

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

**BOARD OF DIRECTORS**  
**Regular Meeting**  
**March 21, 2013**

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

Next Resolution Number: 2013-04

**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 March 7, 2013
  - B. Warrant List Dated March 14, 2013 for \$3,061,537.17
  - C. Consider Fee Schedule update
- 6. BUSINESS**
  - A. Consider weed control equipment purchase
  - B. Consider placing Trout Pond property up for sale and discuss other property issues
- 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 4, 2013  
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.bbmwd.org](http://www.bbmwd.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, MARCH 7, 2013***

**CALL TO ORDER**

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

**DISCUSSION AND ACTION ON CLOSED SESSION ITEMS**

Mr. Lemieux reported that there was no closed session meeting held on February 21, 2013

**REPORTS**

General Manager, Scott Heule reported that the Watermaster accounting has been completed and the final report will be completed before the end of the month. He explained that Calendar year 2012 was a below average precipitation year with only 23.70 inches measured at the dam compared to a 103 year average of 35.55 inches. He added that the actual lake level ended the year 4.39 feet below full but would have been down 8.48 feet without the in-lieu agreement. He reported that Valley District delivered 4696 AF of water to Bear Valley Mutual Water District and Mutual was able to use 641 AF of fish release water. Mr. Heule explained that he sent a letter to the State regarding the Districts Proposition 13 Grant audit results asking that they reconsider disallowing \$47,000 of our grant reimbursement. He provided summary documentation for \$79,300 of John Tuttle's time for specific task items hoping that it would at least prompt a second look by the auditors. He also got a phone call from the Water Resources Control Board who wanted to know if the District would be sending them a check or sending it to the Department of Finance at the State. He commented that hopefully the District will not have to send a check to anyone. Mr. Heule reported that he, along with Mike Stephenson and other office staff, spent some time on Tuesday on a conference call viewing an online demonstration of software designed for marinas to manage slip rentals, touch screen point of sale transactions and contracts. He explained that the program is designed to integrate with Quickbooks Enterprise and would provide the District with the record keeping and financial accounting needed for our dock program, RV park reservations, winter boat storage, and Lake permit sales. He added that it can generate reports, track payments and billing, identify when insurance documents are needed, and potentially could eliminate the need for file cabinets filled with dock files. Mr. Heule stated that when we have more information and Staff believes it still appears to fit our needs well, he will bring a recommendation to the Operations Committee for further discussion.

Lake Manager, Mike Stephenson reported that we are two thirds of the way through the hiring process. He added that interviews are scheduled for next week explaining that we are going to be using outside interviewers from the San Bernardino County Sheriff's Department and the Airport District. He reported on the Dam project adding that it should be complete by Monday. He stated that Mountain Waters Dispatch is out adding that if anyone has input to feel free to

comment. He explained that we used a stock photo service (Shutterstock) for several of the photos. President Smith commented that it "looks dynamite". Mr. Stephenson reported that we used a local printer adding that it was printed on a very good high gloss paper at a good price.

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

President Smith reported that he has one correction to the Consent Calendar, Item A Minutes, page 4, where it says "President Smith reported that he is putting together an Ad Hoc Committee to review the General Manager's contract asking Directors Murphy and Lewis to be on the committee". He explained that it should read Directors Murphy and Suhay.

Upon a motion by Director Murphy, seconded by Director Eminger, with the correction to item A Minutes noted above, the following consent items were unanimously approved:

- Minutes of a Regular Meeting of February 21, 2013
- Warrant List Dated March 1, 2013 for \$32,460.83
- Approval of a Special Event Permit for the Jim Hall Memorial May Trout Classic to be held May 18 & 19, 2013
- Approval of a Special Event Permit for Big Bear Lake Jazz Trax Summer Music Festival to be held on June 21<sup>st</sup>, 22<sup>nd</sup>, & 23<sup>rd</sup>
- Approval of a Special Event Permit for the Antique and Classic Boat Show to be held August 22<sup>nd</sup> through August 25<sup>th</sup>
- Approval of a Special Event Permit for the Rotary July 4<sup>th</sup> Barbeque
- Approval of a Special Event Permit for the 2013 Big Bear Lake Troutfest to be held on October 5<sup>th</sup> & 6<sup>th</sup>
- Approval of a Special Event Permit for the 2013 Hobie Cat Regatta scheduled for September 28<sup>th</sup> & 29<sup>th</sup>

#### **CONSIDER APPROVAL OF PROPOSED RESERVE ACCOUNTS INVESTMENTS**

Mr. Heule reported that over the past two months the Budget & Finance Committee has reviewed District reserves needs and large projects timing. He explained that the outcome of this effort has identified how District reserves spending could occur over the next two years. He added that while some reserves must be available over the short term of three to six months, other reserves only need to be available on an annual basis such as the in-lieu payment to San Bernardino Valley Municipal Water District, therefore the Committee has explored a ladder type strategy for investing District reserves in federally insured certificate of deposits. He reported that they have met twice with Dick Shaw, vice President at Crowell Weedon & Company, to discuss CD investments and establish an account. Mr. Heule explained that CD's can be purchased in dollar amounts of up to \$250,000 and maturity periods of 3, 6, 9, 12, 18 and more months. He added that based on the Committees review of District finances they see the opportunity to invest up to \$3 million and still be able to provide sufficient operating funds to meet day to day expenses. He commented that the Committee also understands and is committed to maintaining the in-lieu money available annually if the need for using the reserves arises. He added that after the initial purchase of the CD investments the Committee would reinvest the money in order to maintain laddered maturities. He reported that as CDs mature the Budget and Finance committee would direct the General Manager how the next set of maturing CDs would be reinvested. Mr. Heule explained that a formal report of investment results will be provided the Board on a quarterly basis and the Committee will receive a monthly update of investment returns. He handed out a

Monthly Summary (copy attached). He reported that initially the Committee would like to invest \$3 million using the following formula.

- a. \$500,000 in six month CDs
- b. \$500,000 in nine month CDs
- c. \$1,000,000 in 12 month CDs and
- d. \$1,000,000 in 18 month CDs.

President Smith added that they were not really rate shopping explaining that the real reason for the proposed investment change is protection for the District that is not available from LAIF. Director Suhay reported that this was discussed at the last ACWA Conference. Director Lewis asked what name the CD's would be listed in. Mr. Heule explained that he will be the signor on the District account. Director Eminger complimented and thanked the Budget & Finance Committee for all their hard work.

Director Lewis moved approval of the proposed Reserve Accounts Investments. Director Suhay seconded the motion and it was unanimously approved.

### **PUBLIC FORUM**

No comments were made

### **ANNOUNCEMENTS**

Mr. Heule reported that the next Board meeting will be March 21, 2013. He announced that he has a meeting tomorrow with a realtor who wants to discuss the Districts intentions regarding the Trout Pond. He added that he will be meeting next week with Siri Eggebraten and Jim Miller from the Planning Department at the City of Big Bear Lake to discuss trails master plan issues related to the Trout Pond and Stanfield Marsh. He also has a meeting next week with the County of San Bernardino Public Works to discuss their design plans for rebuilding Stanfield Cutoff. Mr. Heule added that he has already forwarded to them the conceptual plans the District prepared for the SCRIP Project.

Mr. Stephenson commented on the upcoming Polar Plunge event explaining that he and other MWD employees raised over \$1,000 for the event. He added that 7 to 8 employees are participating in the plunge.

ET Russell, Big Bear Lake News, reported that many members of law enforcement are coming to the event as are some of the Globetrotters.

### **DIRECTOR COMMENTS**

President Smith reported that Stanfield Marsh Gazebo displays are faded and out dated and need to be replaced. He added that Staff needs to get prices for this work. Mr. Heule explained that it will be discussed at the next Facilities Committee meeting.

### **DISTRICT COUNSEL COMMENTS**

District Counsel Wayne Lemieux reported on the upcoming meeting of the Public Facilities Corporation (PFC). He explained that the PFC is a nonprofit public benefit Corporation organized to provide financial assistance to the District by acquiring and constructing various public improvements, and the acquisition of land and related facilities for the use and benefit of the public. He stated that the Corporation can issue certificates of participation and pay their bond holders. He added that last year we amended the by-laws. He explained that officers of the corporation are the same as the District Directors. He reported that the Board of Directors will

hold an annual meeting for the purpose of organization, selection of officers, and other business, and the upcoming meeting is for this purpose.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 1:47 P.M.

**NEXT MEETING**

Open Session at 1:00 P.M.  
Thursday, March 21, 2013  
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)



**Big Bear MWD**  
As of March 7, 2013

Mar 7, 13

**ASSETS****Current Assets****Checking/Savings**

1001-01 · General Checking Account	42,097.11
1001-03 · Payroll Checking Account	22,813.35
1001-04 · Wildlife Mitigation Account	4,382.67
1001-06 · CHARGE CARD CHECKING ACCT	1,350.86
1002-00 · Petty Cash	400.00
1002-01 · Change Fund	0.00
1003-00 · Money Mover Acct.- GF Savings	769,841.59
	<u>840,885.58</u>

**1006-00 · COP 2003 Bank Accounts**

1006-01 · COP - 2003 Project Fund	499,735.51
* 1006-02 · COP - 2003 Certificate Fund	0.00
1006-03 · COP - 2003 Reserve Fund	393,500.00
<b>Total 1006-00 · COP 2003 Bank Accounts</b>	<u>893,235.51</u>

**1007-00 · LAIF Bank Accounts**

1007-01 · LAIF- Dam Repair fund	1,040,266.72
1007-02 · LAIF - Aquatic Plant Mgt. Fund	5,331.00
1007-03 · LAIF - Rathbun Creek (RDA)	639,589.50
1007-04 · LAIF - General Fund Reserves	261,539.99
1007-05 · LAIF - In-Lieu Water Fund	1,937,092.49
1007-06 · LAIF - Lake Improvement Fund	829,233.00
1007-07 · LAIF - Capital Improvement Fund	559,818.37
<b>Total 1007-00 · LAIF Bank Accounts</b>	<u>5,272,871.07</u>

**1008-00 · Crowell Weedon Accounts**

1008-01 · CW- Money Market Acct	0.00
1008-02 · CW- 6 month Sept 11, 2013	0.00
1008-03 · CW- 9 month Dec 11, 2013	0.00
1008-01 · CW- 12 month March 11, 2014	0.00
1008-01 · CW- 18 month Sept 11, 2014	0.00
<b>Total 1008-00 · Crowell Weedon Accounts</b>	<u>0.00</u>

**Total Checking/Savings**

7,006,992.16

**Total Current Assets**

7,006,992.16

**TOTAL ASSETS**

7,006,992.16

\* Account used by US Bank when moving funds for payments.

**Big Bear MWD**  
**Warrant List Detail**  
 March 1 - 13, 2013

Num	Date	Name	Account	Paid Amount
151180	3/11/2013	ACWA AUTO & GEN LIABILITY	1001-01 · General Checking Account	
04012013-0...	2/28/2013		5508-10 · ADMIN-Insurance	-952.00
			5508-20 · WATER-Insurance	-2,124.00
			5508-30 · MAINT-Insurance	-2,051.00
			5508-40 · OPS-Insurance	-2,050.00
TOTAL				-7,177.00
151181	3/11/2013	ACWA HEALTH INSURANCE	1001-01 · General Checking Account	
04012013	3/1/2013		5020-10 · ADMIN-Health Insurance	-4,834.42
			5020-20 · WATER-Health Insurance	-1,885.20
			5020-30 · MAINT-Health Insurance	-3,655.66
			5020-40 · OPS-Health Insurance	-4,083.93
			5021-10 · ADMIN-Dental Insurance	-305.11
			5021-20 · WATER-Dental Insurance	-119.20
			5021-30 · MAINT-Dental Insurance	-249.01
			5021-40 · OPS-Dental Insurance	-282.79
			5022-10 · ADMIN-Life Insurance	-198.14
			5022-20 · WATER-Life Insurance	-71.72
			5022-30 · MAINT-Life Insurance	-68.21
			5022-40 · OPS-Life Insurance	-59.70
			5550-01 · ADMIN-Director Group Insurance	-6,136.27
TOTAL				-21,949.36
151182	3/11/2013	AFLAC	1001-01 · General Checking Account	
740731	3/5/2013		2100-08 · AFLAC Payable	-284.18
TOTAL				-284.18
151183	3/11/2013	BEAR VALLEY ELECTRIC	1001-01 · General Checking Account	
02262013	2/26/2013		5507-43 · OPS-Utilities-Ramps	-718.45
02282013A	2/28/2013		5507-21 · WATER-Utilities-Aerator	-813.76
02282013B	2/28/2013		5507-22 · WATER-Utilities-Dam	-541.49
02282013C	2/28/2013		5507-22 · WATER-Utilities-Dam	-12.93
02282013D	2/28/2013		5507-22 · WATER-Utilities-Dam	-68.17
02282013E	2/28/2013		5507-41 · OPS-Utilities-Main Office	-13.18
02282013F	2/28/2013		5507-43 · OPS-Utilities-Ramps	-317.49
TOTAL				-2,485.47
151184	3/11/2013	BIG BEAR TODAY	1001-01 · General Checking Account	
429325	2/28/2013		5510-04 · ADMIN-Public Info-Ice Info/Sign	-200.00
TOTAL				-200.00
151185	3/11/2013	BUSINESS RADIO LICENSING	1001-01 · General Checking Account	
030607R13	3/7/2013		5506-40 · OPS-Communications/Radio-Oper	-65.00
TOTAL				-65.00
151186	3/11/2013	BUTCHER'S BLOCK AND BUIL...	1001-01 · General Checking Account	
189463	2/26/2013		5630-10 · ADMIN-Bldg/Facility Maint/Rep	-27.43
191249	3/7/2013		5630-31 · MAINT-Bldg/Facil Maint/Rep-Shop	-23.22
TOTAL				-50.65
151187	3/11/2013	CASH CHANGE FUND	1001-01 · General Checking Account	
03082013	3/8/2013		1002-01 · Change Fund	-2,055.00
TOTAL				-2,055.00



**Big Bear MWD**  
**Warrant List Detail**  
 March 1 - 13, 2013

Num	Date	Name	Account	Paid Amount
151188	3/11/2013	COMSERCO	1001-01 · General Checking Account	
64263	2/28/2013		5506-41 · OPS-Radio Service Contract	-260.00
TOTAL				-260.00
151189	3/11/2013	CROWELL WEEDON	1001-01 · General Checking Account	
2013	3/8/2013		1008-01 · CW Money Market Account	-3,000,000.00
TOTAL				-3,000,000.00
151190	3/11/2013	CSB WATER AND SANITATION	1001-01 · General Checking Account	
02282013A	2/28/2013		5507-43 · OPS-Utilities-Ramps	-111.64
02282013B	2/28/2013		5507-43 · OPS-Utilities-Ramps	-111.64
TOTAL				-223.28
151191	3/11/2013	DIRECTV INC	1001-01 · General Checking Account	
19864691147	2/23/2013		5507-42 · OPS-Utilities-RV Park	-192.71
TOTAL				-192.71
151192	3/11/2013	DWP	1001-01 · General Checking Account	
02272013A	2/27/2013		5507-42 · OPS-Utilities-RV Park	-80.22
0272013B	2/27/2013		5507-41 · OPS-Utilities-Main Office	-14.60
02272013C	2/27/2013		5507-41 · OPS-Utilities-Main Office	-48.12
02272013D	2/27/2013		5507-43 · OPS-Utilities-Ramps	-123.92
02272013E	2/27/2013		5507-43 · OPS-Utilities-Ramps	-19.47
02272013F	2/27/2013		5507-44 · OPS-Utilities-Trout Pond	-80.22
TOTAL				-366.55
151193	3/11/2013	HOLLOWAYS MARINA	1001-01 · General Checking Account	
23396	2/26/2013		5580-41 · OPS-Boat Maintenance-Patrol	-14.00
TOTAL				-14.00
151194	3/11/2013	LEMIEUX & O'NEILL	1001-01 · General Checking Account	
20-999M 163	2/28/2013		5520-01 · ADMIN-District Counsel Retainer	-3,500.00
TOTAL				-3,500.00
151195	3/11/2013	LINCOLN NATIONAL	1001-01 · General Checking Account	
03142013	3/14/2013		2101-01 · Deferred Compensation	-1,345.00
TOTAL				-1,345.00
151196	3/11/2013	MASTERCARD	1001-01 · General Checking Account	
022813 4484	2/28/2013		5660-04 · Aquatic Plnt Ctrl Train/Conf	-175.00
			5660-04 · Aquatic Plnt Ctrl Train/Conf	-134.95
			5660-04 · Aquatic Plnt Ctrl Train/Conf	-20.00
			5660-04 · Aquatic Plnt Ctrl Train/Conf	-413.10
			5503-03 · ADMIN-Office Supplies-Meetings	-92.77
			5570-41 · OPS-OSHA-Equipment	-69.04
			5503-01 · ADMIN-Office Supplies-Office	-249.00
			5503-01 · ADMIN-Office Supplies-Office	-259.54
			5510-40 · OPS-Public Info/Printing	-600.00
			5630-31 · MAINT-Bldg/Facil Maint/Rep-Shop	-82.04
TOTAL				-2,095.44

**Big Bear MWD**  
**Warrant List Detail**  
 March 1 - 13, 2013

Num	Date	Name	Account	Paid Amount
151197	3/11/2013	MID AMERICA APPLE PLAN	1001-01 · General Checking Account	
02282013	2/28/2013		2100-20 · Apple Plan - Employee Pay	-101.25
			2100-21 · Apple Plan - Company Pay	-101.25
TOTAL				-202.50
151198	3/11/2013	MWH	1001-01 · General Checking Account	
1501574	1/9/2013		6100-06 · Dam Repair-Gen Engineering	-14,405.11
TOTAL				-14,405.11
151199	3/11/2013	NAPA AUTO PARTS	1001-01 · General Checking Account	
124590	2/20/2013		5580-41 · OPS-Boat Maintenance-Patrol	-15.56
125312	2/26/2013		5600-31 · MAINT-Vehicle Maint-ON ROAD	-6.42
TOTAL				-21.98
151200	3/11/2013	NO CONTRACT VOIP	1001-01 · General Checking Account	
0005084	3/5/2013		5505-01 · ADMIN-Phones Local/Hardware/Rep	-152.45
TOTAL				-152.45
151201	3/11/2013	ROTARY	1001-01 · General Checking Account	
02282013	2/28/2013		5509-08 · ADMIN-Member/Subs/Permit-Rotary	-111.00
TOTAL				-111.00
151202	3/11/2013	SUPERMEDIA	1001-01 · General Checking Account	
02192013	2/19/2013		5505-07 · ADMIN-Phone Office Web/Email	-29.95
03012013	3/1/2013		5505-01 · ADMIN-Phones Local/Hardware/Rep	-66.50
TOTAL				-96.45
151203	3/11/2013	UPS	1001-01 · General Checking Account	
F33Y11083	2/23/2013		5501-01 · ADMIN-Post&Ship OFFICE	-12.07
TOTAL				-12.07
151204	3/11/2013	VERIZON CALIFORNIA	1001-01 · General Checking Account	
02252013	2/25/2013		5505-05 · ADMIN-Phone Weather Station	-41.81
02282013	2/28/2013		5505-04 · ADMIN-Phone At the Dam	-43.10
TOTAL				-84.91
151205	3/11/2013	WILLIAMS ADAM (TRAVEL)	1001-01 · General Checking Account	
PO 16451	3/8/2013		5570-03 · ADMIN-Training/Seminars-Empl	-320.00
TOTAL				-320.00
151206	3/11/2013	MASTERCARD	1001-01 · General Checking Account	
022813 3378	2/28/2013		5570-01 · ADMIN-Training/Seminars-GM	-600.00
			5570-05 · ADMIN-Training/Travel-Seas Empl	-51.98
TOTAL				-651.98
151207	3/11/2013	MID AMERICA APPLE PLAN	1001-01 · General Checking Account	
03142013	3/14/2013		2100-20 · Apple Plan - Employee Pay	-232.54
			2100-21 · Apple Plan - Company Pay	-232.54

8:57 AM

03/14/13

**Big Bear MWD**  
**Warrant List Detail**  
March 1 - 13, 2013

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Paid Amount</u>
TOTAL				-465.08
151208	3/11/2013	US BANK	1001-01 · General Checking Account	
3267548	11/23/2012		5530-04 · ADMIN-Prof&Spec-US Bank	-2,750.00
TOTAL				-2,750.00

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

**MEETING DATE:** *March 21, 2013*

**AGENDA ITEM:** *5C*

**SUBJECT:**

**CONSIDER FEE SCHEDULE UPDATE**

**RECOMMENDATION:**

The General Manager and the Lake Improvement Committee (Directors Eminger & Lewis) recommend the Board discuss and then approve the attached change to the fee schedule.

**DISCUSSION/FINDINGS:**

In order to clarify and assure consistent treatment of Quagga mussel infested vessels the Vessel Quarantine Policy was previously approved. The policy defined the District's response to a vessel attempting to launch on Big Bear Lake and is willing to wait until the District determines it is safe to launch after it has been decontaminated at the owners expense. The fee associated with District decontamination of the vessel is now proposed (see attached).

Quarantined vessel decontamination	\$55 per hour (1 hour minimum)
	\$13.75 each additional 15 minute increment

**OTHER AGENCY INVOLVEMENT:** None

**FINANCING:** None

Submitted by: Scott Heule, General Manager

**RESOLUTION NO. 2013-02**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF  
BIG BEAR MUNICIPAL WATER DISTRICT  
RE-ESTABLISHING FEES COMMENCING  
JANUARY 17, 2013, AND  
REPEALING RESOLUTION NO. 2012-01**

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

**1. Purpose.**

The resolution establishes fees for District services.

**2. Findings.**

The fees set forth below are necessary to provide for the continuation of existing District services at existing levels. Accordingly, this resolution is exempt from further environmental analysis under 14 Cal. Code of Regulations Section 15273. Additionally, the District believes that the taxpayer should not subsidize recreation operations on Big Bear Lake and these operations expenses should be solely paid by the users. An added operational expense associated with recreational boaters is protecting the lake from infestation of the invasive Quagga Mussel, the Quagga Mussel Protection Program. The mussel can be transported to Big Bear Lake by vessels that have not been cleaned, drained and dried after leaving infected waters. A Quagga Protection Program Surcharge to protect against the mussel will be collected as long as the threat exists and District funds are expended specifically for this use.

The fees set forth below do not exceed the reasonable cost of providing the services for which the fees are levied.

**3. Boat Permits.**

Definitions: Registered Vessel: Motorized boats of any length and sailboats over eight feet in length;  
Non-Registered Vessel: Non-motorized boats of any length, sailboats eight feet or less in length, sailboards, stand-up paddleboards, and fishing float tubes.

The following fees shall be paid as a condition of receiving a boat permit:

a. Seasonal Permits:

- |                    |   |
|--------------------|---|
| (1) Registered     | \$110.00 + quagga protection surcharge of \$10.00 |
| (2) Non-Registered | \$ 45.00 + quagga protection surcharge of \$ 5.00 |

b. Daily Permits:

- |   |  |
|---|--|
| (1) The amount of a single daily permit may be applied toward the purchase of a seasonal permit |  |
| (2) Consecutive days must be purchased during single transaction                                |  |
| (3) Registered first day  | \$25.00 + quagga protection surcharge of \$10.00 |
| (4) Registered additional day   | \$20.00 for each consecutive day                 |
| (5) Non-Registered first day  | \$15.00 + quagga protection surcharge of \$ 5.00 |
| (6) Non-Registered additional day   | \$10.00 for each consecutive day                 |
| (7) Fishing Float Tube first day  | \$12.00 + quagga protection surcharge of \$ 3.00 |
| (8) Fishing Float Tube additional day   | \$10.00 for each consecutive day                 |

c. Special Event group rate: Must comply with special event group rate policy

- |  |  |
|--|--|
| (1) Registered Group first day         | \$20.00 + quagga protection surcharge of \$10.00 |
| (2) Registered Group additional day    | \$20.00 for each consecutive day                 |
| (3) Non-Registered Group first day     | \$10.00 + quagga protection surcharge of \$ 5.00 |
| (4) Non-Registered Group add day       | \$10.00 for each consecutive day                 |
| (5) Fishing Float Tube Group first day | \$ 7.00 + quagga protection surcharge of \$ 3.00 |
| (6) Fishing Float Tube Group add day   | \$10.00 for each consecutive day                 |

- d. Refunds:
  - (1) There shall be a \$10.00 charge for any refund of a seasonal boat permit fee because of non-use or duplicate purchase; and
  - (2) There shall be a \$10.00 fee to transfer a seasonal boat permit to a replacement boat with the same owner.
  - (3) There shall be a \$10.00 fee for replacement of a lost boat permit.
- e. Penalty:
  - (1) A penalty of \$10.00 shall be charged for the purchase of a Lake permit from a lake patrol officer while on the water.

**4. Dock Licenses.**

The following fees shall be paid as a condition of receiving a dock license:

- a. Application
 

Application	\$50.00
Application requiring public hearing (multi-slip and variances)	\$300.00
- b. License:
 

(1) Platform, 'T' shape, and single slip	\$175.00
(2) 2 slips	\$225.00
(3) Up to 3 slips (single owner)	\$275.00
(4) Each slip over 3 slips (hotel, motel, etc.)	\$ 75.00
(5) Shared dock (dock owners choice) – each licensee	\$150.00
(6) Docks-in-common (easement) – each licensee	\$150.00
(7) Docks across a right-of-way, USFS (single slip restrictions)	\$150.00
- c. Invasive Species Management:
 

(1) Up to 3 slips	\$160.00
(2) Each slip over 3	\$ 55.00 per slip
(3) Shared dock between two owners – each licensee	\$ 80.00
(4) Shared dock between three owners – each licensee	\$ 55.00
(5) No weed control charge for docks placed in the Lake after Labor Day.	
- d. Eagle Point Dock Placement Exception:
 

(1) Single owner docks may extend 125 feet from shoreline	
a) Fees	1.5 times the current rate
(2) Shared dock between two owners may extend 200 feet from the shoreline and share a single gangway	
a) Fees – each licensee	\$310.00
(3) Shared dock between three or more owners may extend 300 feet from the shoreline and share a single gangway	
a) Fees – each licensee	\$310.00

**5. Dock Builders Commercial Permit.**

- a. The following fees are established for assembly, repair and transportation of docks on Big Bear Lake
 

(1) Annual Permit Fee	\$500.00
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**6. Boat Storage.**

- a. The following fees are established for winter inside boat storage (includes boat trailer stored either inside or outside)
 

(1) Six month fee	\$650.00
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- b. The following fees are established for summer outside trailer storage for those who have stored their boats in the winter inside storage or are staying in RV park
 

(1) Monthly fee	\$ 35.00
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## 7. RV Park.

The following fees shall be paid in advance for RV sites:

- |   |          |
|---|----------|
| a. Full hook-up sites (including utilities):                  |          |
| (1) Daily rate  | \$ 40.00 |
| (2) Monthly rate  | \$550.00 |
| (3) Utilities per day   | \$ 4.90  |
| b. Non-hook-up sites (water available; includes dump station) |          |
| (1) Daily rate  | \$ 30.00 |
| (2) Monthly rate  | \$450.00 |
| c. Dump station (per usage by non-guests)                     | \$ 5.00  |
| d. Long term reservation date change fee:                     | \$25.00  |

## 8. Miscellaneous.

The following fees are established for miscellaneous Lake-related services and shall be paid in advance of service:

- |  |  |
|--|--|
| a. Aquatic plant control (non-dock owners & marinas for treating all plants except Eurasian watermilfoil for which there is no charge) |  |
| (1) Weed harvester (portal to portal)  | \$115.00 per hour  |
| b. Services requiring patrol boat or work boat (includes special services and boat and dock impounding)                                |  |
| (1) Boat with operator (1 hour minimum)  | \$115.000 per hour   |
| (2) Each additional staff person   | \$ 30.00 per hour  |
| c. Boat and dock storage / impounding daily rate   | \$ 35.00   |
| d. Heavy equipment rental (1 hour minimum)   |  |
| (1) Forklift with operator   | \$115.00 per hour  |
| (2) Truck or backhoe with operator   | \$115.00 per hour  |
| e. Special events  |  |
| (1) Administrative fee   | \$100.00   |
| (2) Refundable deposit   | \$500.00   |
| (3) Lake use:  |  |
| a) Non-commercial  | \$ -0-   |
| b) Commercial  | \$200.00 -or-<br>5% of Lake activity gross receipts,<br>whichever is greater |
| c) Fishing events  | \$ 15.00 per angler -or-<br>\$500.00 whichever is greater                    |
| f. Commercial filming/photo shooting:  |  |
| (1) Refundable deposit   | \$500.00   |
| (2) Still photo shoot  | \$110.00   |
| (3) Film/video production  | \$170.00   |
| g. Photocopying:   | \$ 0.25 per page   |
| h. Administrative services research:   | \$ 35.00 per hour  |
| i. Dock owners and boat owners database:   |  |
| (1) CD production  | \$ 15.00   |
| j. Mountain Water Dispatch ads:  |  |
| (1) Single ad  | \$350.00   |
| (2) Double ad  | \$500.00   |
| (3) Triple ad  | \$650.00   |
| (4) Full page ad   | \$1800.00  |

- k. Meeting/Community room (room available between the hours of 7:30 am and 10:00 pm; no overnight use shall be allowed); fees and deposits are due prior to the event date:
- (1) Individually scheduled meetings (fees per use):
    - a) Security/ cleaning refundable deposit \$50.00 to \$70.00 varies by season
    - b) Utility use fee (non-refundable; up to 6 hours of use)
      - i. May – October \$ 25.00 per use
      - ii. November – April \$ 50.00 per use
  - (2) Regularly scheduled meetings (at least 12 per year):
    - a) Security / cleaning refundable deposit \$100.00 per year
    - b) Utility use fee (non-refundable; up to 6 hours of use)
      - i. May – October \$ 25.00 per use
      - ii. November – April \$ 50.00 per use
  - (3) Room key – refundable deposit \$ 5.00 per key
- l. Shorezone Alteration:
- (1) Application fee:
    - a) Ministerial project \$250.00
    - b) Project requiring Negative Declaration under CEQA process \$750.00
    - c) Project requiring EIR/EIS under CEQA process \$1800.00
    - d) CEQA document review and recommendation by District consultant Actual Cost
  - (2) Mitigation fee for Lake bottom disturbed:
    - a) Shoreline erosion control project involving no fill other than placement of riprap and installation of toe protection for a seawall \$500.00
    - b) Non-ministerial projects where additional mitigation may be required to reduce adverse impacts (per acre or portion of an acre) capital improvements including, but not limited to, fish structures, aeration systems, habitat and spawning improvements as approved by the Board of Directors. \$1000.00
  - (3) Legal fees and filing fees incurred as a result of the project shall be borne by the project proponent.
  - (4) All consultant costs related to preparation of the environmental document shall be borne by the project proponent.
  - (5) Mitigation fees shall be deposited into the Stanfield Marsh Wildlife Mitigation Account.
- m. Application fees are non-refundable and due upon submission of application.

n. Quarantined vessel decontamination \$55 per hour (1 hour minimum)  
 \$13.75 each additional 15 minute increment

## 9. Payments.

Fees shall be paid as follows:

- a. Dock license and weed control fees shall be due annually on or before April 1<sup>st</sup> of each year. License fees not paid by April 30<sup>th</sup> will be increased by 20%. License fees not paid by May 31<sup>st</sup> will be increased by 50%.
- b. If a late fee is not established in the resolution, pursuant to contract or otherwise, a late fee of 1 ½ % per month, or fraction thereof, shall be levied if fees are paid late.
- c. All returned checks shall be subject to a \$25 handling charge and may be subject to other legal actions.

**10. Repeals.**

Resolution No. 2012-01 is hereby repealed.

**PASSED, APPROVED AND ADOPTED** on January 17, 2013

\_\_\_\_\_  
Vince Smith, President

ATTEST:

\_\_\_\_\_  
Vicki Sheppard, Secretary to the Board

[SEAL]

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

**MEETING DATE:** *March 21, 2013*

**AGENDA ITEM:** *6A*

**SUBJECT:**

**CONSIDER WEED CONTROL EQUIPMENT PURCHASE**

**RECOMMENDATION:**

The General Manager and Lake Improvement Committee (Directors Eminger & Lewis) recommend this proposal.

**DISCUSSION/FINDINGS:**

The District's dump truck that is used to haul trash and weeds is scheduled to be replaced this year. It is capable of hauling 1 & ½ harvester loads. Last year the District replaced the tires and transmission but it does not have very high mileage because it is typically only used to drive around the lake and to the transfer station or the old Garstin sewage ponds. The Lake Manager suggested that in light of the expanded use of the harvester this coming summer, instead of replacing the dump truck the District add a smaller dump truck to the fleet. This would provide unrestricted use of the larger dump truck for weed hauling and the smaller truck for trash runs. The Lake Manager estimates the surplus value of the existing dump truck is about \$13,000 and to replace it would be more than \$30,000. He suggests that a smaller dump truck that could carry 5 tons and only require a class C driver's license could probably be purchased used from auction for between \$20,000 and \$30,000. When the smaller truck is not on a trash run it could also be used to haul weeds for the expanded harvester operations. The Committee recommends that instead of surplus the dump truck, another smaller dump truck be purchased and used in order to supplement the weed hauling capabilities of the maintenance program.

**OTHER AGENCY INVOLVEMENT:** None

**FINANCING:** Capital Improvement Fund

Submitted by: Scott Heule, General Manager

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

**MEETING DATE:** *March 21, 2013*

**AGENDA ITEM:** *6B*

**SUBJECT:**

**CONSIDER PLACING TROUT POND PROPERTY UP FOR SALE AND DISCUSS OTHER PROPERTY ISSUES**

**RECOMMENDATION:**

The General Manager and Watershed Committee (Directors Eminger & Lewis) recommend this proposal.

**DISCUSSION/FINDINGS:**

The Watershed Committee discussed Board Member comments during the recent Board Workshop. Based on those comments the Committee concluded that District time and financial resources would best be spent in support of the Mission by selling the Trout Pond property. The Committee recommends to the Board that the District declare the Trout Pond property surplus, offer the property for sale to other local agencies, and then place it on the open market if there are no interested public agencies. The sale would not take place until the pond sediment has been fully excavated, the outlet works have been replaced, and the new bridge has been installed. The Board will still need to make decisions about easements for trails and possibly access for dredging sediment.

Decisions will also need to be made regarding how much if any money should be expended to remodel the house and make repairs to the bathroom and to repair and replace fencing on the property. The Lake Manager hopes to get back to work on sediment excavation by mid-August. The Committee recommends that the Board discuss and possibly take action on the following

- a. Consider if additional funds should be spent to repair and remodel the house.
- b. Consider if additional funds should be spent on fence repair and/or replacement.
- c. Consider if the District should record an easement allowing entrance onto the property for periodic sediment removal from the pond.

**OTHER AGENCY INVOLVEMENT:** None

**FINANCING:** None

Submitted by: Scott Heule, General Manager