

**A G E N D A**  
**BIG BEAR MUNICIPAL WATER DISTRICT**

**BOARD OF DIRECTORS**  
**Regular Meeting**  
**April 19, 2012**

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

Next Resolution Number: 2012-03

**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 April 5, 2012
- B. Warrant List Dated April 11, 2012 for \$282,473.09
- C. Consider approval of a Resolution of the Board of Directors of Big Bear Municipal Water District amending Resolution No. 2006-13 (Administrative Code) as it relates to Park Rangers
- D. Consider approval of a Special Event Permit for Big Bear Lake Jazz Trax Summer Music Festival to be held on June 22<sup>nd</sup>, 23<sup>rd</sup> & 24<sup>th</sup>
- E. Consider approval of a Special Event Permit for the Big Bear Lake TroutFest to be held on October 6<sup>th</sup> & 7<sup>th</sup>

**6. BUSINESS**

- A. Consider approval of a proposal from MWH Americas to provide Dam Engineering Services

**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, May3, 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.bbwwd.org](http://www.bbwwd.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 REGULAR MEETING OF  
BIG BEAR MUNICIPAL WATER DISTRICT  
HELD ON THURSDAY, APRIL 5, 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 reported that he and Mike Stephenson starred in a video presentation for the Big Bear Antique Car Club meeting last night. He explained that he made the presentation on the District's Quagga Initiative that was originally recorded on the Nancy Kennedy show. He commented that there were about 25 people present. He added that they asked good questions and were very appreciative of the presentation. Mr. Heule explained that he met with David Lawrence, Pavolova Vitale, and Gia Kim, of San Bernardino County this past Tuesday to discuss progress on the nutrient TMDL activities. He reported that they asked for a proposal to expand our harvesting and carp reduction programs that Mr. Stephenson is working on. He explained that more details will be shared and discussed with the Watershed Committee as they coalesce in the near future. Mr. Heule reported that we have completed one round of TMDL Lake sampling on behalf of the City and County. He explained that the District is being reimbursed for our costs associated with this effort and they are getting samples to the lab and paying for all laboratory charges. He added that, at this point in time, the USFS and Caltrans are not participating in this effort. He reported that he received an e-mail message from Ray Stokes at Caltrans yesterday. He explained that Mr. Stokes asked about outstanding issues related to their work at the dam. Mr. Heule responded to Mr. Stokes with a long list and now is waiting on him to set up a time and date for a face to face meeting to discuss details of how to proceed. He explained that Mr. Stokes asked if the District had any plans to pursue a maintenance bridge on the dam after all of the Caltrans work is done. Mr. Heule responded that the District has spent all the money that we are going to spend on this and that we had no plans to spend any more. Mr. Heule added that he will keep the Facilities Committee up to date as this issue develops. He reported that the 2012 edition of Mountain Waters Dispatch is being distributed. He commented that staff did a great job as usual. He explained that it is four pages longer than in the past, with more content, commenting that the advertising is still paying full freight on the printing costs. Mr. Heule reported that the new software is doing a great job for us on permit sales and RV Park reservations. He explained that there are some differences in how the various tasks are carried out and it appears that it will simplify the auditing and accounting functions moving forward. He added that now as a permit is sold at the ramps it is automatically recorded and updated on the server here in the District office. He reported that last Monday he went with Adam Williams on the first boat tow of the season. He explained that the fisherman's motor quit and would not start adding that smoke from the engine indicated an electrical problem.

Lake Manager, Mike Stephenson reported that he attended the (WAPMS) Western Aquatic Plant Management Society Conference earlier in the week. He added that he will make a full report in the near future. He reported that the herbicide arrived today and they will begin application soon. He stated that since Tyler Cockrell is leaving the District some staff changes had to be made. He

explained that Mark Hopkins is going to be on Lake Patrol and Chris Jackson will be Ramp Crew-leader. He commented that the East Ramp is now open and fishing is good. President Eminger reported that he had a conversation with the Big Bear helicopter company explaining that they can do aerial photography and we might be able to save some money by using their services.

#### **APPROVAL OF CONSENT CALENDAR**

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

- Minutes of a Regular Meeting of March 15, 2012
- Warrant List Dated March 28, 2012 for \$48,486.37
- Approval of a concession permit to Ruth Fawley for Big Kahuna Hot Dog concession at the East Ramp
- Approval of Special Districts Selection Election for the Regular LAFCO Member
- Approval of a Resolution of the Board of Directors Adopting the Accumulation Program (Apple Plan) for Part-time and Limited-service employees

#### **PRESENTATION BY SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT REGARDING ATMOSPHERIC MERCURY SAMPLING**

Mr. Heule introduced Todd Warden of the South Coast Air Quality Management District who introduced Dr. Philip Fine PhD who made a PowerPoint presentation regarding Atmospheric Mercury in the Big Bear Lake area (see summary attached). Dr. Fine commented on mercury in fish (bass) and covered the differences in particulate and reactive mercury. He also covered the studies they did on the Mitsubishi Cement Plant concluding that the plant is not a significant source of mercury. He commented that while the atmosphere may be a source of mercury to Big Bear Lake the ambient levels are already quite low and trying to reduce them would not make a dent in the atmospheric levels. Dr. Fine now asked for questions. President Eminger asked if much of the mercury in the US is coming from China. Dr. Fine stated that China is a major source worldwide. Director Smith asked about the affects of eating bass from Big Bear Lake. Dr. Fine stated that he is not an authority on that subject explaining that his was an atmospheric study and what mercury flows into the lake was not studied. He commented that atmospheric levels were insignificant adding that even if atmospheric levels were cut in half it probably would not make a difference. Mr. Heule thanked Dr. Fine for his informative presentation. He introduced Hope Smythe, David Lawrence, and Pavolova Vitale and asked if anyone in the audience wanted to comment. Hope Smythe, CA Regional Water Quality Control Board, stated that the "water world" and the "air world" were finally coming together and this information fills a large data gap and will help with statewide mercury monitoring. She reported that the Water Quality Control Board will continue to do studies. David Lawrence, City of Big Bear Lake, commented that now that we know there are not elevated mercury levels in the atmosphere, why are bass gathering mercury. Mr. Stephenson stated that it seems to only be found in larger, older bass. Ms. Smyth reported that as long as we see levels decreasing it is a good thing. Director Fashempour asked how old the fish are that have elevated mercury levels. Mr. Stephenson stated that since Big Bear Lake is cold, a large bass is most likely considerably older than bass in other lakes. He added that they grow more slowly and may have been in the lake for years. Director Fashempour asked how many large bass are in the lake. Mr. Stephenson reported that he believes there are very few bass over 3 lbs. Ms. Smythe stated that she doesn't want to do TMDL if not necessary adding that the District should develop an appropriate policy to address

this issue. Mr. Lawrence stated that something like a catch and release policy for any bass over 3 pounds would probably work. Mr. Heule stated that we don't know the fish census regarding bass in the lake and perhaps we should solicit the help of Fish & Game to try and determine the bass population.

### **PUBLIC HEARING: CONSIDER APPROVAL OF DIVISION BOUNDARY REDISTRICITING**

Mr. Heule made a PowerPoint presentation (see attached) explaining that District Board members are elected by geographic Divisions based on population. He added that the District is required to consider adjusting Division boundaries based on changing populations within the District after every census. He explained that the current Division boundaries were assigned based on the 2000 census when the population in the District was 20,055 persons. He commented that the recent 2010 census reports a population within the District of only 17,988 and a considerable variation between individual Division populations exists. Mr. Heule reported that the current population by Division is as follows: Division 1 (Murphy) = 3286, Division 2 (Fashempour) = 3308, Division 3 (Suhay) = 3672, Division 4 (Eminger) = 3724, and Division 5 (Smith) = 4008. He explained that the Administrative Committee previously recommended that Division boundaries be adjusted to reflect a more uniform distribution of population for each of the Districts' five divisions and a draft proposal was presented at the March 15, 2012 meeting. He reported that at that meeting it was determined to proceed with the new Division boundaries and schedule this Public Hearing to consider public comment. He explained that if the Board approves the proposed new division boundaries today, Staff will then have an engineer prepare legal descriptions of each for submittal to the County Registrar of Voters and a Resolution formally adopting the new division boundaries will be considered for approval at a future meeting. The public made no comments on the proposed new Division Boundaries.

Director Smith moved approval of Division Boundary Redistricting as shown on the new proposed division boundaries map. Director Fashempour seconded the motion and it was unanimously approved.

### **PUBLIC FORUM**

No comments were made

### **ANNOUNCEMENTS**

Mr. Heule reported that he will be sharing his educational and professional history with a senior English class at the high school next Friday commenting that it should prove to be interesting to hear their reactions. He explained that there will be one more round of interviews tomorrow for Ramp Attendants. He commented that the quality we have seen so far is a bit lacking adding that we have had to reach deeper into the pool of applicants than we had hoped.

### **DIRECTOR COMMENTS**

Director Smith commented that the information we received today regarding mercury TMDL is a big breakthrough adding that the data we were using before was out of line. He stated that we need to address the TMDL issue that Hope Smythe commented on. Director Murphy stated that we need to jump on this quickly and provide Ms. Smythe with what she needs. Mr. Heule stated that we need to know the bass size and population before we can address this. Mr. Stephenson stated that we could work with Fish & Game for this information adding that more and more people are coming to Big Bear Lake to fish for bass.



**ADJOURNMENT**

There being no further business, the meeting was adjourned at 2:17 P.M.

**NEXT MEETING**

Open Session at 1:00 P.M.  
Thursday, April 19, 2012  
Big Bear Municipal Water District  
40524 Lakeview Drive, Big Bear Lake, CA

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Vicki Sheppard  
Secretary to the Board  
Big Bear Municipal Water District

(SEAL)



# **ATMOSPHERIC MERCURY IN THE BIG BEAR LAKE AREA**

*Philip M. Fine, Ph.D.*

*Planning and Rules Manager  
South Coast Air Quality Management District*



**April 05, 2012**

[pfine@aqmd.gov](mailto:pfine@aqmd.gov)



## Study Summary

- Sources of Hg in the basin exist, but are not major sources relative to other parts of the country
- Monitored Hg concentrations consistent with expected background levels and those found worldwide
- Total Hg contribution from Mitsubishi plant generally not discernable in monitoring data, even during favorable wind conditions. Modeled concentrations confirm this result
- While the atmosphere may be a source of Hg to Big Bear Lake, the ambient levels are already low and close to background levels.



# Big Bear Municipal Water District

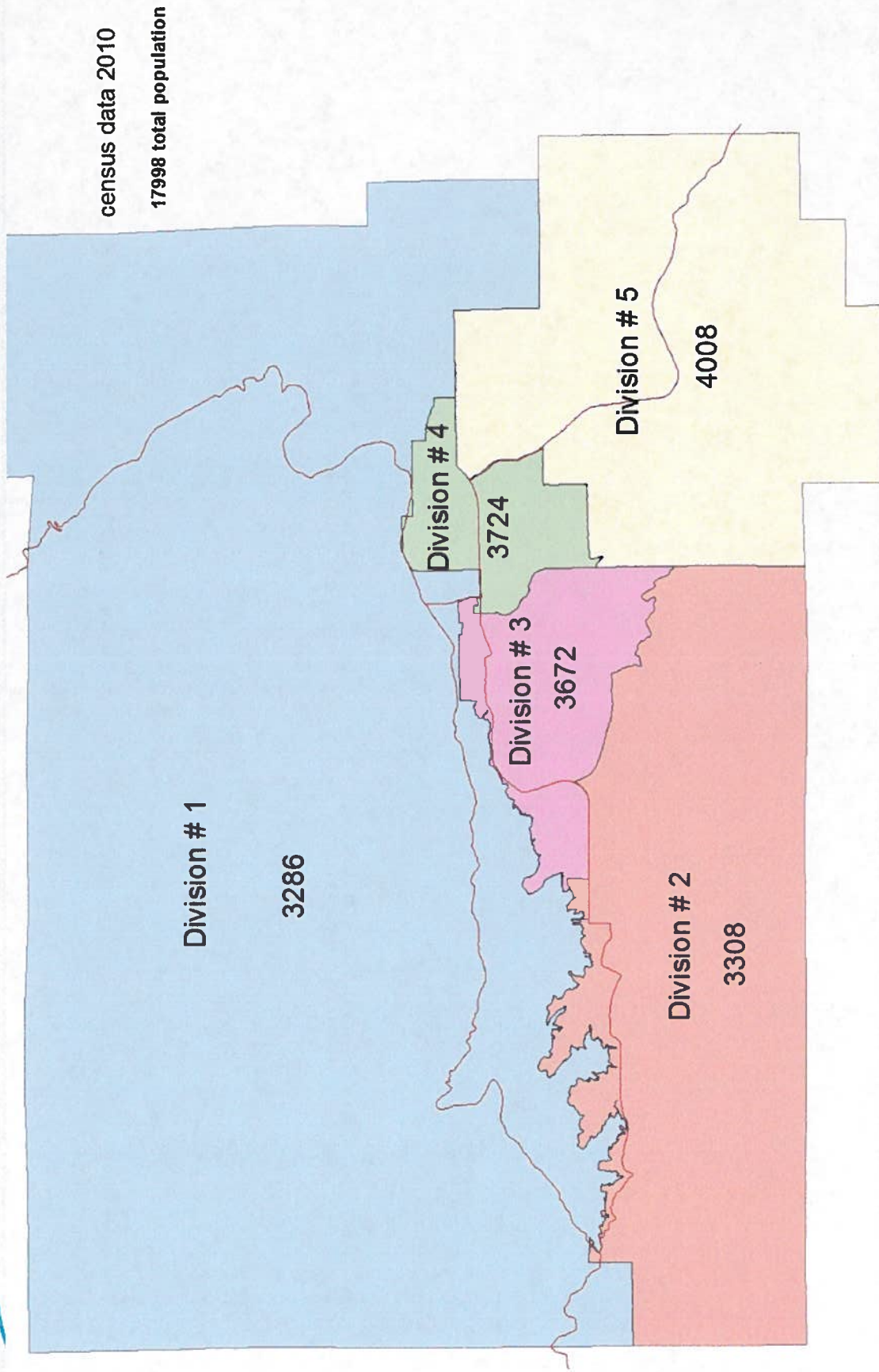
Proposed Division Redistricting based on 2010 Census  
April 5, 2012 Public Hearing



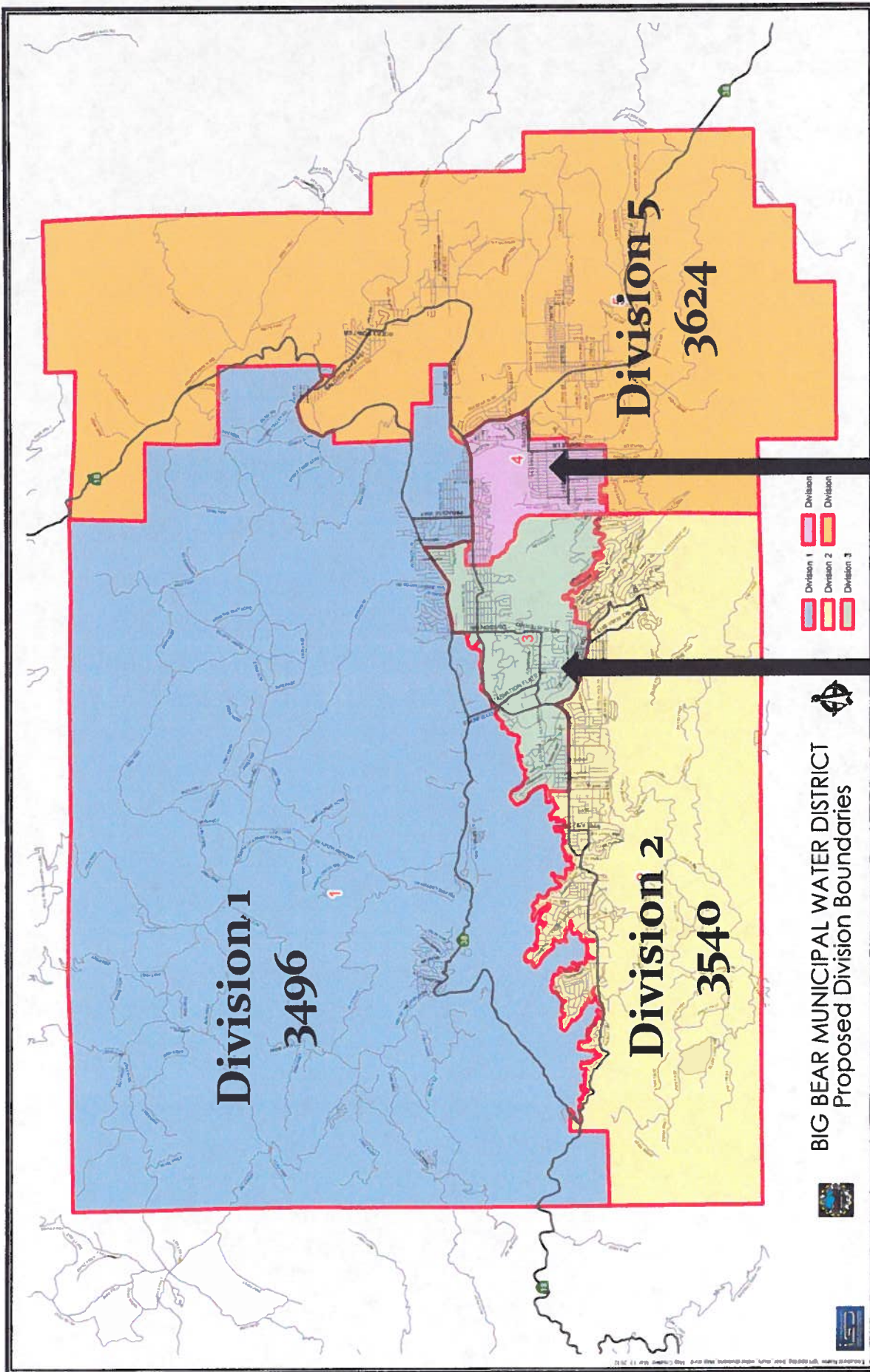
# Census Results

- 2000 Census District Population = 20,055
  - Target for each Division = 4,011
- 2010 Census District Population = 17,998
  - Target for each Division = 3,599
- Current Division Populations
  - Div. 1 = 3,286
  - Div. 2 = 3,308
  - Div. 3 = 3,672
  - Div. 4 = 3,724
  - Div. 5 = 4,008





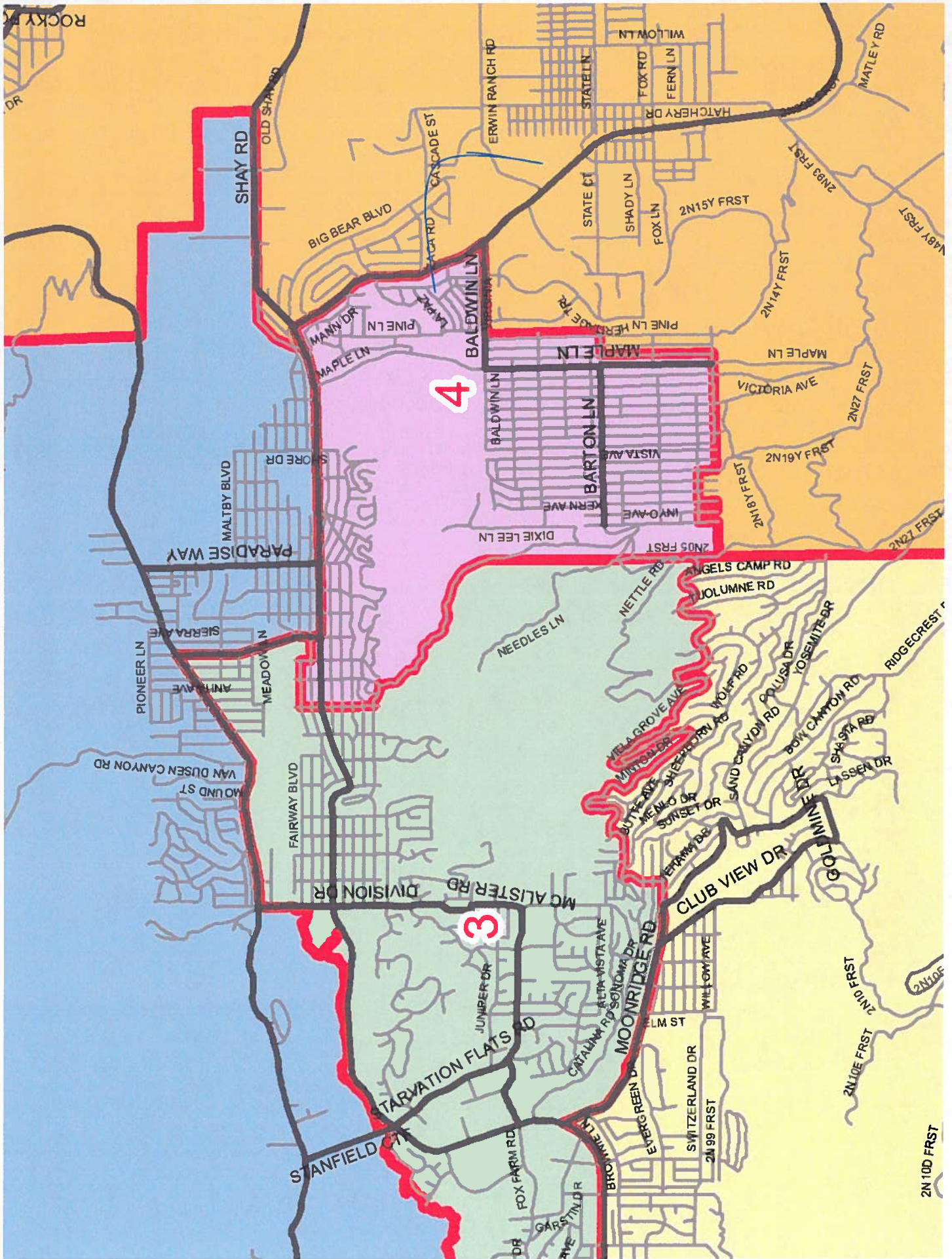
Current Division Boundaries, March 2012



**Division 3 3669**

**Division 4 3669**



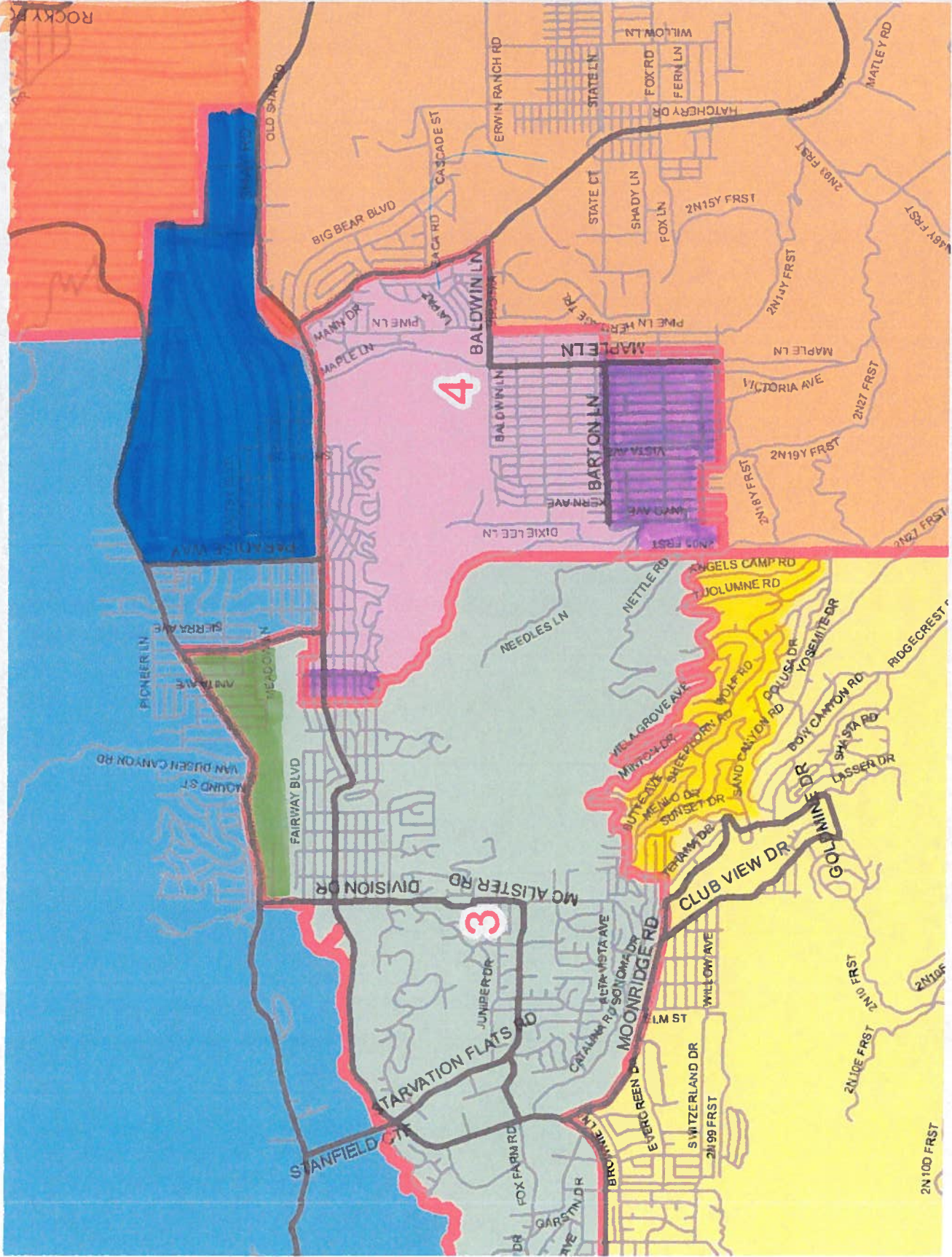


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# Next Steps

- Public Hearing April 5, 2012
- Award contract to prepare legal description
- Adopt resolution defining new Division boundaries
- Forward mapping to San Bernardino County Registrar of Voters

Big Bear Municipal Water District  
 Computer & Manual Check Register  
 Current and History Files, 03/29/12 to 04/10/12  
 Account 10010-00-001, Sessions 000000 to 002610

Check	Payment / Vendor Information	Ck Date	Prty	Invoice	Session	Reference	Amount
Checking Account: 10010-00-001							
150212	ACWAHB / ACWA Health Benefits Authority (H)	04/10/12	2	05012012	002610	HEALTH	20287.35
ACWAHB Subtotal :							20287.35
150213	AFLAC / AFLAC	04/10/12	2	946747	002610	AFLAC	284.18
AFLAC Subtotal :							284.18
150214	ALTITU / ALTITUDE FINANCIAL PLANNING	04/10/12	2	1416	002610	PROFSVCS	4050.00
ALTITU Subtotal :							4050.00
150215	APPLIE / Applied Best Practices	04/10/12	2	20426	002610	PROFSVCS	729.00
APPLIE Subtotal :							729.00
150216	BANKSU / BANK SUPPLIES	04/10/12	2	1207211800	002610	RAMP SUPPLS	247.77
BANKSU Subtotal :							247.77
150217	BAUMGA / Richard A. Baumgartner, M.D.	04/10/12	2	110745	002610	PHYSICALS	1080.00
BAUMGA Subtotal :							1080.00
150218	BBDSPL / Big Bear Disposal	04/10/12	2	272612	002610	UTIL-MAIN	151.71
BBDSPL Subtotal :							151.71
150219	BUTCHR / Butcher's Block & Building Materi	04/10/12	2	119684	002610	WKBOAT	9.32
150219		04/10/12	2	119794	002610	EASTMAINT	49.58
150219		04/10/12	2	120282	002610	SHOPMAINT	839.10
150219		04/10/12	2	120384	002610	EASTMAINT	17.23
150219		04/10/12	2	120433	002610	SHOPMAINT	45.44
BUTCHR Subtotal :							960.67
150220	BVELEC / Bear Valley Electric	04/10/12	2	03222012	002610	UTIL-RAMPS	68.46
150220		04/10/12	2	03282012A	002610	UTIL-DAM	11.67
150220		04/10/12	2	03282012B	002610	UTIL-RAMPS	186.29
150220		04/10/12	2	03282012C	002610	UTIL-DAM	343.63
150220		04/10/12	2	03282012D	002610	UTIL-AERAT	504.35
150220		04/10/12	2	03282012E	002610	UTIL-MAIN	12.17
BVELEC Subtotal :							1126.57
150221	BVFABR / Bear Valley Fabricators	04/10/12	2	160532	002610	PATROLMAN	140.38
BVFABR Subtotal :							140.38
150222	BVPRIN / Bear Valley Printing	04/10/12	2	81963	002610	PRINTING	160.28
BVPRIN Subtotal :							160.28
150223	CALJUN / Cal-June Incorporated	04/10/12	2	0441434	002610	SHOPMAINT	4015.79



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 Current and History Files, 03/29/12 to 04/10/12  
 Account 10010-00-001, Sessions 000000 to 002610

Check	Payment / Vendor Information	Ck Date	Prty	Invoice	Session	Reference	Amount
<b>CALJUN Subtotal :</b>							4015.79
150224	CHEMPA / CHEM PAK PRODUCTS	04/10/12	2	76668	002610	JANITSUPPL	17.42
150224		04/10/12	2	76674	002610	JANITSUPPL	966.58
150224		04/10/12	2	76675	002610	JANITSUPPL	47.30
<b>CHEMPA Subtotal :</b>							1031.30
150225	COLONI / COLONIAL LIFE	04/10/12	2	0301056	002610		606.81
<b>COLONI Subtotal :</b>							606.81
150226	COMPVI / COMPUTER VILLAGE	04/10/12	2	124608	002610	PROFSVCS	700.00
<b>COMPVI Subtotal :</b>							700.00
150227	COMSER / ComSerCo	04/10/12	2	60203	002610	RADSVCCONT	255.00
<b>COMSER Subtotal :</b>							255.00
150228	CYGNET / CYGNET ENTERPRISES, INC	04/10/12	2	5660	002610	INVSPECCON	82967.50
<b>CYGNET Subtotal :</b>							82967.50
150229	DIRCTV / DIRECTV	04/10/12	2	1740950232	002610	UTIL-RV	163.37
<b>DIRCTV Subtotal :</b>							163.37
150230	DWP / Department of Water and Power	04/10/12	2	03292012A	002610	UTIL-MARSH	48.12
150230		04/10/12	2	03292012B	002610	UTIL-RAMPS	19.47
150230		04/10/12	2	03292012C	002610	UTIL-RV	80.22
150230		04/10/12	2	03292012D	002610	UTIL-MAIN	14.60
150230		04/10/12	2	03292012E	002610	UTIL-TROUT	80.22
150230		04/10/12	2	03292012F	002610	UTIL-RAMP	123.92
<b>DWP Subtotal :</b>							366.55
150231	ENTEMA / ENTENMANN-ROVIN CO.	04/10/12	2	0079317	002610	UNIFORMS	113.55
<b>ENTEMA Subtotal :</b>							113.55
150232	ENVCHE / Enviro-Chem, Inc	04/10/12	2	1203282	002610	CONTAMINAT	100.00
<b>ENVCHE Subtotal :</b>							100.00
150233	EQUIPC / EQUIPCO	04/10/12	2	S48150	002610	WTRSHEQUIP	1494.43
<b>EQUIPC Subtotal :</b>							1494.43
150234	GRZZLY / Grizzly	04/10/12	2	534833	002610	LEGALNOTIC	85.56
<b>GRZZLY Subtotal :</b>							85.56
150235	HELMUT / Helmut's Marine Service	04/10/12	2	2823	002610	BOATENGINE	12725.00

Big Bear Municipal Water District  
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 Current and History Files, 03/29/12 to 04/10/12  
 Account 10010-00-001, Sessions 000000 to 002610

Check	Payment / Vendor Information	Ck Date	Prty	Invoice	Session	Reference	Amount
						<b>HELMUT Subtotal :</b>	12725.00
150236	IDEARC / SUPERMEDIA LLC	04/10/12	2	03192012	002610	EMAIL	29.95
150236		04/10/12	2	04012012	002610	PHONE-MAIN	65.50
						<b>IDEARC Subtotal :</b>	95.45
150237	LABSAF / Lab Safety Supply, Inc.	04/10/12	2	1018677194	002610	WTRSHSUPPL	71.22
						<b>LABSAF Subtotal :</b>	71.22
150238	LEMIEU / LEMIEUX & O'NEILL	04/10/12	2	20024M-5	002610	LEGAL-SAS	20.00
						<b>LEMIEU Subtotal :</b>	20.00
150239		04/10/12	2	20999M-152	002610	LEGAL-RET	3500.00
						<b>LEMIEU Subtotal :</b>	3500.00
150240	LINCON / Lincoln Financial Group	04/10/12	2	04122012	002610	DEFERDCOMP	1150.00
						<b>LINCON Subtotal :</b>	1150.00
150241	LITTLE / The Little Green House	04/10/12	2	008937	002610	EMPRECOG	18.95
						<b>LITTLE Subtotal :</b>	18.95
150242	MASTER / FIRST BANKCARD CENTER	04/10/12	2	0330122320	002610	MASTER320	3563.58
						<b>MASTER Subtotal :</b>	3563.58
150243		04/10/12	2	0330123378	002610	MASTER102	803.77
						<b>MASTER Subtotal :</b>	803.77
150244	MCMSTR / McMaster-Carr Supply Co.	04/10/12	2	22963929	002610	SHOPMAINT	552.47
						<b>MCMSTR Subtotal :</b>	552.47
150245	MELTON / Melton Sign Service	04/10/12	2	4223	002610	SSMAINT	20.00
						<b>MELTON Subtotal :</b>	20.00
150246	MWH / MWH AMERICA INC	04/10/12	2	1454938	002610	WTRMSTRREP	8411.13
						<b>MWH Subtotal :</b>	8411.13
150247	MWH / MWH America, Inc.	04/10/12	2	1454939	002610	WTRMSTRMEE	2587.50
						<b>MWH Subtotal :</b>	2587.50
150248		04/10/12	2	1454937	002610	PROFSVCS	1660.10
						<b>MWH Subtotal :</b>	1660.10
150249	NAPA / McConnell Motor Parts Inc.	04/10/12	2	074996	002610	PATROLBOAT	374.33
150249		04/10/12	2	075533	002610	WORKBOAT	8.66
150249		04/10/12	2	076361	002610	EQUIPMAINT	121.64

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Check	Payment / Vendor Information	Ck Date	Prty	Invoice	Session	Reference	Amount
150249		04/10/12	2	076566	002610	WORKBOAT	8.66
NAPA Subtotal :							513.29
150250	NOCONT / NO CONTRACT VOIP	04/10/12	2	3283	002610	PHONE-MAIN	145.15
NOCONT Subtotal :							145.15
150251	QUILL / Quill Corporation	04/10/12	2	2009071	002610	OFFICSUPPL	46.85
150251		04/10/12	2	2010028	002610	OFFICSUPPL	54.78
150251		04/10/12	2	2104221	002610	OFFICSUPPL	106.35
150251		04/10/12	2	2231901	002610	OFFICSUPPL	214.26
150251		04/10/12	2	2293471	002610	OFFICSUPPL	71.75
QUILL Subtotal :							493.99
150252	ROTARY / Rotary Club of Big Bear Lake	04/10/12	2	03312012	002610	MEMBERSHIP	130.00
ROTARY Subtotal :							130.00
150253	SCAQMD / SOUTH COAST A.Q.M.D.	04/10/12	2	2462592	002610	PERMIT	303.56
150253		04/10/12	2	2463906	002610	PERMIT	112.85
SCAQMD Subtotal :							416.41
150254	TURNEY / ERIC TURNEY	04/10/12	2	04062012	002610	PHONE-CELL	50.00
TURNEY Subtotal :							50.00
150255	UNUM / UNUM	04/10/12	2	97984-0014	002610	UNUM	1483.49
UNUM Subtotal :							1483.49
150256	USBANK / US BANK TRUST N.A.	04/10/12	2	05012012	002610	2003CERTS	122110.63
USBANK Subtotal :							122110.63
150257	VERIZO / Verizon California	04/10/12	2	03252012	002610	PHONE-WS	40.19
150257		04/10/12	2	03282012	002610	PHONE-DAM	39.84
VERIZO Subtotal :							80.03
150258	WOLTER / WOLTERS KLUWER LAW & BUSINESS	04/10/12	2	83130845	002610	SUBSCRIPT	90.64
WOLTER Subtotal :							90.64
150259	XEROX / Xerox Corporation	04/10/12	2	060923703	002610	COPIERLEAS	662.52
XEROX Subtotal :							662.52
Total For Check Account: 10010-00-001							282473.09
Check Register Total :							282473.09

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

**MEETING DATE:** April 19, 2012

**AGENDA ITEM:** 5C

**SUBJECT:** CONSIDER APPROVAL OF A RESOLUTION OF THE BOARD OF DIRECTORS OF BIG BEAR MUNICIPAL WATER DISTRICT AMENDING RESOLUTION NO. 2006-13 (ADMINISTRATIVE CODE) AS IT RELATES TO PARK RANGERS

**RECOMMENDATION:**

The General Manager and the Administrative Committee (Directors Eminger and Smith) recommend approval of this Resolution amending the Administrative Code.

**DISCUSSION/FINDINGS:**

Recent challenges to Lake Patrol's ability to issue citations associated with the protection of District property and persons using District property has created the need to clarify and then memorialize their powers and responsibilities. In accordance with Water Code Section 71661 District Park Rangers are now and have always been required to pass Peace Officer Standard Training (POST) at the 40 hour PC832 level and 40 hour California Department of Boating and Waterways Basic Boating Safety and Enforcement and then rigorous field training at the Lake. In addition to this required training Lake Patrol officers will be required to be finger printed, pass a background check and psychological testing. Before they assume the full duties of Lake Patrol officers they will now be formally sworn in and appointed by Board action. The Administrative Committee recommends the Board approve the attached resolution as it relates to Park Rangers.

**OTHER AGENCY INVOLVEMENT:** None

**FINANCING:** None

Submitted by: Scott Heule, General Manager



**\*\*\*DRAFT\*\*\***

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF  
BIG BEAR MUNICIPAL WATER DISTRICT  
AMENDING RESOLUTION NO. 2006-13 (ADMINISTRATIVE CODE)  
AS IT RELATES TO PARK RANGERS**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS OF BIG BEAR MUNICIPAL  
WATER DISTRICT as follows:**

**1. Purpose.**

This Resolution amends the Administrative Code by clarifying the status of park rangers.

**2. Amendment.**

Section 3.204 is added to Resolution No. 2006-13 to read as follows:

**"Section 3.204. Park Rangers.**

(a) The District shall employ park rangers in accordance with Water Code section 71661. The primary function of these park rangers will be to protect the properties of the District and to protect persons on District property.

(b) Park rangers shall be recruited and trained in accordance with criteria established by the Commission on Peace Office Standards and Training ("POST"). Park rangers shall be finger-printed, have background checks, undergo a physical exam and psychological testing, and completed field training before being sworn.

(c) The General Manager shall present persons to be hired as park rangers to the board for appointment. The appointment shall be by board action memorialized in the minutes."

**3. Other.**

Except as provided herein, Resolution No. 2006-13 is hereby reaffirmed and readopted.

**PASSED, APPROVED AND ADOPTED** on \_\_\_\_\_, 2012.

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Secretary

[SEAL]

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

**MEETING DATE:** April 19, 2012

**AGENDA ITEM:** 5D

**SUBJECT:**

**CONSIDER APPROVAL OF A SPECIAL EVENT PERMIT FOR BIG BEAR LAKE JAZZ TRAX SUMMER MUSIC FESTIVAL TO BE HELD ON JUNE 22<sup>ND</sup>, 23<sup>RD</sup> & 24<sup>TH</sup>**

**RECOMMENDATION:**

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

**DISCUSSION/FINDINGS:**

The 2012 Jazz Trax Festival is scheduled for June 22, 23, and 24, 2012. The event is planned for the Marina Resort property with the fireworks barge used for the floating stage. This will be the third year the floating stage idea will be used as it has been a success in years past. In addition to the floating stage the applicants will offer VIP seating on two Holloways pontoon boats located behind and on either side of the stage. The standard application fee of \$100 will be charged and all District support expenses for the event will be paid from the \$500 deposit. The Operations Committee recommends approval of this special event subject to the following special conditions:

- The general public must be prevented from accessing the barge.
- Boats must be prevented from tying up along the edge of the barge. The District will install a floating rope and red buoys on a perimeter to prevent boats from encroaching too close.
- The Lake Operations Supervisor will provide direction for placement of lifesaving throwable devices and fire extinguishers on the barge.
- The District may require additional conditions based on actual conditions as the event is being staged.
- Lake Patrol and Maintenance will be needed to set up and prepare for the event but no Lake Patrol or monitoring duties will be needed following initial satisfactory inspection of the setup.
- The sponsors are prohibited from interfering with the safe navigation of Lake use surrounding the floating stage by the general public, and they cannot prevent the general public from anchoring outside the floating buoy line placed in advance of the event by District staff.

**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 April 19, 2012 Big Bear Municipal Water District (hereinafter "District") grants a Special Event Permit to Jazz Trax Summer Music Festival 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:

3-20-12

Date

Art Good

Permittee

\_\_\_\_\_  
Date

\_\_\_\_\_  
General Manager

EXHIBIT A

DESCRIPTION OF EVENT

1. Name of Event: Big Bear Lake JazzTrax Summer Music Festival
  2. Location: Lakeside Lawn Marina Resort 40770 Big Bear Blvd.  
Sponsored by Village Business Assoc.
  3. Date(s): June 22, 23, 24, 2012
  4. Describe Event: Jazz Concerts on the Beach / Lawn
  5. Estimated Number of Participants: 50
  6. Estimated Number of Spectators: 400 - 700
  7. Method of Limiting Attendance: Pre Ticket Sales
  8. Method of Trash Collection and Disposal: Trash Cans & Clean-Up Crew
  9. Proposed First-Aid Services: at Motel Office
  10. Proposed Security Services: Certified 4-6 Security Personnel, San Diego Safety
  11. Proposed Fire Protection Services: Jack Totolugo  
Big Bear Lake Fire Department Access Road 619-606-1806
  12. Proposed Sanitation Facilities: Existing Restrooms plus additional portable toilets
  13. Parking Arrangements: Marina Resort & Robin Hood, City Bartlett Lot
  14. Name, Address and Telephone Number of Person Available Before and During Event with Authority to Control Event:  
Charles Brewster 909-844-5337 Art Good 760-333-9100  
See #14 and Jack Totolugo, Security 619-606-1806
  15. Perimeter control, if applicable:  
4' Security Fence, Water Buoy Line & Guards  
Couple Pontoon Boats Side of Stage to help break water swell  
Stage Pointing Away from Lake to stabilize stage  
Expected db level 95 db at stage. 83 db at P/L
- Requesting Use of 16 x 100 Fireworks Barge  
June 21-24, 2012  
Floated 20 feet off Hotel Beach (See Map)



## 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.

**EXHIBIT C**  
**SPECIAL CONDITIONS**  
**Jazz Trax on the Lake 2012**

- The general public must be prevented from accessing the barge.
- Boats must be prevented from tying up along the edge of the barge. The District will install a floating rope and red buoys on a perimeter to prevent boats from encroaching too close.
- The Operations Supervisor will provide direction for placement of lifesaving throwable devices and fire extinguishers on the barge.
- The District may require additional conditions based on actual conditions as the event is being staged.
- Lake Patrol and Maintenance will be needed to set up and prepare for the event but no Lake Patrol or monitoring duties will be needed following initial satisfactory inspection of the setup.
- The sponsors are prohibited from interfering with the safe navigation or Lake use surrounding the floating stage by the general public, and they cannot prevent the general public from anchoring outside of the floating buoy line placed in advance of the event by District Staff.



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

**MEETING DATE:** April 19, 2012

**AGENDA ITEM: 5E**

**SUBJECT:**

**CONSIDER APPROVAL OF A SPECIAL EVENT PERMIT FOR THE 2012 BIG BEAR LAKE TROUTFEST TO BE HELD ON OCTOBER 6<sup>th</sup> AND 7<sup>th</sup>**

**RECOMMENDATION:**

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

**DISCUSSION/FINDINGS:**

The annual Western Outdoor News October TroutFest is scheduled for October 6 and 7, 2012. Consideration of their special event application had been postponed until they paid the \$2,145 balance owed for fisheries enhancement fee (\$15/angler) from their 2011 event. The Committee explained to the applicant that because of the tardy payment there would not be District raised caged fish available to tag for their event in the fall. Alan Sharp offered to front the District money to purchase a load of trout to put in cages immediately for use during the May Trout Classic and Fishin' for \$50K events and would be paid back when the 2012 TroutFest money is paid. Mike Stephenson was assigned to work directly with Alan Sharp to make these arrangements. The Committee recommends approval of this event with the following special conditions.

- A fisheries enhancement fee of \$15/angler will be paid to the District based on the final count of participants in the event. Partial cash payment of this fee must be made to the District immediately after August 1, 2012 based on the number of registrants on that date. The balance of the cash payment must be paid not later than October 15, 2012.
- The event cannot begin before 6:30 AM on either day of the event.
- All registrants will be advised during registration concerning requirements for Quagga Mussel inspection prior to launching on Big Bear Lake.
- District Staff will tag up to 30 fish and plant them throughout the Lake prior to the event.
- Only District staff will purchase and stock fish for the TroutFest event.

**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 April 19, 2012 Big Bear Municipal Water District (hereinafter "District") grants a Special Event Permit to **2012 Big Bear Lake TroutFest** 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:

3/17/12  
Date

  
Permittee

\_\_\_\_\_  
Date

\_\_\_\_\_  
General Manager

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:

2-8-12  
Date

  
Permittee

\_\_\_\_\_  
Date

\_\_\_\_\_  
General Manager

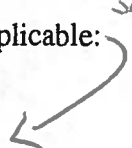


**EXHIBIT A**

**DESCRIPTION OF EVENT**

1. Name of Event: *TROUTFEST*
2. Location: *BIG BEAR MARINA*
3. Date(s): *10/6 - 10/7/12*
4. Describe Event: *TROUT FISHING TOURNAMENT*
5. Estimated Number of Participants: *MAX 1000*
6. Estimated Number of Spectators: *1400*
7. Method of Limiting Attendance: *MAX 1000*
8. Method of Trash Collection and Disposal: *MARINA STAFF / BIG BEAR DISPOSAL*
9. Proposed First-Aid Services: *911 / HOSPITAL / URGENT CARE / LAKE PATROL*
10. Proposed Security Services: *MARINA STAFF + VOLS*
11. Proposed Fire Protection Services: *BBLFD / FIRE EXT*
12. Proposed Sanitation Facilities: *PORTA POTITIES / SS RELIEFS*
13. Parking Arrangements: *BBMWWD DAY USE LOT / ELLIS LOT SE*
14. Name, Address and Telephone Number of Person Available Before and During Event with Authority to Control Event:  

<i>BILL EGAN MARINA</i>	<i>ALAN STAMP</i>
<i>185 AVIENDA LA PATA</i>	<i>PO BOX 1844</i>
<i>SAN CLEMENTE, CA 92673</i>	<i>BIG BEAR LAKE, CA 92315</i>
<i>949-290-0552</i>	<i>909-725-7165</i>
15. Perimeter control, if applicable: *949-290-0552 92673*



## 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.

**EXHIBIT C  
SPECIAL CONDITIONS**

**2012 BIG BEAR LAKE TROUTFEST**

- A fisheries enhancement fee of \$15/angler will be paid to the District based on the final count of participants in the event. Partial cash payment of this fee must be made to the District immediately after August 1, 2012 based on the number of registrants on that date. The balance of the cash payment must be paid not later than October 15, 2012.
- The event cannot begin before 6:30 AM on either day of the event.
- All registrants will be advised during registration concerning requirements for Quagga Mussel inspection prior to launching on Big Bear Lake.
- District Staff will tag up to 30 fish and plant them throughout the Lake prior to the event.
- Only District staff will purchase and stock fish for the TroutFest event.
- Game Fish Contest Permit from the State of California, Department of Fish and Game and proof of liability insurance naming the District as additionally insured must be submitted to the District at least 30 days prior to the event.



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

**MEETING DATE:** April 19, 2012

**AGENDA ITEM: 6A**

**SUBJECT:**

**CONSIDER APPROVAL OF A PROPOSAL FROM MWH AMERICAS TO PROVIDE DAM ENGINEERING SERVICES**

**RECOMMENDATION:**

The General Manager and the Facilities Committee (Directors Eminger & Suhay) recommend approval of Task 1 and Task 3 of this proposal.

**DISCUSSION/FINDINGS:**

At the request of the general manager the Districts' dam engineer Mike Rogers of MWH prepared the attached proposal to provide engineering services. Three tasks are proposed; Task 1 to prepare a dam operations guide, Task 2 for Bear Valley Dam abutment restoration and Task 3 General engineering support. Task 1 is a follow-up to the recent mapping work MWH performed that indicated inundation caused by the 100-year storm event assuming no action is taken to lower lake levels prior to the event.

Completion of Task 1 will result in a preliminary guide that District staff can use to intelligently lower lake levels in anticipation of the threat of flooding in the valley. Engineering work associated with this guide will be ongoing for several years in order to refine decision making thresholds and timing for when flood control releases should be made. Eventually knowledge of watershed snowpack and a predicted rainfall event will clearly define how long spillway gates need to be open to make storage available in the lake for stormwater runoff. The cost for this task is estimated to be \$51,000.

Task 2 was requested based on conversations with Caltrans that indicated their engineers would not design abutment retaining walls that attached to the dam. The general manager advised Caltrans that the District would provide the necessary engineering providing Caltrans signed an agreement indicating they would construct the design restoration and reimburse the District for the associated engineering costs. This is a stand alone task that would only be performed if the District has an agreement with Caltrans. The cost for this task is estimated to be \$122,000.

Task 3 includes various meetings with the District and with Division of Safety of Dams in Sacramento, and engineering support during remedial grouting at the left abutment of the dam. The cost for this task is estimated to be \$33,000.

The Committee recommends the Board approve only Task 1 and Task 3 at this time and that Task 2 would be considered at a later date if Caltrans agrees to fund the entire cost of the engineering work. Funding for this work will be from the Dam Repair fund.

**OTHER AGENCY INVOLVEMENT:** None

**FINANCING:** Dam Repair Fund

Submitted by: Scott Heule, General Manager



**MWH**

*BUILDING A BETTER WORLD*

March 30, 2012

Mr. Scott Heule, General Manager  
Big Bear Municipal Water District  
40524 Lakeview Drive  
Big Bear, California 92315

**Subject: Task Order No. 8 - Proposal to Provide 2012 Dam Engineering Services**

Dear Mr. Heule:

Thank you very much for providing MWH Americas, Inc. (MWH) the opportunity to continue our support the Big Bear Municipal Water District (District) for dam safety modifications at Bear Valley Dam. These services are a continuation of engineering support that MWH has provided the District since 2005. We appreciate the opportunity to continue to serve the District at this very important dam and reservoir.

#### **TERM OF AGREEMENT**

If accepted, this work would be performed as Task Order #8 to our Master Services Agreement dated September 29, 2008. As this Agreement expires on August 15, 2012, it is proposed that "Section 4. Term" of this Agreement shall be modified as follows:

"This Agreement shall have an effective date of September 29, 2008 and shall remain in effect until December 31, 2015, unless terminated earlier pursuant to this Agreement."

#### **SCOPE OF WORK**

##### **Task 1 – Bear Valley Dam Operations Guide**

The objective of this task is to develop an Operations Guide for the spillway and low level outlets at Bear Valley Dam. The current discharge facilities at the dam (10 main service gates) do not have enough capacity (3,400 cubic feet per second) to prevent overtopping of the arches with an extreme rainfall event in the watershed. It is recognized that extreme rainfall events that cause the dam to overtop by more than a foot will begin to impact properties around Big Bear Lake. Based on recent studies by MWH, the dam will overtop by up to 3.6 feet under the 100-year flood (peak inflow = 22,650 cfs) and up to 9.2 feet under the Probable Maximum Flood (peak inflow = 63,304 cfs). The 100-year storm could have flooding impacts at about

200 structures around the lake and the PMF could impact up to 500 structures. Both floods could have significant flooding at the airport.

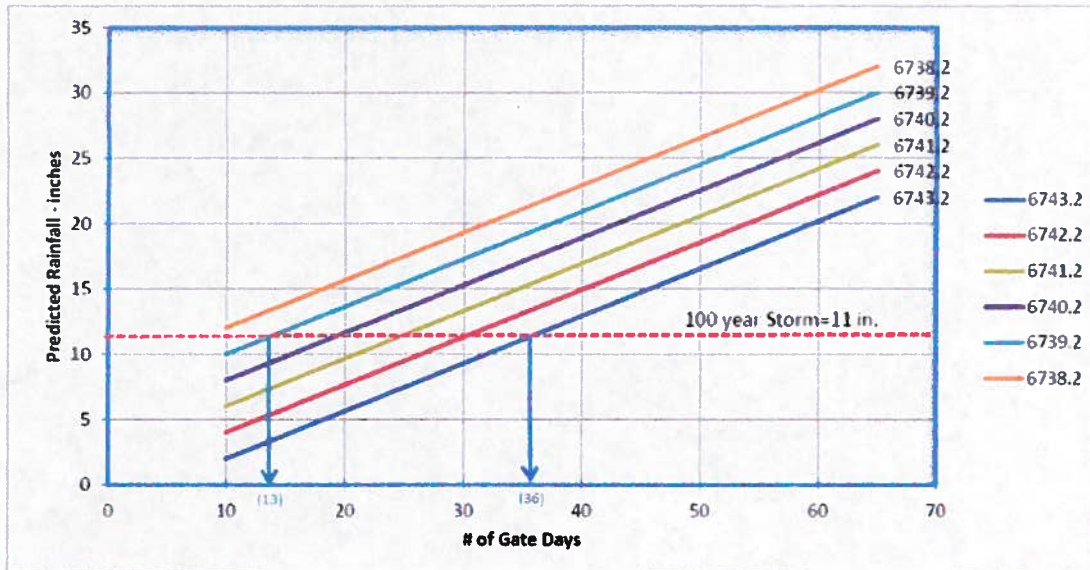
A key consideration to the magnitude of upstream flooding impacts is the lake level at the start of the rainfall event – the higher the lake level, the more structures that would be flooded. In the past as large storms approach, the District has released lake water to lower the reservoir in order to mitigate upstream flooding impacts. The magnitude of the discharge in the past has been based on operator experience and judgment. Due to the extreme value of the water in Big Bear Lake, this is a very sensitive operation to release enough water to prevent upstream flooding, while not releasing too much water that is lost to the District.

Previous studies by others have recommended installation of three radial gates, each 25-foot-wide by 12.2-foot-high in Bays 5, 6 and 8 to mitigate for upstream flooding by adding additional discharge capacity. Provisions for these gates were made as part of the 1988 dam rehabilitation work, including forming a spillway ogee crest and flip bucket behind the existing barrel arches; the addition of post-tensioned steel rods at each buttress (supports downstream projecting ends of the old bridge); and lateral bracing (Bays 5, 6 and 8 only). The three gates would add a total of about 12,600 cfs of discharge capacity with a full reservoir level. Therefore, the combined capacity at full reservoir would be about 16,300 cfs (300 cfs for low level outlet; 3,400 cfs for 10 gates of service spillway; and 12,600 cfs for new auxiliary spillway).

For this task, it is proposed that MWH prepare upstream flood mapping for the 100 year and PMF floods with one, two and three radial gates. This will provide the District with a sensitivity study as to the cost and risk of these spillway expansion alternatives.

Under this task, MWH would also make a suite of flood routing computer model simulations to investigate the timing and magnitude of reservoir drawdown actions as a precursor to large storms approaching Big Bear Lake. MWH will develop a suite of operational curves similar to that schematically depicted below that would provide guidance to dam operations.





Under this example, if the 100 year storm (11 inches of predicted rainfall) was approaching and the lake level was full (El. 6743.2), the District would know that they needed 36 gate days of release (which is 10 gates operating for about 3½ days). This gate operation is expected to make enough room in the reservoir to store the expected rainfall runoff with less than one-foot of overtopping on the dam thereby eliminating flooding impacts due to the high reservoir on the upstream properties.

With the same 100 year storm (11 inches of forecasted precipitation) approaching and the lake at 4-feet down (El. 6739.2), the District would need only 13 gate days (or 10 gates operating for about 1.3 days) as shown on the graph. Again, the objective with this gate operation is to release enough water from the reservoir to provide storage for the anticipated storm runoff with one-foot of overtopping (or less). We understand that the current building code for structures around Big Bear Lake restrict buildings below El. 6744.2, which is one foot above the dam crest. Therefore, no structures should be impacted with flooding up to this level.

As discussed at previous meetings with the District, this model would need to operate over a number of years to fully validate the impacts of operation predictions. The flood routing model would consider rainfall over the entire watershed, including absorption into the soils and runoff. It is anticipated that the impact of snow on the model would also need to be assessed during the validation period. Initially, the operations could add one inch of predicted rainfall for every foot of snow on the ground (average in the watershed). To fully validate the model, it would be important for the District to commission at least 4 rainfall and 4 snowpack measuring locations. These stations would be used during the validation phase to measure exactly how much of the predicted rainfall fell over the watershed.

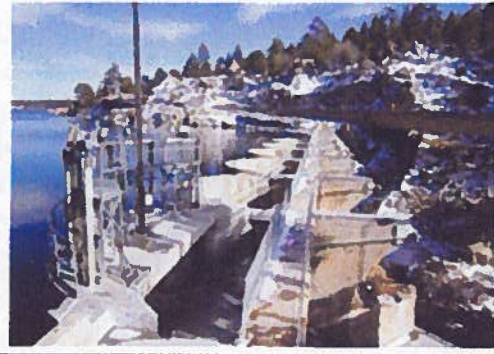
The deliverables from this task would be:

- a. Deliverable 1.1: A letter-report on the incremental impacts of reduced upstream flooding due to one, two or three radial gates.
- b. Deliverable 1.2: A letter report summarizing the Bear Valley Dam Operations Plan with Approaching Rainfall with a graphical representation (similar to above).

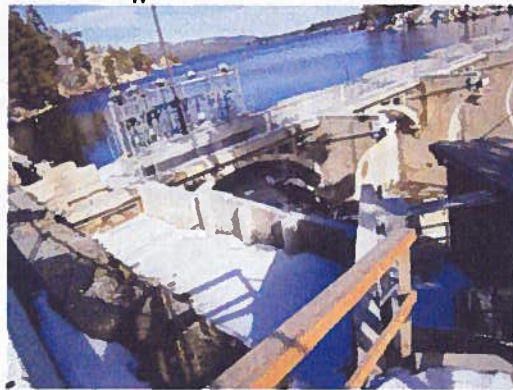
## **Task 2 – Bear Valley Dam Abutment Restorations**

Previous work at the dam by Caltrans has included removal of the former State Highway 18 bridge across the dam crest. Following bridge removal, Caltrans added fencing to the original crest walkway as shown in Photo #1. However, the abutments have not been restored and Caltrans is looking for the District to develop plans and specifications for connection to the dam in these areas.

*Photo 1: New Fencing on Original Walkway over Dam*



*Photo 2: Right Abutment Area*



MWH shall work with the District to design the abutment restorations with the following scope:

A. The right abutment (north) shall include a retaining wall to build up the existing concrete wall on top of the buttress to allow soil backfilling behind with asphaltic concrete surface to match the existing roadway. This objective of this approach is to provide a larger parking access area for the District on the north side of the dam for

maintenance vehicles. A new industrial metal stairs or ladder shall be designed to provide access down to the walkway.

- B. The left abutment (south side) shall include a small retaining wall or sloping asphalt to match the existing roadway. A new sloping access ramp shall be designed to provide wheel barrel access to move tools and maintenance equipment on and off the walkway. This ramp would also serve as

*Photo 3: Left Abutment Area*





access for light-weight snow removal equipment.

- C. Preparation of final engineering design, plans and technical specifications for bidding. It is anticipated that 13 drawings will be needed as shown in the table below.

Sht. 1 of 13: GS-1 General Notes and Design Criteria
Sht. 2 of 13: GS-2 Standard Details
Sht. 3 of 13: GS-3 Standard Details
Sht. 4 of 13: S-1 Plan and Elevation
Sht. 5 of 13: S-2 Larger scale plans at ramps
Sht. 6 of 13: S-3 Elevations
Sht. 7 of 13: S-4 Elevations
Sht. 8 of 13: S-5 Sections
Sht. 9 of 13: S-6 Sections
Sht. 10 of 13: S-7 Details
Sht. 11 of 13: S-8 Details
Sht. 12 of 13: S-9 Details
Sht. 13 of 13: S-10 Details

The specifications will be prepared according to Caltrans standards. Interim submittals will be provided to the District at the 50% and Draft-Final stages of work development. We intend to use existing geotechnical information provided by the District from previous District projects and Caltrans investigations for the new bridge.

The new abutments will be tied-into the existing dam without negative or deleterious impacts to the existing structures. The new design will be submitted to DSOD for approvals. MWH will complete the required Dam Modification Permit for District's submittal to DSOD.

- D. Coordination with DSOD for approval of work.
- E. Bidding support, including assessment of bids received, if needed. Should Caltrans and the District decide to use the bridge contractor, Flat Iron, MWH will coordinate our activities as in the past. MWH will not be responsible for any construction or environmental permits, except for supporting the District with negotiations for the DSOD approval.
- F. Engineering support during construction as requested by the District within the budget limits of this task.

The deliverables from this task would be:

- a. Deliverable 2.1: A letter-report on the design of the abutment restoration.
- b. Deliverable 2.2: Technical specifications for construction of abutment restoration for bidding by District



### **Task 3 – Engineering Support**

This task will be used for various on-call services, as requested by the District. These tasks are expected to include, but not limited to:

- Meetings at the District offices in the city of Big Bear Lake
- Meeting with DSOD staff in Sacramento
- Meetings at MWH offices in San Diego
- Various engineering assignments to support meetings, including presentation materials
- Engineering support for left abutment grout curtain, including coordination with DSOD, Caltrans and the contractor with periodic site engineering support during construction

Work under this task will be limited by the budget assigned for this task, unless specifically authorized by the District.

### **SCHEDULE**

MWH will begin the work within 2 weeks of authorization to proceed, anticipated to be during the week of April 30, 2012. Work will be scheduled as needed by the District. Work is expected to be completed by December 31, 2012.

Supplemental on-call services may be authorized by the District when needed.

### **COST ESTIMATE**

The time and materials cost estimate for the proposed services is provided on the attached cost summary table. The cost basis is consistent with the commercial terms of the existing Master Agreement for Consulting Services between MWH and the District (as referenced below). MWH estimates a total budget of approximately \$ 204,444 to complete the described scope of work.

### **TERMS AND CONDITIONS**

If this scope of work is acceptable to the District, these services would be retained as a new Task Order under the existing Master Agreement for Consulting Services between MWH and the District (dated September 29, 2008). To confirm this work authorization, please execute the signature block below and return to MWH.

Mr. Scott Heule  
Big Bear Municipal Water District

March 30, 2012

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**CLOSING**

MWH looks forward to working with the District to complete this important project. Please feel free to contact me at (626) 568-6357 or via email at [simon.bluestone@mwhglobal.com](mailto:simon.bluestone@mwhglobal.com), if you have any questions or comments regarding this proposal. We will be in touch shortly to follow-up.

Sincerely,

MWH Americas, Inc.



Michael F. Rogers  
Vice President  
Project Manager



Simon Bluestone, P.G.  
Vice President  
California Business Unit Leader

**BIG BEAR MUNICIPAL WATER DISTRICT AUTHORIZATION:**

**By:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

**TITLE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

Enclosures: Cost Summary Table



**MWH**

**COST SUMMARY TABLE**

<b>TASK</b>	<b>HOURS</b>	<b>FEES</b>
1 – Bear Valley Operations Guide	225	\$50,550
2 – Bear Valley Dam Abutment Restorations	779	121,352
3 – Engineering Support	146	32,562
<b>TOTAL NOT-TO-EXCEED</b>	<b>1150</b>	<b>\$ 204,444</b>