.78 MWh’s. The solar measured production chart is attached.

2021/2022 Treatment Plant Data

There were no reportable violations during January 2022 for the plant. The influent flow (MG) chart is attached to this report.

Flow Percentages			
Member Agency	November	December	January
City of Big Bear Lake	46.20%	54.38%	58.40%
Big Bear City	50.31%	42.39%	38.63%
County of San Bernardino	3.49%	3.23%	2.97%

Connections

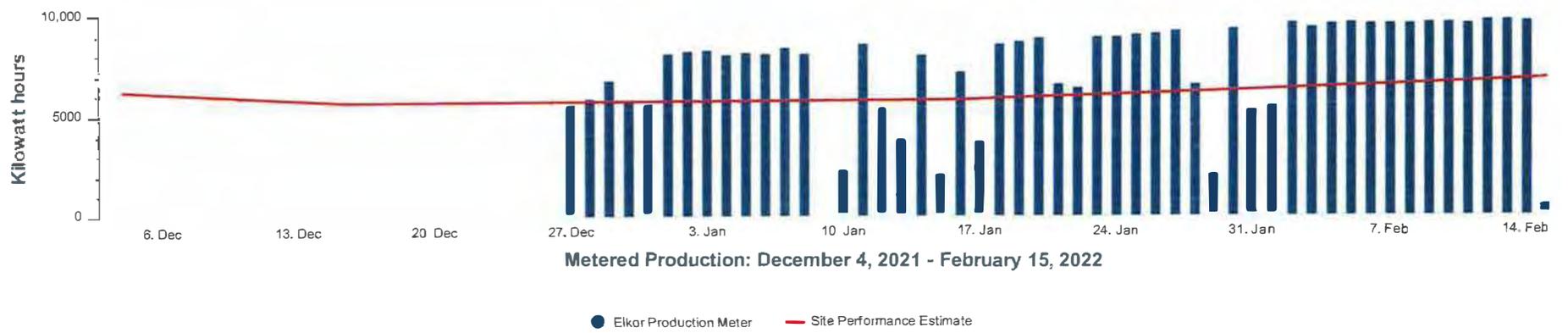
MONTH	FYE 6/30/2022									
	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	CITY-BBL	CSD	CSA-53B
July	8	3	4	3	7	3	11	2	9	0
August	5	12	6	10	2	12	5	3	2	0
September	6	4	6	3	7	3	7	5	2	0
October	10	9	8	3	5	10	9	8	1	0
November	6	5	11	5	2	2	5	1	4	0
December	8	4	2	3	1	2	3	1	2	0
January	1	0	2	1	1	2	2	1	1	0
February	0	1	0	0	1	0	0	0	0	0
March	3	2	0	3	1	3	0	0	0	0
April	10	3	0	3	7	12	0	0	0	0
May	10	4	0	5	5	6	0	0	0	0
June	2	16	0	6	6	13	0	0	0	0
TOTAL	69	63	39	45	45	68	42	21	21	0

Other

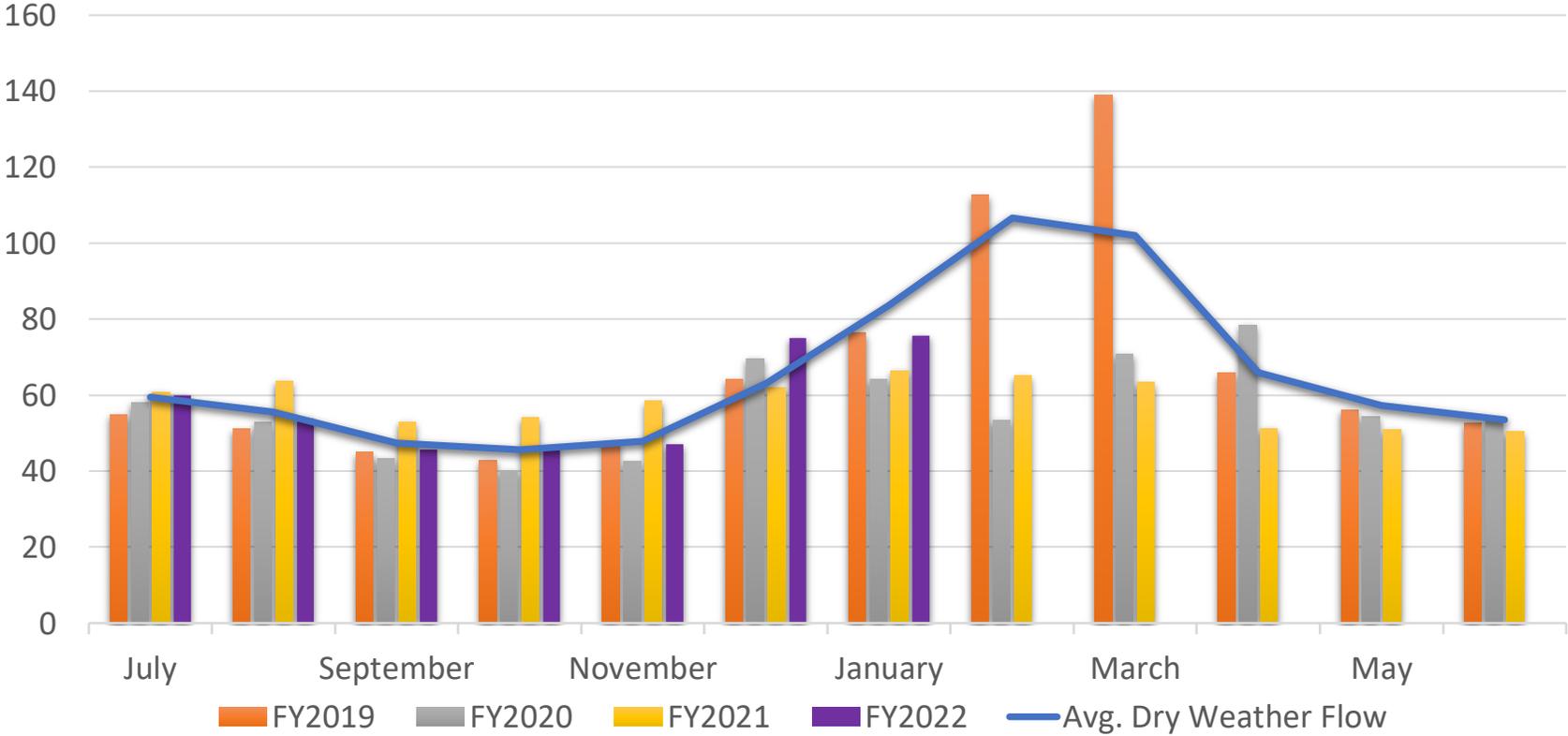
Replenish Big Bear

The Project Benefit Memorandum of Understanding (MOU) is pending signatures from MWD, Visit Big Bear, and the County of San Bernardino. A meeting with San Bernardino County Chief Executive Officer Leonard Hernandez is scheduled for February 23, 2022. The Second Amended and Restated Memorandum of Understanding is pending signatures from MWD and BVBGSA.

The Report of Waste Discharge (ROWD), Total Maximum Daily Load (TMDL) Technical Memorandum, and the Antidegradation Analysis are scheduled to be submitted on February 28, 2022. The TMDL Technical Memorandum and Antidegradation Analysis include information to assist the Regional Board in determining the permit requirements (National Pollutant Discharge Elimination System or Waste Discharge Requirement). We anticipate the Regional Board’s initial response within 30 days, which typically includes a determination that the application is considered complete or a request for additional information that will be required to complete the application and move forward in the permitting process. Once the Regional Board decides the application is complete, they will send it to the Environmental Protection Agency (EPA). The EPA has an additional 30 days to review and can also request additional information if needed. Since the Regional Board and EPA have been engaged and discussed the Project together in the past, we are hopeful that the initial response from the Regional Board will be comprehensive and will give us a sense of how willing they are to move forward in the process.



Influent Flow (MG)



BIG BEAR AREA REGIONAL WASTEWATER AGENCY

REGULAR BOARD MEETING MINUTES

January 26, 2022

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 January 26, 2022, via Zoom.

BOARD MEMBERS PRESENT

Jim Miller, Chair
Rick Herrick, Vice-Chair
John Green, Director
Bynette Mote, Director
Karyn Oxandaboure, Director

BOARD MEMBERS ABSENT

None

STAFF MEMBERS PRESENT

David Lawrence, General Manager
Jennifer McCullar, Finance Manager
John Shimmin, Plant Manager
Bridgette Burton, Management Analyst

OTHERS

Frank Forbes, County of San Bernardino Representative
Shawn Koorn, Associate Vice-President, HDR Engineering, Inc.
Mary Reeves, General Manager, Big Bear City Community Services District
Larry Walsh, Board President, Big Bear City Community Services District

1.A. AB 361 Open Meetings: State and Local Agencies: Teleconferences

The General Manager discussed the requirements of AB 361. Discussion ensued between Governing Board and staff.

Upon motion by Vice-Chair Herrick, seconded by Director Mote and carried, the Governing Board declared that it has reconsidered the circumstances of the state of emergency declared by the Governor and at least one of the following is true: (a) the state of emergency continues to directly impact the ability of the members of this legislative body to meet safely in person; and/or (b) state or local officials continue to impose or recommend measures to promote social distancing; and the Governing Board declared it will be conducting teleconferencing and virtual meetings pursuant to AB 361.

Ayes: Green, Herrick, Mote, Oxandaboure, Miller
Noes: None
Absent: None
Abstain: None

2. **PLEDGE OF ALLEGIANCE**

Chair Miller

3. **APPROVAL OF THE AGENDA**

Upon motion by Director Oxandaboure, seconded by Vice-Chair Herrick and carried, the Governing Board approved the agenda as presented.

Ayes: Green, Herrick, Mote, Oxandaboure, Miller

Noes: None

Absent: None

Abstain: None

4. **PUBLIC FORUM**

No comments

5. **PRESENTATIONS AND INTRODUCTIONS**

5.A. Rick Herrick 15-year recognition

The General Manager thanked Vice-Chair Herrick for his 15 years of service, one of the longest terms in the history of the Agency. Chair Herrick has served on the Operations and Finance Committees and has brought a wealth of knowledge to the Agency.

5.B. John Green 10-year recognition

The General Manager thanked Director Green for his ten years of service and outlined several accomplishments during his term. Director Green serves on the Administrative Committee and has added a great depth to the Governing Board.

5.C. Karyn Oxandaboure 5-year recognition

The General Manager thanked Director Oxandaboure for her five years of service on the Board, along with her many years of administrative assistance to the Agency. Director Oxandaboure serves on the Finance Committee and has brought depth and knowledge to the Agency.

5.D. Rafael Curiel 1-year recognition

The General Manager congratulated Mr. Curiel for his one year of service. Mr. Curiel is dedicated, responsible and always willing to help.

5.E. 2021 California Water Environment Association Desert and Mountain Section Plant of the Year (Small)

The General Manager notified the Governing Board of the award and thanked staff for their hard work and effort.

5.F. Rate Study (Preliminary) Presentation

The Finance Manager announced the presentation was available on the BBARWA website. In August 2021, the Governing Board approved the update to the 2018 Rate Study, which looks at BBARWA's rates for the next five years. The rate study also considered the impact of the Replenish Big Bear Project for the next three years. As BBARWA moves through its budget development cycle and the financial projections and budget are completed, the rate study will be updated and finalized.

Shawn Koorn, Associate Vice-President, HDR Engineering, Inc., presented the preliminary results of the rate study. Discussion ensued between Governing Board, Mr. Koorn, and staff.

6. INFORMATION/COMMITTEE REPORTS

6.A. General Manager's Report

The General Manager highlighted the BBARWA Solar Project being operational. An analysis of production will occur in the next few months. The Governing Board and staff discussed the increase in natural gas prices, generator use and time to get generators online, and details of the minor spill reported in December.

7. CONSENT CALENDAR

7.A. Approval of the Meeting Minutes from the December 15, 2021 Special Meeting

7.B. Monthly Disbursements Report for December

7.C. Investment Report Identifying Agency Investments and Reporting Interest Income for December

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

Ayes: Green, Herrick, Mote, Oxandaboure, Miller
Noes: None
Absent: None
Abstain: None

8. ITEMS REMOVED FROM THE CONSENT CALENDAR

None

9. OLD BUSINESS

None

10. NEW BUSINESS

10.A. General Manager Employment Agreement Amendment

The Governing Board completed a performance evaluation of the General Manager in closed session at the October 27, 2021 Board Meeting. The Agency is required to bring any changes to the General Manager's contract for consideration during a regular meeting. The Governing Board orally read the recommended changes to the financial terms: The General Manager's base salary will be Seventeen Thousand, Five Hundred Twenty-One Dollars and Seventy-Nine Cents (\$17,521.79) per month, beginning on October 1, 2021.

Upon motion by Chair Miller, seconded by Vice-Chair Herrick and carried, the Governing Board authorized the Governing Board Chair to execute an Employment Agreement Amendment with the approved changes.

Ayes: Green, Herrick, Mote, Oxandaboure, Miller
Noes: None
Absent: None
Abstain: None

10.B. Reschedule Budget Workshop; Adjourn March 23, 2022 Regular Meeting to the Special Meeting Budget Workshop

The General Manager requested rescheduling of the Budget Workshop due to the additional workload and complexity of adding Replenish Big Bear to the budget. There will be a regular meeting on February 23, 2022 at 5:00 p.m. Discussion ensued between Governing Board and staff.

Upon motion by Director Mote, seconded by Vice-Chair Herrick and carried, the Governing Board rescheduled the Special Meeting Budget Workshop from February 23, 2022 to March 23, 2022 from 1:00 p.m. to 5:00 p.m. and adjourned the March 23, 2022 Regular Meeting to the March 23, 2022 Special Meeting Budget Workshop.

Ayes: Green, Herrick, Mote, Oxandaboure, Miller
Noes: None
Absent: None
Abstain: None

10.C. Appropriate \$7,500 from the Capital and Replacement Fund for the Installation of Lighting and Electrical Outlets for the Secondary Splitter Box Building

The General Manager explained the need for additional lighting and electrical outlets for the Secondary Splitter Box Building.

Upon motion by Director Green, seconded by Director Oxandaboure and carried, the Governing Board appropriated \$7,500 from the Capital and Replacement Fund for the installation of lighting and electrical outlets for the Secondary Splitter Box Building.

Ayes: Green, Herrick, Mote, Oxandaboure, Miller
Noes: None
Absent: None
Abstain: None

11. COMMENTS AND ANNOUNCEMENTS

11.A. General Manager Comments

None.

11.B. Governing Board Member Comments

Chair Miller congratulated the Governing Board Members for their years of service.

12. ADJOURNMENT

With no further business to come before the Governing Board, Chair Miller adjourned the meeting at 6:17 p.m.

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



Big Bear Area Regional
Wastewater Agency
Jim Miller – Chair
Rick Herrick – Vice-Chair
John Green – Director
Bynette Mote – Director
Karyn Oxandaboure – Director

AGENDA ITEM: 7.B.

MEETING DATE: February 23, 2022

TO: Governing Board of the Big Bear Area Regional Wastewater Agency

FROM: David Lawrence, P.E., General Manager

PREPARED BY: Jennifer McCullar, Finance Manager

SUBJECT: Monthly Disbursements Report

BACKGROUND:

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

FINANCIAL IMPACT:

There is no financial impact. The funds have previously been appropriated.

RECOMMENDATION:

Informational

Big Bear Area Regional Wastewater Agency
Check Register
For the Period From Jan 1, 2022 to Jan 31, 2022

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

Check #	Date	Payee	Cash Account	Amount
CASH 23347	1/4/22	PAYA	1000-20	19.99
CASH 23348	1/5/22	PRINCIPAL FINANCIAL GROUP	1000-20	3,596.27
CASH 23349	1/5/22	CALPERS HEALTH	1000-20	30,548.74
CASH 23350	1/6/22	VISION SERVICE PLAN	1000-20	328.35
21881	1/10/22	ACCENT COMPUTER SOLUTIONS,	1000-20	3,489.15
21882	1/10/22	ALLISON MECHANICAL, INC.	1000-20	1,855.00
21883	1/10/22	ALL PROTECTION ALARM	1000-20	167.00
21884	1/10/22	ARAMARK UNIFORM SERVICES	1000-20	1,212.37
21885	1/10/22	BEST BEST & KRIEGER LLP	1000-20	2,646.45
21886	1/10/22	BIG BEAR CITY COMMUNITY SERV	1000-20	434.47
21887	1/10/22	BUTCHER'S BLOCK & BUILDING	1000-20	295.65
21888	1/10/22	BEAR VALLEY ELECTRIC	1000-20	5,313.28
21889	1/10/22	CALIFORNIA TOOL & WELDING SU	1000-20	27.50
21890	1/10/22	CALIF DEPT OF TAX & FEE ADMINI	1000-20	13.00
21891	1/10/22	CA SOCIETY of MUNICIPAL FINAN	1000-20	110.00
21892	1/10/22	DADDY'S PEST CONTROL	1000-20	300.00
21893	1/10/22	DIRECT TV	1000-20	39.99
21894	1/10/22	DEPARTMENT OF WATER & POWE	1000-20	47.80
21895	1/10/22	EVANTEC CORPORATION	1000-20	415.28
21896	1/10/22	FLYERS ENERGY	1000-20	1,658.00
21897	1/10/22	FRONTIER COMMUNICATIONS	1000-20	919.54
21898	1/10/22	GOVERNMENT FINANCE OFFICER	1000-20	460.00
21899	1/10/22	BEAR VALLEY BASIN GSA	1000-20	145.21
21900	1/10/22	GSM ENGINEERED FABRICS, LLC	1000-20	3,899.00
21901	1/10/22	HAZ MAT TRANS, INC.	1000-20	2,234.70
21902	1/10/22	HUGHESNET	1000-20	102.33
21903	1/10/22	IPMA-HR	1000-20	156.00
21904	1/10/22	KENNY H. WASHABAUGH	1000-20	3,900.00
21905	1/10/22	NICHOLAS R. MARTIN	1000-20	650.00
21906	1/10/22	MCR TECHNOLOGIES, INC.	1000-20	3,931.45
21907	1/10/22	CONSTANCE M. ALVARADO	1000-20	55.00
21908	1/10/22	PHIL'S AUTOMOTIVE	1000-20	2,198.31
21909	1/10/22	PITNEY BOWES GLOBAL FINANCI	1000-20	163.23

Big Bear Area Regional Wastewater Agency
Check Register
For the Period From Jan 1, 2022 to Jan 31, 2022

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

Check #	Date	Payee	Cash Account	Amount
21910	1/10/22	POLYDYNE INC	1000-20	3,770.66
21911	1/10/22	RYAN R. ABELN	1000-20	4,222.50
21912	1/10/22	SPECTRUM BUSINESS	1000-20	1,023.93
21913	1/10/22	SULZER ELECTRO MECHANICAL S	1000-20	380.58
21914	1/10/22	UNDERGROUND SERVICE ALERT	1000-20	85.11
21915	1/10/22	VALLEY POWER SYSTEMS, INC	1000-20	25.09
21916	1/10/22	VIKING MAINTENANCE SERVICES,	1000-20	1,190.00
21917	1/10/22	BRIDGETTE BURTON	1000-20	50.00
21918	1/10/22	SONJA KAWA	1000-20	50.00
21919	1/10/22	DAVID LAWRENCE	1000-20	50.00
21920	1/10/22	JENNIFER MCCULLAR	1000-20	50.00
21921	1/10/22	JOHN SHIMMIN	1000-20	50.00
21922	1/10/22	SWRCB - ANNUAL FEES	1000-20	600.00
CASH 23351	1/10/22	AMERICAN FIDELITY ASSURANCE	1000-20	98.00
CASH 23352	1/10/22	CALIFORNIA STATE DISBURSEME	1000-20	126.00
CASH 23353	1/10/22	AMERICAN FIDELITY ASSURANCE	1000-20	525.41
CASH 23354	1/10/22	CALPERS RETIREMENT	1000-20	3,327.21
CASH 23355	1/10/22	CALPERS RETIREMENT	1000-20	8,291.47
CASH 23356	1/11/22	EMPLOYMENT DEVELOPMENT DE	1000-20	2,453.56
CASH 23357	1/11/22	THE LINCOLN NAT'L LIFE INS CO	1000-20	4,198.61
CASH 23358	1/11/22	CA PERS 457 PROGRAM	1000-20	4,491.58
CASH 23359	1/11/22	INTERNAL REVENUE SERVICE	1000-20	7,272.04
21923	1/20/22	AMAZON CAPITAL SERVICES	1000-20	984.46
21924	1/20/22	BEST BEST & KRIEGER LLP	1000-20	210.00
21925	1/20/22	BUSINESS CARD	1000-20	225.00
21926	1/20/22	BRYCE CONSULTING, INC.	1000-20	2,295.00
21927	1/20/22	BEAR VALLEY ELECTRIC	1000-20	2,108.63
21928	1/20/22	CLINICAL LAB OF SAN BERNARDI	1000-20	2,197.50
21929	1/20/22	COUNTY OF SAN BERNARDINO S	1000-20	588.59
21930	1/20/22	CWEA TCP/MEMBERSHIP	1000-20	753.00
21931	1/20/22	GRAINGER	1000-20	1,130.82
21932	1/20/22	HDR ENGINEERING, INC.	1000-20	11,687.50
21933	1/20/22	KAMAN INDUSTRIAL TECHNOLOGI	1000-20	2,906.81

Big Bear Area Regional Wastewater Agency
Check Register
For the Period From Jan 1, 2022 to Jan 31, 2022

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

Check #	Date	Payee	Cash Account	Amount
21934	1/20/22	MITEL	1000-20	365.53
21935	1/20/22	READY REFRESH	1000-20	270.37
21936	1/20/22	SOUTHERN CALIFORNIA EDISON	1000-20	47.90
21937	1/20/22	SOUTHWEST GAS	1000-20	2,032.17
21938	1/20/22	SYNAGRO-WWT, INC.	1000-20	17,034.83
21939	1/20/22	NANCY R. BOHL, INC.	1000-20	225.00
21940	1/20/22	USA BLUEBOOK	1000-20	357.62
21941	1/20/22	VERIZON WIRELESS	1000-20	241.12
21942	1/20/22	WINZER CORP	1000-20	200.33
21943	1/20/22	WATER SYSTEMS CONSULTING, I	1000-20	9,403.75
CASH 23360	1/24/22	CALPERS RETIREMENT	1000-20	3,112.75
CASH 23361	1/24/22	THE LINCOLN NAT'L LIFE INS CO	1000-20	4,198.61
CASH 23362	1/24/22	CA PERS 457 PROGRAM	1000-20	4,491.58
CASH 23363	1/24/22	CALPERS RETIREMENT	1000-20	8,176.17
cash 23370	1/24/22	AMERICAN FIDELITY ASSURANCE	1000-20	525.41
cash 23371	1/24/22	CALIFORNIA STATE DISBURSEME	1000-20	126.00
CASH 23364	1/25/22	EMPLOYMENT DEVELOPMENT DE	1000-20	2,278.21
CASH 23365	1/25/22	INTERNAL REVENUE SERVICE	1000-20	6,848.44
CASH 23366	1/31/22	LEGALSHIELD	1000-20	67.80
CASH 23367	1/31/22	TEXAS LIFE INSURANCE COMPAN	1000-20	213.00
CASH 23368	1/31/22	AMERICAN FIDELITY ASSURANCE	1000-20	663.90
CASH 23369	1/31/22	PAYA	1000-20	11,739.26
Total				<u>211,371.87</u>



Big Bear Area Regional
Wastewater Agency
Jim Miller – Chair
Rick Herrick – Vice-Chair
John Green – Director
Bynette Mote – Director
Karyn Oxandaboure – Director

AGENDA ITEM: 7.C.

MEETING DATE: February 23, 2022

TO: Governing Board of the Big Bear Area Regional Wastewater Agency

FROM: David Lawrence, P.E., General Manager

PREPARED BY: Jennifer McCullar, Finance Manager

SUBJECT: Investment Report Identifying Agency Investments and Reporting Interest
Income

BACKGROUND:

Attached is the January Monthly Investment Report pursuant to the Agency's Investment Policy.

FINANCIAL IMPACT:

There is no financial impact.

RECOMMENDATION:

Informational

BBARWA
 Monthly Investment Report
 January 2022

<u>INVESTMENT TYPE</u>	<u>COST</u>	<u>FAIR MARKET VALUE (1)</u>	<u>YEAR TO DATE INTEREST(2)</u>	<u>INTEREST RATE</u>	<u>MATURITY DATE</u>
LOCAL AGENCY INVESTMENT FUND	\$ 6,045,292	\$ 6,029,810	\$ 10,685	0.234%	DAILY
TOTAL	\$ 6,045,292	\$ 6,029,810	\$ 10,685		

The Investment Portfolio of the Big Bear Area Regional Wastewater Agency is in compliance with the investment policy approved in Sept 2021. 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. Amount reflects interest income received at the reporting date during FY 2022 and excludes accrued interest.

Attachment (s): Monthly LAIF Statement

California State Treasurer
Fiona Ma, CPA



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

February 15, 2022

[LAIF Home](#)
[PMIA Average Monthly Yields](#)

BIG BEAR AREA REGIONAL WASTEWATER AGENCY

[Tran Type Definitions](#)

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

Account Number:

January 2022 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
1/6/2022	1/6/2022	RW	1693125	N/A	JENNIFER MCCULLAR	-500,000.00
1/14/2022	1/13/2022	QRD	1694636	N/A	SYSTEM	2,612.64

Account Summary

Total Deposit:	2,612.64	Beginning Balance:	6,542,679.08
Total Withdrawal:	-500,000.00	Ending Balance:	6,045,291.72



Big Bear Area Regional
Wastewater Agency
Jim Miller – Chair
Rick Herrick – Vice-Chair
John Green – Director
Bynette Mote – Director
Karyn Oxandaboure – Director

AGENDA ITEM: 7.D.

MEETING DATE: February 23, 2022

TO: Governing Board of the Big Bear Area Regional Wastewater Agency

FROM: David Lawrence, P.E., General Manager

PREPARED BY: Bridgette Burton, Management Analyst/Board Secretary

SUBJECT: AB 361 Open Meetings: State and Local Agencies: Teleconferences

BACKGROUND & DISCUSSION:

AB 361 amended the Brown Act to allow local legislative bodies to continue using teleconferencing and virtual meeting technology as long as there is a “proclaimed state of emergency.” To accommodate individuals during these teleconferences and virtual meetings, a public comment period is offered where the public can address the legislative body directly in real time. Additionally, public comments are allowed up until the public comment period is closed at the meetings. The agenda includes information on the manner in which the public may access the meeting and provide comments remotely. If technical problems arise that result in the public’s access being disrupted, the legislative body does not take any votes or other official action until the technical disruption is corrected, and public access is restored.

On October 27, 2021, the Governing Board adopted Resolution No. R. 10-2021, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Authorizing Virtual Board and Committee Meetings Pursuant to AB 361. The Governing Board may extend the application of this Resolution by motion and majority vote up to 30 days at a time, provided that it makes all necessary findings consistent with and pursuant to the requirements of Section 54953(e)(3). Government Code 54953(e)(3) authorizes this legislative body to continue to conduct these remote “telephonic” meetings under AB 361 provided that it has timely made the findings specified therein. Findings must include: (a) the state of emergency continues to directly impact the ability of the members of this legislative body to meet safely in person; and/or (b) state or local officials continue to impose or recommend measures to promote social distancing. AB 361’s sunset date for special districts and other local agencies like cities and counties is January 1, 2024.

In light of AB 361, and in order to promote social distancing and avoid an imminent safety risk to attendees, teleconferencing and virtual meetings may continue to take place until further notice.

FINANCIAL IMPACT:

There is no financial impact.

RECOMMENDATION:

1. The Governing Board declares that it has reconsidered the circumstances of the state of emergency declared by the Governor and at least one of the following is true: (a) the state of emergency continues to directly impact the ability of the members of this legislative body to meet safely in person; and/or (b) state or local officials continue to impose or recommend measures to promote social distancing; and
2. The Governing Board declares it will be conducting teleconferencing and virtual meetings pursuant to AB 361.



Big Bear Area Regional
Wastewater Agency
Jim Miller – Chair
Rick Herrick – Vice-Chair
John Green – Director
Bynette Mote – Director
Karyn Oxandaboure – Director

AGENDA ITEM: 7.E.

MEETING DATE: February 23, 2022

TO: Governing Board of the Big Bear Area Regional Wastewater Agency

FROM: David Lawrence, P.E., General Manager

PREPARED BY: Jennifer McCullar, Finance Manager

REVIEWED BY: John Shimmin, Plant Manager

SUBJECT: Second Quarter Report, Six Months Ended December 31, 2021

BACKGROUND & DISCUSSION:

Please find attached the Second Quarter Report, which discusses the most recent six month's financial performance compared to the budget.

The Agency performed under the budget for the first half with operating expenses falling below the budget by approximately \$351,000 or 13%. The variance was mostly due to timing across multiple line items (expenses that were budgeted during the first half but not incurred and which are expected to be incurred prior to fiscal year end).

FINANCIAL IMPACT:

There is no financial impact.

RECOMMENDATION:

Informational

ATTACHMENT:

Second Quarter Report

Big Bear Area Regional Wastewater Agency

2nd Quarter Report

Six Months ended December 31, 2021



STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION

	Q1 9/30/21 <u>Actual</u>	Q2 12/31/21 <u>Actual</u>	YTD <u>Actual</u>	YTD <u>Budget</u>	YTD Actual vs Budget \$	YTD Actual vs Budget %
Operating revenues:						
Annual charges	0	2,922,581	2,922,581	2,922,581	(0)	0%
Waste disposal fees	6,713	4,451	11,165	11,281	(116)	-1%
Rental income	8,932	8,967	17,899	17,877	22	0%
Standby fees	0	39,610	39,610	39,610	0	0%
Other operating revenue	<u>0</u>	<u>200</u>	<u>200</u>	<u>0</u>	<u>200</u>	<u>nm</u> (b)
Total operating revenues	15,645	2,975,810	2,991,455	2,991,350	105	0%
Operating expenses:						
Salaries and benefits	753,561	597,969	1,351,530	1,397,747	(46,217)	-3%
Power	90,363	43,261	133,623	204,365	(70,742)	-35%
Sludge removal	71,089	51,093	122,181	155,418	(33,237)	-21%
Chemicals	7,740	14,060	21,800	37,704	(15,904)	-42%
Materials and supplies	25,630	33,123	58,754	68,427	(9,674)	-14%
Repairs and replacements	20,184	64,095	84,279	136,312	(52,033)	-38%
Equipment rental	0	0	0	427	(427)	nm (b)
Utilities expense	1,827	11,926	13,753	15,220	(1,467)	-10%
Communications expense	8,077	10,374	18,450	27,934	(9,484)	-34%
Contractual services - other	14,839	23,757	38,596	46,998	(8,402)	-18%
Contractual services - prof	25,885	47,270	73,155	146,685	(73,531)	-50%
Permits and fees	12,487	211,692	224,179	203,302	20,877	10%
Property tax expense	0	4,017	4,017	4,016	1	0%
Insurance expense	190,174	0	190,174	229,214	(39,039)	-17%
Other operating expense	8,566	17,214	25,780	37,512	(11,732)	-31%
Depreciation expense (a)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>nm</u> (b)
Total operating expenses	1,230,423	1,129,849	2,360,271	2,711,283	(351,011)	-13%
Operating Income	(1,214,777)	1,845,961	631,184	280,067	351,116	125%
Nonoperating income (expense):						
Nonoperating income	(526)	3,304	2,779	85,302	(82,523)	-97%
Nonoperating expense	<u>(5,560)</u>	<u>(51,537)</u>	<u>(57,097)</u>	<u>(184,602)</u>	<u>127,504</u>	<u>±</u> (c)
Total nonoperating income (ex)	(6,086)	(48,233)	(54,319)	(99,300)	44,981	+ (c)
Income before capital contr.	(1,220,863)	1,797,728	576,865	180,767	396,098	219%
Capital contrib - conn fees	<u>96,140</u>	<u>71,060</u>	<u>167,200</u>	<u>96,140</u>	<u>71,060</u>	<u>74%</u>
Change in Net Position	(1,124,723)	1,868,788	744,065	276,907	467,158	169%

(a) Currently, the Agency depreciates its assets at the end of the year. Therefore, depreciation expense is \$0 on an interim basis.

(b) nm = not meaningful and is the result when dividing by 0.

(c) Percent change is not provided if either of the comparison periods contains a loss or negative number. If the actual performance is improved when compared to the budget a "+" is given. If the actual performance is worse when compared to the budget, a "-" is given.



STATEMENT OF CASH FLOW**Q2**
12/31/2021**Cash flows from operating activities:**

Cash received from customers and other sources	2,990,624
Cash payments to suppliers for goods and services	(1,157,321)
Cash payments to employees	<u>(1,345,817)</u>
Net cash provided by operating activities	487,486

Cash flows from capital and related financing activities

Interagency and GSA Expense	(14,548)
Purchases of property, plant and equip	(183,359)
Sale, Disposal of PP&E and Other	0
Capital contributions	62,564
Proceeds from debt issuance	0
Proceeds from grant issuance	0
Prepayment premiums and issuance costs	0
Principal payments on long-term debt	(197,404)
Interest paid on long-term debt	<u>(56,838)</u>
Net cash used for capital and related financing activities	(389,586)

Cash flows from investing activities:

Investment income received	<u>7,547</u>
Net cash provided by investing activities	7,547

Net change in cash equivalents 105,448

Cash equivalents, beginning of period

6,694,851

Cash equivalents, end of period6,800,299105,448



Discussion and Analysis

Operating Revenues

Operating revenues were on budget for the period.

	Q1 9/30/2021 Actual	Q2 12/31/2021 Actual	YTD Actual	YTD Budget	YTD Actual vs Budget \$	YTD Actual vs Budget %
Operating revenues:						
Annual charges	0	2,922,581	2,922,581	2,922,581	(0)	0%
Waste disposal fees	6,713	4,451	11,165	11,281	(116)	-1%
Rental income	8,932	8,967	17,899	17,877	22	0%
Standby fees	0	39,610	39,610	39,610	0	0%
Other operating revenue	<u>0</u>	<u>200</u>	<u>200</u>	<u>0</u>	<u>200</u>	<u>nm</u> (a)
Total operating revenues	15,645	2,975,810	2,991,455	2,991,350	105	0%

(a) nm = not meaningful and is the result when dividing by 0.

Operating Expenses

Operating expenses were below the budget by \$351,011 or 13% due in part to timing related to power and repairs and replacements expense as well as lower expected sludge removal, contractual services, and insurance expense. Variances greater than 10% and \$20,000 are highlighted below and discussed on the next page.

	Q1 9/30/2021 Actual	Q2 12/31/2021 Actual	YTD Actual	YTD Budget	YTD Actual vs Budget \$	YTD Actual vs Budget %
Operating expenses:						
Salaries and benefits	753,561	597,969	1,351,530	1,397,747	(46,217)	-3%
Power	90,363	43,261	133,623	204,365	(70,742)	-35%
Sludge Removal	71,089	51,093	122,181	155,418	(33,237)	-21%
Chemicals	7,740	14,060	21,800	37,704	(15,904)	-42%
Materials and supplies	25,630	33,123	58,754	68,427	(9,674)	-14%
Repairs and Replacements	20,184	64,095	84,279	136,312	(52,033)	-38%
Equipment rental	0	0	0	427	(427)	-100%
Utilities expense	1,827	11,926	13,753	15,220	(1,467)	-10%
Communications expense	8,077	10,374	18,450	27,934	(9,484)	-34%
Contractual services - other	14,839	23,757	38,596	46,998	(8,402)	-18%
Contractual services - prof	25,885	47,270	73,155	146,685	(73,531)	-50%
Permits and fees	12,487	211,692	224,179	203,302	20,877	10%
Property tax expense	0	4,017	4,017	4,016	1	0%
Insurance expense	190,174	0	190,174	229,214	(39,039)	-17%
Other operating expense	8,566	17,214	25,780	37,512	(11,732)	-31%
Depreciation expense	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>nm</u> (a)
Total operating expenses	1,230,423	1,129,849	2,360,271	2,711,283	(351,011)	-13%

(a) nm = not meaningful and is the result when dividing by 0.



An explanation of the major variances by line item is as follows.

Power expense was under the budget by \$70,742 or 35% due to timing. The Agency's operations changed beginning in November as the Agency moved from natural gas power generation to the purchase of solar power. Invoices related to both electrical use and solar purchases have been delayed and are expected to be booked by the end of February. In November, the Agency began using electrical power from Bear Valley Electric (BVE) under a net metering agreement, whereby the Agency will purchase solar and deliver it to BVE, and BVE will deliver energy to the Agency. Annually, the Agency will be responsible for paying for its net usage (amount by which its energy use from Bear Valley Electric exceeds the amount of solar delivered) or will get credit for its net production (amount by which the solar delivered to BVE exceeds the energy used from BVE). On a monthly basis, the Agency will pay various charges related to electrical service and for solar purchases.

Sludge Removal expense was under the budget by \$33,237 or 21% due to lower sludge removal compared to the budget. The Agency budgeted for the removal of 2,430 tons and hauled out 1,929 tons, a reduction of 502 tons for the year-to-date period. The reduction is due in part to timing. Wet weather in December delayed a portion of sludge removal for the period to January.

Repairs and Replacements expense was under the budget by \$52,033 or 38% and was due mostly to timing associated with multiple repairs and replacements including floor sealing and coating, vehicle and heavy equipment repairs, and pump and motor repair work and servicing.

Contractual Services - Professional expense was under the budget by \$73,531 or 50%. The lower expense is driven by lower legal and engineering expense and timing associated with the Agency's rate study and arc flash study.

Permits and Fees expense was over the budget by \$20,877 or 10%. The increase over the budget was driven by an increase in the Agency's discharge permit fees. The fees increased by 17% over the year ago period compared to a budgeted increase of 10%.

Insurance expense was under the budget by \$39,039 or 17% due to lower property/liability and workers' compensation insurance costs. The Agency budgeted for a 50% increase in property/liability insurance costs (compared to an actual increase of 32%) due to the uncertainty surrounding reinsurance rates¹, the 40% increase the Agency experienced in FY 2021, and the 50% increases that other local agencies were experiencing. Lower workers' compensation insurance expense was driven mostly by higher discounts and a higher longevity credit granted by SDRMA than budgeted.

Non-Operating Income (Expense)

Non-operating Income (Expense) had a positive variance of \$44,981 due to lower non-operating expense of \$127,504 related to timing associated with Replenish Big Bear expenses, offset in part by lower non-operating income of \$82,523 related to timing of Replenish Big Bear grant reimbursement.

¹ Wildfires in California are considered a sharply rising long-term trend resulting in harder to find and pricier reinsurance rates. Based on conversations with the Agency's insurance provider at the time of the budget development, the market was not getting better and rates were very uncertain.



	Q1 9/30/2021 Actual	Q2 12/31/21 Actual	YTD Actual	YTD Budget	YTD Actual vs. Budget \$	YTD Actual vs. Budget %
Non-operating income (expense):						
Non-operating income	(526)	3,304	2,779	85,302	(82,523)	-97%
Non-operating expense	<u>(5,560)</u>	<u>(51,537)</u>	<u>(57,097)</u>	<u>(184,602)</u>	<u>127,504</u>	± (a)
Total non-operating income (exp)	(6,086)	(48,233)	(54,319)	(99,300)	44,981	+ (a)

(a) Percent change is not provided if either of the comparison periods contains a loss or negative number. If the actual performance is improved when compared to the budget a "+" is given. If the actual performance is worse when compared to the budget, a "-" is given.

Income before Capital Contributions, Net Income

Income before capital contributions was ahead of the budget by \$396,098 for the period primarily due to lower operating expenses than budgeted of \$351,011 and a positive variance in net nonoperating income (expense) of \$44,981. Capital contributions or connection fee revenues were up \$71,060 or 74% over the budget due to higher connections of 17. Actual connections were 40 compared to 23 budgeted for the period.

	Q1 9/30/2021 Actual	Q2 12/31/2021 Actual	YTD Actual	YTD Budget	YTD Actual vs Budget \$	YTD Actual vs Budget %
Income before capital contributions	(1,220,863)	1,797,728	576,865	180,767	396,098	219%
Capital contrib - conn fees	<u>96,140</u>	<u>71,060</u>	<u>167,200</u>	<u>96,140</u>	<u>71,060</u>	<u>74%</u>
Net Income, Change in net assets	(1,124,723)	1,868,788	744,065	276,907	467,158	169%

Capital Expenditures

Capital expenditures for the period were \$183,359, below the budget by \$362,242. The variance is due to timing associated with multiple projects.



Cash and Fund Balances

The Agency had positive cash flow of \$105,448 in the first half. The positive cash flow reflects approximately \$487,000 in cash flow from operations and approximately \$70,000 in connection fee revenue and interest income, offset in part by approximately \$183,000 in capital expenditures, \$254,000 in debt service, and \$15,000 in RBB and GSA expense.

	Beginning Balance	Activity During Period	Ending Balance
Cash Balance	6,694,851		6,800,299
Designated Fund Balances:			
Capital and Replacement Fund			
Current Year	2,035,314	-183,359	1,851,955
Future Year	<u>425,652</u>	<u>0</u>	<u>425,652</u>
Total C&R	2,460,966	-183,359	2,277,607
Debt Service Fund	509,077	-254,242	254,835
Liquidity Fund	2,414,962	480,486	2,895,448
Contingency Fund:			
Emergency	500,000	0	500,000
Operating	<u>809,846</u>	<u>0</u>	<u>809,846</u>
Total	1,309,846	0	1,309,846
Restricted Funds:			
Connection Fees	0	62,564	62,564
Total Designated & Restricted Funds	6,694,851	105,448	6,800,299



Big Bear Area Regional
Wastewater Agency
Jim Miller – Chair
Rick Herrick – Vice-Chair
John Green – Director
Bynette Mote – Director
Karyn Oxandaboure – Director

AGENDA ITEM: 10.A.

MEETING DATE: February 23, 2022

TO: Governing Board of the Big Bear Area Regional Wastewater Agency

FROM: David Lawrence, P.E., General Manager

PREPARED BY: Bridgette Burton, Management Analyst/Board Secretary

REVIEWED BY: Jennifer McCullar, Finance Manager

SUBJECT: Resolution No. R. 01-2022, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Approving the Agency's Proposal for the United States Department of the Interior Bureau of Reclamation's WaterSMART: Title XVI WIIN Water Reclamation and Reuse Project Grant Application for the Replenish Big Bear Project and Designating an Authorized Representative

BACKGROUND:

On June 26, 2019, the Governing Board approved the Agency submitting a grant application for the 2019 WaterSMART: Title XVI WIIN Water Reclamation and Reuse Program (WaterSMART). The Replenish Big Bear Project (Project) scored well, being in the top 11 highest ranked projects by the application review committee. Unfortunately, the Project was not one of the top seven (7) projects ultimately chosen and transmitted to Congress for funding.

On April 28, 2021, the Governing Board approved the Agency submitting a grant application for the 2021 WaterSMART Grant Program in the amount of \$7 million dollars. In September 2021, the Agency was awarded \$1.7 million dollars through this grant program.

DISCUSSION:

The United States Department of the Interior Bureau of Reclamation (Reclamation) has announced a call for projects for its 2022 WaterSMART Grant Program. The Federal share (Reclamation's share in addition to any other sources of Federal funding) of any WaterSMART project, including any funding provided as a result of this funding opportunity, shall not exceed 25 percent of the total project cost for planning, design, and/or construction that has already been completed or will be completed before September 30, 2025, up to a maximum of \$20 million per project. The total amount of funding available under this Notice of Funding Opportunity will depend on final appropriations for FY 2022.

The application due date is March 15, 2022. This funding opportunity requires a resolution within 30 days of the application submittal to authorize the applicant to commit financial and legal obligations associated with receipt of a financial assistance award, including the submittal of the

application and execution of a grant agreement. Approximately 3 to 10 projects are expected to be awarded, depending on the amount requested by each applicant. The anticipated award date is September 30, 2022. Reclamation expects to contact potential award recipients and unsuccessful applicants in the spring of 2022 (or later if necessary), subject to the timing of final FY 2022 appropriations.

FINANCIAL IMPACT:

The maximum funding opportunity under this grant is estimated to be approximately \$7.8 million. This is calculated based on expected project expenditures through September 30, 2025 of approximately \$41.7 million. Of this amount, the Project could receive 25% funding, or approximately \$10.4 million, reduced by other federal funding that has been awarded, which is currently \$2.6 million.

If the Project is awarded the \$7.8 million, this would bring total grant funding awarded to approximately \$15.5 million or 28% of the current Project cost, currently estimated to be \$56 million.

RECOMMENDATION:

Adopt Resolution No. R. 01-2022.

ATTACHMENT:

Resolution No. R. 01-2022

RESOLUTION NO. R. 01-2022

A RESOLUTION OF THE GOVERNING BOARD OF THE BIG BEAR AREA REGIONAL WASTEWATER AGENCY APPROVING THE AGENCY'S PROPOSAL FOR THE UNITED STATES DEPARTMENT OF THE INTERIOR BUREAU OF RECLAMATION'S WATERSMART: TITLE XVI WIIN WATER RECLAMATION AND REUSE PROJECT GRANT APPLICATION FOR THE REPLENISH BIG BEAR PROJECT AND DESIGNATING AN AUTHORIZED REPRESENTATIVE

WHEREAS, the Big Bear Area Regional Wastewater Agency (“BBARWA” or “Agency”), is moving forward with the Replenish Big Bear Project (Project). The water reuse project will secure a reliable and sustainable local water supply, protect the local environment and strengthen the tourism industry that drives the regions recreation-based economy. The Project includes planning, design and construction of advanced treatment facility upgrades at the Agency’s wastewater treatment plant, more than seven miles of pipeline for product water and brine, three pump stations, a groundwater recharge facility, and monitoring wells.

WHEREAS, the cost for the Project is considerable and as such, staff is actively seeking various grants, financing sources, and partnering with the Big Bear Valley Groundwater Sustainability Agency to offset Agency costs; and

WHEREAS, the Agency is eligible for funding having completed a feasibility study that has been reviewed by the United States Department of the Interior Bureau of Reclamation (“Reclamation”) and found to meet all the requirements of Reclamation’s Directives and Standards WTR 11-01, Title XVI Water Reclamation and Reuse Program Feasibility Study Review Process; and

WHEREAS, Reclamation requires grant applicants to provide a resolution adopted by the applicant’s governing body designating an authorized representative to submit the funding application and execute all necessary documents with Reclamation for a grant.

NOW, THEREFORE, THE GOVERNING BOARD OF THE BIG BEAR AREA REGIONAL WASTEWATER AGENCY DOES HEREBY RESOLVE AS FOLLOWS:

- The General Manager (the “Authorized Representative”) is hereby authorized and directed to sign and file, for and on behalf of the Agency, a WaterSMART Grant Proposal for financing the cost of the Project from Reclamation; and
- The General Manager has reviewed and supports the application submittal; and

- The Authorized Representative is authorized to certify that the Agency has and will comply with the financial and legal obligations associated with the WaterSMART Grant financial assistance; and
- That the Big Bear Area Regional Wastewater Agency has the capacity to provide funding and/or in-kind contributions specified in the funding plan; and
- That the Big Bear Area Regional Wastewater Agency will work with Reclamation to meet established deadlines for entering into a cooperative agreement.

PASSED, ADOPTED, AND APPROVED this 23rd day of February 2022.

Jim Miller, Chair of the Governing Board
of the Big Bear Area Regional Wastewater Agency

ATTEST:

I, Bridgette Burton, Secretary to the Governing Board of the Big Bear Area Regional Wastewater Agency, DO HEREBY CERTIFY, that the foregoing Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency, being Resolution No. R. 01-2022, was duly adopted at a regular meeting of the Governing Board held on the 23rd day of February 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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



Big Bear Area Regional
Wastewater Agency
Jim Miller – Chair
Rick Herrick – Vice-Chair
John Green – Director
Bynette Mote – Director
Karyn Oxandaboure – Director

AGENDA ITEM: 10.B.

MEETING DATE: February 23, 2022

TO: Governing Board of the Big Bear Area Regional Wastewater Agency

FROM: David Lawrence, P.E., General Manager

PREPARED BY: Sonja Kawa, Human Resources Coordinator/Accounting Technician

REVIEWED BY: Jennifer McCullar, Finance Manager

SUBJECT: Compensation Study Update December 2021; Pay Schedule

BACKGROUND & DISCUSSION:

The Agency engaged the services of Bryce Consulting in 2016 to conduct an Agency-wide classification and compensation study (the Study). The Study was completed in July 2017, accepted by the Governing Board in August 2017, and the recommended classification plan was implemented with a Pay Schedule effective August 22, 2017. It was agreed that staff should update its compensation study on an annual basis in order to monitor the labor market (within the comparable agency group used in the Study) in an effort keep pay scales in line with market, to better stabilize costs, and to avoid large, infrequent pay schedule adjustments that can be difficult to manage.

The compensation study was last updated by Bryce Consulting in November 2020 (the 2020 Study). The pay schedule was adjusted, effective January 30, 2021, based on those results and using the Agency's Compensation Studies policy (the Policy) which established guidelines for compensation studies and pay range adjustments. The current annual compensation study update was completed in December 2021 (the 2021 Study). The results of the 2021 Study show the Agency is 3.49% above the labor market, in aggregate, when comparing the Total Cash median across all classifications. Based on the Policy, the following actions are indicated:

Position	Variance from Labor Market Median	Indication
Finance Manager	Within +/- 5%	No Adjustment
Senior Laboratory Analyst	Within +/- 5%	No Adjustment
Management Analyst/Board Secretary	Within +/- 5%	No Adjustment
Plant Operator II	Within +/- 5%	No Adjustment
Plant Supervisor	> 5% below	Adjustment
Plant Manager	> 5% below	Adjustment
General Manager	> 5% above	Freeze
HR Coordinator/Acctg Tech	> 5% above	Freeze
Operations Administrative-Lab Assistant	> 5% above	Freeze
Operator-in-Training	> 5% above	Freeze

The 2021 Study and staff recommendations were presented to the Administrative Committee on February 9, 2022. The following adjustments to the pay schedule were proposed using the established Policy guidelines:

1. Adjust Plant Supervisor pay schedule by 1.52% to 5% below market.
2. Adjust Plant Manager pay schedule by 4.07% to 5% below market.
3. Freeze General Manager, Human Resources Coordinator/Accounting Technician, Operations Administrative/Laboratory Assistant, and Operator-in-Training pay schedule – no COLA adjustment to pay range until after the next study or other determination.
4. Adjust pay range spread for General Manager, Finance Manager, and Plant Manager to 35% from starting pay to top of scale.

Staff is recommending a change in the starting pay rates for multiple positions. The pay ranges, from starting pay to top of scale, for the management positions at the Agency currently have a 45% spread. Other Agency positions have a 35% spread. Staff recommends setting the General Manager, Finance Manager, and Plant Manager pay range spread to 35% from starting pay to top of scale for consistency and to bring starting pay more in line with market.

The Administrative Committee supports the recommended adjustments to the Agency's publicly available Pay Schedule as presented herewith.

FINANCIAL IMPACT:

There is no financial impact from making the recommended pay schedule adjustments during the current year, with net savings of approximately \$7,700 estimated for the subsequent fiscal year (FY 2023) as the higher expense associated with the pay schedule increases is more than offset by the pay schedule freezes.

RECOMMENDATION:

Approve publicly available Pay Schedule effective February 26, 2022

ATTACHMENTS:

- Pay Schedule
- Informational: Compensation Study – December 2021

BIG BEAR AREA REGIONAL WASTEWATER AGENCY

PAY SCHEDULE

Effective February 26, 2022

Schedule shall remain in effect until superseded by governing board action.

Classification	Start	Top
	Hourly Pay Rate	Hourly Pay Rate
Active		
Non-Regular	\$15.77	\$21.30
Plant Operator-In-Training ¹	\$18.95	\$25.59 ¹
Plant Operator II	\$27.78	\$37.50
Senior Laboratory Analyst	\$36.28	\$48.97
Plant Supervisor	\$38.13	\$51.47
Operations Administrative/Laboratory Assistant ¹	\$26.80	\$36.18 ¹
Management Analyst/Board Secretary	\$32.08	\$43.32
Human Resources Coordinator / Accounting Technician ¹	\$39.74	\$53.65 ¹
Plant Manager	\$56.50	\$76.28
Finance Manager	\$57.86	\$78.11
General Manager ¹	\$84.77	\$114.44 ¹

¹The pay range is frozen based on the Compensation Study dated December 2021.

Governing Board Approval Date: February 23, 2022

BRYCE
CONSULTING

BIG BEAR AREA REGIONAL WASTEWATER
AGENCY
COMPENSATION STUDY
DECEMBER 2021 – DRAFT

Prepared by
Bryce Consulting, Inc.
1024 Iron Point Road, Ste. 100
Folsom, CA 95630
916-974-0199



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Appendix B – Miscellaneous Benefit Data

SECTION I - INTRODUCTION

The Big Bear Area Regional Wastewater Agency retained Bryce Consulting to conduct an Agency-wide compensation study. This report presents the compensation survey results and includes:

Section I	Introduction
Section II	Compensation Survey Parameters
Section III	Compensation Survey Results
Section IV	Salary Recommendations

STUDY OBJECTIVES

In conducting the compensation study, Bryce Consulting, had the following major objectives:

- Research and recommend an appropriate labor market.
- Collect and analyze base salary and benefit data for the Agency's survey classes from the survey agencies.
- Develop a salary plan for all Agency classes using market data and internal relationships to ensure parity to the labor market and internal equity within the organization.

STUDY METHODOLOGY

To achieve the above objectives, the following tasks have occurred:

- The consultant analyzed the current labor market as well as collected information from additional agencies and reviewed with Agency management for the selection of survey classifications.
- The consultant collected salary and benefit data, as well as job descriptions to confirm comparability, from each of the agencies determined by the Agency.
- Once the data was collected and analyzed, the consultant prepared the necessary spreadsheets with calculations for both the mean and median which were reviewed with Agency management prior to finalizing the data.

SECTION II – COMPENSATION SURVEY PARAMETERS

This section of the report presents the compensation survey parameters and includes:

- Labor market employers and survey classes
- Survey scope
- Survey methodology

SURVEY EMPLOYERS

The overall objective in selecting survey employers is to define as accurately as possible the Agency's "Labor Market." The criteria typically utilized in identifying those employers includes the following:

- **EMPLOYER SIZE** - As a general rule, the more similar employers are in size and complexity, the greater the likelihood that comparable positions exist within both organizations. Specifically, agencies of similar size to the Agency are likely to have departmental structures and organization of positions more similar to the Agency than organizations that are significantly larger or smaller in size.
- **GEOGRAPHIC PROXIMITY** - Geographic proximity is another factor utilized in identifying an appropriate labor market. This factor is particularly important because it identifies those employers that the Agency must directly compete with to recruit and retain quality staff.
- **NATURE OF SERVICES PROVIDED** - As a general rule similar organizations are selected as survey employers, because they provide similar services. This is important for the following reasons:
 - Employers who provide similar services are most likely to compete with one another for employees.
 - These employers are most likely to have comparable jobs.
 - These employers are most likely to have similar organizational characteristics.

LABOR MARKET

As mentioned, Bryce researched the previously identified labor market as well as additional agencies based on the criteria provided on the previous page which was presented to Agency management. The Agency decided to continue using the same agencies that have been surveyed in recent studies. **Table 1** displays the survey agencies. Of the nine agencies surveyed, all were able to participate in the process.

TABLE 1 SURVEY AGENCIES
City of Barstow
City of Colton
City of Redlands
City of San Bernardino Water Department
Goleta Sanitary District
Lake Arrowhead Community Services District
Mountain View Sanitary District
Victor Valley Wastewater Reclamation
Yucaipa Valley Water District

SURVEY CLASSES

Given the relatively small size of the Agency, all classifications were surveyed as provided in **Table 2**. It should be noted that while the Agency does not have a Lab Analyst, the classification was surveyed in case there is insufficient data for the Senior Lab Analyst. In that instance, the Senior Lab Analyst salary can be set a certain percentage above the Lab Analyst market data.

TABLE 2 SURVEY CLASSIFICATIONS
Finance Manager
General Manager
Human Resources Coordinator/Accounting Technician
Lab Analyst
Management Analyst-Board Secretary
Operations Administrative-Lab Assistant
Plant Supervisor
Plant Manager
Plant Operator II
Plant Operator-in-Training
Senior Lab Analyst

SURVEY SCOPE

The scope of the survey included the labor market agencies presented in this report. The data collected for each survey classification included:

- Title of comparable class
- Maximum monthly salary
- Employer pick-up of the employee contribution for retirement
- Employer contribution towards deferred compensation
- Longevity pay at year 7
- Education/certification pay
- Employer contribution towards health, dental, vision insurance
- Employer paid life insurance
- Employer paid long term disability insurance
- Retiree Health Savings Account contribution
- Social Security
- Employee cost sharing of employer contribution for retirement
- Cost of living information including date and amount of next cost of living increase
- Retirement plan, benefit, formula and employer's rate
- Retiree health benefit information
- Paid leave (vacation, sick leave, holidays, administrative/management leave)

It should be noted that benefit data was collected for newly hired employees, unless otherwise noted.

SURVEY METHODOLOGY

The survey methodology utilized by Bryce Consulting included:

- The consultant utilized the survey agencies' websites, where available, to collect base salary data and to collect and compare job descriptions, organization charts and position allocation lists to determine comparability.
- The consultant contacted the survey agencies to gain clarification and/or collect additional information regarding the classifications and salary and benefit data.

In addition to the collection of base salary information, careful efforts were made to document the full range of duties and requirements of all job classes as comparable to the Agency's corresponding survey classes. This included the collection of:

- Reporting relationships
- Functional areas of responsibility
- The class's relationship to other classes in the series

The data was analyzed to produce the labor market mean and median for each classification using maximum base salary, total cash and total compensation. The Agency's position was then compared to the labor market, for each survey classification, which produced the percentage the Agency is above or below the labor market mean and median for maximum base salary, total cash, and total compensation. The data is effective January 2022.

SECTION III – COMPENSATION SURVEY RESULTS

This section of the report presents the compensation survey findings. As indicated in the previous section, the survey involved the collection of compensation information for each of the survey classes from the labor market employers identified. **Table 3** displays the comparability for each survey classification out of the nine survey agencies.

TABLE 3 COMPARABILITY	
Survey Classifications	Number of Comparable Matches
Finance Manager	8
General Manager	6
Human Resources Coordinator/Accounting Technician	6
Lab Analyst	4
Management Analyst-Board Secretary	7
Operations Administrative-Lab Assistant	5
Plant Supervisor	5
Plant Manager	5
Plant Operator II	6
Plant Operator-in-Training	4
Senior Lab Analyst	1*

*Insufficient Data

BASE SALARY SURVEY RESULTS

The data has been organized into a number of tables that summarize the Agency's relationship to the labor market for each class. The detailed compensation survey data sheets are presented in **Appendix A** of this report. **Table 4** summarizes, for each classification, how the Agency's base salaries compare to the labor market. The following data is presented:

- Title of the Agency's classification
- The Agency's current maximum base salary
- The labor market mean and median for maximum monthly base salary
- Percentage the Agency's maximum base salary is above or below the mean and median of the labor market

Table 4 Base Salary					
Classification	BBARWA Maximum Base Salary	Labor Market Mean Base	% BBARWA is Above or Below Market Mean	Labor Market Median	% BBARWA is Above or Below Market Median
Finance Manager	\$13,539	\$13,989	-3.32%	\$14,257	-5.30%
General Manager	\$19,836	\$19,899	-0.31%	\$19,552	1.43%
Human Resources Coordinator/Accounting Technician	\$9,299	\$9,018	3.03%	\$8,804	5.33%
Lab Analyst	Market Check	\$7,584	Market Check	\$7,853	Market Check
Management Analyst- Board Secretary	\$7,509	\$7,922	-5.50%	\$7,951	-5.89%
Operations Administrative-Lab Assistant	\$6,271	\$5,207	16.96%	\$4,999	20.29%
Plant Supervisor	\$8,788	\$9,194	-4.62%	\$9,614	-9.40%
Plant Manager	\$12,705	\$13,053	-2.74%	\$14,129	-11.21%
Plant Operator II	\$6,500	\$6,690	-2.92%	\$6,437	0.97%
Plant Operator-in- Training	\$4,436	\$4,678	-5.47%	\$4,462	-0.58%
Senior Lab Analyst	\$8,488	Insuff Data	---	Insuff Data	---

TOTAL CASH SURVEY RESULTS

Total cash represents the maximum base salary, the employee's share of retirement paid by the agency for Classic tier, the employer's contribution towards deferred compensation, longevity pay at year 7, and education/certification pay. **Table 5** displays, for each classification, how the Agency compares to the labor market with respect to total cash for new Classic employees. The following data is presented:

- Title of the Agency's classification
- The Agency's current total cash for each classification
- The labor market mean and median for total cash
- Percentage the Agency's total cash is above or below the mean and median of the labor market

Table 5 Total Cash					
Classification	BBARWA Total Cash	Labor Market Mean Total Cash	% BBARWA is Above or Below Market Mean	Labor Market Median Total Cash	% BBARWA is Above or Below Market Median
Finance Manager	\$14,487	\$14,373	0.79%	\$14,607	-0.83%
General Manager	\$21,820	\$20,434	6.35%	\$19,671	9.85%
Human Resources Coordinator/Accounting Technician	\$9,950	\$9,209	7.45%	\$8,889	10.67%
Lab Analyst	Market Check	\$7,842	Market Check	\$8,369	Market Check
Management Analyst- Board Secretary	\$8,034	\$8,162	-1.59%	\$8,031	0.05%
Operations Administrative-Lab Assistant	\$6,710	\$5,295	21.10%	\$5,349	20.29%
Plant Supervisor	\$9,403	\$9,593	-2.01%	\$10,024	-6.60%
Plant Manager	\$13,595	\$13,507	0.64%	\$14,854	-9.26%
Plant Operator II	\$6,955	\$6,970	-0.22%	\$6,828	1.83%
Plant Operator-in- Training	\$4,746	\$4,737	0.19%	\$4,489	5.43%
Senior Lab Analyst	\$9,082	Insuff Data	---	Insuff Data	---

TOTAL COMPENSATION SURVEY RESULTS

Total compensation represents the elements provided in total cash plus the agency's contribution towards cafeteria, health, dental, vision, life and long-term disability insurance, Retiree Health Savings Account, Social Security, less the employer's share of retirement paid by the employee. **Table 6** displays, for each classification, how the Agency compares to the labor market with respect to total compensation for new Classic employees. The following data is presented:

- Title of the Agency's classification
- The Agency's current total compensation for each classification
- The labor market mean and median for total compensation
- Percentage the Agency's total compensation is above or below the mean and median of the labor market

Table 6 Total Compensation					
Classification	BBARWA Total Compensation	Labor Market Mean Total Compensation	% BBARWA is Above or Below Market Mean	Labor Market Median Total Compensation	% BBARWA is Above or Below Market Median
Finance Manager	\$17,350	\$16,812	3.10%	\$17,508	-0.91%
General Manager	\$25,341	\$23,205	8.43%	\$23,237	8.30%
Human Resources Coordinator/Accounting Technician	\$12,752	\$10,870	14.76%	\$10,294	19.28%
Lab Analyst	Market Check	\$10,556	Market Check	\$11,481	Market Check
Management Analyst-Board Secretary	\$10,810	\$10,040	7.12%	\$9,639	10.83%
Operations Administrative-Lab Assistant	\$9,468	\$7,226	23.68%	\$6,540	30.92%
Plant Supervisor	\$12,197	\$12,183	0.12%	\$13,144	-7.76%
Plant Manager	\$16,446	\$15,730	4.35%	\$16,338	0.66%
Plant Operator II	\$9,716	\$8,826	9.17%	\$8,504	12.48%
Plant Operator-in-Training	\$7,477	\$6,428	14.04%	\$5,812	22.27%
Senior Lab Analyst	\$11,872	Insuff Data	---	Insuff Data	---

RELATIONSHIP TO THE MARKET

On average, for all classifications surveyed, the Agency is 0.54% below market for maximum base salary, 3.63% above market for total cash, and 9.42% above market for total compensation when compared to the mean. When compared to the median, the Agency is 0.48% below market for maximum base salary, 3.49% above market for total cash, and 10.57% above market for total compensation.

MISCELLANEOUS BENEFIT DATA

Appendix B presents the miscellaneous benefit data that was collected including cost of living increase, retirement practices, retiree health benefits, certification/education pay, and paid leave.

COST OF LIVING INCREASE- APPENDIX B – TABLE 1

The Agency does not have a future cost of living increase scheduled. Four agencies have an increase scheduled for later in 2022, ranging from 1.5% up to 4%, based on the CPI, depending on bargaining unit.

RETIREMENT PRACTICES – APPENDIX B – TABLE 2

With respect to retirement practices, the Agency has a CalPERS retirement plan with a benefit of 2.7% @ 55 and a formula of Single Highest Year.

With respect to the survey agencies, all the responding agencies participate in CalPERS. With respect to the retirement benefit, four have a benefit of 2% @ 55; two have a benefit of 2.7% @ 55; two have a benefit of 2.5% @55; and one has a benefit of 2% @ 60. Seven have a formula of Single Highest Year and two have a benefit of Average of Final 3 years.

RETIREE MEDICAL BENEFITS – APPENDIX B – TABLE 3

The Agency does not contribute to a Retiree Health Savings Account but does contribute 90% of the highest HMO for retiree health benefits.

With respect to the survey agencies, none contribute to a Retiree Health Savings Account. Five of the survey agencies contribute to retiree health benefits ranging from the PEMHCA minimum to 100% based on years of service.

CERTIFICATION/EDUCATION PAY – APPENDIX B – TABLE 4

The Agency does not provide certification/education pay.

Seven of the survey agencies provide certification/education pay with the details varying by agency and bargaining unit. The details are provided in Table 4 of Appendix B.

LEAVE BENEFITS – APPENDIX B – TABLE 5

The Agency’s vacation accrual is 104 hours at year 1; 144 hours at year 7; 152 hours at year 11; 160 at year 12; 168 hours at year 13; 176 hours at year 14; 184 at year 15; and 192 at year 16. The Agency offers 12 days of sick leave per year with an unlimited accrual, observes 12 holidays, and provides 80 hours of administrative/management leave for exempt staff.

The labor market average for vacation is 86 hours at year 1; 129 hours at year 7; 158 hours at year

11; 161 at year 12; 163 hours at year 13; 165 hours at year 14; 173 at year 15; and 174 at year 16. The majority of the agencies provide 12 days of sick leave with an unlimited accrual. The labor market average for holidays ranges from 13.5 to 14, depending on bargaining unit. Eight of the agencies provide administrative/management leave, depending on classification, ranging from 20 to 120 hours.

SECTION IV – SALARY RECOMMENDATIONS

This section of the report presents the salary recommendations for all Agency classifications and includes the salary setting methodology and the salary recommendations.

In setting salary levels, both market data and internal relationships are taken into consideration so that the Agency's compensation plan is both competitive with the market and internally balanced. While both the mean and median were calculated, it is recommended that the labor market median be utilized for the purposes of setting salaries. The labor market median is less likely to be skewed by outliers.

Where sufficient data has been collected, the salary has generally been set to market; however, the internal alignment has been reviewed to ensure that like classifications are similarly situated and that there is sufficient spread between supervisor and highest level supervised. As a practical matter, there could be occasions when market data will skew internal alignments, or an internal relationship is a more logical method of setting the salary rather than relying on the market data.

The salary recommendations are presented in **Table 7** on the following page. In recommending salaries for the Agency, the consultant used the labor market median to set the top step of the Agency's classification. The Agency's Compensation Policy states that if total cash for a comparable position is plus or minus 5% from the labor market median, no adjustment in pay range is indicated. If total cash is more than 5% below the market median, an adjustment to the pay range to 5% below the labor market median is indicated, but no more than 10%. If total cash is more than 5% above the market median, an adjustment of the pay range to 5% above the market median is indicated, provided that position is currently vacant.

With respect to the implementation of the recommendations, there are a variety of options.

- The employee's salary is placed in their new range at their current salary. Where an employee's current salary is below the recommended range, the employee's salary is placed at the new starting salary. This is the most commonly utilized option for increases.
- Where an employee's current salary is above the maximum of the recommended range, the employee's salary is frozen (Y-rated) until the market catches up. Any new employees brought into the classification will be placed in the new lower range.

**TABLE 7
SALARY RECOMMENDATIONS**

Classification	Current Start	Current Top	Recommended Start	Recommended Top	Rationale
Finance Manager	\$53.87	\$78.11	\$53.87	\$78.11	No change; total cash is within 5% of market
General Manager	\$78.92	\$114.44	\$78.92	\$114.44	No change; freeze; total cash is more than 5% above market but position is filled
Human Resources Coordinator/Accounting Technician	\$39.74	\$53.65	\$39.74	\$53.65	No change; freeze; total cash is more than 5% above market but position is filled
Management Analyst-Board Secretary	\$32.08	\$43.32	\$32.08	\$43.32	No change; total cash is within 5% of market
Operations Administrative-Lab Assistant	\$26.80	\$36.18	\$26.80	\$36.18	It is recommended that the salary be set 5% above market due to additional duties assigned; however, total cash is 20.29% above market. No change; freeze; total cash is more than 5% above market but position is filled
Plant Supervisor	\$37.55	\$50.70	\$38.13	\$51.47	Brought within 5% of market
Plant Manager	\$50.55	\$73.30	\$56.50	\$76.28	Brought within 5% of market
Plant Operator II	\$27.78	\$37.50	\$27.78	\$37.50	No change; total cash is within 5% of market
Plant Operator-in-Training	\$18.95	\$21.30	\$18.95	\$21.30	No change; total cash is within 5% of market
Senior Lab Analyst	\$36.28	\$48.97	\$36.28	\$48.97	10% above Lab Analyst market; within 5% of market; no change

APPENDIX A
DETAILED DATASHEETS

APPENDIX B
MISCELLANEOUS BENEFIT DATA

Classification	BBARWA Maximum Base Salary	Labor Market Median Base	% BBARWA is above or below Market Median	BBARWA Total Cash	Labor Market Median Total Cash	% BBARWA is above or below Market Median	BBARWA Total Compensation	Labor Market Total Median Compensation	% BBARWA is above or below Market Median	Comparability
Finance Manager	\$13,539	\$14,257	-5.30%	\$14,487	\$14,607	-0.83%	\$17,350	\$17,508	-0.91%	8
General Manager	\$19,836	\$19,552	1.43%	\$21,820	\$19,671	9.85%	\$25,341	\$23,237	8.30%	6
Human Resources Coordinator/Accounting Technician	\$9,299	\$8,804	5.33%	\$9,950	\$8,889	10.67%	\$12,752	\$10,294	19.28%	6
Lab Analyst	Market Check	\$7,853	Market Check	Market Check	\$8,369	Market Check	Market Check	\$11,481	Market Check	4
Management Analyst-Board Secretary	\$7,509	\$7,951	-5.89%	\$8,034	\$8,031	0.05%	\$10,810	\$9,639	10.83%	7
Operations Administrative-Lab Assistant	\$6,271	\$4,999	20.29%	\$6,710	\$5,349	20.29%	\$9,468	\$6,540	30.92%	5
Plant Supervisor	\$8,788	\$9,614	-9.40%	\$9,403	\$10,024	-6.60%	\$12,197	\$13,144	-7.76%	5
Plant Manager	\$12,705	\$14,129	-11.21%	\$13,595	\$14,854	-9.26%	\$16,446	\$16,338	0.66%	5
Plant Operator II	\$6,500	\$6,437	0.97%	\$6,955	\$6,828	1.83%	\$9,716	\$8,504	12.48%	6
Plant Operator-in-Training	\$4,436	\$4,462	-0.58%	\$4,746	\$4,489	5.43%	\$7,477	\$5,812	22.27%	4
Senior Lab Analyst	\$8,488	Insuff Data	---	\$9,082	Insuff Data	---	\$11,872	Insuff Data	---	1
		Average	-0.48%		Average	3.49%		Average	10.67%	

Classification	BBARWA Maximum Base Salary	Labor Market Mean Base	% BBARWA is above or below Market Mean	BBARWA Total Cash	Labor Market Mean Total Cash	% BBARWA is above or below Market Mean	BBARWA Total Compensation	Labor Market Total Mean Compensation	% BBARWA is above or below Market Mean	Comparability
Finance Manager	\$13,539	\$13,989	-3.32%	\$14,487	\$14,373	0.79%	\$17,350	\$16,812	3.10%	8
General Manager	\$19,836	\$19,899	-0.31%	\$21,820	\$20,434	6.35%	\$25,341	\$23,205	8.43%	6
Human Resources Coordinator/Accounting Technician	\$9,299	\$9,018	3.03%	\$9,950	\$9,209	7.45%	\$12,752	\$10,870	14.76%	6
Lab Analyst	Market Check	\$7,584	Market Check	Market Check	\$7,842	Market Check	Market Check	\$10,556	Market Check	4
Management Analyst-Board Secretary	\$7,509	\$7,922	-5.50%	\$8,034	\$8,162	-1.59%	\$10,810	\$10,040	7.12%	7
Operations Administrative-Lab Assistant	\$6,271	\$5,207	16.96%	\$6,710	\$5,295	21.10%	\$9,468	\$7,226	23.68%	5
Plant Supervisor	\$8,788	\$9,194	-4.62%	\$9,403	\$9,593	-2.01%	\$12,197	\$12,183	0.12%	5
Plant Manager	\$12,705	\$13,053	-2.74%	\$13,595	\$13,507	0.64%	\$16,446	\$15,730	4.35%	5
Plant Operator II	\$6,500	\$6,690	-2.92%	\$6,955	\$6,970	-0.22%	\$9,716	\$8,826	9.17%	6
Plant Operator-in-Training	\$4,436	\$4,678	-5.47%	\$4,746	\$4,737	0.19%	\$7,477	\$6,428	14.04%	4
Senior Lab Analyst	\$8,488	Insuff Data	---	\$9,082	Insuff Data	---	\$11,872	Insuff Data	---	1
		Average	-0.54%		Average	3.63%		Average	9.42%	

New Hires, Classic Members

Survey Agency	Classification Title	Maximum Salary	EE Portion of Retirement Paid by ER (%) (Classic)	EE Portion of Retirement Paid by ER (\$) (Classic)	Deferred Comp	Longevity Pay (Year 7)	Education / Certification Pay	Total Cash	Cafeteria Plan	Health	Dental	Vision	Life Insurance	LTD Insurance	RHSA	Social Security / Medi-Care	Total Comp	ER Share of PERS paid by EE (%)	ER Share of PERS paid by EE (\$)	Total Comp Less ER Share of PERS paid by EE	Comments
Big Bear Area Regional Wastewater Agency	Finance Manager	\$13,539	3%	\$406	\$406	\$135	\$0	\$14,487	\$0	\$2,432	\$203	\$22	\$9	\$0	\$0	\$196	\$17,350	0%	\$0	\$17,350	
City of Barstow	No Comparable Class																				
City of Colton	Finance Manager	\$9,827	0%	\$0	\$0	\$0	\$0	\$9,827	\$1,100	inc	inc	inc	\$7	\$44	\$0	\$142	\$11,121	0%	\$0	\$11,121	
City of Redlands	Assistant Director, Finance	\$14,290	0%	\$0	\$380	\$0	\$0	\$14,670	\$0	\$913	\$127	\$19	\$4	\$0	\$0	\$967	\$16,699	0%	\$0	\$16,699	Reports to Finance Director
City of San Bernardino Water Department	Director of Finance	\$18,460	0%	\$0	\$108	\$0	\$0	\$18,568	\$1,664	inc	inc	inc	\$4	\$59	\$0	\$268	\$20,563	4%	\$738	\$19,825	
Goleta Sanitary District	Finance and Human Resources Manager	\$14,224	7%	\$996	\$0	\$0	\$0	\$15,220	\$0	\$2,294	\$198	\$23	\$103	\$95	\$0	\$966	\$18,897	0%	\$0	\$18,897	Over Finance and Human Resources
Lake Arrowhead Community Services District	Finance Manager	\$14,914	0%	\$0	\$0	\$287	\$225	\$15,426	\$0	\$2,190	\$143	\$0	\$45	\$29	\$0	\$976	\$18,809	0%	\$0	\$18,809	Over Finance, Customer Service, and Information Systems
Mountain View Sanitary District	Chief Financial Officer/Administrative Services Manager	\$13,928	0%	\$0	\$0	\$0	\$0	\$13,928	\$0	\$1,937	\$271	inc	\$152	\$144	\$0	\$961	\$17,393	0%	\$0	\$17,393	Over Finance and Human Resources
Victor Valley Wastewater Reclamation	Controller	\$11,726	0%	\$0	\$352	\$137	\$586	\$12,801	\$1,100	inc	inc	inc	\$32	\$30	\$0	\$170	\$14,132	0%	\$0	\$14,132	
Yucaipa Valley Water District	Chief Financial Officer	\$14,544	0%	\$0	\$0	\$0	\$0	\$14,544	\$0	\$1,961	\$105	\$0	\$11	\$32	\$0	\$970	\$17,624	0%	\$0	\$17,624	
Labor Market Mean		\$13,989						\$14,373									\$16,905			\$16,812	
% BBARWA is above or below Labor Market Mean		-3.32%						0.79%									2.57%			3.10%	
Labor Market Median		\$14,257						\$14,607									\$17,508			\$17,508	
% BBARWA is above or below Labor Market Median		-5.30%						-0.83%									-0.91%			-0.91%	
# of Comparable Matches		8																			

Data effective as of 1/2022

New Hires, Classic Members

Survey Agency	Classification Title	Maximum Salary	EE Portion of Retirement Paid by ER (%) (Classic)	EE Portion of Retirement Paid by ER (\$) (Classic)	Deferred Comp	Longevity Pay (Year 7)	Education / Certification Pay	Total Cash	Cafeteria Plan	Health	Dental	Vision	Life Insurance	LTD Insurance	RHSA	Social Security / Medi-Care	Total Comp	ER Share of PERS paid by EE (%)	ER Share of PERS paid by EE (\$)	Total Comp Less ER Share of PERS paid by EE	Comments
Big Bear Area Regional Wastewater Agency	General Manager	\$19,836	3%	\$595	\$1,190	\$198	\$0	\$21,820	\$0	\$2,432	\$203	\$22	\$576	\$0	\$0	\$288	\$25,341	0%	\$0	\$25,341	Grade III Wastewater Treatment Plant Operator cert is desired with the ability to obtain Grade IV within 5 years
City of Barstow	No Comparable Class																				
City of Colton	No Comparable Class																				
City of Redlands	No Comparable Class																				
City of San Bernardino Water Department	General Manager	\$22,809	0%	\$0	\$108	\$0	\$0	\$22,917	\$1,664	inc	inc	inc	\$4	\$59	\$0	\$331	\$24,975	4%	\$912	\$24,063	
Goleta Sanitary District	General Manager	\$20,097	7%	\$1,407	\$0	\$0	\$0	\$21,504	\$0	\$2,294	\$198	\$23	\$103	\$95	\$0	\$1,051	\$25,266	0%	\$0	\$25,266	Possession of a valid certificate of registration as a Civil Engineer issued by the California Board for Professional Engineers, Land Surveyors, and Geologists.
Lake Arrowhead Community Services District	General Manager	\$18,723	0%	\$0	\$562	\$360	\$0	\$19,645	\$0	\$2,190	\$143	\$0	\$56	\$29	\$0	\$1,031	\$23,094	0%	\$0	\$23,094	
Mountain View Sanitary District	District Manager	\$19,697	0%	\$0	\$0	\$0	\$0	\$19,697	\$0	\$1,937	\$271	inc	\$152	\$279	\$0	\$1,045	\$23,381	0%	\$0	\$23,381	Registration as a Professional Engineer in the State of California and/or possession of a Wastewater Operator Grade IV Certification issued by the State Water Resources Control Board is highly desirable
Victor Valley Wastewater Reclamation	General Manager	\$18,659	0%	\$0	\$560	\$218	\$0	\$19,437	\$1,100	inc	inc	inc	\$32	\$30	\$0	\$271	\$20,869	0%	\$0	\$20,869	MA desired
Yucaipa Valley Water District	General Manager	\$19,407	0%	\$0	\$0	\$0	\$0	\$19,407	\$0	\$1,961	\$105	\$0	\$11	\$32	\$0	\$1,041	\$22,557	0%	\$0	\$22,557	No spec
Labor Market Mean		\$19,899						\$20,434									\$23,357			\$23,205	
% BBARWA is above or below Labor Market Mean		-0.31%						6.35%									7.83%			8.43%	
Labor Market Median		\$19,552						\$19,671									\$23,237			\$23,237	
% BBARWA is above or below Labor Market Median		1.43%						9.85%									8.30%			8.30%	
# of Comparable Matches		6																			

Data effective as of 1/2022

New Hires, Classic Members

Survey Agency	Classification Title	Maximum Salary	EE Portion of Retirement Paid by ER (%) (Classic)	EE Portion of Retirement Paid by ER (\$) (Classic)	Deferred Comp	Longevity Pay (Year 7)	Education / Certification Pay	Total Cash	Cafeteria Plan	Health	Dental	Vision	Life Insurance	LTD Insurance	RHSA	Social Security / Medi-Care	Total Comp	ER Share of PERS paid by EE (%)	ER Share of PERS paid by EE (\$)	Total Comp Less ER Share of PERS paid by EE	Comments
Big Bear Area Regional Wastewater Agency	Human Resources Coordinator/Accounting Technician	\$9,299	3%	\$279	\$279	\$93	\$0	\$9,950	\$0	\$2,432	\$203	\$22	\$9	\$0	\$0	\$135	\$12,752	0%	\$0	\$12,752	BA
City of Barstow	Human Resources Manager	\$9,896	0%	\$0	\$99	\$0	\$0	\$9,995	\$1,000	inc	inc	inc	\$14	DNA	\$0	\$143	\$11,152	0%	\$0	\$11,152	BA; can supervise per job description, but no other staff in HR
City of Colton	Human Resources Analyst	\$6,864	0%	\$0	\$0	\$0	\$0	\$6,864	\$1,100	inc	inc	inc	\$7	\$31	\$0	\$100	\$8,101	0%	\$0	\$8,101	BA
City of Redlands	Human Resources Analyst	\$7,711	0%	\$0	\$72	\$0	\$0	\$7,783	\$0	\$913	\$127	\$19	\$4	\$0	\$0	\$590	\$9,435	0%	\$0	\$9,435	BA
City of San Bernardino Water Department	Human Resources Coordinator	\$11,546	0%	\$0	\$108	\$0	\$0	\$11,654	\$1,664	inc	inc	inc	\$4	\$38	\$0	\$167	\$13,528	4%	\$462	\$13,066	BA; supervises 2 staff
Goleta Sanitary District	No Comparable Class																				
Lake Arrowhead Community Services District	Human Resources Manager	\$11,130	0%	\$0	\$0	\$214	\$225	\$11,569	\$0	\$2,190	\$143	\$0	\$33	\$26	\$0	\$851	\$14,813	0%	\$0	\$14,813	No BA required, but duties are consistent; Supervises one HR Administrative Analyst
Mountain View Sanitary District	No Comparable Class																				
Victor Valley Wastewater Reclamation	Human Resources Technician	\$6,960	0%	\$0	\$0	\$81	\$348	\$7,389	\$1,100	inc	inc	inc	\$32	\$30	\$0	\$101	\$8,651	0%	\$0	\$8,651	BA; duties consistent with an Analyst
Yucaipa Valley Water District	No Comparable Class																				
Labor Market Mean		\$9,018						\$9,209									\$10,947			\$10,870	
% BBARWA is above or below Labor Market Mean		3.03%						7.45%									14.16%			14.76%	
Labor Market Median		\$8,804						\$8,889									\$10,294			\$10,294	
% BBARWA is above or below Labor Market Median		5.33%						10.67%									19.28%			19.28%	
# of Comparable Matches		6																			

Data effective as of 1/2022

New Hires, Classic Members

Survey Agency	Classification Title	Maximum Salary	EE Portion of Retirement Paid by ER (%) (Classic)	EE Portion of Retirement Paid by ER (\$) (Classic)	Deferred Comp	Longevity Pay (Year 7)	Education / Certification Pay	Total Cash	Cafeteria Plan	Health	Dental	Vision	Life Insurance	LTD Insurance	RHSA	Social Security / Medi-Care	Total Comp	ER Share of PERS paid by EE (%)	ER Share of PERS paid by EE (\$)	Total Comp Less ER Share of PERS paid by EE	Comments
Big Bear Area Regional Wastewater Agency	Lab Analyst	Market Check						Market Check									Market Check			Market Check	
City of Barstow	No Comparable Class																				
City of Colton	No Comparable Class																				
City of Redlands	Lab Analyst II	\$5,013	0%	\$0	\$0	\$0	\$0	\$5,013	\$0	\$900	\$127	\$19	\$4	\$0	\$0	\$383	\$6,447	0%	\$0	\$6,447	Grade II Lab Analyst cert
City of San Bernardino Water Department	No Comparable Class																				
Goleta Sanitary District	Lab Analyst II	\$7,705	7%	\$539	\$0	\$0	\$0	\$8,244	\$0	\$2,294	\$198	\$23	\$76	\$69	\$0	\$589	\$11,494	0%	\$0	\$11,494	AA; Grade I Laboratory Analyst Certificate is required; Grade II within 18 months
Lake Arrowhead Community Services District	Lab Analyst	\$8,000	0%	\$0	\$65	\$154	\$275	\$8,494	\$0	\$2,190	\$143	\$0	\$12	\$19	\$0	\$612	\$11,469	0%	\$0	\$11,469	BA; Grade III Laboratory Analyst Certificate; Grade I Environmental Compliance Inspector Certificate; Grade I Wastewater Treatment Plant Operator Certificate; Grade TI Water Treatment Plant Operator Certificate; Grade DI Water Distribution Operator Certificate
Mountain View Sanitary District	Lab Analyst	\$9,618	0%	\$0	\$0	\$0	\$0	\$9,618	\$0	\$1,937	\$271	inc	\$152	\$99	\$0	\$736	\$12,813	0%	\$0	\$12,813	Grade II Laboratory Analyst Certificate within 12 months; AA; BA desired
Victor Valley Wastewater Reclamation	No Comparable Class																				Contracted out
Yucaipa Valley Water District	No Comparable Class																				
Labor Market Mean		\$7,584						\$7,842									\$10,556			\$10,556	
% BBARWA is above or below Labor Market Mean		Market Check						Market Check									Market Check			Market Check	
Labor Market Median		\$7,853						\$8,369									\$11,481			\$11,481	
% BBARWA is above or below Labor Market Median		Market Check						Market Check									Market Check			Market Check	
# of Comparable Matches		4																			

Data effective as of 1/2022

New Hires, Classic Members

Survey Agency	Classification Title	Maximum Salary	EE Portion of Retirement Paid by ER (%) (Classic)	EE Portion of Retirement Paid by ER (\$) (Classic)	Deferred Comp	Longevity Pay (Year 7)	Education / Certification Pay	Total Cash	Cafeteria Plan	Health	Dental	Vision	Life Insurance	LTD Insurance	RHSA	Social Security / Medi-Care	Total Comp	ER Share of PERS paid by EE (%)	ER Share of PERS paid by EE (\$)	Total Comp Less ER Share of PERS paid by EE	Comments
Big Bear Area Regional Wastewater Agency	Management Analyst-Board Secretary	\$7,509	3%	\$225	\$225	\$75	\$0	\$8,034	\$0	\$2,432	\$203	\$22	\$9	\$0	\$0	\$109	\$10,810	0%	\$0	\$10,810	
City of Barstow	Senior Administrative Analyst	\$7,951	0%	\$0	\$80	\$0	\$0	\$8,031	\$1,000	inc	inc	inc	\$14	DNA	\$0	\$115	\$9,160	0%	\$0	\$9,160	
City of Colton	Administrative Analyst II	\$6,365	0%	\$0	\$0	\$0	\$318	\$6,683	\$1,142	inc	inc	inc	\$7	\$29	\$0	\$92	\$7,953	0%	\$0	\$7,953	
City of Redlands	Management Analyst	\$7,121	0%	\$0	\$72	\$0	\$0	\$7,193	\$0	\$913	\$127	\$19	\$4	\$0	\$0	\$545	\$8,800	0%	\$0	\$8,800	
City of San Bernardino Water Department	Executive Assistant to the General Manager	\$9,348	0%	\$0	\$108	\$0	\$0	\$9,456	\$1,664	inc	inc	inc	\$4	\$31	\$0	\$136	\$11,291	4%	\$374	\$10,917	AA
Goleta Sanitary District	Management Analyst	\$8,802	7%	\$616	\$0	\$0	\$0	\$9,418	\$0	\$2,294	\$198	\$23	\$87	\$79	\$0	\$673	\$12,772	0%	\$0	\$12,772	
Lake Arrowhead Community Services District	No Comparable Class																				Executive Assistant requires high school diploma
Mountain View Sanitary District	Board Secretary/Executive Assistant	\$7,989	0%	\$0	\$0	\$0	\$0	\$7,989	\$0	\$1,937	\$271	inc	\$152	\$83	\$0	\$611	\$11,043	0%	\$0	\$11,043	10 years of experience or BA required
Victor Valley Wastewater Reclamation	Secretary to the General Manager/Board Secretary	\$7,878	0%	\$0	\$0	\$92	\$394	\$8,364	\$1,100	inc	inc	inc	\$32	\$30	\$0	\$114	\$9,639	0%	\$0	\$9,639	AA
Yucaipa Valley Water District	No Comparable Class																				General Manager serves as Board Secretary
Labor Market Mean		\$7,922						\$8,162									\$10,094			\$10,040	
% BBARWA is above or below Labor Market Mean		-5.50%						-1.59%									6.63%			7.12%	
Labor Market Median		\$7,951						\$8,031									\$9,639			\$9,639	
% BBARWA is above or below Labor Market Median		-5.89%						0.05%									10.83%			10.83%	
# of Comparable Matches		7																			

Data effective as of 1/2022

New Hires, Classic Members

Survey Agency	Classification Title	Maximum Salary	EE Portion of Retirement Paid by ER (%) (Classic)	EE Portion of Retirement Paid by ER (\$) (Classic)	Deferred Comp	Longevity Pay (Year 7)	Education / Certification Pay	Total Cash	Cafeteria Plan	Health	Dental	Vision	Life Insurance	LTD Insurance	RHSA	Social Security / Medi-Care	Total Comp	ER Share of PERS paid by EE (%)	ER Share of PERS paid by EE (\$)	Total Comp Less ER Share of PERS paid by EE	Comments
Big Bear Area Regional Wastewater Agency	Operations Administrative-Lab Assistant	\$6,271	3%	\$188	\$188	\$63	\$0	\$6,710	\$0	\$2,432	\$203	\$22	\$9	\$0	\$0	\$91	\$9,468	0%	\$0	\$9,468	
City of Barstow	Administrative Assistant	\$5,447	0%	\$0	\$0	\$0	\$0	\$5,447	\$1,000	inc	inc	inc	\$14	DNA	\$0	\$79	\$6,540	0%	\$0	\$6,540	
City of Colton	Administrative Assistant	\$4,308	0%	\$0	\$0	\$86	\$0	\$4,394	\$1,142	inc	inc	inc	\$7	\$19	\$0	\$62	\$5,625	0%	\$0	\$5,625	
City of Redlands	Administrative Assistant II	\$4,405	0%	\$0	\$0	\$0	\$0	\$4,405	\$0	\$900	\$127	\$19	\$4	\$0	\$0	\$337	\$5,792	0%	\$0	\$5,792	
City of San Bernardino Water Department	No Comparable Class																				
Goleta Sanitary District	Administrative Assistant	\$4,999	7%	\$350	\$0	\$0	\$0	\$5,349	\$0	\$2,294	\$198	\$23	\$49	\$45	\$0	\$382	\$8,340	0%	\$0	\$8,340	
Lake Arrowhead Community Services District	No Comparable Class																				
Mountain View Sanitary District	Administrative Assistant	\$6,878	0%	\$0	\$0	\$0	\$0	\$6,878	\$0	\$1,937	\$271	inc	\$152	\$71	\$0	\$526	\$9,835	0%	\$0	\$9,835	
Victor Valley Wastewater Reclamation	No Comparable Class																				
Yucaipa Valley Water District	No Comparable Class																				
Labor Market Mean		\$5,207						\$5,295									\$7,226			\$7,226	
% BBARWA is above or below Labor Market Mean		16.96%						21.10%									23.68%			23.68%	
Labor Market Median		\$4,999						\$5,349									\$6,540			\$6,540	
% BBARWA is above or below Labor Market Median		20.29%						20.29%									30.92%			30.92%	
# of Comparable Matches		5																			

Data effective as of 1/2022

New Hires, Classic Members

Survey Agency	Classification Title	Maximum Salary	EE Portion of Retirement Paid by ER (%) (Classic)	EE Portion of Retirement Paid by ER (\$) (Classic)	Deferred Comp	Longevity Pay (Year 7)	Education / Certification Pay	Total Cash	Cafeteria Plan	Health	Dental	Vision	Life Insurance	LTD Insurance	RHSA	Social Security / Medi-Care	Total Comp	ER Share of PERS paid by EE (%)	ER Share of PERS paid by EE (\$)	Total Comp Less ER Share of PERS paid by EE	Comments
Big Bear Area Regional Wastewater Agency	Plant Supervisor	\$8,788	3%	\$264	\$264	\$88	\$0	\$9,403	\$0	\$2,432	\$203	\$22	\$9	\$0	\$0	\$127	\$12,197	0%	\$0	\$12,197	Over Operations and Maintenance; Grade IV Wastewater Treatment Plant Operator Certificate, or possession of a Grade III with the ability to obtain a Grade IV within 24 months. Grade II Collection System Maintenance Certificate and a Grade I Plant Maintenance Certificate as issued by the California Water Environment Association, or the ability to obtain within two (2) years of employment.
City of Barstow	No Comparable Class																				WWTP Supervisor not budgeted
City of Colton	Wastewater Utilities Supervisor	\$8,007	0%	\$0	\$0	\$0	\$400	\$8,407	\$1,142	inc	inc	inc	\$7	\$36	\$0	\$116	\$9,708	0%	\$0	\$9,708	Over Operations and Maintenance; Grade IV Wastewater Treatment Plant Operator; Grade V is
City of Redlands	Wastewater Operations Supervisor	\$8,580	0%	\$0	\$0	\$0	\$0	\$8,580	\$0	\$900	\$127	\$19	\$4	\$0	\$0	\$656	\$10,286	0%	\$0	\$10,286	Over Operations and Maintenance; Grade IV Wastewater Operator Certificate; Grade V Wastewater Operator Certificate is desirable; Grade IV Laboratory Analyst Certificate is desirable.
City of San Bernardino Water Department	No Comparable Class																				Separate supervisors over operations and maintenance
Goleta Sanitary District	Wastewater Plant Operations Supervisor	\$9,766	7%	\$684	\$0	\$0	\$0	\$10,450	\$0	\$2,294	\$198	\$23	\$96	\$88	\$0	\$747	\$13,895	0%	\$0	\$13,895	Over Operations and Maintenance; Grade IV Wastewater Treatment Plant Operator Certificate; Water Environment Laboratory Technologists Grade I certificate
Lake Arrowhead Community Services District	Wastewater Operations Supervisor	\$9,614	0%	\$0	\$0	\$185	\$225	\$10,024	\$0	\$2,190	\$143	\$0	\$29	\$22	\$0	\$735	\$13,144	0%	\$0	\$13,144	Over Operations and Maintenance; Grade IV Wastewater Treatment Plant Operator Certificate Supervisory level; Over Operations and
Mountain View Sanitary District	Lead Wastewater Operator	\$10,002	0%	\$0	\$0	\$0	\$500	\$10,502	\$0	\$1,937	\$271	\$152	\$152	\$103	\$0	\$765	\$13,882	0%	\$0	\$13,882	Maintenance; Class B driver's license with tanker and air brake endorsements within nine months; Grade III Wastewater Treatment Operator Certificate; Water Environmental Association (CWEA) Grade I Plant Maintenance Technologist Certificate within two years of appointment; California Water Environmental Association (CWEA) Grade II Collections Certificate within two years of appointment; Transportation Worker Identification Credential (TWIC) within one year of appointment. This credential requires a Transportation Security Administration (TSA) level background check.
Victor Valley Wastewater Reclamation	No Comparable Class																				Separate supervisors over operations and maintenance
Yucaipa Valley Water District	No Comparable Class																				Over water and wastewater treatment
Labor Market Mean		\$9,194						\$9,593									\$12,183			\$12,183	
% BBARWA is above or below Labor Market Mean		-4.62%						-2.01%									0.12%			0.12%	
Labor Market Median		\$9,614						\$10,024									\$13,144			\$13,144	
% BBARWA is above or below Labor Market Median		-9.40%						-6.60%									-7.76%			-7.76%	
# of Comparable Matches		5																			

Data effective as of 1/2022

New Hires, Classic Members

Survey Agency	Classification Title	Maximum Salary	EE Portion of Retirement Paid by ER (%) (Classic)	EE Portion of Retirement Paid by ER (\$) (Classic)	Deferred Comp	Longevity Pay (Year 7)	Education / Certification Pay	Total Cash	Cafeteria Plan	Health	Dental	Vision	Life Insurance	LTD Insurance	RHSA	Social Security / Medi-Care	Total Comp	ER Share of PERS paid by EE (%)	ER Share of PERS paid by EE (\$)	Total Comp Less ER Share of PERS paid by EE	Comments
Big Bear Area Regional Wastewater Agency	Plant Manager	\$12,705	3%	\$381	\$381	\$127	\$0	\$13,595	\$0	\$2,432	\$203	\$22	\$9	\$0	\$0	\$184	\$16,446	0%	\$0	\$16,446	BA; Grade IV Wastewater Treatment Plant Operator; Grade II Collection System Maintenance certificate and Grade I Plant Maintenance certificate
City of Barstow	Wastewater Treatment Plant Superintendent	\$9,230	0%	\$0	\$92	\$0	\$0	\$9,322	\$1,000	inc	inc	inc	\$14	DNA	\$0	\$134	\$10,470	0%	\$0	\$10,470	BA desired; Must obtain a Class A or B license within 12 months of appointment; Grade V Water Treatment Operator Certificate is required; Grade IV Water Distribution Operator Certificate is required
City of Colton	No Comparable Class																				Over water and wastewater treatment
City of Redlands	No Comparable Class																				
City of San Bernardino Water Department	Water Reclamation Operations Superintendent	\$14,800	0%	\$0	\$54	\$0	\$0	\$14,854	\$1,808	inc	inc	inc	\$4	\$49	\$0	\$215	\$16,930	4%	\$592	\$16,338	No BA; Grade V Wastewater Treatment Operator; Water Reclamation Maintenance Superintendent is lower paid
Goleta Sanitary District	Plant Operations Manager	\$11,849	7%	\$829	\$0	\$0	\$0	\$12,678	\$0	\$2,294	\$198	\$23	\$103	\$95	\$0	\$906	\$16,296	0%	\$0	\$16,296	BA is one option; Grade I Laboratory Technologist Certificate within 18 months of hire date; Grade V Wastewater Treatment Plant Operator Certificate within 18 months of hire date
Lake Arrowhead Community Services District	No Comparable Class																				Over water and wastewater treatment
Mountain View Sanitary District	Operations Manager/Chief Plant Operator	\$15,258	0%	\$0	\$0	\$0	\$0	\$15,258	\$0	\$1,937	\$271	inc	\$152	\$158	\$0	\$981	\$18,756	0%	\$0	\$18,756	BA is one option; Grade V Wastewater Treatment Operator Certificate; California's Class B driver's license within nine months of appointment is highly desirable
Victor Valley Wastewater Reclamation	Plant Superintendent	\$14,129	0%	\$0	\$424	\$165	\$706	\$15,424	\$1,100	inc	inc	inc	\$32	\$30	\$0	\$205	\$16,790	0%	\$0	\$16,790	No BA; Grade V Wastewater Treatment Certification
Yucaipa Valley Water District	No Comparable Class																				Over water and wastewater treatment
Labor Market Mean		\$13,053						\$13,507									\$15,849			\$15,730	
% BBARWA is above or below Labor Market Mean		-2.74%						0.64%									3.63%			4.35%	
Labor Market Median		\$14,129						\$14,854									\$16,790			\$16,338	
% BBARWA is above or below Labor Market Median		-11.21%						-9.26%									-2.10%			0.66%	
# of Comparable Matches		5																			

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New Hires, Classic Members

Survey Agency	Classification Title	Maximum Salary	EE Portion of Retirement Paid by ER (%) (Classic)	EE Portion of Retirement Paid by ER (\$) (Classic)	Deferred Comp	Longevity Pay (Year 7)	Education / Certification Pay	Total Cash	Cafeteria Plan	Health	Dental	Vision	Life Insurance	LTD Insurance	RHSA	Social Security / Medi-Care	Total Comp	ER Share of PERS paid by EE (%)	ER Share of PERS paid by EE (\$)	Total Comp Less ER Share of PERS paid by EE	Comments
Big Bear Area Regional Wastewater Agency	Plant Operator II	\$6,500	3%	\$195	\$195	\$65	\$0	\$6,955	\$0	\$2,432	\$203	\$22	\$9	\$0	\$0	\$94	\$9,716	0%	\$0	\$9,716	Grade II Wastewater Treatment Plant Operator
City of Barstow	Wastewater Treatment Plant Operator	\$4,931	0%	\$0	\$0	\$0	\$0	\$4,931	\$1,000	inc	inc	inc	\$14	DNA	\$0	\$71	\$6,016	0%	\$0	\$6,016	Class A license within 12 months; Wastewater Treatment Plant Operator must have the ability to obtain a California Wastewater Treatment Operator II Certificate or higher within 4 testing cycles. Collection System Maintenance. Grade II is desirable
City of Colton	Wastewater Treatment Plant Operator II	\$6,292	0%	\$0	\$0	\$0	\$315	\$6,606	\$1,142	inc	inc	inc	\$10	\$28	\$0	\$91	\$7,878	0%	\$0	\$7,878	Grade II Wastewater Treatment Plant Operator; Grade III desired
City of Redlands	Wastewater Facilities Operator II	\$5,997	0%	\$0	\$0	\$0	\$0	\$5,997	\$0	\$900	\$127	\$19	\$4	\$0	\$0	\$459	\$7,506	0%	\$0	\$7,506	Grade II Wastewater Treatment Plant Operator
City of San Bernardino Water Department	No Comparable Class																				Water Reclamation Operator requires Grade I; Senior requires Grade III
Goleta Sanitary District	No Comparable Class																				Wastewater Treatment Plant Operator II now requires Grade III certificate
Lake Arrowhead Community Services District	Wastewater Treatment Plant Operator II	\$6,583	0%	\$0	\$65	\$127	\$275	\$7,049	\$0	\$2,190	\$143	\$0	\$10	\$15	\$0	\$504	\$9,911	0%	\$0	\$9,911	Grade II Water Treatment Plant Operator Certificate issued by the SWRCB, OR a Grade II Wastewater Treatment Plant Operator Certificate issued by the SWRCB. Grade I Certificate in the opposite certification program issued by the SWRCB or the SWRCB.
Mountain View Sanitary District	Wastewater Operator II	\$8,930	0%	\$0	\$0	\$0	\$447	\$9,377	\$0	\$1,937	\$271	inc	\$152	\$92	\$0	\$683	\$12,512	0%	\$0	\$12,512	Grade II Wastewater Treatment Plant Operator
Victor Valley Wastewater Reclamation	Operator II	\$7,405	0%	\$0	\$0	\$86	\$370	\$7,862	\$1,100	inc	inc	inc	\$32	\$30	\$0	\$107	\$9,130	0%	\$0	\$9,130	Grade II Wastewater Treatment Plant Operator
Yucaipa Valley Water District	No Comparable Class																				Water and wastewater treatment
Labor Market Mean		\$6,690						\$6,970									\$8,826			\$8,826	
% BBARWA is above or below Labor Market Mean		-2.92%						-0.22%									9.17%			9.17%	
Labor Market Median		\$6,437						\$6,828									\$8,504			\$8,504	
% BBARWA is above or below Labor Market Median		0.97%						1.83%									12.48%			12.48%	
# of Comparable Matches		6																			

Data effective as of 1/2022

New Hires, Classic Members

Survey Agency	Classification Title	Maximum Salary	EE Portion of Retirement Paid by ER (%) (Classic)	EE Portion of Retirement Paid by ER (\$) (Classic)	Deferred Comp	Longevity Pay (Year 7)	Education / Certification Pay	Total Cash	Cafeteria Plan	Health	Dental	Vision	Life Insurance	LTD Insurance	RHSA	Social Security / Medi-Care	Total Comp	ER Share of PERS paid by EE (%)	ER Share of PERS paid by EE (\$)	Total Comp Less ER Share of PERS paid by EE	Comments
Big Bear Area Regional Wastewater Agency	Plant Operator-in-Training	\$4,436	3%	\$133	\$133	\$44	\$0	\$4,746	\$0	\$2,432	\$203	\$22	\$9	\$0	\$0	\$64	\$7,477	0%	\$0	\$7,477	OIT certificate with Grade I no later than 18 months
City of Barstow	Wastewater Treatment Plant Operator In Training	\$4,464	0%	\$0	\$0	\$0	\$0	\$4,464	\$1,000	inc	inc	inc	\$14	DNA	\$0	\$65	\$5,543	0%	\$0	\$5,543	Class A license within 12 months of appointment; must obtain a California Wastewater Treatment Operator I Certificate or higher within 4 testing cycles of receiving your Operator in Training Certificate or 24 months of appointment, whichever comes first. Must obtain a California Wastewater Treatment Operator II Certificate or higher within 4-testing cycles of receiving your California Wastewater Treatment Operator I Certificate.
City of Colton	Wastewater Operator In Training	\$3,623	0%	\$0	\$0	\$0	\$181	\$3,804	\$1,142	inc	inc	inc	\$10	\$16	\$0	\$53	\$5,024	0%	\$0	\$5,024	No Spec available
City of Redlands	No Comparable Class																				
City of San Bernardino Water Department	Water Reclamation Trainee	\$4,459	0%	\$0	\$54	\$0	\$0	\$4,513	\$1,664	inc	inc	inc	\$3	\$15	\$0	\$65	\$6,259	4%	\$178	\$6,081	Water Reclamation Trainee positions in the Operations Section must possess a valid Grade I Operator-in-Training certificate or must present proof of passing the Grade I Wastewater Treatment Plant Operator examination within the three (3) years prior to application. A copy of the Grade I Operator-in-Training certificate or proof of passing the Grade I Wastewater Treatment Plant Operator examination must be provided at the time of application; Wastewater Treatment Plant Operator Certificate Grade I or an Environmental Compliance Inspector Grade I must be obtained within eighteen (18) months for continued employment
Goleta Sanitary District	No Comparable Class																				
Lake Arrowhead Community Services District	No Comparable Class																				
Mountain View Sanitary District	Wastewater Operator Trainee	\$6,167	0%	\$0	\$0	\$0	\$0	\$6,167	\$0	\$1,937	\$271	inc	\$152	\$64	\$0	\$472	\$9,062	0%	\$0	\$9,062	Wastewater Treatment Plant Operator-in-Training Certificate within three months of appointment; obtain a valid Grade II Wastewater Treatment Plant Operator Certificate within thirty-six (36) months of employment (Did not include 5% for Grade V cert pay)
Victor Valley Wastewater Reclamation	No Comparable Class																				Do not use OIT
Yucaipa Valley Water District	No Comparable Class																				Water and wastewater treatment
Labor Market Mean		\$4,678						\$4,737									\$6,472			\$6,428	
% BBARWA is above or below Labor Market Mean		-5.47%						0.19%									13.44%			14.04%	
Labor Market Median		\$4,462						\$4,489									\$5,901			\$5,812	
% BBARWA is above or below Labor Market Median		-0.58%						5.43%									21.08%			22.27%	
# of Comparable Matches		4																			

Data effective as of 1/2022

New Hires, Classic Members

Survey Agency	Classification Title	Maximum Salary	EE Portion of Retirement Paid by ER (%) (Classic)	EE Portion of Retirement Paid by ER (\$) (Classic)	Deferred Comp	Longevity Pay (Year 7)	Education / Certification Pay	Total Cash	Cafeteria Plan	Health	Dental	Vision	Life Insurance	LTD Insurance	RHSA	Social Security / Medi-Care	Total Comp	ER Share of PERS paid by EE (%)	ER Share of PERS paid by EE (\$)	Total Comp Less ER Share of PERS paid by EE	Comments
Big Bear Area Regional Wastewater Agency	Senior Lab Analyst	\$8,488	3%	\$255	\$255	\$85	\$0	\$9,082	\$0	\$2,432	\$203	\$22	\$9	\$0	\$0	\$123	\$11,872	0%	\$0	\$11,872	Grade II Wastewater Treatment Plant Operator within 2 years; Grade I Environmental Compliance Inspector and Grade II Lab Analyst within 2 years; Water Treatment Operator Grade 1 within 2 years
City of Barstow	No Comparable Class																				
City of Colton	No Comparable Class																				
City of Redlands	Lab Analyst IV	\$5,820	0%	\$0	\$0	\$0	\$0	\$5,820	\$0	\$900	\$127	\$19	\$4	\$0	\$0	\$445	\$7,315	0%	\$0	\$7,315	Grade IV Lab Analyst cert
City of San Bernardino Water Department	No Comparable Class																				
Goleta Sanitary District	No Comparable Class																				
Lake Arrowhead Community Services District	No Comparable Class																				
Mountain View Sanitary District	No Comparable Class																				
Victor Valley Wastewater Reclamation	No Comparable Class																				Contracted out
Yucaipa Valley Water District	No Comparable Class																				
Labor Market Mean		Insuff Data						Insuff Data								Insuff Data				Insuff Data	
% BBARWA is above or below Labor Market Mean		---						---								---				---	
Labor Market Median		Insuff Data						Insuff Data								Insuff Data				Insuff Data	
% BBARWA is above or below Labor Market Median		---						---								---				---	
# of Comparable Matches		1																			

Data effective as of 1/2022

New Hires, Classic Members

Survey Agency	Bargaining Unit	Maximum Salary	EE Portion of Retirement Paid by ER (%) (Classic)	EE Portion of Retirement Paid by ER (\$) (Classic)	Deferred Comp	Longevity Pay (Year 7)	Education / Certification Pay	Total Cash	Cafeteria Plan	Health	Dental	Vision	Life Insurance	LTD Insurance	RHSA	Social Security / Medi-Care	Total Comp	ER Share of PERS paid by EE (%)	ER Share of PERS paid by EE (\$)	Total Comp Less ER Share of PERS paid by EE	Comments
Big Bear Area Regional Wastewater Agency	all		3%	\$0	\$0	\$0	\$0	\$0	\$0	\$2,432	\$203	\$22	\$9	\$0	\$0	\$0	\$2,667	0%	\$0	\$2,667	
Big Bear Area Regional Wastewater Agency	all		3%	\$0	\$0	\$0	\$0	\$0	\$0	\$2,432	\$203	\$22	\$576	\$0	\$0	\$0	\$3,233	0%	\$0	\$3,233	
City of Barstow	1		0%	\$0	\$0	\$0	\$0	\$0	\$1,000	inc	inc	inc	\$14	DNA	\$0	\$0	\$1,014	0%	\$0	\$1,014	
City of Barstow	2		0%	\$0	\$0	\$0	\$0	\$0	\$1,000	inc	inc	inc	\$14	DNA	\$0	\$0	\$1,014	0%	\$0	\$1,014	
City of Barstow	6		0%	\$0	\$0	\$0	\$0	\$0	\$1,000	inc	inc	inc	\$14	DNA	\$0	\$0	\$1,014	0%	\$0	\$1,014	
City of Colton	conf		0%	\$0	\$0	\$0	\$0	\$0	\$1,100	inc	inc	inc	\$7	\$0	\$0	\$0	\$1,107	0%	\$0	\$1,107	
City of Colton	mm		0%	\$0	\$0	\$0	\$0	\$0	\$1,142	inc	inc	inc	\$7	\$0	\$0	\$0	\$1,149	0%	\$0	\$1,149	
City of Colton	ibew-ww		0%	\$0	\$0	\$0	\$0	\$0	\$1,142	inc	inc	inc	\$10	\$0	\$0	\$0	\$1,152	0%	\$0	\$1,152	
City of Colton	general		0%	\$0	\$0	\$0	\$0	\$0	\$1,142	inc	inc	inc	\$7	\$0	\$0	\$0	\$1,149	0%	\$0	\$1,149	
City of Redlands	RAME mngt		0%	\$0	\$94	\$0	\$0	\$94	\$0	\$913	\$127	\$19	\$4	\$0	\$0	\$0	\$1,156	0%	\$0	\$1,156	
City of Redlands	RAMME Mid Management		0%	\$0	\$72	\$0	\$0	\$72	\$0	\$913	\$127	\$19	\$4	\$0	\$0	\$0	\$1,134	0%	\$0	\$1,134	
City of Redlands	Teamsters		0%	\$0	\$0	\$0	\$0	\$0	\$0	\$900	\$127	\$19	\$4	\$0	\$0	\$0	\$1,050	0%	\$0	\$1,050	
City of San Bernardino Water Department	Mngt/Conf		0%	\$0	\$108	\$0	\$0	\$108	\$1,664	inc	inc	inc	\$4	\$0	\$0	\$0	\$1,776	4%	\$0	\$1,776	
City of San Bernardino Water Department	MM		0%	\$0	\$54	\$0	\$0	\$54	\$1,808	inc	inc	inc	\$4	\$0	\$0	\$0	\$1,866	4%	\$0	\$1,866	
City of San Bernardino Water Department	General		0%	\$0	\$54	\$0	\$0	\$54	\$1,664	inc	inc	inc	\$3	\$0	\$0	\$0	\$1,721	4%	\$0	\$1,721	
Goleta Sanitary District	all		7%	\$0	\$0	\$0	\$0	\$0	\$0	\$2,294	\$198	\$23	\$0	\$0	\$0	\$0	\$2,515	0%	\$0	\$2,515	
Lake Arrowhead Community Services District	MSC		0%	\$0	\$0	\$0	ind	\$0	\$0	\$2,190	\$143	\$0	\$0	\$0	\$0	\$0	\$2,333	0%	\$0	\$2,333	

Lake Arrowhead Community Services District	Utility worker 557		0%	\$0	\$65	\$0	\$275	\$340	\$0	\$2,190	\$143	\$0	\$0	\$0	\$0	\$0	\$0	\$2,673	0%	\$0	\$2,673	
Lake Arrowhead Community Services District	GM		0%	\$0	\$0	\$0	\$0	\$0	\$0	\$2,190	\$143	\$0	\$0	\$0	\$0	\$0	\$0	\$2,333	0%	\$0	\$2,333	
Survey Agency	Bargaining Unit	Maximum Salary	EE Portion of Retirement Paid by ER (%) (Classic)	EE Portion of Retirement Paid by ER (\$) (Classic)	Deferred Comp	Longevity Pay (Year 7)	Education / Certification Pay	Total Cash	Cafeteria Plan	Health	Dental	Vision	Life Insurance	LTD Insurance	RHSA	Social Security / Medi-Care	Total Comp	ER Share of PERS paid by EE (%)	ER Share of PERS paid by EE (\$)	Total Comp Less ER Share of PERS paid by EE	Comments	
Mountain View Sanitary District	all		0%	\$0	\$0	\$0	ind	\$0	\$0	\$1,937	\$271	inc	\$152	\$0	\$0	\$0	\$2,360	0%	\$0	\$2,360		
Survey Agency	Bargaining Unit	Maximum Salary	EE Portion of Retirement Paid by ER (%) (Classic)	EE Portion of Retirement Paid by ER (\$) (Classic)	Deferred Comp	Longevity Pay (Year 7)	Education / Certification Pay	Total Cash	Cafeteria Plan	Health	Dental	Vision	Life Insurance	LTD Insurance	RHSA	Social Security / Medi-Care	Total Comp	ER Share of PERS paid by EE (%)	ER Share of PERS paid by EE (\$)	Total Comp Less ER Share of PERS paid by EE	Comments	
Victor Valley Wastewater Reclamation	contract-GM Only		0%	\$0	\$0	\$0	\$0	\$0	\$1,100	inc	inc	inc	\$32	\$30	\$0	\$0	\$1,161	0%	\$0	\$1,161		
Victor Valley Wastewater Reclamation	contract=others		0%	\$0	\$0	\$0	\$0	\$0	\$1,100	inc	inc	inc	\$32	\$30	\$0	\$0	\$1,161	0%	\$0	\$1,161		
Victor Valley Wastewater Reclamation	misc		0%	\$0	\$0	\$0	\$0	\$0	\$1,100	inc	inc	inc	\$32	\$30	\$0	\$0	\$1,161	0%	\$0	\$1,161		
Survey Agency	Bargaining Unit	Maximum Salary	EE Portion of Retirement Paid by ER (%) (Classic)	EE Portion of Retirement Paid by ER (\$) (Classic)	Deferred Comp	Longevity Pay (Year 7)	Education / Certification Pay	Total Cash	Cafeteria Plan	Health	Dental	Vision	Life Insurance	LTD Insurance	RHSA	Social Security / Medi-Care	Total Comp	ER Share of PERS paid by EE (%)	ER Share of PERS paid by EE (\$)	Total Comp Less ER Share of PERS paid by EE	Comments	
Yucaipa Valley Water District	GM		0%	\$0	\$0	\$0	\$0	\$0	\$0	\$1,961	\$105	\$0	\$11	\$0	\$0	\$0	\$2,077	0%	\$0	\$2,077		
Yucaipa Valley Water District	Mngt		0%	\$0	\$0	\$0	\$0	\$0	\$0	\$1,961	\$105	\$0	\$11	\$0	\$0	\$0	\$2,077	0%	\$0	\$2,077		

APPENDIX B - TABLE 1
Next COLA/Salary Range Increase¹

Survey Agency	Next COLA/Salary Range Increase (Date/Amount)
Big Bear Area Regional Wastewater Agency	None Scheduled
City of Barstow	None Scheduled
City of Colton	Confidential None Scheduled-in negotiations Mid Management 7/2022-1.5% IBEW-Water/Wastewater 1/2023-2% General 7/2022- 1.5%
City of Redlands	None Scheduled
City of San Bernardino Water Department	Management None Scheduled Confidential 7/2022-up to 4% based on CPI Mid Management 7/2022-up to 4% based on CPI General 7/2022-up to 4% based on CPI
Goleta Sanitary District	TBD based on salary study
Lake Arrowhead Community Services District	MSC None Scheduled

¹ (1/2022 data already included in datasheets)

APPENDIX B - TABLE 1
Next COLA/Salary Range Increase¹

Survey Agency	Next COLA/Salary Range Increase (Date/Amount)
	557 1/2023- 1% to 3% CPI based
Mountain View Sanitary District	7/2022-TBD
Victor Valley Wastewater Reclamation	None Scheduled
Yucaipa Valley Water District	Management 7/2022-2.5%

APPENDIX B - TABLE 2
Retirement Practices
New Hires, Classic Members

Survey Agency	Retirement Benefit	Retirement Formula	Retirement Plan	Employer Contribution (21/22)
<i>Big Bear Area Regional Wastewater Agency</i>	<i>PERS</i>	<i>2.7% @ 55</i>	<i>Single Highest Year</i>	<i>14.87%</i>
City of Barstow	PERS	2.7% @ 55	Single Highest Year	14.02%
City of Colton	PERS	2.5% @ 55	Single Highest Year	11.05%
City of Redlands	PERS	2% @ 55	Single Highest Year	9.32%
City of San Bernardino Water Department	PERS	2% @ 55	Single Highest year	10.71%
Goleta Sanitary District	PERS	2% @ 55	Single Highest Year	11.6%
Lake Arrowhead Community Services District	PERS	2% @ 55	Highest 3 Years	10.34%
Mountain View Sanitary District	PERS	2.7% @ 55	Single Highest Year	15.87%
Victor Valley Wastewater Reclamation	PERS	2.5% @ 55	Highest 3 Year	11.59%
Yucaipa Valley Water District	PERS	2% @ 60	Single Highest Year	9.13%

APPENDIX B - TABLE 3
Retiree Health Benefits
(New Hires)

Agency	Agency Contribution to Retiree Health Savings	Agency Monthly Contribution for Retiree	Agency Monthly Contribution for Retiree + 1	Agency Monthly Contribution for Retiree + 2	Vesting
<i>Big Bear Area Regional Wastewater Agency</i>	\$0	<p align="center"><i>Less than 5 years - PEMHCA Minimum</i> <i>5 – 9 years = 25%</i> <i>10 – 14 = 50%</i> <i>15 – 19 years = 75%</i> <i>20 or more = 100%</i> <i>(Max is 90% of highest HMO plan)</i></p>	<p align="center"><i>Less than 5 years - PEMHCA Minimum</i> <i>5 – 9 years = 25%</i> <i>10 – 14 = 50%</i> <i>15 – 19 years = 75%</i> <i>20 or more = 100%</i> <i>(Max is 90% of highest HMO plan)</i></p>	<p align="center"><i>Less than 5 years - PEMHCA Minimum</i> <i>5 – 9 years = 25%</i> <i>10 – 14 = 50%</i> <i>15 – 19 years = 75%</i> <i>20 or more = 100%</i> <i>(Max is 90% of highest HMO plan)</i></p>	5 years
City of Barstow	\$0	\$300 (includes PEMHCA minimum)	No Additional Contribution	No Additional Contribution	10 years
City of Colton	\$0	<p>Teamsters-General/Confidential PEMHCA Minimum</p> <p>Teamsters-Mid Mngt/Executive 5 years = 40%, with 2% increase each year to max of 30 years= 90% (Cap is \$500/month)</p> <p>IBEW-Water/Wastewater Employees who retire after 15 but less than 20 years of City service shall be eligible for City paid employee only medical insurance coverage, until Medicare age with dependent care available at employee's expense. Employees who retire after having served a minimum of 20 years with the City shall have their and their spouse's, premiums paid for by the City up to Medicare age. After the retiree</p>	<p>Teamsters-General/Confidential No Addition Contribution</p> <p>Teamsters-Mid Mngt/Executive 5 years = 40%, with 2% increase each year to max of 30 years= 90% (Cap is \$500/month)</p> <p>IBEW Water/Wastewater Employees who retire after having served a minimum of 20 years with the City shall have their and their spouse's, premiums paid for by the City up to Medicare age. (Cap- Employees who retire after 15 but less than 20 years of City service shall have a reimbursement cap of \$500 per month until Medicare</p>	<p>Teamsters-General/Confidential No Additional Contribution</p> <p>Teamsters-Mid Mngt/Executive 5 years = 40%, with 2% increase each year to max of 30 years= 90% (Cap is \$500/month)</p> <p>IBEW Water/Wastewater No Additional Contribution</p>	<p>Teamsters-General/Confidential 10 years- PERS; 5 years with Agency</p> <p>Teamsters-Mid Mngt/Executive 5 years</p> <p>IBEW Water/Wastewater 15 years</p>

**APPENDIX B - TABLE 3
Retiree Health Benefits
(New Hires)**

Agency	Agency Contribution to Retiree Health Savings	Agency Monthly Contribution for Retiree	Agency Monthly Contribution for Retiree + 1	Agency Monthly Contribution for Retiree + 2	Vesting
		reaches Medicare age, he/she can maintain health insurance with the City, but the retiree must pay his/her, and his/her spouse's, premiums. If the retiree is ineligible for Medicare benefits, the City will continue to pay the premiums, as long as the employee remains insurable. For all other employees, all premiums required by their and their spouses' participation in such health insurance plan shall be paid by the employee. (Cap- Employees who retire after 15 but less than 20 years of City service shall have a reimbursement cap of \$500 per month until Medicare age)(employees who retire after having served a minimum of 20 years with the City shall have a reimbursement cap of \$800 per month until Medicare age.)	age)(employees who retire after having served a minimum of 20 years with the City shall have a reimbursement cap of \$800 per month until Medicare age.)		
City of Redlands	\$0	= to least expensive health plan	No Additional Contribution	No Additional Contribution	10 years
City of San Bernardino Water Department	\$0	\$0	\$0	\$0	NA
Goleta Sanitary District	\$0	PERS Vesting 10 years = 50%; +5% each additional year; max of 100% with 20 years	PERS Vesting 10 years = 50%; +5% each additional year; max of 100% with 20 years	PERS Vesting 10 years = 50%; +5% each additional year; max of 100% with 20 years	10 years

**APPENDIX B - TABLE 3
Retiree Health Benefits
(New Hires)**

Agency	Agency Contribution to Retiree Health Savings	Agency Monthly Contribution for Retiree	Agency Monthly Contribution for Retiree + 1	Agency Monthly Contribution for Retiree + 2	Vesting
Lake Arrowhead Community Services District	\$0	\$0	\$0	\$0	NA
Mountain View Sanitary District	\$0	PERS Vesting 10 years = 50%; +5% each additional year; max of 100% with 20 years	PERS Vesting 10 years = 50%; +5% each additional year; max of 100% with 20 years	PERS Vesting 10 years = 50%; +5% each additional year; max of 100% with 20 years	10 years
Victor Valley Wastewater Reclamation	\$0	\$0	\$0	\$0	NA
Yucaipa Valley Water District	\$0	\$0	\$0	\$0	NA

APPENDIX B - TABLE 4
Education/Certification Pay (beyond minimum requirements)

Survey Agency	Education/Certification Monthly Pay
Big Bear Area Regional Wastewater Agency	<i>None</i>
City of Barstow	Unit 1 Mechanic with ASE cert= 5% Unit 2/6 None
City of Colton	Confidential/General None Mid Management 5%- for a certificate, license, grade or degree IBEW-Water Wastewater 5% -cert
City of Redlands	Management None Mid Management None General Only for Water Distribution certification
City of San Bernardino Water Department	None
Goleta Sanitary District	Only 1x payment of \$1,000
Lake Arrowhead Community Services District	557 \$25-AA \$50-BA \$75-MA \$50- One grade or \$25/month if not in spec (to max of \$200) MSC \$50- each cert over to max of \$150

APPENDIX B - TABLE 4
Education/Certification Pay (beyond minimum requirements)

Survey Agency	Education/Certification Monthly Pay
	\$25-AA \$50-BA \$75-MA
Mountain View Sanitary District	3%- Grade III 4%- Grade IV 5%- Grade V
Victor Valley Wastewater Reclamation	5% for any cert
Yucaipa Valley Water District	None

APPENDIX B - TABLE 6
Sick Leave, Holidays, and Administrative Leave

Agency	Sick Leave Annual Accrual	Sick Leave Max Accrual	Holidays	Administrative/Management Leave/Other Leave
<i>Big Bear Area Regional Wastewater Agency</i>	12	<i>Unlimited</i>	<p align="center"><i>9 + 3 = 12</i></p> <p align="center"><i>At the discretion of the General Manager, Finance Manager, and Plant Manager, Regular employees may receive one additional day (total of two) as an authorized day off with pay when Christmas Day and New Year's Day fall on a Tuesday through Friday. These days will not be considered holidays, but days off at straight-time pay.</i></p>	<i>80 hours - if exempt</i>
City of Barstow	13	Unlimited	<p align="center">12 + 2 = 14</p>	<p align="center">Unit 1 and 2 0</p> <p align="center">Unit 6 90 hours</p>
City of Colton	12	Unlimited	<p align="center">Confidential/Mid Management/IBEW-Water 12 + 2.5 = 14.5</p> <p align="center">General 14.5 + 2 = 16.5</p>	<p align="center">Confidential 80 hours</p> <p align="center">Mid Management 80 hours</p> <p align="center">IBEW-Water/Wastewater 0</p> <p align="center">General 0</p>

APPENDIX B - TABLE 6
Sick Leave, Holidays, and Administrative Leave

Agency	Sick Leave Annual Accrual	Sick Leave Max Accrual	Holidays	Administrative/Management Leave/Other Leave
City of Redlands	12	Unlimited	Management $12 + 0 = 12$ Mid Management $12 + 2 = 14$ General $12 + 4.5 = 16.5$	Management 120 hours Mid Management 120 hours General 0
City of San Bernardino Water Department	12	Unlimited	$12 + 27 \text{ hours} = 15.375$	Management/Confidential 80 hours Mid Management 48 hours General 0
Goleta Sanitary District	12	480 hours	$8 + 4 = 12$	At the discretion of General Manager (20 – 40 hours)
Lake Arrowhead Community Services District	12	2,000 hours	$11 + 1 = 12$	0
Mountain View Sanitary District	12	Unlimited	$11 + 5 = 16$	48 hours if exempt 80 hours- District Manager
Victor Valley Wastewater Reclamation	11	Unlimited	$12 + 1 = 13$	40 hours- contract staff Supervisory- at discretion of General Manager
Yucaipa Valley Water District	12	Unlimited	$10 + 3 = 13$	40 hours if exempt

Compensation Study Update

December 2021

Background

Compensation Studies Completed:

- July 2017
 - Comprehensive Compensation and Classification Study
- July 2018, September 2019, and November 2020
 - Annual Updates with Pay Range Adjustments
 - Compensation Studies Policy Adopted to Guide Pay Range Adjustments
- December 2021 - Current Update
 - 4th Annual Update Completed

Compensation Studies Policy

- Provide Consistency and Stability in Pay Range Adjustments
 - If Pay Range is within 5% of the Market, No Adjustment
 - If Pay Range is more than 5% below Market, Adjustment to 5% below Market
 - If pay Range is more than 5% above Market and the position is unfilled, Adjustment to 5% above Market
 - If Pay Range is more than 5% above Market and the position is currently filled, No Adjustment and Pay Range is frozen
 - No Pay Range is adjusted by more than 10%
 - If an Agency position has four or less comparable positions in the market (less than 50% of the market), discretion should be exercised prior to any adjustments.

Nine Survey Agencies

- Selected for the Classification and Compensation Study in 2017
 - Per MOU, must include at least **three** of six agencies identified by Resolution No. R. 01-2011
-

City of Barstow
City of Colton
City of Redlands
City of San Bernardino Water Department
Goleta Sanitary District
Lake Arrowhead Community Services District
Mountain View Sanitary District
Victor Valley Wastewater Reclamation
Yucaipa Valley Water District

Comparable Matches per Classification

COMPARABILITY	
Survey Classifications	Number of Comparable Matches
Finance Manager	8
General Manager	6
Human Resources Coordinator/Accounting Technician	6
Lab Analyst	4
Management Analyst-Board Secretary	7
Operations Administrative-Lab Assistant	5
Plant Supervisor	5
Plant Manager	5
Plant Operator II	6
Plant Operator-in-Training	4
Senior Lab Analyst	1*

*Insufficient Data

Study Method – Total Cash

Base Salary	→	Total Cash	→	Total Compensation
	<ol style="list-style-type: none"> 1. EPMC – Employer Pick up of Pension Contribution 2. 457 Employer Match 3. Longevity 4. Certification Pay 		<ol style="list-style-type: none"> 1. Medical Premiums 2. Cafeteria Plan 3. Insurance 4. Social Security Benefits 	

Total Compensation Not Used

- wide variances in medical benefits that can result from geographic variances
- complex nature of assessing and comparing benefits across the comparable groups



Current Study Results

Position	above or below Market Median Total Cash
Plant Manager	-9.26 %
Plant Supervisor	-6.60 %
Senior Laboratory Analyst	-1.36 %
Finance Manager	-0.83 %
Management Analyst/Board Sec	0.05 %
Plant Operator II	1.83 %
Plant Operator-in-Training	5.43 %
General Manager	9.85 %
HR Coordinator/Accounting Tech	10.67 %
Operations Administrative/Lab Asst	20.29 %
Average	3.49 %

4 OF 10 POSITIONS ARE WITHIN 5% OF THE MEDIAN
57% OF CURRENT STAFF ARE WITHIN 5% OF THE MEDIAN

Factors Influencing Study Results

3 of 9 Comparable Agencies Stopped Paying Employee's Share of Retirement Contribution in 2019/2020

- Makes BBARWA's relative Total Cash higher; keeps Base Salaries lower
- Plant Manager (increase base salary 4.07%)
 - A reduction of comparables and shift in the labor market median in 2020 placed the compensation significantly under market.
 - This adjustment will bring Total Cash to 5% below market median.
- Plant Supervisor (increase base salary 1.52%)
 - Comparables were reduced from 6 to 5. Shift in labor market median.
 - This adjustment will bring Total Cash to 5% below market median.

Factors Influencing Study Results

- General Manager (freeze)
 - Decreases in salaries at Lake Arrowhead, Mountain View, and Victor Valley in 2020 resulted in a lower labor market median.
 - Pay range frozen with the 2020 study (no COLA adjustment to pay range)
 - Still above market.
- HR Coordinator/Accounting Technician (freeze)
 - Pay range frozen since 2019 study (no COLA adjustment to pay range)
 - Still above market, but gap is closing.
- O-I-T (freeze)
 - Only 4 comparable matches. It is common for agencies to have OIT as intern/non-benefitted position only, resulting in limited compensation data.
 - Pay range was first frozen with the 2020 study, and the gap has closed by more than 40%.
- Operations Administrative/Laboratory Assistant (freeze)
 - Position was reclassified in April 2021. A change in job specifications resulted in a new pool of comparable classifications in the 2021 study and a reduction in comparables from 8 to 5.

Pay Range for Manager Classifications

- Current spread from starting pay to top of range is 45% for Manager positions
- 35% spread will be consistent with other positions at the Agency and bring starting pay more in line with market.

Classification	45% from Starting Pay to Top of Scale		35% from Starting Pay To Top of Scale ¹		\$ Change to Starting Pay
	Hourly Pay Rate		Hourly Pay Rate		
Plant Manager	\$52.61	\$76.28	\$56.50	\$76.28	\$3.89
Finance Manager	\$53.87	\$78.11	\$57.86	\$78.11	\$3.99
General Manager ²	\$78.92	\$114.44 ²	\$84.77	\$114.44 ²	\$5.85

1. Change to 35% spread from 45% will increase starting pay for each position by 7.4%
2. Pay range is frozen. No COLA adjustment to pay range until after the next study update or released by Governing Board action

Changes to Pay Schedule

1. Increase Plant Manager Pay Range bringing Total Cash compensation to 5% below Market Median
2. Increase Plant Supervisor Pay Range bringing Total Cash compensation to 5% below Market Median
3. Freeze Pay Range - No COLA Adjustment to Pay Schedule if pay range is frozen
 - General Manager
 - HR Coordinator/Accounting Technician
 - Operations Administrative/Laboratory Assistant
 - Plant Operator-in-Training
4. Change Pay Range spread to 35% from starting pay to top of scale for Plant Manager, Finance Manager, and General Manager positions

BIG BEAR AREA REGIONAL WASTEWATER AGENCY

PAY SCHEDULE

Current Effective July 3, 2021

vs.

Proposed 2022

Classification	Current Start	Current Top	New Start	New Top ¹	% Change	\$ Change to Top of Scale
	Hourly Pay Rate		Hourly Pay Rate			
Non-Regular ⁴	\$15.77	\$21.30	\$15.77	\$21.30	-	-
Plant Operator-In-Training ³	\$18.95	\$25.59 ³	\$18.95	\$25.59 ³	freeze	-
Plant Operator II	\$27.78	\$37.50	\$27.78	\$37.50	-	-
Senior Laboratory Analyst	\$36.28	\$48.97	\$36.28	\$48.97	-	-
Plant Supervisor ²	\$37.55	\$50.70	\$38.13	\$51.47 ²	1.52%	\$0.77
Operations Administrative/ Laboratory Assistant ³	\$26.80	\$36.18	\$26.80	\$36.18 ³	freeze	-
Management Analyst/ Board Secretary	\$32.08	\$43.32	\$32.08	\$43.32	-	-
Human Resources Coordinator / Accounting Technician ³	\$39.74	\$53.65 ³	\$39.74	\$53.65 ³	freeze	-
Plant Manager ²	\$50.55	\$73.30	\$56.50 ¹	\$76.28 ²	4.07%	\$2.98
Finance Manager	\$53.87	\$78.11	\$57.86 ¹	\$78.11	-	-
General Manager ³	\$78.92	\$114.44 ³	\$84.77 ¹	\$114.44 ³	freeze	-

1. Pay range from starting pay to top of scale is set with a 35% spread for all classifications.
2. Pay range is increased to 5% below labor market median per December 2021 study of the comparable agencies.
3. Pay range is frozen. No COLA adjustment to pay range until after the next study update or released by Governing Board action.
4. Non-Regular pay is set by the General Manager and classification was not included in the compensation study.



Big Bear Area Regional
Wastewater Agency
Jim Miller – Chair
Rick Herrick – Vice-Chair
John Green – Director
Bynette Mote – Director
Karyn Oxandaboure – Director

AGENDA ITEM: 10.C.

MEETING DATE: February 23, 2022

TO: Governing Board of the Big Bear Area Regional Wastewater Agency

FROM: David Lawrence, P.E., General Manager

PREPARED BY: Bridgette Burton, Management Analyst/Board Secretary

SUBJECT: Resolution No. R. 02-2022, A Resolution of the Governing Board of the Big Bear Area Regional Wastewater Agency Expressing Appreciation to Karyn Oxandaboure for Dedicated Service as a Member of Said Governing Board

BACKGROUND & DISCUSSION:

Mrs. Karyn Oxandaboure has a long history with the Big Bear Area Regional Wastewater Agency (BBARWA). She began her career at the Big Bear City Community Services District in 1985, retiring in 2007, and provided administrative assistance to BBARWA for many of those years. In 2011, she was elected to the Big Bear City Community Services Board of Directors and was appointed to the BBARWA Governing Board in 2017. During the past five years, she has been instrumental in the planning, implementation, and operation of BBARWA's wastewater treatment plant and disposal projects. She has been a faithful and dedicated member of the Governing Board, guiding BBARWA through several complex issues and projects. We thank her for her many years of service to the Agency and wish her well in her future endeavors. Her knowledge and quiet leadership will be greatly missed.

FINANCIAL IMPACT:

There is no financial impact.

RECOMMENDATION:

Execute the attached Resolution.

ATTACHMENT:

Resolution No. R. 02-2022

RESOLUTION NO. R. 02-2022

**A RESOLUTION OF THE GOVERNING BOARD OF THE
BIG BEAR AREA REGIONAL WASTEWATER AGENCY
EXPRESSING APPRECIATION TO KARYN
OXANDABOURE FOR DEDICATED SERVICE AS A
MEMBER OF SAID GOVERNING BOARD**

WHEREAS, Mrs. Karyn Oxandaboure has served as a member of the Governing Board of the Big Bear Area Regional Wastewater Agency representing the Big Bear City Community Services District since January 18, 2017, and has resigned from the Governing Board effective February 25, 2022; and

WHEREAS, Mrs. Oxandaboure has been a faithful and dedicated member of this Governing Board and has been instrumental in the planning, implementation and operation of the Agency's wastewater treatment plant and disposal projects; and

WHEREAS, Mrs. Oxandaboure's dedicated service and cooperative attitude have been an inspiration to this Governing Board as well as communities within the Big Bear Valley.

NOW, THEREFORE, BE IT RESOLVED by the Governing Board of the Big Bear Area Regional Wastewater Agency as follows:

The undersigned members of this Governing Board do hereby commend and congratulate Mrs. Karyn Oxandaboure for her five years of service as a member of the Governing Board and for her dedicated leadership.

ADOPTED this 23rd day of February 2022.

Jim Miller, Chair of the Governing Board
Big Bear Area Regional Wastewater Agency

Rick Herrick, Vice-Chair of the Governing Board
Big Bear Area Regional Wastewater Agency

John Green, Director of the Governing Board
Big Bear Area Regional Wastewater Agency

Bynette Mote, Director of the Governing Board
Big Bear Area Regional Wastewater Agency



Big Bear Area Regional
Wastewater Agency
Jim Miller – Chair
Rick Herrick – Vice-Chair
John Green – Director
Bynette Mote – Director
Karyn Oxandaboure – Director

AGENDA ITEM: 10.D.

MEETING DATE: February 23, 2022

TO: Governing Board of the Big Bear Area Regional Wastewater Agency

FROM: David Lawrence, P.E., General Manager

PREPARED BY: Bridgette Burton, Management Analyst/Board Secretary

SUBJECT: Governing Board Reorganization

BACKGROUND & DISCUSSION:

Pursuant to applicable law governing the formation and operation of the Agency, the Governing Board shall hold an annual election of officers at a meeting in February or as soon thereafter as practicable. The election of officers will normally follow a rotation between the various member agencies. A Governing Board member must serve on the Governing Board for a period of one year (12 months) before qualifying for the position of Chair. Prior appointments/assignments to the Governing Board will satisfy the one-year service requirement for the office of Chair.

Chair Miller will begin by opening nominations for the position of Chair, a second is offered, followed by a vote of the Governing Board. The same procedure will be utilized for the position of Vice-Chair. The designated officers will assume their new positions at the next scheduled meeting.

For reference, appointments for the previous three years are below:

2021

Chair Jim Miller, 53B

Vice-Chair Rick Herrick,
CBBL

2020

Chair John Green, BBCCSD

Vice-Chair Jim Miller, 53B

2019

Chair David Caretto, CBBL

Vice-Chair John Green,
BBCCSD

FINANCIAL IMPACT:

There is no financial impact.

RECOMMENDATION:

Appointment of Chair and Vice-Chair at the discretion of the Governing Board.



Big Bear Area Regional
Wastewater Agency
Jim Miller – Chair
Rick Herrick – Vice-Chair
John Green – Director
Bynette Mote – Director
Karyn Oxandaboure – Director

AGENDA ITEM: 10.E.

MEETING DATE: February 23, 2022

TO: Governing Board of the Big Bear Area Regional Wastewater Agency

FROM: David Lawrence, P.E., General Manager

PREPARED BY: Bridgette Burton, Management Analyst/Board Secretary

SUBJECT: Interim Appointment of Governing Board Member to the Finance Committee

BACKGROUND & DISCUSSION:

The resignation of Director Oxandaboure will leave a vacancy on the Finance Committee. The Finance Committee is tasked with providing advice to the Governing Body regarding the draft budget, the audit process, rates, fees and proposed changes, check approval/signing process, and other tasks as assigned by the Governing Body.

It is important to note that committee assignments are normally appointed at the March Governing Board meeting, which is the first meeting after the Governing Board reorganization. Staff is requesting a Governing Board member be appointed in the interim to participate in the Finance Committee meeting scheduled for March 3, 2022, at 10:00 a.m.

Chair Miller will begin opening nominations for the Finance Committee. A second will be offered, followed by a vote of the Governing Board.

For reference, current members of each committee are listed below:

Finance Committee
Vice-Chair Herrick

Operations Committee
Chair Miller
Vice-Chair Herrick

Administration Committee
Director Green
Director Mote

FINANCIAL IMPACT:

There is no financial impact.

RECOMMENDATION:

Interim appointment of a Governing Board Member to the Finance Committee.