

A G E N D A
BIG BEAR MUNICIPAL WATER DISTRICT

BOARD OF DIRECTORS
Regular Meeting
March 15, 2012

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

Next Resolution Number: 2012- 02

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 Special Meeting Workshop of February 29, 2012
 - B. Minutes of a Regular Meeting of March 1, 2012
 - C. Warrant list dated March 9, 2012 for \$59,820.89
 - D. Consider award of contract with Altitude Financial Planning for Software Setup and Training
 - E. Consider approval of a Special Event Permit for 'Fishin' for \$50K Trout Derby to be held June 9 & 10th
- 6. BUSINESS**
 - A. Presentation on Proposed Redistricting Plan and Process
 - B. Consider approval of a \$50 fee for Boat Tows on the Lake

7. 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)

- 8. ANNOUNCEMENTS**
- 9. DIRECTOR COMMENTS**
- 10. ADJOURNMENT**

NEXT MEETING: Open Session at 1:00 P.M.

Thursday, April 5, 2012

Big Bear Municipal Water District
40524 Lakeview Drive, Big Bear Lake, CA

PLEASE 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.

Agenda related writings or documents provided to the Board of Directors are available for public inspection at www.bdmwd.org or in the District office during business hours, 8:00 am – 4:30 pm Monday – Friday.

Big Bear Municipal Water District wishes to make all of its public meetings accessible to the public. If you need special assistance to participate in this meeting, please contact the Board Secretary. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting

**MINUTES OF A SPECIAL MEETING WORKSHOP OF
BIG BEAR MUNICIPAL WATER DISTRICT
HELD ON WEDNESDAY, FEBRUARY 29, 2012**

CALL TO ORDER

The Open Session workshop began at 9:00 AM. Those in attendance included President Eminger, Director Fashempour, Director Murphy, Director Suhay, Director Smith, General Manager Scott Heule, Lake Manager Mike Stephenson, and Board Secretary Vicki Sheppard.

Public Present: Jack Williams, John Saunders, Serena Saunders.

DISCUSSION OF CALENDAR YEAR 2012 ACTIVITIES & STRATEGIC PLANNING

Mr. Heule made a brief introduction reviewing the attached memorandum from MWH dated May 14, 2010 regarding "Results of Big Bear Municipal Water District Facilitated Workshop – Big Bear Lake Conceptual Master Plan". He made a PowerPoint presentation reviewing the District's Mission Statement and itemizing what the District is doing (see attached). He asked whether or not the Mission Statement should be revised to more specifically address things the District is now doing. It was agreed that the Mission Statement is the first place we need to consider (is it applicable and workable or should it be changed). Director Smith explained that he doesn't think the statement is too broad or extensive adding that he believes the Mission Statement of 1964 is still applicable and more than adequate. Director Suhay agreed commenting "it's not broken so don't fix it". Director Murphy stated that many things that the District is now doing are not specifically addressed in the Mission Statement for example "Kool Kids and RV park rentals". Director Suhay explained that he doesn't feel we need to change the Mission Statement in order to address these specific things. Mr. Heule commented that "for Recreation and Wildlife" is a very broad term as compared to "Stabilize the Level of Big Bear Lake" which is very exact. Director Smith commented that "recreation" is a very broad term and therefore could encompass our water sales to ski areas as well as our being the landlord for Big Bear Marina. Director Fashempour asked if the Mission Statement addresses "District survival". Mr. Heule reported that we cannot ignore monetary survival as part of our mission. Director Smith stated that he believes we need to look at the District as a business explaining that we can have great ideas but no funding tied to them (no funds to pay for them). President Eminger agreed that RV rentals and selling water to the ski areas are definitely income. Mr. Heule explained that these sources of income will help but won't make up for the loss in property tax revenue. He commented that we need to address other alternative sources of revenue. It was the consensus of the Board that there should be no change to the Mission Statement. Issues and priorities were discussed in detail. Mr. Jack Williams suggested that instead of making one list of tasks and priorities that we make a list of Immediate Tasks and Ongoing/Concurrent Tasks and it was agreed to make the two separate lists (see attached). The following items were discussed in detail:

- The Foundation as a funding source with darn tours and duck food vending at the boardwalk.
- Grant sharing possibilities with the City, County, Fish & Game, etc.
- District staffing and succession with the possibility of sending an existing employee to school to train for one of the positions to be lost to retirement.
- The Trout Pond to be used to raise trout for fish plants, tournament sales, pan fish for Kool Kids, sediment basin, event location, etc. Mike Stephenson was asked to do some

rough calculations for fish rearing and dredge volumes so plans can be made to move forward on the Trout Pond property.

- Funding and increasing revenue (renting the carp boat & operator, single car parking charge at the ramps, Kool Kids, sell fishing licenses, tows on the lake, etc.).

Mr. Heule discussed Redistricting. He reported that 2010 census information shows the District population is now nearly 18,000 (down from about 20,000 in 2000). He explained that the target number of residents per Division is 3600. He added that most of that decline occurred in Divisions 1 & 2 and the overage occurred mostly in Division 5 (about 400 over). He reported that Mike Stephenson would be working on new boundary possibilities and would have something more for the Administrative Committee to look next week and then for the full Board to consider at the next Board of Directors meeting on March 15th.

ADJOURNMENT

There being no further business, the meeting was adjourned at 2:05 P.M.

NEXT MEETING

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

Vicki Sheppard
Secretary to the Board
Big Bear Municipal Water District

(SEAL)



MWH

BUILDING A BETTER WORLD

MEMORANDUM

*Review for 2/22/12
workshop*

TO: Scott Heule, General Manager DATE: 14 May 2010
Big Bear Municipal Water District

FROM: Simon Bluestone and Sarah Garber CC: File
MWH

SUBJECT: **Results of Big Bear Municipal Water District (District)
Facilitated Workshop – Big Bear Lake Conceptual Master Plan**

Introduction

This technical memorandum provides a summary of the subject workshop and serves to memorialize the main thoughts and opinions expressed by District Board members and staff. This memorandum also provides the District with a conceptual screening matrix, built from the most important prioritized objectives that were expressed by workshop participants, to help District staff subjectively screen potential projects that may be considered for implementation at Big Bear Lake.

Meeting Agenda, Objectives and Pre-work

The workshop was held on Friday, 30 April 2010 between 930 am and 100 pm and was facilitated by Sarah Garber and Simon Bluestone of MWH. The meeting attendees and agenda are presented as **Attachment A**. The meeting objectives were to review the 2001/2002 Conceptual Master Plan and determine whether it is still consistent with the District's current vision and priorities and secondarily, to brainstorm, review and prioritize potential projects. The pre-work for the Directors and Staff participating in the workshop was provided by Mr. Scott Heule (General Manager) and is presented as **Attachment B**.

Subjective Project Screening Matrix

As requested by the District, a simplified qualitative project screening matrix is presented as **Attachment C**. The matrix identifies the key objectives and sub-objectives that were stated to be most important to the District. While each of these were stated to be important, the workshop discussion produced a qualitative ranking of relative importance (1 = most important). Subjective judgment is required to consider tradeoffs between the objectives and sub-



objectives for a hypothetical project that may be under consideration. An example of how this screening matrix could be used by the District staff as an initial qualitative screening tool is presented as **Attachment D**. This matrix is helpful to remind District staff of the Directors' primary interests and should be used as a preliminary screening tool, prior to more detailed qualitative and quantitative technical evaluation.

Graphics

- A number of poster boards were prepared and delivered to the District, including:
- 1) Generalized site map of Big Bear Lake highlighting key features.
 - 2) Watershed Map of Big Bear Lake and surrounding area.
 - 3) Set of Figures depicting U.S. Army Corps of Engineers proposed projects.

Summary of Workshop Output

This remainder of this memorandum provides the output generated during the workshop. The material is presented in a manner that follows the agenda sequence and has been graphically represented to show the relationships between key topics and subtopics.

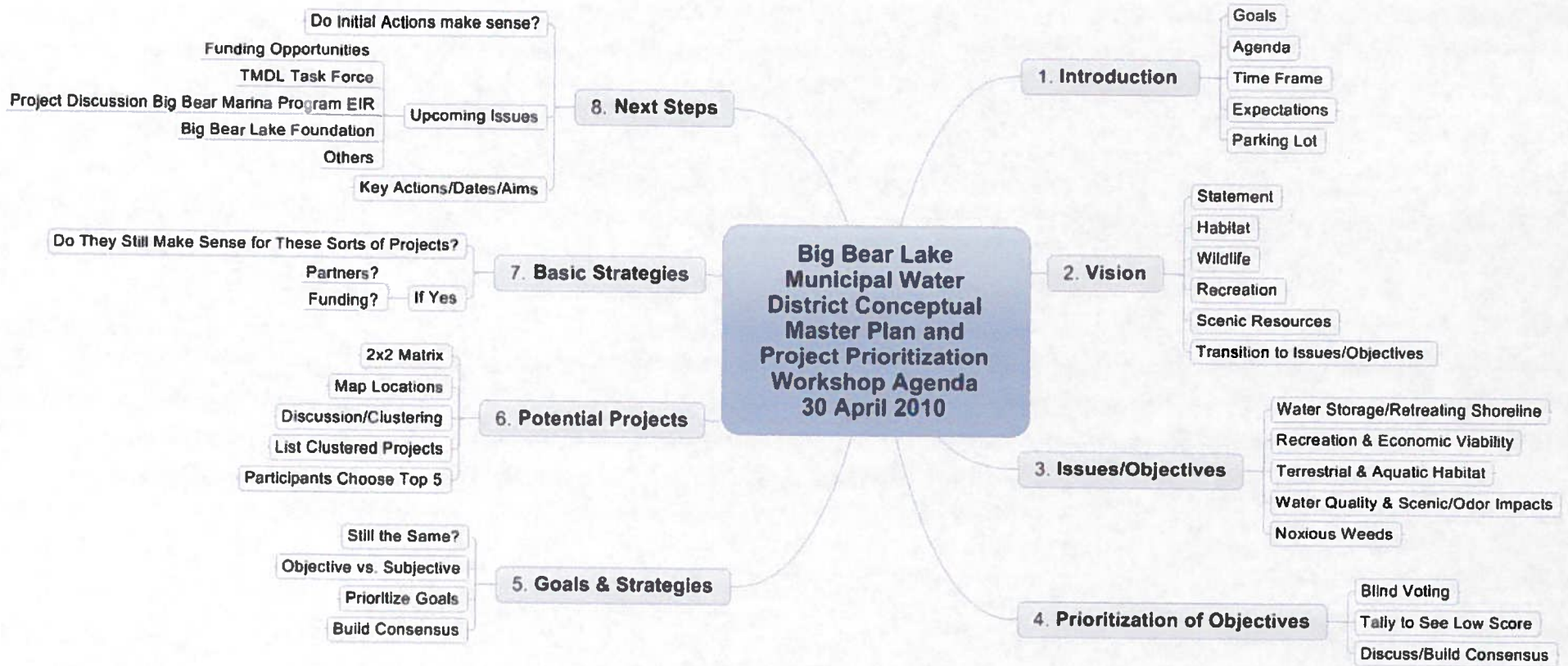
Attachments

- A – Meeting Attendees and Agenda**
- B – Meeting Pre-work Memo**
- C – Qualitative Initial Project Screening Matrix**
- D – Hypothetical Project Screening Example**



BUILDING A BETTER WORLD

1.0 INTRODUCTION





Agenda

1. Introduction
 - 1.1 Goals
 - 1.2 Agenda
 - 1.3 Time Frame
 - 1.4 Expectations
 - 1.5 Parking Lot
2. Vision
 - 2.1 Statement
 - 2.2 Habitat
 - 2.3 Wildlife
 - 2.4 Recreation
 - 2.5 Scenic Resources
 - 2.6 Transition to Issues/Objectives
3. Issues/Objectives
 - 3.1 Water Storage/Retreating Shoreline
 - 3.2 Recreation & Economic Viability
 - 3.3 Terrestrial & Aquatic Habitat
 - 3.4 Water Quality & Scenic/Odor Impacts
 - 3.5 Noxious Weeds
4. Prioritization of Objectives
 - 4.1 Blind Voting
 - 4.2 Tally to See Low Score
 - 4.3 Discuss/Build Consensus
5. Goals & Strategies
 - 5.1 Still the Same?
 - 5.2 Objective vs. Subjective
 - 5.3 Prioritize Goals
 - 5.4 Build Consensus
6. Potential Projects
 - 6.1 2x2 Matrix
 - 6.2 Map Locations
 - 6.3 Discussion/Clustering
 - 6.4 List Clustered Projects
 - 6.5 Participants Choose Top 5
7. Basic Strategies
 - 7.1 Do They Still Make Sense for These Sorts of Projects?
 - 7.2 If Yes



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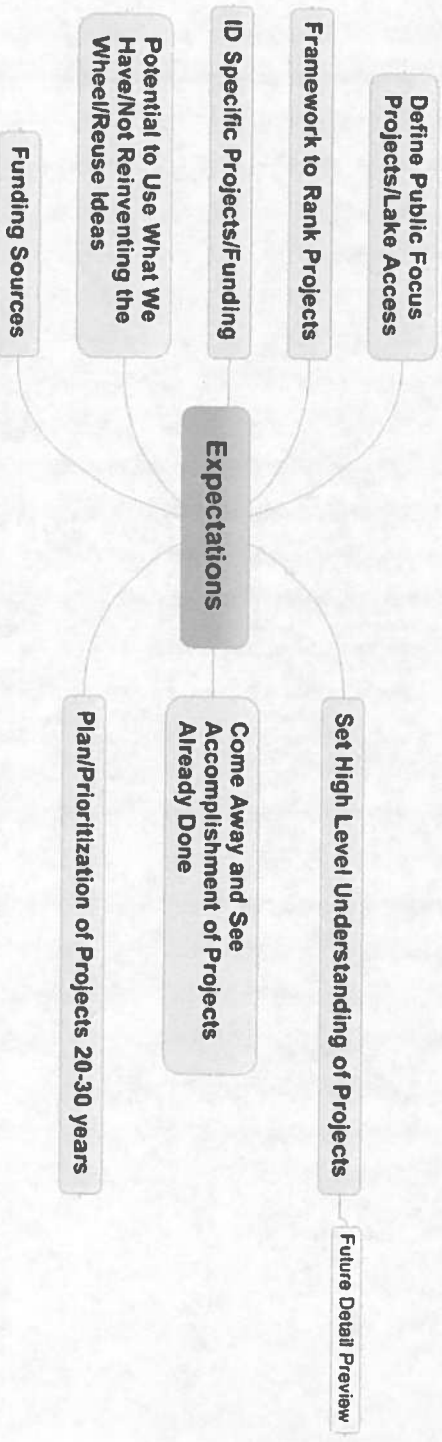
BUILDING A BETTER WORLD

MEMORANDUM

-
-
- 7.2.1 Partners?
 - 7.2.2 Funding?
 - 8. Next Steps
 - 8.1 Do Initial Actions make sense?
 - 8.2 Upcoming Issues
 - 8.2.1 Funding Opportunities
 - 8.2.2 TMDL Task Force
 - 8.2.3 Project Discussion Big Bear Marina Program EIR
 - 8.2.4 Big Bear Lake Foundation
 - 8.2.5 Others
 - 8.3 Key Actions/Dates/Aims
 - 9. Success Stories



1.4 Expectations

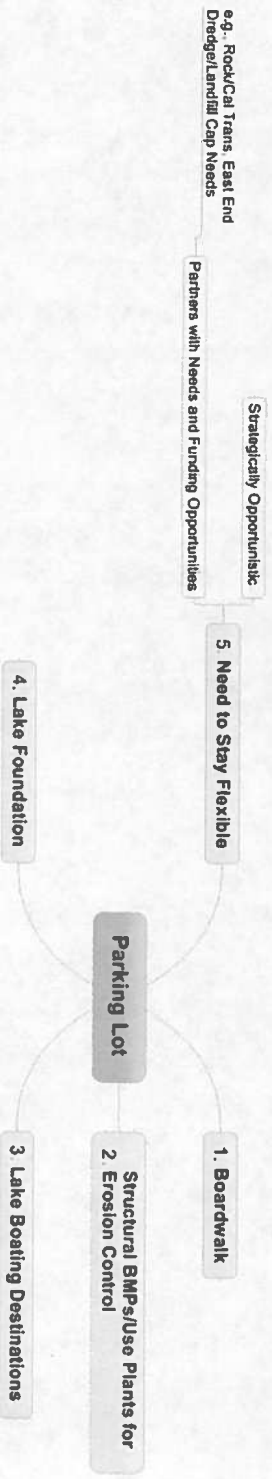


1. Set High Level Understanding of Projects
 - 1.1 Future Detail Preview
2. Come Away and See Accomplishment of Projects Already Done
3. Plan/Prioritization of Projects 20-30 years
4. Funding Sources
5. Potential to Use What We Have/Not Reinventing the Wheel/Reuse Ideas
6. ID Specific Projects/Funding
7. Framework to Rank Projects
8. Define Public Focus Projects/Lake Access



1.5 Parking Lot

A place to capture topics, ideas or issues that may not be directly related to the workshop agenda.



- 1 Boardwalk**
- 2 Structural BMPs/Use Plants for Erosion Control**
- 3 Lake Boating Destinations**
- 4 Lake Foundation**
- 5 Need to Stay Flexible**
 - 5.1 Strategically Opportunistic**
 - 5.2 Partners with Needs and Funding Opportunities**
 - 5.2.1 e.g., Rock/Cal Trans, East End Dredge/Landfill Cap Needs**



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2.0 VISION

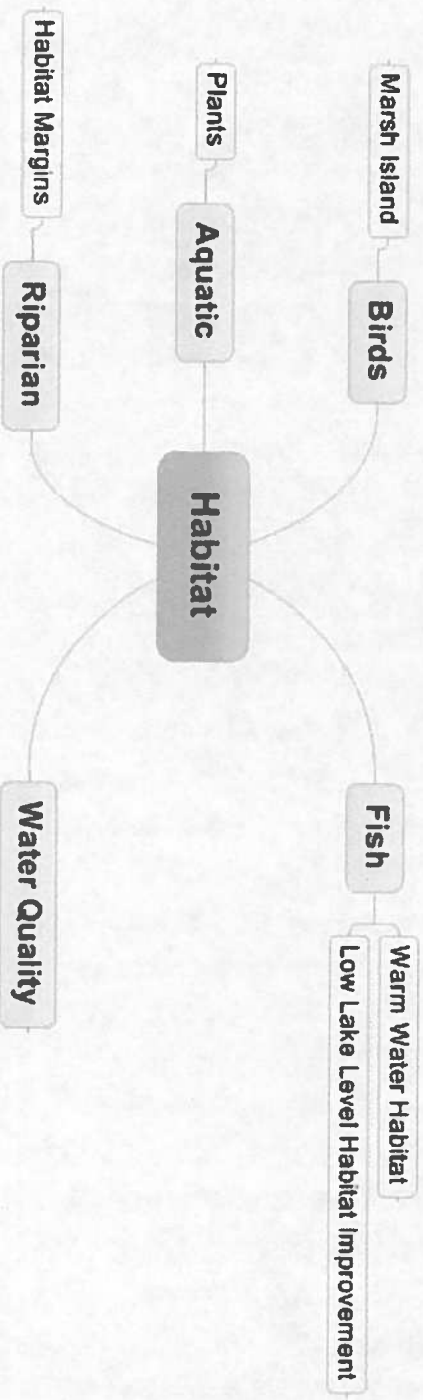
2.1 Statement

Restated Vision Statement

The Big Bear Lake Vision is a beautiful alpine lake that will provide extensive habitat for fish and wildlife, a broad range of recreational opportunities for people from throughout the Western United States and is a scenic resource that is appreciated by residents and visitors alike.



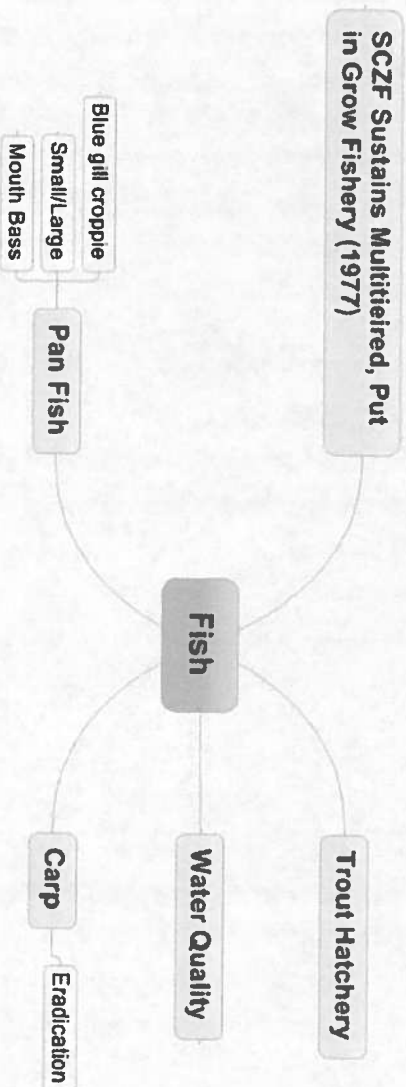
2.2 Habitat



- Fish
 - Warm Water Habitat
 - Low Lake Level Habitat Improvement
- Water Quality
 - Riparian
 - Habitat Margins
 - Aquatic
 - Plants
- Birds
 - Marsh Island



2.2 Habitat (continued)

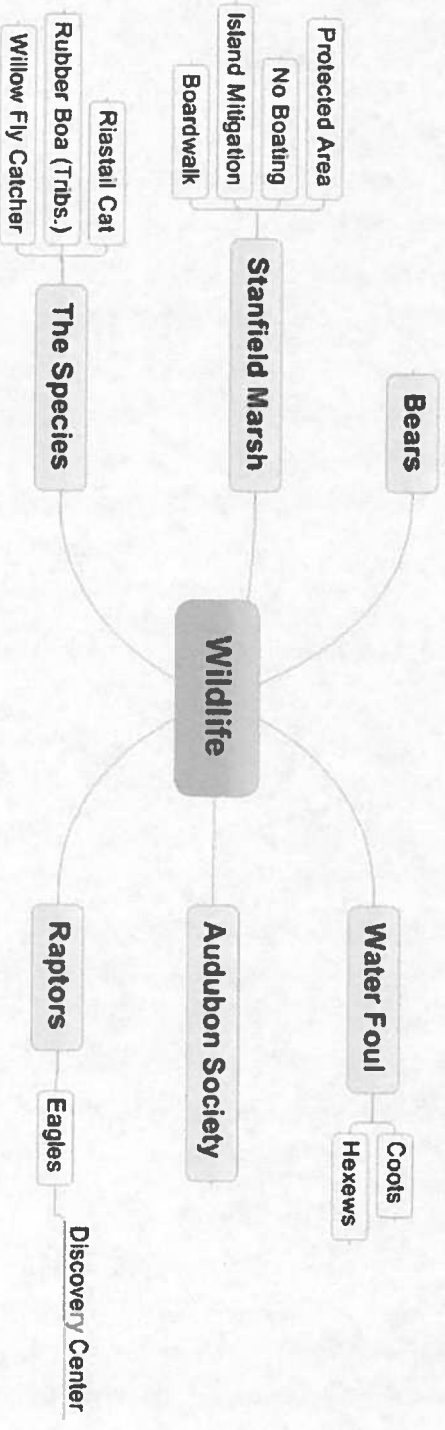


FISH

- Trout Hatchery
- Water Quality
- Carp
 - Eradication
- Pan Fish
 - Blue gill croppie
 - Small/Large
 - Mouth Bass
- SCZF Sustains Multitiered, Put in Grow Fishery (1977)



2.3 Wildlife

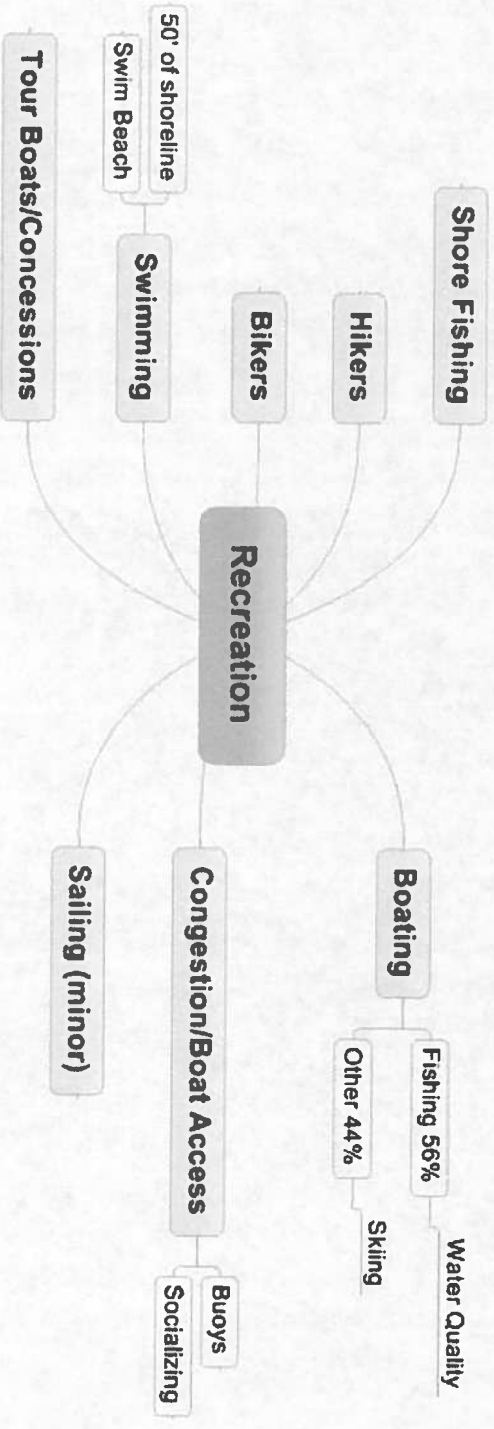


WILDLIFE

- Water Fowl
 - Coots
 - Hexews
- Audubon Society
- Raptors
 - Eagles
 - Discovery Center
- The Species
 - Riastail Cat
 - Rubber Boa (Trib.)
 - Willow Fly Catcher
- Stanfield Marsh
 - Protected Area
 - No Boating
 - Island Mitigation
 - Boardwalk
- Bears



2.4 Recreation

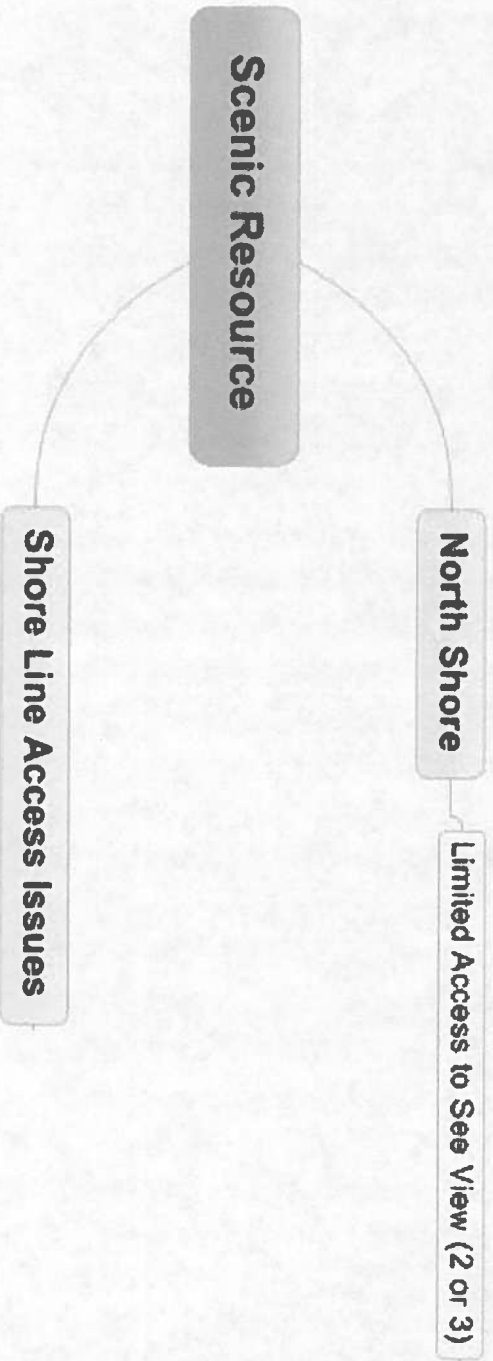


RECREATION

- Boating
 - Fishing 56%
 - Water Quality
 - Other 44%
 - Skiing
- Congestion/Boat Access
 - Buoys
 - Socializing
- Sailing (minor)
- Tour Boats/Concessions
- Swimming
 - 50' of shoreline
 - Swim Beach
- Bikers
- Hikers
- Shore Fishing



2.5 Scenic Resource



SCENIC RESOURCE

- North Shore
 - Limited Access to See View (2 or 3)
- Shore Line Access Issues



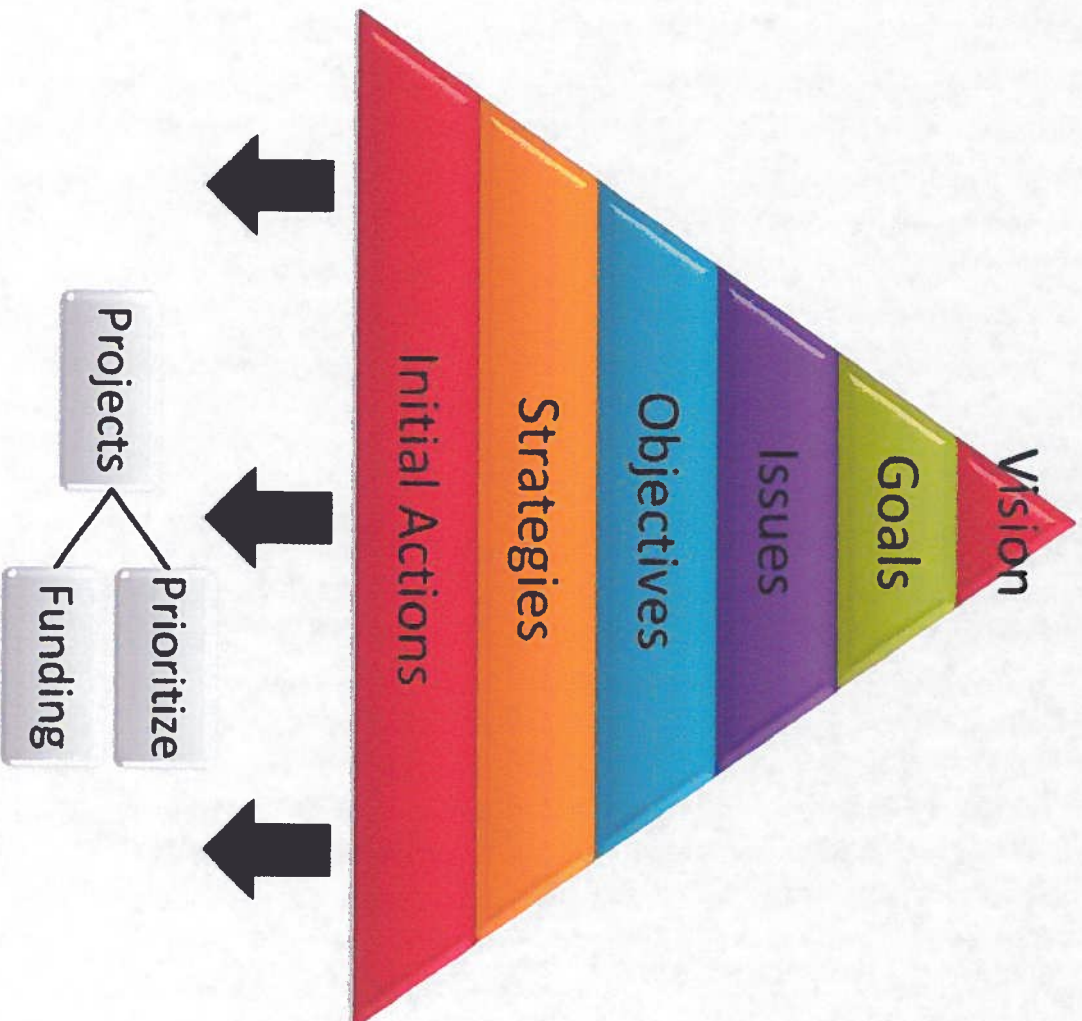
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2.6 Transition to Issues/Objectives

WORKSHOP PROCESS FLOW

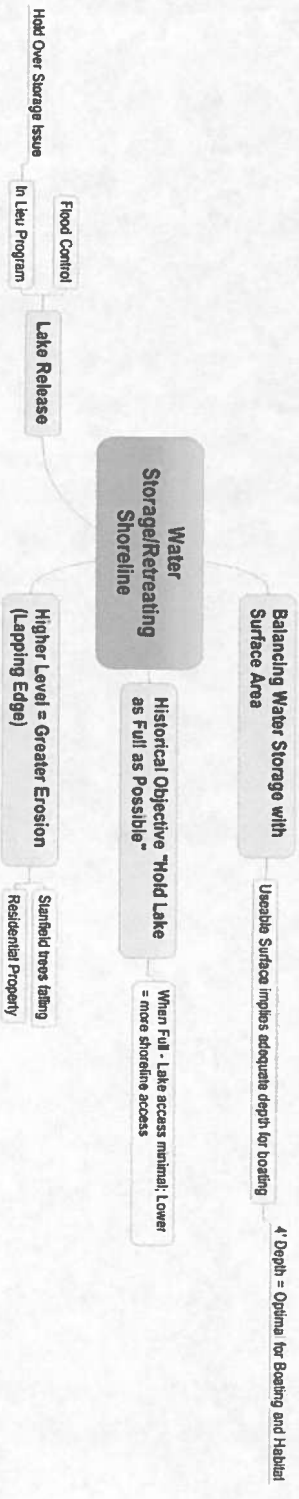


Workshop will first address issues and objectives, then revisit goal, to ensure discussion reflects current situation.



3.0 ISSUES AND OBJECTIVES

3.1 Water Storage/Retreating Shoreline

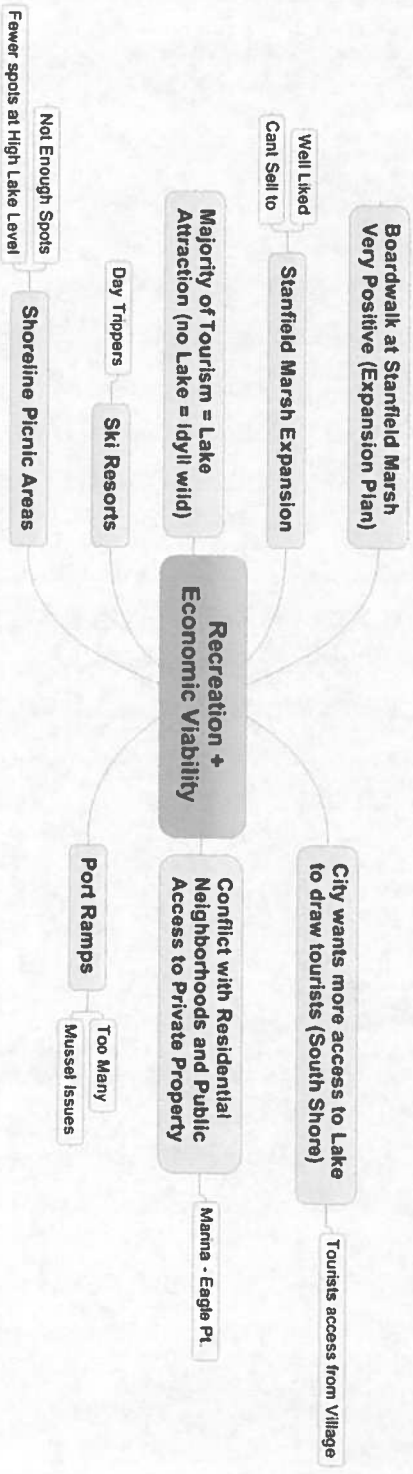


WATER STORAGE/RETREATING SHORELINE

- Balancing Water Storage with Surface Area
 - Useable Surface implies adequate depth for boating
 - 4' Depth = Optimal for Boating and Habitat
- Historical Objective "Hold Lake as Possible"
 - When Full - Lake access minimal; Lower = more shoreline access
- Higher Level = Greater Erosion (Lapping Edge)
 - Stanfield trees falling
 - Residential Property
- Lake Release
 - Flood Control
 - In Lieu Program
 - Hold Over Storage Issue



3.2 Recreation and Economic Viability

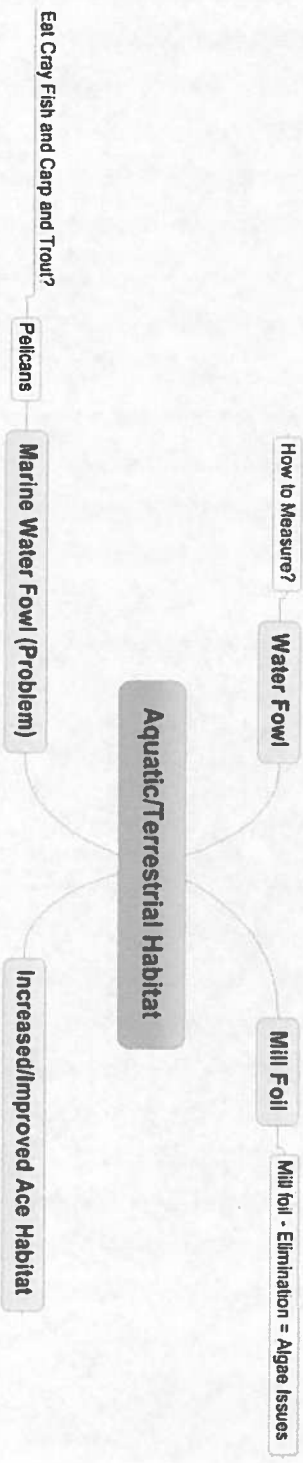


RECREATION AND ECONOMIC VIABILITY

- City wants more access to Lake to draw tourists (South Shore)
 - Tourists access from Village
- Conflict with Residential Neighborhoods and Public Access to Private Property
 - Marina - Eagle Pt.
- Port Ramps
 - Too Many
 - Mussel Issues
- Shoreline Picnic Areas
 - Not Enough Spots
 - Fewer spots at High Lake Level
- Ski Resorts
 - Day Trippers
- Majority of Tourism = Lake Attraction (no Lake = Idyll wild)
- Stanfield Marsh Expansion
 - Well Liked
 - Can't Sell to
- Boardwalk at Stanfield Marsh Very Positive (Expansion Plan)



3.3 Aquatic and Terrestrial Habitat

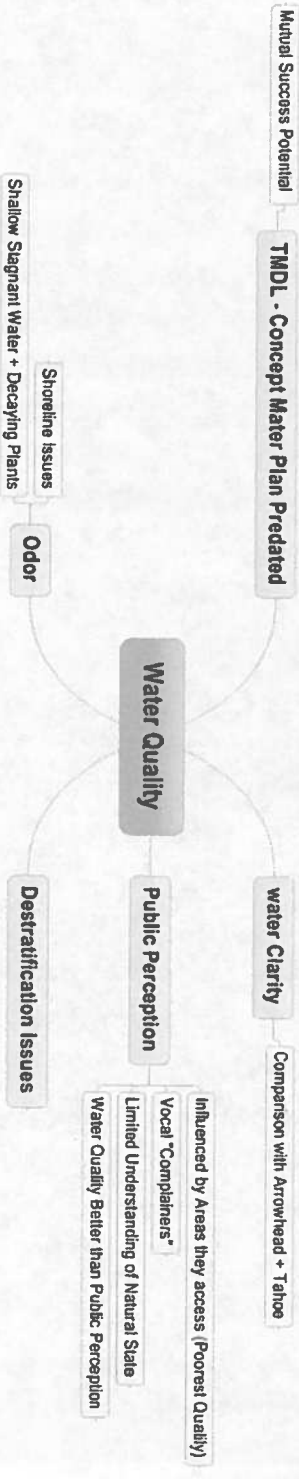


AQUATIC AND TERRESTRIAL HABITAT

- Mill Foil
 - Mill foil - Elimination = Algae Issues
- Increased/Improved Ace Habitat
- Marine Water Fowl (Problem)
 - Pelicans
 - Eat Cray Fish and Carp and Trout?
- Water Fowl
 - How to Measure?



3.4 Water Quality and Scenic/Odor Impacts

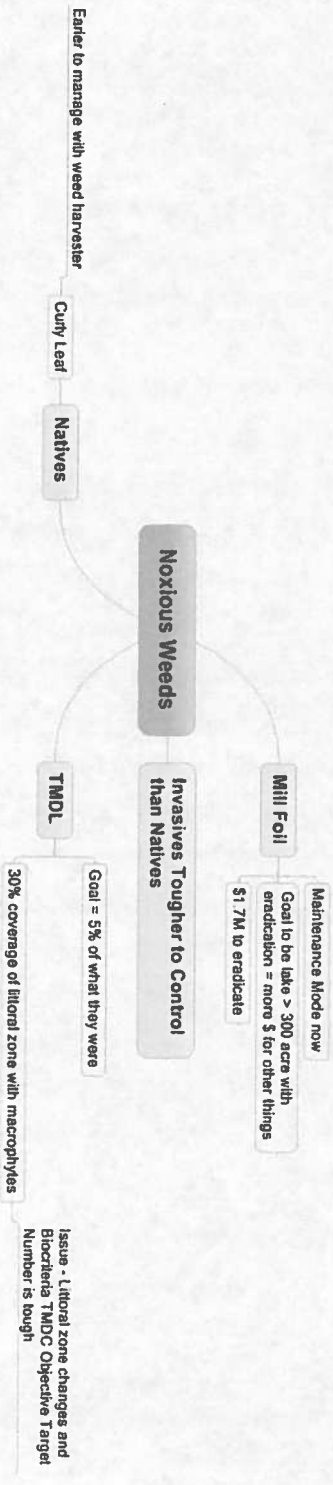


Water Quality

- Water Clarity
 - Comparison with Arrowhead + Tahoe
- Public Perception
 - Influenced by Areas they access (Poorest Quality)
 - Vocal "Complainers"
 - Limited Understanding of Natural State
 - Water Quality Better than Public Perception
- Destratification Issues
- Odor
 - Shoreline Issues
 - Shallow Stagnant Water + Decaying Plants
- TMDL - Concept Water Plan Predated
 - Mutual Success Potential



3.5 Noxious Weeds



Noxious Weeds

- Mill Foil
 - Maintenance Mode now
 - Goal to be lake > 300 acre with eradication = more \$ for other things
 - \$1.7M to eradicate
- Invasives Tougher to Control than Natives
- TMDL
 - Goal = 5% of what they were
 - 30% coverage of littoral zone with macrophytes
 - Issue - Littoral zone changes and Biocriteria TMDC Objective Target
Number is tough
- Natives
 - Curly Leaf
 - Earlier to manage with weed harvester



4.0 PRIORITIZATION

PRIORITIZATION OF OBJECTIVES

Primary Objectives to Address Issues Associated with Run-off and Sedimentation	Current Conditions/Notes/Prioritization	
	Score	Rank
A. Create more deeper/retraining water in lake efficient <u>water storage</u> and flood control.	42	6
Control incoming <u>sediment</u> and remove existing sediment.	24	2
B. Expand public access to the Lake and improve lakeside <u>recreational</u> opportunities (picnic, bike path, pedestrian, fishing, interpretive areas).	36	5
C. Control incoming <u>sediment</u> and remove existing sediment.	24	2
D. Utilize dredged Lake bottom material for construction projects that provide wildlife habitat areas, enhance public use areas or offer other public benefits.	30	4
E. Utilize dredged Lake bottom material for construction projects that provide wildlife habitat areas, enhance public use areas or offer other public benefits.	30	4
F. Improve water quality.	18	1
G. Eradicate noxious aquatic plants.	28	3
H. Improve water quality.	18	1
I. Expand public access to the Lake and improve lakeside <u>recreational</u> opportunities (picnic, bike path, pedestrian, fishing, interpretive areas).	36	5



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5.0 GOALS AND STRATEGIES

PRIORITIZATION OF GOALS

The District's Goals	Current Conditions/Notes/Prioritization Rank
Stabilizing surface elevation of the Lake.	4
Maintenance and Management of the Lake's water quality.	1
Maintenance and management of the Lake's wildlife habitat.	2
Management of recreational access to the Lake.	3



6.0 POTENTIAL PROJECTS

BRAINSTORM OF POTENTIAL PROJECTS

Prioritized Summary of Project Brainstorm	Votes
1. Stanfield Crossing Recreation and Improvement Project – Highest long term priority	Assumed as Highest Priority – No Votes –
2. Expand Fish Cages	7
3. Purchase Trout Pond	7
4. Picnic Areas North Shore	6
5. Dredging <ul style="list-style-type: none">a. Grout Bayb. Concept with Islandsc. East Endd. Meatealf	a. 6 b. 3 c. 1 d. 0
6. Environmental Landscaping at East Ramp	5
7. Marina Dredge	3
8. Kill Millfoil All	3
9. South shore ramp	3
10. Control Sediment inflow	3
11. Improve Boardwalk	3
12. Purchase and haul away	0
13. Continue Stanfield Marsh Improvement	0
14. Complete 5/N Public Transfers	0

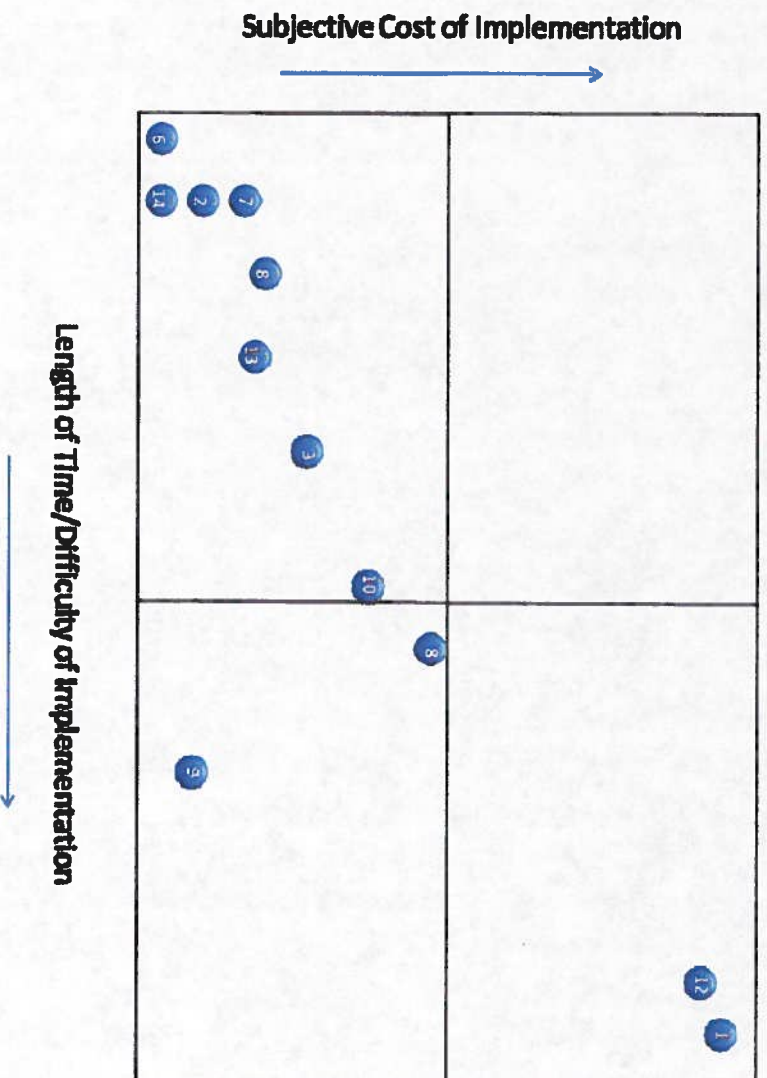


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MEMORANDUM

6.0 POTENTIAL PROJECTS (continued)



Projects identified on wall map. Numbers refer to list of potential projects from Section 6.0.



7.0 BASIC STRATEGIES

Reaffirmation of Basic Strategies

- ❖ Looking at project clusters – aggregating subareas as an intermediate step toward looking at the entire lake. This makes it easier to see interrelationships between respective project sub-areas and to prioritize specific projects. Six geographic subareas were identified, which I'll show in a minute.
- ❖ Form collaborative partnerships – during the first years of preparation for implementing specific improvement projects, partnerships will serve to shape the scope of the projects to meet a broader set of goals, encompassing more stakeholder concerns, desires and opportunities. This allows better alignment with funding opportunities. Consider creation of Big Bear Lake Foundation as a non-profit 501C organization, with a District selected group of leaders to further projects that would benefit the Lake and the District.
- ❖ Potential stakeholders: USACOE, CA Dept of Fish and Game, BMWWD, BB Valley Rec and Park District, USDA Forest Service, San Bernardino Co Flood Control District, City of BB Lake, US Fish and Wildlife Service, Bear Valley Trails Coalition, City of Big Bear Lake, San Bernardino National Forest Association.
- ❖ Make key land acquisitions – costly but essential component to several of the projects. Prudent to maximize benefit of the selected lands. Above strategies help maximize potential benefits from this investment.

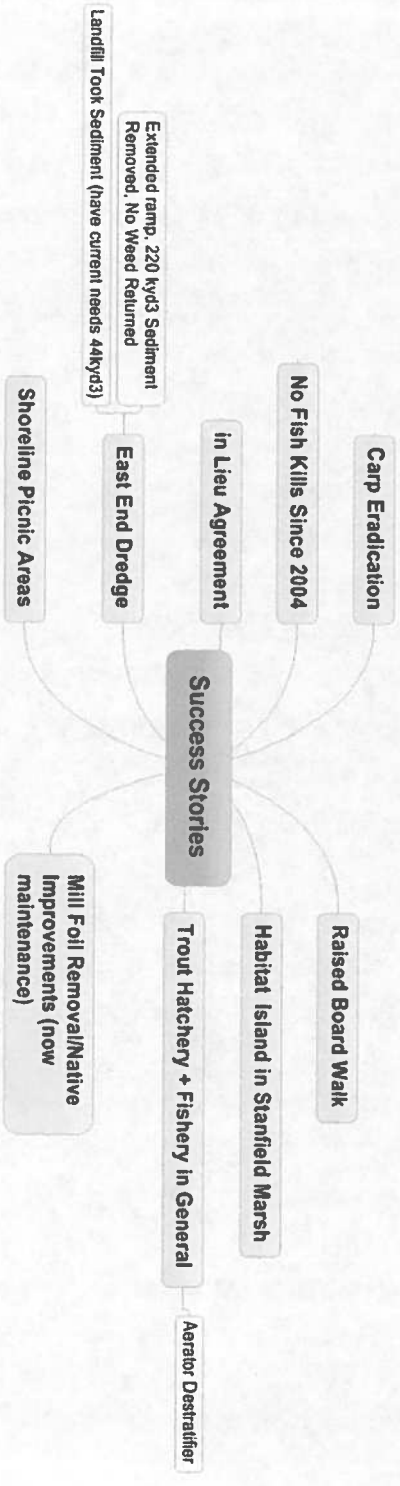


8.0 NEXT STEPS

- ❖ Educate District Board members on the details of the TMDL work plans (what alternatives they are proposing, why they are being proposed, where and when they are proposed to be built, cost implications).
- ❖ Develop focus and mechanism (assign in house staff, hire grant writer, issue RFP for services, etc.) for pursuing grant funding, matching the funding streams with potential projects and focusing lobbying efforts on desired projects.
- ❖ Define and develop project description for Program EIR for Marina Dredge Project and other related projects. Evaluate maintenance dredge projects in key locations. Consider dredge and in-Lake beneficial reuse options (habitat islands, phased sediment placement for the expansion of Stanfield Crossing Restoration and Improvement Project “Project SCRIP”, etc) with enough specificity to leverage benefits of Program EIR



9.0 SUCCESS STORIES



SUCCESS STORIES

- Raised Board Walk
- Habitat Island in Stanfield Marsh
- Trout Hatchery + Fishery in General
 - Aerator Destratifier
- Mill Foil Removal/Native Improvements (now maintenance)
- Shoreline Picnic Areas
- East End Dredge
 - Extended ramp, 220 kyd3 Sediment Removed, No Weed Returned
 - Landfill Took Sediment (have current needs 44kyd3)
- in Lieu Agreement
- No Fish Kills Since 2004
- Carp Eradication

Attachment A
BMWWD Board Workshop Agenda
30 April 2010
9:30 am – 1:00 pm

District Attendees and Facilitators:

BMWWD Board Members	BMWWD Staff	MWH
Paula Fashempour (President)	Mike Stephenson (Lake Mgr)	Sarah Garber
Skip Suhay (Vice President)	Scott Heule (General Mgr)	Simon Bluestone
Todd Murphy (Director)	Travis Carroll (Lake Ops Sup)	
Vince Smith (Director)	Carrie Shirreffs (Finance Mgr)	
John Eminger (Director)		

Public Participants: Jack Williams

Objectives:

- To review the 2001/2002 Conceptual Master Plan and determine whether it is consistent with the District's current vision and priorities.
- To review and prioritize potential projects.

Agenda:

<i>Topic</i>	<i>Timeframe</i>
Introduction	0930 am – 0945 am
Vision Reconfirmation	0945 am – 1000 am
Issues and Objectives	1000 am – 1030 am
<i>Break</i>	1030 am – 1045 am
Issues and Objectives Continued	1045 am – 1130 am
<i>Lunch</i>	1130 am – 1200 pm
Goals and Strategies	1200 pm – 1240 pm
Next Steps	1240 pm – 100 pm

Attachment B – Pre-work for Board Workshop

BIG BEAR MUNICIPAL WATER DISTRICT

Memorandum

To: Directors

CC: Mike Stephenson, Travis Carroll and Carrie Shirreffs

From: Scott Heule

Date: 5/14/2010

Re: April 30, 2010 Workshop Preparation

In order to be as productive as possible during the upcoming April 30, 2010 planning workshop I have attached two documents for your review. Both of these were prepared by earlier Boards. One is the Big Bear Lake Conceptual Master Plan and the second is the Big Bear Lake Rehabilitation & Enhancement Plan. As you study each of these please take some notes and consider your answers to the following questions in order to get the creative and thoughtful juices flowing.

For the Conceptual Master Plan

1. Overall, does the plan still resonate? Is it still mostly representative of where we are or where we want to go?
2. What about the VISION? Is it too big, too small, just right or do we need to start over?
3. Nine ISSUES are described on pages 4 and 5. Nine years later has progress been made on these? Are we gaining on the issues or just treading water? Can we say the issues listed are a complete list or do we need to expand, contract, reorganize the list?
4. KEY OBJECTIVES are intended to be used to vet proposed projects and help prioritize them based on their predicted outcomes/benefits towards achieving the VISION. Can these still be used to screen STRATEGIES (page 8)?
5. All potential projects identified in STRATEGIES fell into one of four proposed INITIAL BMWWD ACTIONS. Has the District followed through on these? Do the actions need revision or are they still the important ones?

Attachment B – Pre-work for Board Workshop (concluded)

After the Conceptual Master Plan was prepared a kind of brochure was prepared to describe to the community what the District wanted to do. The Big Bear Lake Rehabilitation & Enhancement Plan (copy attached) is the brochure. It describes in general terms the problems caused by shallow water levels and sedimentation in the Lake. It again describes BASIC ACTION STRATEGIES including looking at Project Clusters, Forming Collaborative Partnerships and making Key Land Acquisitions. Read over this second document to see if can be remodeled for use of if a new approach is needed and what form it should take.

Finally, a photo of White Board notes recorded during what I assume was a Board Workshop meeting might provide insights into how discussions went during the workshop and what earlier Board members were thinking.

Attachment C - Qualitative Initial Project Screening Matrix

Big Bear Municipal Water District
Basis Developed From 30 April 2010 Board Workshop

Priority	Objective	Sub-Objectives	Subjective Ranking Classification			Comments
			Beneficial	Detrimental	Unknown	
			(yes/no)	(yes/no)		
1	Improve Water Quality	(1) Improve water clarity				
		(2) Manage water level				
		(3) Reduce odors				
2	Control incoming sediment and remove existing sediment	(1) Removes existing sediment from Lake				
		(2) Minimizes incoming sediment load				
		(3) Provides for beneficial reuse of removed / captured sediments				
		(4) Avoids undesirable sediment distribution				
		(5) Sequesters contaminant load in sediments				
3	Eradicate noxious aquatic plants	(1) Reduce millfoil acreage				
		(2) Encourage native macrophytes in suitable locations				
4	Utilize dredged lake bottom material for construction projects that provide wildlife habitat areas, enhance public use areas or offer other public benefits.	(1) Enhances trout fishery				
		(2) Enhances warm water fishery				
		(3) Enhances water fowl and riparian bird habitat				
		(4) Enhances Eagle habitat				
5	Expand public access to the Lake and improve lakeside recreational opportunities (picnic, bike path, pedestrian, fishing, interpretive areas).	(1) Maintain or improve boating opportunities for fishing				
		(2) Maintain or improve boating opportunities for fishing				
		(3) Increase shoreline access for picnicing, parking, walking, shoreline fishing, viewing Lake at waterfront				
		(4) Expands raised boardwalk network				
		(5) Provides additional bike access				
		(6) Does not increase number of boat ramps				
6	Creates more efficient water storage and flood control	(1) Maintain useable surface area				
		(2) Maintain flood control				
		(3) Don't conflict with In-lieu program				
		Totals Project Scores				

Attachment D - Hypothetical Project Screening Example Using Qualitative Initial Project Screening Matrix - Marina Dredge Project

Big Bear Municipal Water District
Basis Developed From 30 April 2010 Board Workshop

Priority	Objective	Sub-Objectives	Subjective Ranking Classification			Comments
			Beneficial (yes/no)	Detrimental (yes/no)	Unknown	
1	Improve Water Quality	(1) Improve water clarity	Yes	No	X	May improve water clarity locally if less turbidity created
		(2) Manage water level	Yes	No		Provides additional storage capacity
		(3) Reduce odors	Yes	No		Deeper near shore water
2	Control incoming sediment and remove existing sediment	(1) Removes existing sediment from Lake	Yes	No		Approximately 23,000 cubic yards if fully implemented
		(2) Minimizes incoming sediment load	No	No		
		(3) Provides for beneficial reuse of removed / captured sediments	Yes	No		Reuse dredged materials to extend Marina jetty
		(4) Avoids undesirable sediment distribution	Yes	No		
		(5) Sequesters contaminant load in sediments	Yes	No		
3	Eradicate noxious aquatic plants	(1) Reduce millfoil acreage	Yes	No		In areas where deepened, may do do
		(2) Encourage native macrophytes in suitable locations	No	No	X	High traffic boat area, native macrophytes not encouraged here
4	Utilize dredged lake bottom material for construction projects that provide wildlife habitat areas, enhance public use areas or offer other public benefits.	(1) Enhances trout fishery	Yes	No		Potential improvement to hatchery conditions
		(2) Enhances warm water fishery	No	No	X	May not do so locally
		(3) Enhances water fowl and riparian bird habitat	No	No	X	High traffic boat area, limited waterfowl habitat here
		(4) Enhances Eagle habitat	No	No	X	Raptors feed in area but Eagle habitat on N shore of Lake
5	Expand public access to the Lake and improve lakeside recreational opportunities (picnic, bike path, pedestrian, fishing, interpretive areas).	(1) Maintain or improve boating opportunities for fishing	Yes	No		Greater access, improved safety
		(2) Maintain or improve boating opportunities for fishing	Yes	No		Longer jetty, expanded Marina dock area
		(3) Increase shoreline access for picnicing, parking, walking, shoreline fishing, viewing Lake at waterfront	Yes	No		
		(4) Expands raised boardwalk network	No	No		But increases walkway access around Lake (jetty extension)
		(5) Provides additional bike access	No	No		
		(6) Does not increase number of boat ramps	Yes	No		May increase boat access traffic at Marina (desireable feature)
6	Creates more efficient water storage and flood control	(1) Maintain useable surface area	Yes	No		
		(2) Maintain flood control	Yes	No		Additional storage capacity created.
		(3) Don't conflict with in-lieu program	Yes	No		Additional storage capacity created.
Totals Project Scores			Yes (17) No (6)	Yes (0) No (22)	5	Project is desirable and aligns strongly with District's objectives.

February 2012

Strategic Planning

Mission = "Stabilize the level of Big Bear Lake for Recreation and Wildlife"

*Revised for
2/29/12
WORKSHOP*

1. What does the mission include?
2. How do we implement the mission?
3. Inundation study/Flood control releases
 - a. Watermaster
 - b. Muni and Mutual
 - c. Flood hazard reduction operations
 - d. Public Information
4. New marinas
 - a. Marina Point
 - b. Mooncamp
 - c. China Gardens
5. Trout Pond
 - a. Mission/vision
 - b. Funding/staffing
6. Mercury TMDL
 - a. Creel survey
 - b. Mercury air deposition study results
 - c. Partnerships
 - d. How proactive?
7. No. 1 priority from earlier workshops
 - a. Stanfield crossing
 - b. Still priority?
8. Records storage
 - a. Library
 - b. Offsite
9. Public Information/Outreach
 - a. Generally
 - b. Events
 - c. Publications
 - d. A plan
10. "Below the Radar"
 - a. Served us well?
 - b. Need to be seen/appreciated
 - c. Increase influence
11. Financing our Future

12. Lake concessions

- a. Off lake boat rentals
- b. Food/beverage concessions

13. Quagga Mussel

- a. Measuring success
- b. What do we do if?

14. Lake Management Plan/Master Plan

- a. Priorities
- b. TMDL pressures from stakeholders and named parties
- c. Relationship with City
 - i. Code
 - ii. Planning
 - iii. Engineering

15. Measuring success as a District

16. How we intend to

- a. Keep a stable, competent and productive staff
- b. Plan for succession/replacing key positions

Board Workshop
February 29, 2012

Big Bear Municipal Water District

Big Bear Municipal Water District Mission Statement

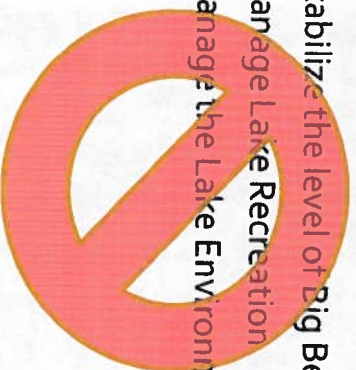
- Stabilize the level of Big Bear Lake for Recreation and Wildlife

What are we doing?

Collect property tax	Collect one concession fee
Collect Dock Fees	Collect marina compensation
Enforce boating rules	Cut/treat weeds
Permit shoreline work	Adjudicate dock issues
Rent RV spaces	Sell some water
Pay HUGE money for Mutual's water	Field trip for 3 rd graders
Enforce dock standards	Permit special Lake events
Grow big fish from small fish	Grind carp
Sell boat permits	Inspect/decontaminate boats
Landlord for Big Bear Marina	Maintain the dam
Control Lake levels	Water fish in Bear Creek
React to Nutrient TMDL	React to Mercury TMDL
Watermaster	Two launch ramps

Should the Mission be Revised?

- Mission –
 - Stabilize the level of Big Bear Lake
 - Manage Lake Recreation
 - Manage the Lake Environment



Should the Mission be Revised?

- Mission –
 - Stabilize the level of Big Bear Lake
 - Encourage and develop Lake recreation
 - Foster a healthy Lake ecosystem



Should the Mission be Revised?

- Mission –
 - Stabilize the level of Big Bear Lake
 - Accommodate healthy commercial Lake recreation
 - Create and foster a thriving fishery
 - Develop programs for public Lake education



Should The Vision be Revised?

- A beautiful alpine Lake that will provide extensive habitat for fish and wildlife, a broad range of recreational opportunities for people from throughout the Western United States and is a scenic resource that is appreciated by residents and visitors alike. (April 30, 2010)

MWH April 2010 – Section on Vision

- From Vision Statement (page 8)
- Broad issues (page 9)
- Issues and Objectives (page 15)

Our Finances (millions) FY 2007-08

■ Revenue	\$4.52
■ Expenses	
■ In-Lieu	\$1.10
■ Services/Supplies	\$0.99
■ Wages/Salaries	\$1.02
■ Debt	\$0.35
■ <u>Capital/Depreciation</u>	<u>\$0.16</u>
■ Balance to allocate	\$0.90

Our Finances (millions) FY 2012-13

■ Revenue	\$4.23
■ Expenses	
■ In-Lieu	\$1.25
■ Services/Supplies	\$1.10
■ Wages/Salaries	\$1.35
■ Debt	\$0.40
■ <u>Capital/Depreciation</u>	<u>\$0.22</u>
■ Balance to allocate	\$0.09

Issues

- New marinas
- Trout Pond
- Mercury TMDL
- Stanfield Crossing
- Public Info/Outreach
- Public Perception/Under Radar
- Financing our Future
- Lake Concessions
- Nutrient TMDL
- Inter agency relationships
- Quagga and what if's?
- Staffing & succession planning
- Boardwalk
- Foundation/Volunteer Corps

	Priority
1	Financing our Future
2	Trout Pond
3	Lake Concessions
4	Boardwalk
5	Inter agency relationships
6	
7	
8	
9	Staffing & succession planning
10	
11	
12	
13	
14	Stanfield Crossing

Next Steps – Immediate/Tasks

- Funding our future
 - Increase revenue
 - Cut spending
 - Alternative revenue sources
- Trout Pond
- Boardwalk
- Lake concessions
- Dam strut painting
- Rock bolting

Next Steps – Ongoing/Concurrent

- Staff and succession
- Interagency relationships
- Quagga mussel
- Nutrient and Hg TMDL
- Public Info/Outreach
- Under the radar – check ego at the door

Next Steps – Trout Pond

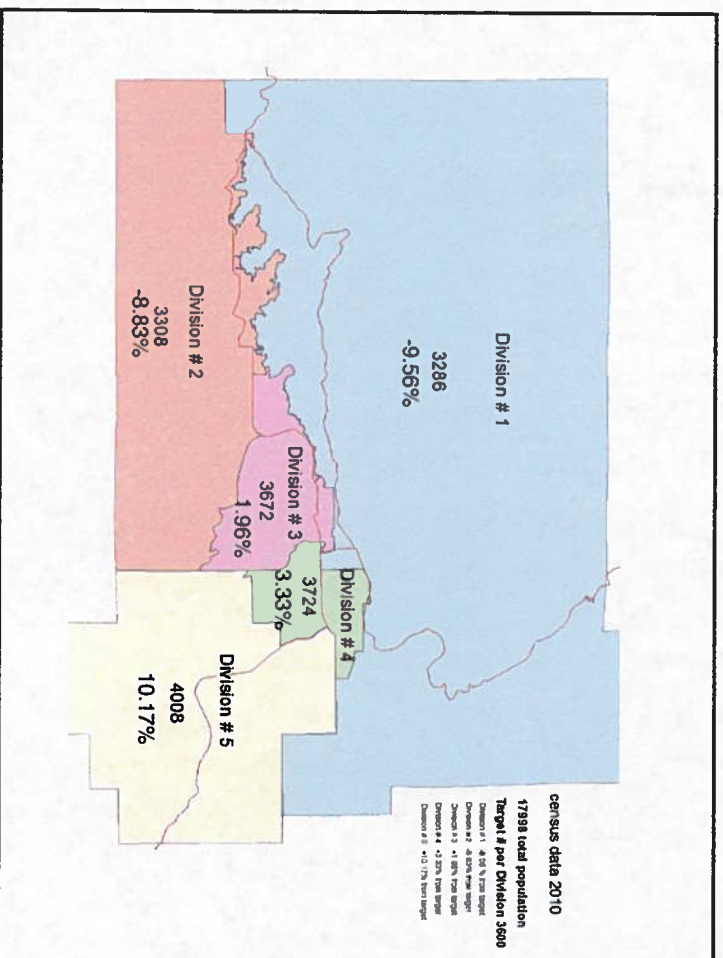
- Raise trout for plants – cost?
- Raise trout for tournament sale – income?
- Raise pan fish for Kool Kids – income?
- For profit trout pond – income?
- Sediment basin
- Big Bear Chateau partnering for events?
- Zoning?
- Remove interior fence
- Install new property line fence (excepting house and parking)

Next Steps - Funding

- Increase revenue
 - Carp boat w/ technician rental service
 - Single car parking charge
 - Sell Koool Kids
 - Sell carriage required equipment at ramps
 - Sell fishing license at ramps
 - Resort association w/o Lake we are Idylwild
 - Big Bear Lake fishing license stamp
 - Special events for District profit
 - Charge for tows, running out of gas
 - Tow insurance
 - Dam tour on Big Bear Queen inside boom line
- Cut spending
 - Continue monitoring spending
- Alternative revenue sources

Next Steps - Foundation

- Dam tours
 - Video
 - Big Bear Queen
- Duck food vending at boardwalk
- Other fund raising ideas



**MINUTES OF A REGULAR MEETING OF
BIG BEAR MUNICIPAL WATER DISTRICT
HELD ON THURSDAY, MARCH 1, 2012**

CALL TO ORDER

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

REPORTS

General Manager, Scott Heule stated that he thought yesterday's workshop went very well. He added that it is apparent that the most urgent actions necessary in the short term are to generate expense and revenue scenarios for the various ideas the Director's presented. He commented that parking lot charges, carp boat with operator rental and charging for tows on the Lake at this point appear the most plausible. He explained that once Mr. Stephenson has a chance to calculate dredge volumes and rough business plans for fish rearing at the trout pond they should have enough information to decide the next steps for that property use. Mr. Heule reported that they were also able to see the results of the 2010 census. He explained that the District population is now nearly 18,000 people as compared to about 20,000 in 2000. He added that most of that population decline occurred in Division 1 (Fawnskin) and Division 2 (City). He commented that the result is that both division boundaries need to be adjusted to gain about 300 more persons. Mr. Heule reported that Divisions 3 and 4 are fairly close to where they should be but Division 5 is over by about 400 persons. He explained that the Administrative Committee will be reviewing a redistricting proposal prepared by Staff at their next meeting. He added that Staff is targeting the March 15th Board meeting to present a recommended revised map of Divisions for the full Board to consider.

Lake Manager, Mike Stephenson updated the Board on seasonal employee hiring. He explained that many of the applicants have taken a written exam. He added that they were then screened. He commented that the several of the Lake Patrol candidates have also taken a boat handling test and the Clerk/Dispatcher candidates have taken a gradable computer data input test. He reported that from the successful candidates, interviews will be next. Director Suhay asked how many applicants were in the practical testing phase. Mr. Stephenson reported that 10 candidates received the boat handling test and 10 took the data entry test. He explained that the ramp attendants and the maintenance candidates do not take practical tests but do get interviewed. He added that 184 applicants need jobs and many of them look very qualified. He commented that "it is kind of sad".

Mr. Heule introduced Adam Williams, Lake Operations Supervisor, who reported on a lake rescue. Mr. Williams reported that he received a call from a concerned homeowner at 1pm on Saturday. He reported that the man had taken a canoe out onto Big Bear Lake using a snow shovel for a paddle and no life jacket. He reported that the man appeared to be drunk. He explained that by the time the man got about half way across the Lake the canoe flipped over and he fell into the 34 degree water. Mr. Williams reported that, in spite of his drunken condition, he managed to drape himself over the capsized canoe until he arrived in a patrol boat for the rescue. He stated that by the time he reached the victim he was disoriented and hypothermic. He reported that he then pulled him from the water, assessed his condition, and contacted the fire department. He commented that he then transported the victim to shore where paramedics treated

him and then transported him to Bear Valley Community Hospital. Mr. Williams stated that he is just thankful for the concerned homeowner who called Lake Patrol. Mr. Stephenson explained that the victim that was saved was the same person who was responsible for attacking a snow plow operator at Bear City Post Office the next night. Director Murphy asked what would have happened if the reporting party had just called 911 instead of Lake Patrol. Mr. Stephenson stated that they would have dispatched the fire department and maybe they would have called Lake Patrol when they got to the scene. He added that by that time it probably would have been too late to save the person.

APPROVAL OF CONSENT CALENDAR

Upon a motion by Director Suhay, seconded by Director Smith, with Director Murphy abstaining from the vote on 5A (Minutes of February 16, 2012), the following consent items were unanimously approved:

- Minutes of a Regular Meeting of February 16, 2012
- Warrant list dated February 27, 2012 for \$10153.60
- Approval of a special event permit for the Jim Hall Memorial May Trout Classic to be held May 19th & 20th
- Approval of a special event permit for the Rotary July 4th Barbeque

CONSIDER APPROVAL OF MODIFICATIONS TO THE SEASONAL EMPLOYEE HANDBOOK

Mr. Heule reported that over the past couple of years some seasonal employees have abused the existing sick leave policy causing the District extra expenses and complicating summer staffing. He explained that in order to reward those who do not abuse the sick leave benefit and still provide it when it is needed the Committee is recommending that the following policy replace the existing policy in the Seasonal Employee Handbook:

Commencing January 1, 2012, and on January 1st of each year thereafter, seasonal employees shall accrue 0.0288 hours of sick leave for each hour actually worked up to 40 hours per year. Seasonal employees shall be paid for sick leave unused as of their last day of work each calendar year. Sick leave shall not be carried over from year to year. As used herein, "seasonal employee" means a District employee hired as a Lake Ranger I or Lake Ranger II.

Mr. Heule added that at the Board Meeting of February 1st the Board approved edits to the Full-Time Employee Handbook in regards to a Social Networking policy and a Holiday Policy and indicated Board action should be taken to add these to the Seasonal Employee Handbook as well.

Director Murphy moved approval of modifications to the Seasonal Employee Handbook concerning sick leave, social networking and holidays. Director Fashempour seconded the motion and it was unanimously approved.

CONSIDER APPROVAL OF A FISHING EVENT FISHERIES ENHANCEMENT FEE POLICY

Mr. Heule reported that over the past several years there has been a variety of methods used to evaluate fishing event impacts on Lake fisheries. He explained that some events purposely fund fish plants intended to enhance the population and variety in the Lake, while others rely on an earlier event to be sure there are large fish for their participants to catch. He added that due to recent revenue declines the District has not been able to financially support fish purchases to the level it has in the past. He commented that one thing that has helped to stretch the money the District has used to buy fish is the caged fish rearing program. He reported that the District

purchases relatively smaller fish in the early fall, feeds them in a cage over the winter and by the time they are tagged or released prior to a fishing event there are hundreds of sub-trophy to trophy sized fish that dramatically enhance the fisheries for everyone fishing in the Lake. Mr. Heule explained that in order to continue and possibly expand the Districts efforts of fisheries enhancement the Operations Committee recommends that the District adopt a policy requiring every fishing event to pay a \$500 or \$15 per angler fee, whichever is larger, for this purpose. He added that the fee would be collected in cash from the applicant or the applicant could coordinate their own fish purchase and plant under the supervision and with the approval of the Lake Manager. He explained that the uniform collection of this fee ensures that special fishing events will be contributors to enhancing the fishing experience for all visiting anglers and will assist the District in its Lake recreation mission. Director Smith commented that we just haven't been able to do as much as in years past. Mr. Heule added that trophy sized trout raised in Big Bear Lake are really promoting the lake and tournament events. Director Smith explained that trout don't really reproduce in Big Bear Lake so it is more than fair to ask for this fee. Director Fashempour asked for an explanation of the Fish & Game lawsuit regarding planted trout. Mr. Stephenson reported that the Center for Biological Diversity brought a lawsuit against Fish & Game regarding stream protection for the Southern California Steelhead Trout. He stated that F&G was planting hatchery trout and the Center for Biological Diversity was saying that they were "bastardizing" native steelhead trout. He explained that steelhead spend most of their adult lives in the ocean, but spawn in freshwater streams and when F&G stock hatchery trout in certain bodies of water they spawn with the steelhead. Mr. Stephenson commented that because of this many lakes don't get fish plants, but Big Bear Lake is saved by Prado and Seven Oaks Dams so we can get many plants because F&G doesn't have other places to take them.

Director Fashempour moved approval of a fishing event fisheries enhancement fee policy.
Director Murphy seconded the motion and it was unanimously approved.

PUBLIC FORUM

No comments were made

ANNOUNCEMENTS

Mr. Heule announced that he will be meeting with Jim Miller at the Marsh next Monday to discuss requirements for rail spacing. He added that he will also discuss possible cooperative measures we could take to widen the Boardwalk. He reported that next Thursday he and Mr. Stephenson will be hearing the report from the AQMD on Mercury deposition in the valley from the sampling they did last year. He explained that he hopes to have them make a public report of their work at a Board Meeting in April. Mr. Heule reported that he would also be attending a statewide Mercury CEQA scoping meeting on March 12th where he hopes to learn more about timing and their thoughts on what the State is proposing for possible actions.

DIRECTOR COMMENTS

President Eminger commented that the workshop yesterday was very successful. Director Fashempour complimented Adam Williams for his quick response and lake rescue. Director Murphy commented that it is nice to be back from vacation.

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:43 P.M.

MINUTES/BOARD OF DIRECTORS

Thursday March 1, 2012

NEXT MEETING

Open Session at 1:00 P.M.

Thursday, March 15, 2012

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, 02/27/12 to 03/10/12
Account 10010-00-001, Sessions 000000 to 002596

Check	Payment / Vendor Information	Ck Date	Prty	Invoice	Session	Reference	Amount
Checking Account:	10010-00-001						
150129	COLONI / COLONIAL LIFE	03/01/12	2	0202245	002586	INS	404.54
						COLONI Subtotal :	404.54
150130	LINCON / Lincoln Financial Group	03/01/12	2	03012012	002586	DEFEREDCOM	2150.00
						LINCON Subtotal :	2150.00
150131	AAUW / SARAH TULLY REVOCABLE TRUST	03/10/12	2	02282012	002596	BOARDRMDEP	55.00
						AAUW Subtotal :	55.00
150132	ACWAHB / ACWA Health Benefits Authority (H	03/10/12	2	04012012	002596	HEALTHINSU	30322.71
						ACWAHB Subtotal :	30322.71
150133	AFLAC / AFLAC	03/10/12	2	521272	002596	AFLAC	284.18
						AFLAC Subtotal :	284.18
150134	BBDSPL / Big Bear Disposal	03/10/12	2	272096	002596	UTIL-MAIN	151.71
						BBDSPL Subtotal :	151.71
150135	BBTODA / Big Bear Today	03/10/12	2	454673	002596	ICESIGNAGE	200.00
						BBTODA Subtotal :	200.00
150136	BUTCHR / Butcher's Block & Building Materi	03/10/12	2	115640	002596	FACILMAINT	12.36
						BUTCHR Subtotal :	12.36
150137	BVELEC / Bear Valley Electric	03/10/12	2	02232012A	002596	UTIL-RAMPS	89.15
150137		03/10/12	2	02242012B	002596	UTIL-RAMP	201.37
150137		03/10/12	2	02242012C	002596	UTIL-MAIN	11.81
150137		03/10/12	2	02242012D	002596	UTIL-AERAT	481.77
150137		03/10/12	2	02242012E	002596	UTIL-DAM	354.12
150137		03/10/12	2	02242012F	002596	UTIL-DAM	11.45
						BVELEC Subtotal :	1149.67
150138	BVPRIN / Bear Valley Printing	03/10/12	2	81820	002596	QUAGAPRIN	351.09
						BVPRIN Subtotal :	351.09
150139	CBSOA / CA Boating Safety Officers Assoc.	03/10/12	2	WILLIAMS	002596	TRAINING	110.00
						CBSOA Subtotal :	110.00
150140	CENTUR / CENTURY FORMS, INC.	03/10/12	2	70672	002596	DECALPRINT	5736.43
						CENTUR Subtotal :	5736.43
150141	CHEMPA / CHEM PAK PRODUCTS	03/10/12	2	76341	002596	JANITSUPPL	51.39
						CHEMPA Subtotal :	51.39

Big Bear Municipal Water District
 Computer & Manual Check Register
 Current and History Files, 02/27/12 to 03/10/12
 Account 10010-00-001, Sessions 000000 to 002596

Check	Payment / Vendor Information	Ck Date	Prty	Invoice	Session	Reference	Amount
CHEMIPA Subtotal :							51.39
150142	CNKLIN / Conklin Paints	03/10/12	2	83911	002596	FACILMAINT	178.92
150142		03/10/12	2	83923	002596	FACILMAINT	27.56
150142		03/10/12	2	83936	002596	FACILMAINT	98.14
CNKLIN Subtotal :							304.62
150143	CNTYSV / Water & Sanitation	03/10/12	2	02292012A	002596	UTIL-RAMPS	108.38
150143		03/10/12	2	02292012B	002596	UTIL-RMAPS	108.38
CNTYSV Subtotal :							216.76
150144	COMPVI / COMPUTER VILLAGE	03/10/12	2	024046	002596	PROFSVCS	600.00
150144		03/10/12	2	124311	002596	PROFSVCS	75.00
COMPVI Subtotal :							675.00
150145	COMSER / ComSerCo	03/10/12	2	59814	002596	RADSVCCONT	255.00
COMSER Subtotal :							255.00
150146	DIRCTV / DIRECTV	03/10/12	2	1718765451	002596	UTIL-RV	163.37
DIRCTV Subtotal :							163.37
150147	DWP / Department of Water and Power	03/10/12	2	02292012A	002596	UTIL-RV	80.22
150147		03/10/12	2	02292012B	002596	UTIL-MAIN	14.60
150147		03/10/12	2	02292012C	002596	UTIL-POND	80.22
150147		03/10/12	2	02292012D	002596	UTIL-MARSH	48.12
150147		03/10/12	2	02292012E	002596	UTIL-RAMPS	19.47
150147		03/10/12	2	02292012F	002596	UTIL-RAMPS	123.92
DWP Subtotal :							366.55
150148	ENVNCH / Enviro-Chem, Inc	03/10/12	2	1203007	002596	CONTAMINAT	100.00
ENVNCH Subtotal :							100.00
150149	ESRI / ESRI	03/10/12	2	92457595	002596	REDISTRIC	415.50
ESRI Subtotal :							415.50
150150	GLOBLW / Global Water	03/10/12	2	136648	002596	WEIR MAINT	790.42
GLOBLW Subtotal :							790.42
150151	IDEARC / SUPERMEDIA LLC	03/10/12	2	03012012	002596	PHONE-MAIN	65.50
IDEARC Subtotal :							65.50
150152	LEMIEU / LEMIEUX & O'NEILL	03/10/12	2	20-024M5	002596	LEGAL-SAS	20.00
150152		03/10/12	2	20-998M20	002596	LEGAL-SAS	84.00
LEMIEU Subtotal :							104.00
150153		03/10/12	2	20-999M151	002596	LEGAL-RET	3500.00

Big Bear Municipal Water District
Computer & Manual Check Register
 Current and History Files, 02/27/12 to 03/10/12
 Account 10010-00-001, Sessions 000000 to 002596

Check	Payment / Vendor Information	Ck Date	Prty	Invoice	Session	Reference	Amount
150154	LMWV / LMW CONSULTING, LLC	03/10/12	2	120123	002596	LEMIEU Subtotal : PROFESSVCS	3500.00 337.50
150155	MARKWE / STAN MARKWELL	03/10/12	2	11927	002596	LMW Subtotal : RVREFUND	337.50 40.00
150156	MASTER / FIRST BANKCARD CENTER	03/10/12	2	0229123378	002596	MARKWE Subtotal : MASTER102	40.00 18.50
150157		03/10/12	2	0229122328	002596	MASTER Subtotal : MASTER320	18.50 5037.95
150158	MCMSTR / McMaster-Carr Supply Co.	03/10/12	2	18999029	002596	MASTER Subtotal : SHOPMAINT	5037.95 129.31
150158		03/10/12	2	19112195	002596	SMALLTOOLS	73.58
150159	MWH / MWH America, Inc.	03/10/12	2	1447810	002596	MCMSTR Subtotal : WTRMSTREPT	202.89 4334.50
150160	NAPA / McConnell Motor Parts Inc.	03/10/12	2	69618	002596	MWH Subtotal : ONROADVEHI	4334.50 11.29
150161	NOCONT / NO CONTRACT VOIP	03/10/12	2	0003151	002596	NAPA Subtotal : PHONE-MAIN	11.29 142.05
150162	PAPERCLIP / The Paper Clip	03/10/12	2	046054	002596	NOCONT Subtotal : OFFICSUPPL	142.05 19.23
150163	PEREDA / RUDY PEREDA	03/10/12	2	11912	002596	PAPERCLIP Subtotal : RVREFUND	19.23 40.00
150164	PINNACLE DOOR & FINISH	03/10/12	2	13265	002596	PEREDA Subtotal : FACILMAINT	40.00 40.00
150164		03/10/12	2	13266	002596	PINNACLE Subtotal : FACILMAINT	591.93 631.93
150165	ROTARY / Rotary Club of Big Bear Lake	03/10/12	2	02292012	002596	ROTARY Subtotal : MEMBERSHIP	111.00 111.00
150166	RSD / RIVERSIDE SHERIFFS DEPARTMENT	03/10/12	2	WILDE	002596	ROTARY Subtotal : RECRUTRAIN	111.00 105.00
						RSD Subtotal :	105.00

Big Bear Municipal Water District
Computer & Manual Check Register
Current and History Files, 02/27/12 to 03/10/12
Account 10010-00-001, Sessions 000000 to 002596

Check	Payment / Vendor Information	Ck Date	Prty	Invoice	Session	Reference	Amount
150167	TURNEY / ERIC TURNEY	03/10/12	2	03062012	002596	PHONE-CELL	50.00
TURNEY Subtotal :							50.00
150168	UPS / UPS	03/10/12	2	F33Y11082	002596	SHIPPING	72.07
UPS Subtotal :							72.07
150169	VERIZO / Verizon California	03/10/12	2	02252012	002596	PHONE-WS	40.19
150170	VERIZO / Verizon California	03/10/12	2	02282012	002596	PHONE-DAM	41.75
VERIZO Subtotal :							81.94
150170	WEBER / JAMES WEBER	03/10/12	2	02062012	002596	PHONE-CELL	50.00
150170	WEBER / JAMES WEBER	03/10/12	2	03062012	002596	PHONE-CELL	50.00
WEBER Subtotal :							100.00
150171	XEROX / Xerox Corporation	03/10/12	2	060388119	002596	COPIERLEAS	549.24
XEROX Subtotal :							549.24
Total For Check Account: 10010-00-001							59820.89
Check Register Total :							59820.89

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

MEETING DATE: *March 15, 2012*

AGENDA ITEM: *5D*

SUBJECT:

**CONSIDER AWARD OF CONTRACT WITH ALTITUDE FINANCIAL PLANNING
FOR ACCOUNTING SOFTWARE SETUP AND TRAINING**

RECOMMENDATION:

The General Manager and the Administrative Committee (Directors Eminger & Smith) recommend approval of this proposal.

DISCUSSION/FINDINGS:

For several years the District has been using Sage software for all accounting activities except for point of sale transactions. In an effort to link point of sale transactions with the rest of the Districts' accounting function a search for replacements for Sage software was conducted. The outcome of that effort found that the most efficient and cost effective software that would accomplish all the Districts' financial activities including point of sale was QuickBooks Enterprise. As with all software transitions set up and staff training is necessary to maximize the software capabilities and be sure it meets the Districts' needs. A local firm, Altitude Financial Planning, has principals on staff that are certified to set up and train staff using the software. The attached proposal describes the firm's qualifications and provides a scope of work and cost estimate for accomplishing the set up and training necessary. The proposal is set up in two pieces. One piece will be specifically for the point of sale portion and can be completed in time for use at the beginning of this boating season for an estimated cost of \$3500. The second piece does the same type of work but for the non-sales portion of District accounting functions for an estimated cost of \$6600. The Committee recommends the Board accept this proposal and award a contract in the amount of \$10,100 to Altitude Financial Planning for accounting software set up and training in accordance with their proposal dated March 7, 2012.

OTHER AGENCY INVOLVEMENT: None

FINANCING: Professional Services

Submitted by: Scott Heule, General Manager



ALTITUDE FINANCIAL PLANNING

A Higher Level of Financial Advice

March 7, 2012

Big Bear Municipal Water District
PO Box 2863
Big Bear Lake, CA 92315

Thank you for the opportunity to submit our proposal to provide QuickBooks accounting consultation services to the Big Bear Municipal Water District. As you read through our proposal, please take note of the following:

- We view every client relationship as a partnership and truly believe that our success is a result of your success. We are committed to providing you with close, personal attention.
- We have over 50 years of combined experience in the financial services industry. We hold the professional credentials of Certified Public Accountant, Enrolled Agent, Certified QuickBooks ProAdvisor® and Registered Investment Advisor.
- We offer a unique set of complimentary skills. With a QuickBooks ProAdvisor on hand, we can assist you in maintaining efficient and accurate accounting records which will allow us to help you meet your financial reporting obligations seamlessly.

Thank you for your consideration. We look forward to doing business with you.

Best Regards,

Lisa Patterson & Sandra Senft

Lisa Patterson, CPA & QuickBooks ProAdvisor
Sandra Senft, Enrolled Agent
Registered Investment Advisors
PO Box 412
Big Bear Lake, CA 92315
866-891-8746
info@altitudefinancialplanning.com
www.altitudefinancialplanning.com

About Us

Altitude Financial Planning

Altitude Financial Planning is a comprehensive fee-only financial planning practice. We provide unbiased and values-based financial services not just to the wealthy, but to everyone. We provide a full range of financial services, including comprehensive financial planning, income tax preparation and QuickBooks® accounting consultation for small businesses and nonprofits. Our advice is life-centered and holistic, coordinating all aspects of our client's financial affairs. Our goal is simple – to help people make smart financial decisions with their money so they can accomplish the goals for the reasons that are important to them. To learn more about us, we invite you to explore our website at www.altitudefinancialplanning.com.

Lisa Patterson, CPA

Registered Investment Advisor

Lisa Patterson has over 23 years in the financial services industry. Prior to Altitude Financial Planning she was a Senior Manager in the Assurance & Advisory Business Services practice at the international "Big Four" accounting firm of Ernst & Young LLP. She is a Certified Public Accountant and an Intuit Certified QuickBooks ProAdvisor® as well as a California Registered Investment Advisor. Lisa has a Bachelor of Arts degree in Economics-Business from UCLA and a Certificate in Financial Planning from Boston University. Lisa successfully passed the rigorous and comprehensive Certified Financial Planner™ examination on her first sitting and is working toward her full CFP® credential of distinction. Lisa and her husband Jon have been full-time residents of Big Bear Lake, CA for over ten years. Lisa and Jon enjoy hiking and dancing and are active members of the Big Bear Chamber of Commerce where Lisa serves on the Board of Directors.

Sandra Senft, EA

Registered Investment Advisor

Sandra Senft has over 33 years of combined experience in auditing, financial management, insurance, and information systems for both small and global businesses. She is an Enrolled Agent admitted to represent taxpayers before the IRS, a California Registered Investment Advisor, a Certified Internal Auditor, and a non-practicing Certified Information Systems Auditor. Sandra has a Bachelor of Science degree in Accounting, a Master of Science in Business Administration, and a Certificate in Financial Planning. Sandra successfully passed the rigorous and comprehensive Certified Financial Planner™ examination on her first sitting and is working toward her full CFP® credential of distinction. Sandra is actively involved in community and professional organizations including volunteering as the local coordinator for the AARP Tax-Aide program, board member of Soroptimist International of Big Bear Valley, and board member of the Big Bear Valley American Association of University Women.

**Altitude Financial Planning
Proposal for Big Bear Municipal Water District**

QuickBooks Accounting Consultation Services

Altitude Financial Planning specializes in helping small businesses and nonprofits grow by providing reliable and professional QuickBooks consultation services. With a Certified QuickBooks ProAdvisor on hand, we have the expertise to ensure your accounting system is efficient, accurate and providing useful information to manage your organization. We will work closely with you to custom tailor your QuickBooks data file and reports to meet your particular needs.

We will assist you in efficiently transitioning your accounting function to QuickBooks Enterprise Version and ensuring QuickBooks provides accurate, meaningful and timely financial information to management, the Board of Directors as well as for financial reporting at year-end. Specifically, we will assist with:

- QuickBooks Enterprise Version Data File Set-Up – QuickBooks is easy to use if set up properly. We will ensure that your new system is successfully installed and implemented and provide you with the greatest return on your QuickBooks Enterprise investment. We will ensure you get started right and avoid costly mistakes later. We will also confirm you are utilizing the functionality available in QuickBooks Enterprise to your optimal advantage.
- QuickBooks Enterprise Version Training – we will provide training in specific areas relevant to your organization.

Our QuickBooks accounting consultation services will be provided on an hourly fee basis of \$75. We estimate the cost required to implement the Sales portion of QuickBooks to be between \$3,000 and \$3,500 (40 – 46 hours). This estimate includes the following:

- Evaluating and documenting sales requirements and processes
- Setting up the QuickBooks datafile for sales functionality
- Implementing QuickBooks items and lists (users, inventory, customers, etc.) for tracking sales
- Defining and implementing QuickBooks user controls related to sales
- Developing sales training material and providing training for 10 sales users
- Supervising and reviewing test transactions

We estimate the cost required to implement the Non-Sales portions of QuickBooks to be between \$6,000 and \$6,600 (80 – 88 hours). This estimate includes the following deliverables:

- Evaluating and documenting non-Sales accounting requirements and processes
- Setting up the QuickBooks datafile for non-Sales functionality
- Defining and implementing a chart of accounts
- Implementing QuickBooks items and lists (assets, vendors, etc.) for non-sales transactions
- Defining and implementing QuickBooks user controls for non-sales areas
- Developing accounting training material and providing training for 2 accounting users

Please note we will be relying on the availability of your accounting resources to provide us with the information needed to customize QuickBooks, review requirements, attend training, and test the system and on your IT consultant to install the QuickBooks software on the server and workstations, ensure the hardware supports the implementation, and ensure connectivity over the network.

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

MEETING DATE: *March 15, 2012*

AGENDA ITEM: *5E*

SUBJECT:

**CONSIDER APPROVAL OF A SPECIAL EVENT PERMIT FOR "FISHIN' FOR 50K"
TROUT DERBY TO BE HELD JUNE 9 & 10, 2011**

RECOMMENDATION:

The General Manager, Lake Manager and Operations Committee (Director Fashempour & Murphy) recommend approval of this special event.

DISCUSSION/FINDINGS:

The Big Bear Lake Resort Association is planning their annual trout fishing derby for the weekend of June 9 & 10. The Resort Association along with the District will be planting ten tagged trout with one grand prize of \$50,000. Only one of the tagged fish will be eligible for the grand prize, with the other tagged fish eligible for various other prizes. The awards ceremony and a raffle drawing will be held at the Bartlett parking lot in the Village. This event is being held to promote the Lake and the community. The Resort Association is estimating a maximum of 750 participants. In accordance with recent action taken by the Board this fishing event would be conditioned with the \$500 or \$15 per angler, whichever is larger, fishery enhancement fee.

OTHER AGENCY INVOLVEMENT: None

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 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:

2/22/12
Date


Permittee

Date

General Manager

EXHIBIT A

DESCRIPTION OF EVENT

1. Name of Event: FISHIN FOR \$50K
2. Location: BIG BEAR LAKE
3. Date(s): 6/9/12 - 6/10/12 6 AM - 2 PM
4. Describe Event: Trout Tournament for Targeted Fish + Larcess Trout Over 16"
5. Estimated Number of Participants: 750 MAX
6. Estimated Number of Spectators: 750
7. Method of Limiting Attendance: EVENT MAX 750
8. Method of Trash Collection and Disposal: N/A
9. Proposed First-Aid Services: 911 - LAKE PATROL
10. Proposed Security Services: N/A
11. Proposed Fire Protection Services: 911 - CALIFIA
12. Proposed Sanitation Facilities: N/A
13. Parking Arrangements: N/A
14. Name, Address and Telephone Number of Person Available Before and During Event with Authority to Control Event:
Arian Simon PO Box 1544
Big Bear Lake CA 92315
909-725-7765
15. Perimeter control, if applicable: N/A

**EXHIBIT C
SPECIAL CONDITIONS**

2012 FISHIN' FOR 50K

1. All boating participants will pay the established boat permit fees. The Resort Association of Big Bear Lake will sell Special Event daily boat permits through the tournament headquarters and will be responsible for any lost or missing permits.
2. Game Fish Contest Permit from the State of California, Department of Fish and Game must be submitted to the District at least 30 days prior to the event.
3. Payment of a minimum fee for fish purchases by the District or by spending the equivalent amount on a fish plant by the applicant after approval by the Lake Manager is required. The fee will be \$500 or \$15 per angler whichever is greater.

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

MEETING DATE: *March 15, 2012*

AGENDA ITEM: *6A*

SUBJECT:

PRESENTATION ON PROPOSED REDISTRICTING PLAN AND PROCESS

RECOMMENDATION:

The General Manager and the Administrative Committee (Directors Eminger & Smith) recommends that the Board consider approving the new Division boundaries as drawn on Figure 2, that a Public Hearing be set for April 5, 2012 to consider public comment, and that a resolution formally adopting new division boundaries be considered for approval at the April 15, 2012 Board meeting.

DISCUSSION/FINDINGS:

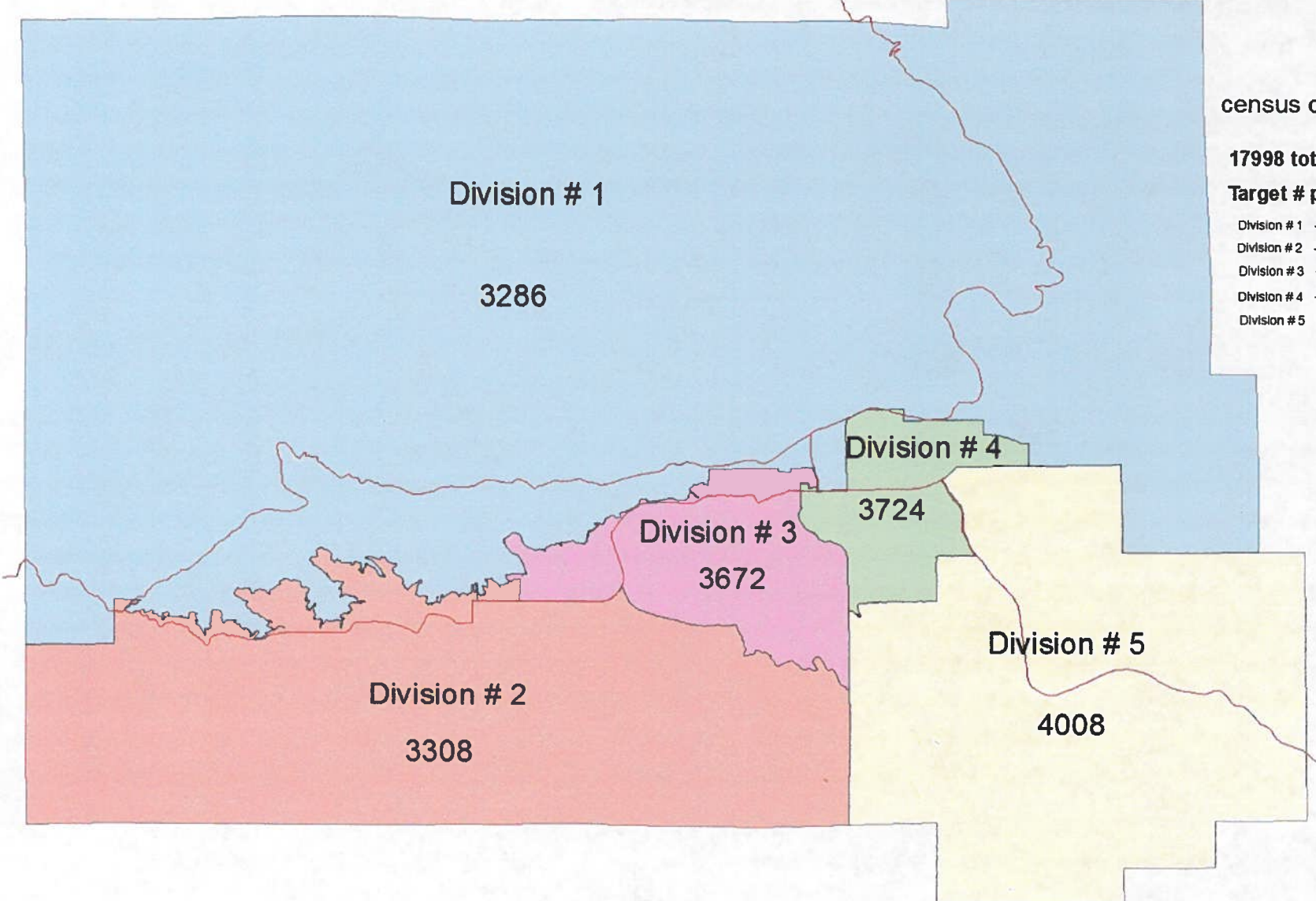
District Board members are elected by geographic Divisions based on population. The District is required to consider adjusting Division boundaries based on changing populations within the District after every census. The current Division boundaries were assigned based on the 2000 census when the population in the District was 20,055 persons. The recent 2010 census reports a population within the District of only 17,988 and a considerable variation between individual Division populations as shown on the attached map (Figure 1). The Administrative Committee recommends that Division boundaries be adjusted to reflect a more uniform distribution of population for each of the Districts' five divisions as shown on the attached Figure 2. In preparing the revised map of Division boundaries staff attempted to redraw division boundaries based on the equal population approach to capture populations of 3598, plus or minus 180 people in each resulting in division populations within 5% of the target. Staff also intentionally drew new boundaries to make them contiguous. That is no part of a Division is separated geographically from another part. Division boundaries were kept close to existing lines where possible. New boundary lines were drawn using major streets, census tracts and City and County political subdivisions.

OTHER AGENCY INVOLVEMENT: Registrar of Voters

FINANCING: None

Submitted by: Scott Heule, General Manager

Figure 1 Existing Division Boundaries



census data 2010
17998 total population
Target # per Division 3600
Division # 1 -9.56% from target
Division # 2 -8.83% from target
Division # 3 +1.96% from target
Division # 4 +3.33% from target
Division # 5 +10.17% from target



BIG BEAR MUNICIPAL WATER DISTRICT Proposed Division Boundaries 2010 Population 3/2012



- Division 1
- Division 2
- Division 3
- Division 4
- Division 5

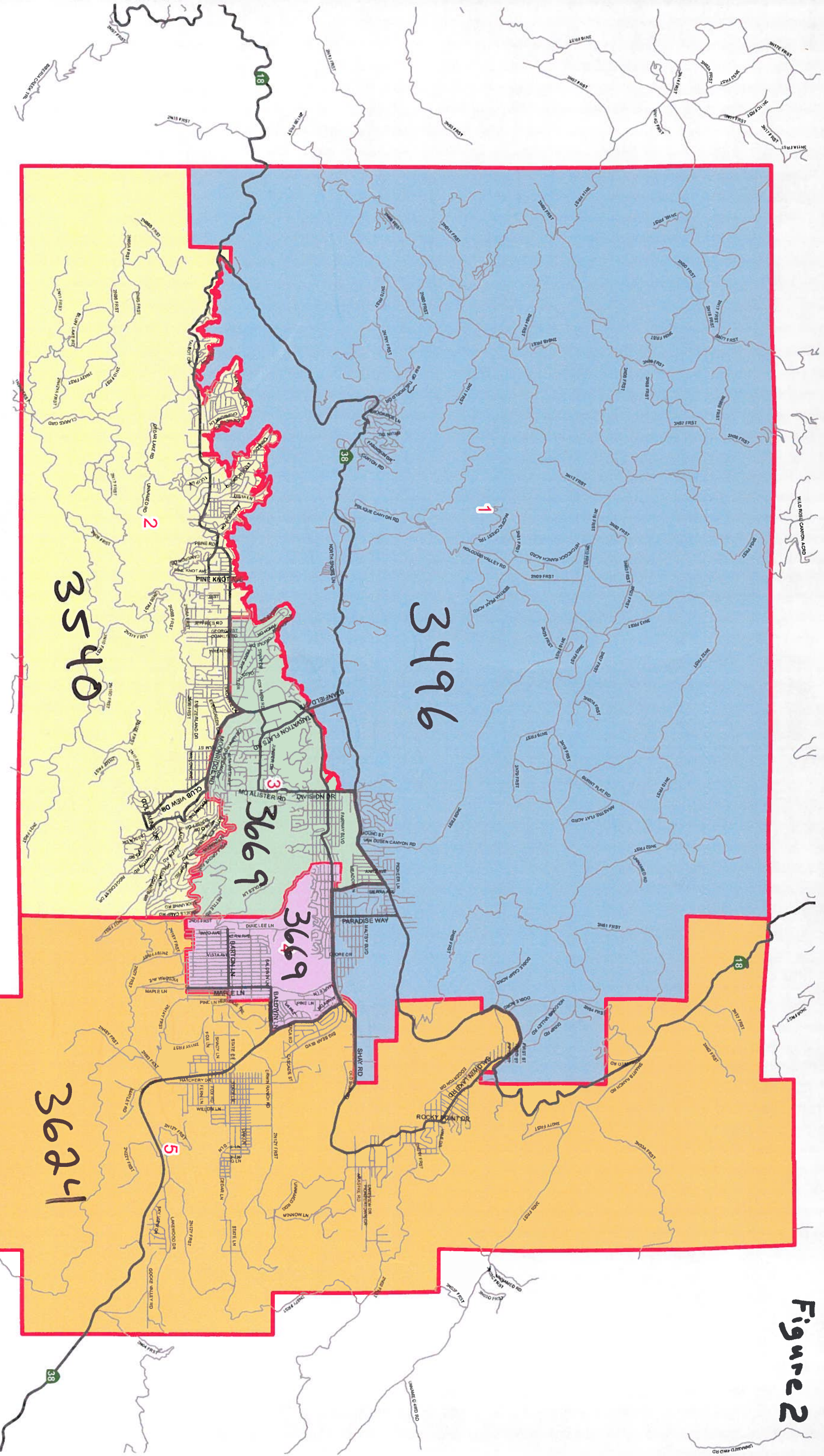


Figure 2

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

MEETING DATE: *March 15, 2012*

AGENDA ITEM: *6B*

SUBJECT:

CONSIDER APPROVAL OF A \$50 FEE FOR BOAT TOWS ON THE LAKE

RECOMMENDATION:

The General Manager and the Operations Committee (Directors Fashempour & Murphy) recommend approval of this fee proposal.

DISCUSSION/FINDINGS:

Over the past five years there has been an average of 437 boat tows by Lake Patrol annually. Most of these tows are the result of boaters running out of gas, running batteries dead or some other mechanical breakdown. In some cases boaters have abused the Districts' free tow service, taking a risk of running out of gas knowing that they will get towed back to the marina if they do and there would be no charge for the service. While an occasional tow by Lake Patrol does not interfere with other duties, on busy weekends boat tows can become almost overwhelming. Lake Patrol officers cannot attend to other public safety matters when they are towing boats. Moreover, the direct cost of wages, fuel and the wear and tear on Lake Patrol boats is a real expense to the District that historically has been subsidized by the District. In order to discourage abuse of this service and to recover a portion of the cost the Committee discussed charging a fee for a boat tow on the Lake beginning this season. The Committee also discussed the sale of boat tow insurance that would allow a boater up to two or three tows per year before a tow charge was incurred. That idea was determined to be worth further consideration but probably could not be implemented soon enough to begin this year. Lake Operations Supervisor Adam Williams reports that a boat tow, from the time the call out gets to the patrol officer to the time the boat is returned to the shoreline destination is rarely less than 35 to 45 minutes. According to the Fee Schedule the District charges \$115 per hour for the services of a Lake Patrol Officer and boat during special events. Using this information and in an attempt to discourage the abuse of the boat tow service, the Committee recommends that the Board approve charging a fee of \$50 for all boat tows.

OTHER AGENCY INVOLVEMENT: None

FINANCING: None

Submitted by: Scott Heule, General Manager