

NOTE: If you wish to address the MWD Board of Directors during discussion of an agenda item, or during the PUBLIC FORUM, please complete a Speaker Request card (blue in color) and give it to the Board Secretary. Unless a detailed presentation of an agenda item is required by the Board of Directors, it is requested that each speaker limit comments to FIVE MINUTES. All testimony given before the Board of Directors is tape recorded.

A G E N D A
BIG BEAR MUNICIPAL WATER DISTRICT

BOARD OF DIRECTORS
Regular Meeting
December 15, 2011

PLACE: Big Bear Municipal Water District
40524 Lakeview Drive, Big Bear Lake, CA 92315

Next Resolution Number: 2011-08

OPEN SESSION: 1:00 P.M.

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. DISCUSSION AND ACTION ON CLOSED SESSION ITEMS**
- 4. REPORTS**
 - A. General Manager
 - B. Lake Manager
 - C. Legal
 - D. Committee
 - E. Other
- 5. CONSENT CALENDAR**
 - A. Minutes of a Regular Meeting of November 17, 2011
 - B. Warrant list dated December 9, 2011 for \$27,860.20
 - C. Consider approval of a Special Event Permit for the Polar Plunge being held on March 10, 2012 at Swim Beach
 - D. Consider approval of Audit for Fiscal Year Ending June 30, 2011 prepared by Eadie and Payne Certified Public Accountants
- 6. PUBLIC FORUM**

(The Board will receive comments from the public on items not on the agenda; no action is permitted on these items. Time set aside not to exceed 30 minutes total by all participants)
- 7. ANNOUNCEMENTS**

8. DIRECTOR COMMENTS

9. ADJOURNMENT

NEXT MEETING: Open Session at 1:00 P.M.
Thursday, January 5, 2012
Big Bear Municipal Water District
40524 Lakeview Drive, Big Bear Lake, CA

***MINUTES OF A REGULAR MEETING OF
BIG BEAR MUNICIPAL WATER DISTRICT
HELD ON THURSDAY, NOVEMBER 17, 2011***

CALL TO ORDER

President Suhay called the Open Session to order at 1:00 PM. Those in attendance included Director Murphy, Director Fashempour, Director Eminger, Director Smith, District Counsel Wayne Lemieux (via Skype), General Manager Scott Heule, and Board Secretary Vicki Sheppard.

REPORTS

General Manager, Scott Heule thanked the Directors for his vacation time in Hawaii. He commented that both he and Jackie enjoyed the change of scenery greatly. He reported that Mike Stephenson is on vacation today and tomorrow explaining that after all the extra work he put in covering both his Lake Manager position and the vacant Lake Operations Supervisor responsibilities he certainly deserves some time off. He reported that yesterday Mr. Stephenson, along with Tyler Cockrell and the seasonal employees Ryan Petty and Paul Fetterhoff, hiked to Station A in Bear Creek. He explained that they worked several hours to finish clearing debris from the weir basin and then installed new monitoring equipment. He added that the equipment was secured to a very large rock adjacent to the weir and upstream in a location that appears to be more protected from falling rock and high water flows than earlier installations. He reported that now that the new equipment is installed at Station A, he will finish the annual report to the State Water Resources Control Board on fisheries releases from the dam. He added that he will be including photos of the destroyed station from this past spring along with photos of the repairs that we have made. Mr. Heule reported that Caltrans is done for the winter on finishing their demolition work at the dam. He explained that they are having internal disagreements regarding what is an "improvement" to our dam and what is merely completion of the demolition work. He commented that the Division of Safety of Dams will be informing the District that finish work at the dam abutments and access to the top of Bay No. 7 is needed in order for them to consider the demolition permit closed. He reported that any grouting at the left abutment will also be put off until the springtime. He added that we also understand that, due to the recent snowfall, permanent security fencing will not be installed until after winter. He explained that the temporary rent-a-fence is all that is keeping the public off the dam now commenting that it is not doing a very good job. He added that he has advised Caltrans that they are liable for any trespassing on the dam until a permanent fence is installed. Mr. Heule reported that one of the last projects our maintenance staff completed this fall was a block retaining wall between the RV Park and the Office. He explained that it will prevent erosion of the slope into the RV camping sites. He stated that the excavation and removal of buried wood across the street has been completed. He added that there was no soil contamination found during the process. He explained that our consultant has provided a report of the sampling results and process if anyone wishes to review it.

APPROVAL OF CONSENT CALENDAR

Upon a motion by Director Murphy, seconded by Director Smith, the following consent items were unanimously approved:

- Minutes of a Regular Meeting of November 3, 2011
- Warrant list dated November 14, 2011 for \$81,048.93

**CONSIDER APPROVAL OF SHOREZONE ALTERATION PERMIT NO. S2012-01
MARINA POINT DEVELOPMENT ASSOCIATES DREDGE PROJECT**

Mr. Heule reported that the applicant, Marina Point Development Associates, submitted a shorezone alteration application to the District on September 20, 2011. He stated that during the meeting on October 20, 2011 the Board reviewed draft versions of the project description and conditions of approval for the work. He added that the Board received comments from the public, the applicant and their contractor, and then directed Staff to modify some of the language in the Conditions of Approval. He explained that these changes (the date to be completed, eagle habitat conditions, stipulation that the applicant should secure certain permits) were subsequently made and have been incorporated into the proposed final conditions of approval dated November 9, 2011. He added that the proposed project description language, also dated November 9, 2011, represents the culmination of several iterations and a lengthy telephone conference call between Tom Dodson and Associates, the applicant, and the District. Mr. Heule explained that the proposed work generally includes dredging within and around the old Cluster Pines marina, opening the marina to the Lake, and protecting exposed shoreline and jetty slopes from erosion. He commented that the Conditions of Approval have the general intent to document existing and as-built bathymetry, define the most appropriate silt curtain alignment and depth, protect Lake water quality, provide Lake access during construction, and to accurately reflect public and private property ownership. Mr. Heule reported that the permit proposed to be issued would be valid through November 30, 2012. He added that payment for mitigation fees has already been received by the District during previous rounds of permit processing for work that was not completed.

Director Smith moved approval of the Shorezone Alteration Permit for Marina Point Development Associates Dredge Project No.S2012 which includes the November 9, 2012 Project Description and Conditions of Approval. Director Fashempour seconded the motion and it was unanimously approved.

Mr. Heule stated that Mr. Stephenson will get the information together next Monday and make the necessary changes to the permit.

**RECEIVE REPORT AND CONSIDER FUNDING FOR DAM BAY 7 PERSONNEL
ACCESS**

Mr. Heule made a PowerPoint presentation. He reported that in spite of the Districts efforts to have Caltrans provide safe personnel access to the top of Bay No. 7 from the catwalk, they have indicated it is unlikely that they will have anything for us before next spring. He explained that safe access to the top of Bay No. 7 is an essential piece of dam operations in the event of flood control releases. He commented that the Lake Manager has solicited bids for the fabrication of stairs from the catwalk to the top of the bay from three firms, two of which have responded so far. He stated that FSI Industries in Rhode Island bid \$4,148.18 for a product that District personnel would have to erect and install adding that the lead time would be five weeks and SMS Fabrications in Riverside could construct and install the stairs within about two weeks time for an estimated not to exceed cost of \$8,000. He explained that SMS proposed a site visit to measure and assist in the final design. Mr. Heule reported that the Committee agrees that access to Bay No. 7 is essential to our operations and that it needs to be installed as soon as possible. He added that they also recognize that if the District were to fund the construction of the stairs it is unlikely that Caltrans would reimburse us for the expense. He commented that the Committee would like to see bids from a couple more local steel fabricators who could build and install the stairs. He reported that they recommend that the Board authorize up to \$10,000 for the fabrication and

installation of stairs from the catwalk on the dam into the top of Bay No. 7, and that the Committee be given the authority to approve the work without further Board consideration. Mr. Heule reported that one other aspect the Committee was concerned about was security at the top of the ladder that goes down to the outlet works at the base of the dam. He explained that they want to be sure that the District secure the top of the ladder to keep the public off the ladder. Director Smith reported that, even though Caltrans created this condition after they removed the road, it is a security issue and we have to take responsibility. He commented that the District (as dam keeper) has to make sure the area is safe and secure. He explained that the committee is asking for \$10,000. He added that \$4,000 is not enough and the company who bid \$8,000 hasn't seen the project, so to give us some leeway the Committee is asking for a not-to-exceed amount of \$10,000. Director Fashempour stated that she would like to use a California company for the work explaining that the Rhode Island company proposed 5 weeks to complete the work. President Suhay commented that we have laid off our seasonal maintenance staff so it would be difficult to do the work in-house. President Suhay asked if DSOD could tell Caltrans they have to do the work. Mr. Heule explained that the permit from DSOD was issued to the District. Director Murphy asked if we could take Caltrans to small claims court. District Counsel Wayne Lemieux reported that, since Caltrans is a State agency, he isn't sure but he will look into it.

Director Smith moved approval to authorize up to \$10,000 in parts and labor for the fabrication and installation of stairs from the catwalk on the dam into Bay No. 7. Director Murphy seconded the motion and it was unanimously approved.

PUBLIC FORUM

No comments were made

ANNOUNCEMENTS

Mr. Heule reported that the December 1st Board Meeting will be adjourned due to lack of a quorum explaining that he, along with Directors Suhay and Fashempour, will be attending the ACWA conference in Anaheim. He commented that he will be on Channel 6 in the morning talking about fall and winter operations. He explained that on Monday he and Mike Stephenson will meet with the County of San Bernardino, the City of Big Bear Lake, and the resorts to discuss TMDL.

DIRECTOR COMMENTS

No comments were made

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:34 P.M.

NEXT MEETING

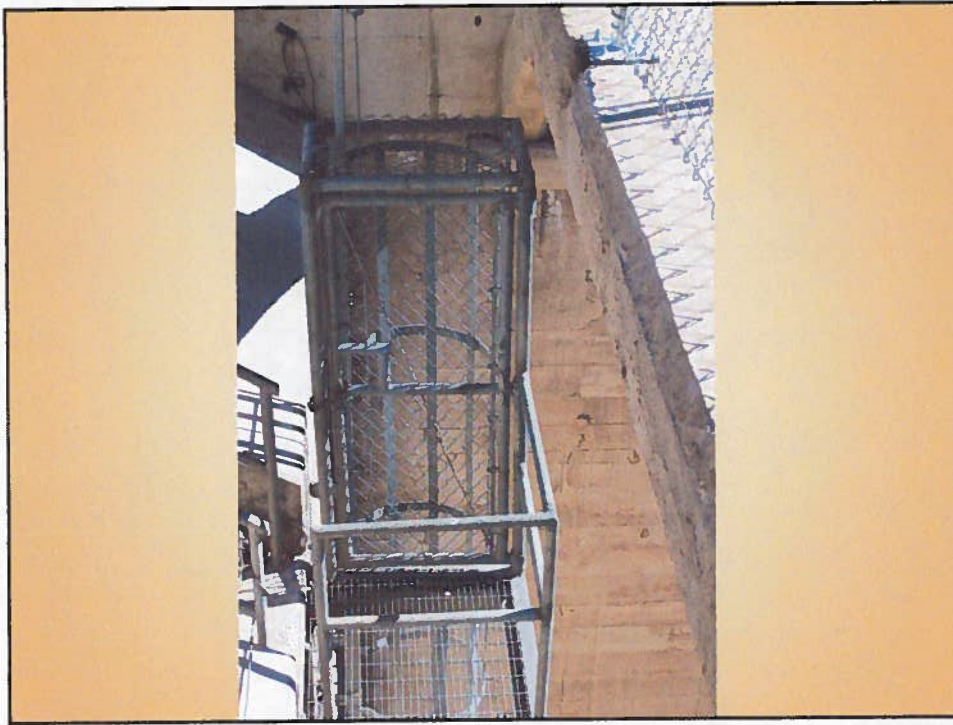
Open Session at 1:00 P.M.
Thursday, December 1, 2011
Big Bear Municipal Water District
40524 Lakeview Drive, Big Bear Lake, CA

Vicki Sheppard
Secretary to the Board
Big Bear Municipal Water District

(SEAL)







**Big Bear Municipal Water District
 Computer & Manual Check Register
 Current and History Files, After 11/29/11
 Account 10010-00-001, Sessions 000000 to 002506**

Check	Payment / Vendor Information	Ck Date	Prty	Invoice	Session	Reference	Amount
Checking Account: 10010-00-001							
149910	HAUPT / Ralph W. Haupt	11/29/11	2	9688	002499		269.54
HAUPT Subtotal :							269.54
149911	QUILL / Quill Corporation	11/29/11	2	7464183	002499		23.21
149911		11/29/11	2	7469499	002499		32.96
149911		11/29/11	2	7554250	002499		3.82
149911		11/29/11	2	7596023	002499	OFFSUPPLY	31.23
149911		11/29/11	2	8044210	002499		51.49
149911		11/29/11	2	8074447	002499		54.23
149911		11/29/11	2	8074843	002499		31.02
149911		11/29/11	2	8085922	002499		23.25
QUILL Subtotal :							251.21
149912	BBL / City of Big Bear Lake	12/10/11	2	12012011	002501	PERMITRVPA	257.00
BBL Subtotal :							257.00
149913	BBTODA / Big Bear Today	12/10/11	2	11-2011	002501	PUBLICINFO	700.00
BBTODA Subtotal :							700.00
149914	BMARIN / Big Bear Marina	12/10/11	2	10311158	002501	PETROLVES	185.72
149914		12/10/11	2	10311159	002501	PETROLVES	70.69
BMARIN Subtotal :							256.41
149915	BRL / Business Radio Licensing	12/10/11	2	37320	002501	RDIOCOMM	160.00
BRL Subtotal :							160.00
149916	BUTCHR / Butcher's Block & Building Materi	12/10/11	2	103215	002501	FCLTMAINT	5.11
149916		12/10/11	2	103682	002501	FCLTMAINT	95.73
149916		12/10/11	2	104152	002501	FCLTMAINT	23.80
149916		12/10/11	2	104235	002501	FCLTMAINT	12.85
BUTCHR Subtotal :							137.49
149917	BVELEC / Bear Valley Electric	12/10/11	2	12132011	002501	UTILITY	650.85
BVELEC Subtotal :							650.85
149918	CHARTE / CHARTER COMMUNICATIONS	12/10/11	2	11072011	002501	INTERNET	279.11
CHARTE Subtotal :							279.11
149919	COMSER / ComSerCo	12/10/11	2	502550	002501	RDIOCOMM	255.00
COMSER Subtotal :							255.00
149920	DIRCTV / DIRECTV	12/10/11	2	1652278285	002501	RV UTILITY	157.49
DIRCTV Subtotal :							157.49
149921	DWP / Department of Water and	12/10/11	2	11212011	002501	UTILITY	81.32

**Big Bear Municipal Water District
 Computer & Manual Check Register
 Current and History Files, After 11/29/11
 Account 10010-00-001, Sessions 000000 to 002506**

<u>Check</u>	<u>Payment / Vendor Information</u>	<u>Ck Date</u>	<u>Prity</u>	<u>Invoice</u>	<u>Session</u>	<u>Reference</u>	<u>Amount</u>
	Power						
149921		12/10/11	2	11292011	002501	UTILITY	130.94
149921		12/10/11	2	11292011 A	002501		19.47
149921		12/10/11	2	11292011 B	002501	UTILITY	153.93
149921		12/10/11	2	11292011 C	002501	UTILITY	14.60
149921		12/10/11	2	11292011 D	002501	UTILITY	80.22
149921		12/10/11	2	11292011 E	002501	UTILITY	48.12
						DWP Subtotal :	528.60
149922	EADIEP / Eadie & Payne	12/10/11	2	118137	002501	PROFSERV	1180.00
						EADIEP Subtotal :	1180.00
149923	ENDERB / ENDERBY PARTNERS, LLC	12/10/11	2	2011	002501	REFUNDDBLP	335.00
						ENDERB Subtotal :	335.00
149924	ENTERP / Enterprise Rent-A-Car	12/10/11	2	926964-32H	002501	TRAVELEXPN	131.00
						ENTERP Subtotal :	131.00
149925	IDEARC / SUPERMEDIA LLC	12/10/11	2	12012011	002501	PHONCOMM	65.50
						IDEARC Subtotal :	65.50
149926	LAGONI / Lagonita Lodge	12/10/11	2	12032011	002501	REFUNDDEP	55.00
						LAGONI Subtotal :	55.00
149927	LEMIEU / LEMIEUX & O'NEILL	12/10/11	2	RETAIN148	002501	RETAINER	3500.00
						LEMIEU Subtotal :	3500.00
149928	LITTLE / The Little Green House	12/10/11	2	008525	002501	EMPLREC	57.37
						LITTLE Subtotal :	57.37
149929	LUDECK / Ludecke's Electric Service	12/10/11	2	6539	002501	DAM MAINT	393.60
						LUDECK Subtotal :	393.60
149930	MASTER / FIRST BANKCARD CENTER	12/10/11	2	M 112011	002501	MC CHARGE	1489.86
149930		12/10/11	2	S 112011	002501	EMPLREC	1053.13
						MASTER Subtotal :	2542.99
149931	MCMSTR / McMaster-Carr Supply Co.	12/10/11	2	11341548	002501	FCLTMAINT	19.77
149931		12/10/11	2	11969197	002501	FCLTMAINT	107.33
						MCMSTR Subtotal :	127.10
149932	NOCONT / NO CONTRACT VOIP	12/10/11	2	0002825	002501	PHON COMM	142.64

Big Bear Municipal Water District
 Computer & Manual Check Register
 Current and History Files, After 11/29/11
 Account 10010-00-001, Sessions 000000 to 002506

Check	Payment / Vendor Information	Ck Date	Prty	Invoice	Session	Reference	Amount
						NOCONT Subtotal :	142.64
149933	PERS / Public Employees' Retirement Syst	12/10/11	2	12201103	002501		5107.09
						PERS Subtotal :	5107.09
149934	QUILL / Quill Corporation	12/10/11	2	8120604	002501	OFFSUPPLY	19.87
						QUILL Subtotal :	19.87
149935	ROTARY / Rotary Club of Big Bear Lake	12/10/11	2	11302011	002501	MBRSHIP	92.00
						ROTARY Subtotal :	92.00
149936	SUPCIR / SUPER/CIRCUITS	12/10/11	2	750021A	002501		316.56
						SUPCIR Subtotal :	316.56
149937	TERMIN / TERMINIX INTERNATIONAL	12/10/11	2	309663613	002501	FCLTMAINT	41.00
						TERMIN Subtotal :	41.00
149938	TUTTLE / JOHN TUTTLE	12/10/11	2	11 2011	002501	PHON REIMB	50.00
						TUTTLE Subtotal :	50.00
149939	UPS / UPS	12/10/11	2	11481	002501	SHIPPING	514.01
						UPS Subtotal :	514.01
149940	USBANK / US BANK	12/10/11	2	2999142	002501	PROFSERV	2750.00
						USBANK Subtotal :	2750.00
149941	VALERO / Valero Marketing and Supply Co.	12/10/11	2	11212011	002501	PETROLVEHC	1480.85
						VALERO Subtotal :	1480.85
149942	VERICO / Verizon Conferencing	12/10/11	2	11222011	002501	PHON COMM	173.32
						VERICO Subtotal :	173.32
149943	VERIZO / Verizon California	12/10/11	2	11282011	002501	PHON COMM	40.94
						VERIZO Subtotal :	40.94
149944	WEBER / JAMES WEBER	12/10/11	2	11 2011	002501		50.00
						WEBER Subtotal :	50.00
149945	XEROX / Xerox Corporation	12/10/11	2	058845119	002501	COPIRLEAS	559.16
						XEROX Subtotal :	559.16
149946	SMSFAB / SMS Fabrications	12/10/11	2	QU11-0989	002506	DAMREPAIR	4232.50
						SMSFAB Subtotal :	4232.50
Total For Check Account: 10010-00-001							27860.20

Check Register Total :

27860.20

**BIG BEAR MUNICIPAL WATER DISTRICT
REPORT TO BOARD OF DIRECTORS**

MEETING DATE: *December 15, 2011*

AGENDA ITEM: *5C*

SUBJECT:

CONSIDER APPROVAL OF A SPECIAL EVENT PERMIT FOR THE POLAR PLUNGE BEING HELD ON MARCH 10, 2012 AT SWIM BEACH

RECOMMENDATION:

The General Manager and the Operations Committee (Directors Suhay & Murphy) recommend approval of this event.

DISCUSSION/FINDINGS:

This is a Law Enforcement Torch Run event designed to raise funds and awareness for Special Olympics Southern California Inland Empire Region athletes. The Polar Plunge is an event where all participants race into and enjoy the frigid waters of Big Bear Lake. Plungers set their own personal goals of how deep to go and how long they want to stay in the water (within the limits established by the lifeguards). Some Plungers only get their ankles wet while others stay in until the lifeguards make them leave the water. The estimated number of participants is 100.

OTHER AGENCY INVOLVEMENT: San Bernardino County Sheriff's Department, the SBCSD Dive Team, and Big Bear Lake Fire Department

FINANCING: None

Submitted by: Scott Heule, General Manager



Big Bear Municipal Water District

Lake Management

Board of Directors

Todd Murphy – Division 1
Paula Fashempour – Division 2
Skip Suhay – Division 3
John Eminger – Division 4
Vince Smith – Division 5

SPECIAL EVENT PERMIT FOR BIG BEAR LAKE

As of _____, Big Bear Municipal Water District (hereinafter "District") grants a Special Event Permit to _____ (hereinafter "Permittee") as follows:

Section 1. Event Described

Permittee may conduct only the event described on Exhibit "A", attached hereto and hereby incorporated by this reference. Permittee shall comply with laws, rules and regulations applicable to the event.

Section 2. Fees and Deposits

Within 30 days before the event: the Permittee shall pay the District \$100.00 to cover the cost of processing this Permit, and the Permittee shall deposit \$500.00 with the District to cover the cost of clean-up and other added expenses incurred by the District if Permittee fails to comply with this Permit. The part of the deposit, if any, not used by the District shall be refunded to the Permittee within 30 days after the event. The attached Fee Schedule (Exhibit "B") details rates for special services.

Section 3. Indemnification

A. Permittee shall indemnify and hold harmless and defend District, its officers, agents, employees and volunteers from and against: cost, liability and damages, including attorney's fees and litigation costs, arising out of any act or omission to, including any negligent act, or omission to act, by Permittee, its officers, agents, employees or volunteers arising out of activities permitted herein.

B. Permittee shall reimburse District and its directors, officers, employees, agents and/or volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided.

Section 4. Insurance

A. Permittee shall cause the District, its officers, agents and employees to be named as an additional or co-insurance under policies of commercial general liability insurance as broad as the following:

1. General Liability - one million dollars (\$1,000,000) per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the project/location (with the ISO CG 2501 or insurer's equivalent endorsement provided to the District) or the general aggregate limit shall be twice the required occurrence limit.

2. The coverage shall contain no special limitations on the scope of protection afforded to the District, its officers, employees, agents and volunteers.
3. The permittee's insurance shall be primary insurance as respects the District, its officers, employees, agents and volunteers. Any insurance, pooled coverage or self-insurance maintained by the District, its officers, employees, agents and volunteers shall not contribute to it.
4. Any failure to comply with reporting or other provisions of the policies including breaches of warranties shall not affect coverage.
5. The permittee's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
6. Such liability insurance shall indemnify the permittee against loss from liability imposed by law upon, or assumed under contract by, the permittee for damages on account of such bodily injury (including death), property damage, personal injury and completed operations and products liability.
7. Such insurance shall be provided on a policy form written by underwriters through an agency satisfactory to the District which includes a cross-liability clause, and covers bodily injury and property damage liability, blanket contractual liability and completed operations liability.
8. Any deductible or self-insured retention must be declared to and approved by the District. At the option of the District, either the insurer shall reduce or eliminate such deductibles or self-insured retentions.
9. The insurer shall have a current A.M. Best's rating of no less than A-:VII or equivalent.

B. If applicable, the permittee shall cover or insure under the applicable laws relating to:

1. Workers' compensation insurance, all of their employees working on or about the event, regardless of whether such coverage or insurance is mandatory or merely elective under the law, and the permittee shall defend, protect and save harmless the District, its officers, employees, agents and volunteers from and against all claims, suits, and actions arising from any failure of the permittee to maintain such insurance. Before beginning work, permittee shall furnish to the District satisfactory proof that he has taken out for the period covered by the event, full compensation insurance for all persons employed directly by him in the event contemplated under this contract, has been obtained in accordance with the "Workers' Compensation and Insurance Act".
2. The permittee shall provide employer's liability insurance in the amount of, at least, \$1,000,000 per accident for bodily injury and disease.

C. Prior to execution of the contract, the permittee shall file with the District evidence of insurance from an insurer or insurers certifying to the coverage of insurance required herein. Such evidence shall include original copies of the ISO CG 2010 (endorsement form or insurer's equivalent) signed by the insurer's representative and certificate of insurance (Accord Form 25-S or equivalent). If such proof is not received 30 days prior to the event, the event may be canceled by the District's General Manager. All evidence of insurance shall be certified by a properly authorized officer, agent or qualified representative of the insurer and shall certify the names of the insured, any additional primary insurers, where appropriate, the type and amount of the insurance, the location and operations to which the insurance applies, the expiration date. The insurer will give by certified mail, written notice to the District at least thirty (30) days prior to the effective date of any cancellation, lapse or material change in the policy.

Section 5. Safety Regulations

The Permittee shall conduct the event with due care for the safety and welfare of participants and spectators, and in compliance with all laws, rules and regulations of federal, state, county or local agencies asserting jurisdiction. The Permittee shall attend two meetings with District representatives prior to the event described as follows:

A. Permit compliance meeting: Permittee shall demonstrate that all permit conditions have been met.

B. Skipper's and/or Safety meeting: Event organizers and participants shall meet with District representatives to have any questions answered and to receive an update of current Lake conditions which may affect event activities.

Section 6. Conditions

The Permittee shall comply with the conditions set forth on Exhibit C attached hereto and hereby incorporated by this reference.

Accepted by:

11/8/11
Date

Abby Skipper
Permittee

Date

General Manager

EXHIBIT A

DESCRIPTION OF EVENT

1. Name of Event:
2. Location:
3. Date(s): *Please see attached.*
4. Describe Event:
5. Estimated Number of Participants:
6. Estimated Number of Spectators:
7. Method of Limiting Attendance:
8. Method of Trash Collection and Disposal:
9. Proposed First-Aid Services:
10. Proposed Security Services:
11. Proposed Fire Protection Services:
12. Proposed Sanitation Facilities:
13. Parking Arrangements:
14. Name, Address and Telephone Number of Person Available Before and During Event with Authority to Control Event:
15. Perimeter control, if applicable:

EXHIBIT A
DESCRIPTION OF EVENT

1. Name of Event: Polar Plunge
2. Location: Swim Beach – 41218 Park Avenue, Big Bear Lake, CA 92315
3. Date: March 10, 2012
4. Describe Event: This is a Law Enforcement Torch Run event designed to raise funds and awareness for Special Olympics Southern California – Inland Empire Region athletes. The Polar Plunge is an event where all participants race into and enjoy the frigid waters of Big Bear Lake. Plungers set their own personal goals of how deep to go and how long they want to stay in the water (within the limits established by the lifeguards). Some Plungers only get their ankles wet while others stay in until the lifeguards make them leave the water.
5. Estimated Number of Participants: 100
6. Estimated Number of Spectators: 100
7. Method of Limiting Attendance: Plungers will pre-register for event.
8. Method of Trash Collection and Disposal: N/A
9. Proposed First – Aid Services: We will be working with the San Bernardino County Sheriff's Department, the SBCSD Dive Team and Big Bear Lake Fire Department.
10. Proposed Security Services: We are working with the San Bernardino County Sheriff's Department.
11. Proposed Fire Protection Services: We will be working with the Big Bear Lake Fire Department and the SBCSD.
12. Proposed Sanitation Facilities: We have rented all facilities at Meadows Park and Swim Beach.
13. Parking Arrangements: We have rented all facilities at Meadows Park and Swim Beach.
14. Name, Address and Telephone Number of Person Available Before and During Event with Authority to Control Event: Abbey Leffler, Regional Director – Inland Empire. PO Box 359, Sun City, CA 92586 (951) 672-7707 Office (951) 236-7050 Cell.

EXHIBIT B

FEE SCHEDULE

1. APPROVED SPECIAL EVENTS (except filming/photos):

Lake usage fee: Non-commercial	-0-
Commercial	\$200/event (or 5% of gross, whichever is greater)

*Lake Patrol or work boat services (one hour minimum):

Boat with operator	\$115/hour
Each additional staff person	\$ 30/hour

Other services: actual cost

*These fees will be deducted from the deposit where it is determined that additional Lake Patrol, weed harvesting or similar services will be necessary in the interest of health and safety.

2. GROUP SPECIAL EVENT PERMITS

A discounted boat permit fee for approved special events will be available at prevailing fees for the term of the event to those entrants not already having a boat permit. Any entrant participating for less than the full term of the event shall pay the normal daily permit fees. A minimum number of twenty-five special event boat permits shall be issued for the approved event to qualify for this special group rate. A group special event permit shall not be issued for major holidays or holiday weekends. Permittee shall be responsible for the sale of the special event boat permits. Proper remittance from the sale of these permits must be delivered to the District within three (3) days of the conclusion of the special event. Permittee shall be responsible for all permits including any missing permits. All other special event permit processing fees shall apply. Participants may upgrade the special event discounted boat permit to an annual boat permit by paying the difference between the special event permit fee and the annual permit fee. Upgrades to annual permits shall be handled at the District Administration office only.

**BIG BEAR MUNICIPAL WATER DISTRICT
REPORT TO BOARD OF DIRECTORS**

MEETING DATE: *December 15, 2011*

AGENDA ITEM: *5D*

SUBJECT:

**CONSIDER APPROVAL OF AUDIT FOR FISCAL YEAR ENDING JUNE 30, 2011
PREPARED BY EADIE AND PAYNE CERTIFIED PUBLIC ACCOUNTANTS**

RECOMMENDATION:

The General Manager and the Budget and Finance Committee (Directors Smith and Murphy) recommend approval of the audit.

DISCUSSION/FINDINGS:

The annual audit for fiscal year 2010-2011 completed by Eadie and Payne Certified Public Accountants. The Budget and Finance Committee reviewed the fiscal year-end report, which was then distributed to the Board of Directors. The audit reflects those totals and approval is recommended. Following approval, a copy will be filed with the County of San Bernardino.

OTHER AGENCY INVOLVEMENT: None

FINANCING: None

Submitted by: Scott Heule, General Manager