

A G E N D A
BIG BEAR MUNICIPAL WATER DISTRICT

BOARD OF DIRECTORS
Regular Meeting
October 3, 2013

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

Next Resolution Number: 2013-12

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 September 19, 2013
 - B. Warrant List dated September 24, 2013 for \$30,366.16
- 6. BUSINESS**
 - A. Report from Administrative Committee on meeting with Inland Empire Resource Conservation District regarding the Trout Pond
- 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 TO CLOSED SESSION**

11. CLOSED SESSION

Adjourn to closed session under Government Code Section 54956.8 Conference with Real Property Negotiator, Scott Heule General Manager, concerning 440 Catalina, Big Bear Lake, California, APN #2328-202-15, #2328-202-08, #2328-291-27

12. ADJOURNMENT

NEXT MEETING: Open Session at 1:00 P.M.
Thursday, October 17, 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 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, SEPTEMBER 19, 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 (via Skype), General Manager Scott Heule, Lake Manager Mike Stephenson, and Board Secretary Vicki Sheppard.

DISCUSSION AND ACTION ON CLOSED SESSION ITEMS

President Smith reported that there was no closed session at the meeting of September 5.

REPORTS

General Manager Scott Heule reported that the ongoing work of justifying the District work in kind contribution for the ACOE feasibility study occupied much of his time last week. He explained that we did get an additional \$1.1 million credit so we are on the home stretch. He added that unfortunately our project was selected by the Corps auditors to audit so even though we are getting through the Los Angeles folks, looks like we will probably have to jump through hoops for more bean counters visiting from Washington DC. He reported that next week he will be working on getting back-up for Roy Leidy's work, aquatic plant management, Dr. Anderson's efforts at the University of Riverside, public meetings, carp control and more.

Mr. Heule reported that last week he traveled to Canyon Lake (near Lake Elsinore) to sit in on a public meeting attended by about 50 residents to hear about their alum treatment. He explained that Canyon Lake has a nutrient TMDL like us. He added that they will be having five alum treatments over the course of 2 ½ years. He explained that he has gotten some information and reports for their plan and will be sharing it with our TMDL work group when we meet again next Wednesday. Mr. Heule reported that he also attended the Inland Empire Resources Conservation District Board meeting last week in Redlands. He added that Mandy Parks included a PowerPoint presentation on the Trout Pond, explaining what their environmental restoration scientists and engineers thought about the possibilities for the property. He stated that all of their specialists that have visited the site believe there are many good opportunities for using the property for mitigation that would result in restoration of a wet meadow for the site. He explained that their Board members appeared to like what they saw in the photos but seemed taken aback by the potential cost to purchase the property. He added that Ms. Parks also indicated that their engineer said that the dam would need to be removed. Mr. Heule reported that the Administrative Committee will be hosting a committee of the Conservation District Wednesday October 2nd to walk the site and have an early lunch. He explained that he was notified yesterday that Crowell Weeden was able to purchase an 18 month CD with double the interest rate of the 6 month CD that it is replacing, so we now have a very secure investment earning 0.6% over the next 18 months. Mr. Heule reported that as is typical, the California Special District Conference that he attended this week was loaded with very useful information. He explained that he has

identified some things that the District needs to pay more attention to in order to improve our operating procedures and protect us from liability. He stated that he put two things in the Director's boxes this morning. He stated that one is a brochure describing the upcoming Special District Leadership Academy Conference in Napa Valley and the second is a copy of a PowerPoint from one of the sessions he attended discussing the liability exposures associated with volunteers. He added that attendance at the Leadership Academy covers two of the four modules required for a Director to earn special recognition in Special District Governance. He commented that he is sure all of you would find the investment of time and effort to be valuable as you perform your duties as Directors. He stated that Vicki can make all the arrangements if anyone wants to attend. Mr. Heule reported that he and Vicki helped out the Pleasure Point Marina owners this morning by counting ballots for their new Board elections. He explained that because of the controversy they have been experiencing over the past several months, they asked that the District perform this service to assure the members that there would be no foul play or "hanging chads" during the counting. Mr. Heule reported that the release is going well reporting that 20 CFS, 281 AF, has been released as of 12:58 pm today. Director Suhay asked if the dam at the Trout Pond is removed, would that negate it from being a catchment basin. Mr. Heule explained that if the dam is removed, the catchment basin would not be as large. Director Murphy asked if the sediment is being removed at this time. Mr. Heule reported that Mr. Stephenson will explain that in his report.

Mr. Stephenson reported that the alum treatment going on at Canyon Lakes is quite interesting. He explained that they are putting out 77,000 gallons each event. He added that it is a good bargain at \$500,000 for 385,000 gallons. He reported that he, along with Trevor Harper and Paul Fetterhoff, hiked down to view the release. He added that they could hear the water for about one hour before it actually reached them. He commented that they were concerned that they might not be able to cross the creek during the release explaining that it turned out not to be a problem. He reported that they shot a video of the area and the release. He added that he will be hiking down next week to view it again and will then be able to create a hydro-graph. Mr. Stephenson reported on seasonal staffing at the ramps, lake patrol, and maintenance commenting that it is winding down for the season. He reported on Cluster Pines explaining that it is going slow with no action over the last three weeks. He updated the Board regarding dirt removal at the Trout Pond explaining that they (Romans Construction) are done for the most part having removed 14 loads a day for a total of 225 loads. He added that after his inspection he asked them to remove a couple of humps/slopes and they agreed to go back next week to complete those areas. Mr. Stephenson reported that staff refurbished, re-stained and painted the gazebo at the Stanfield Marsh area.

Director Murphy asked if everyone received the budget report commenting that it will be discussed at a future workshop.

APPROVAL OF CONSENT CALENDAR

Director Suhay asked that item 5C be removed from the Consent Calendar.

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

- Minutes of a Regular Meeting of September 5, 2013
- Warrant List dated September 10, 2013 for \$109,989.60

5C. Director Suhay reported that the staff report for the Rubber Ducky race showed September 19th when it is actually to be held September 20th.

Upon a motion by Director Suhay, seconded by Director Murphy, the Special Event Permit for North Shore Elementary School Rubber Ducky Race scheduled for Friday, September 20th, at the East Launch Ramp was unanimously approved.

CONSIDER APPROVAL OF AWARDING A CONSULTING CONTRACT FOR THE STANFIELD MARSH INTERPRETIVE SIGNS

Mr. Heule reported that the Lake Improvement Committee conducted a telephone interview of the two finalist consultants for the interpretive signs for Stanfield Marsh, The Acorn Group and Artefact Design. He explained that a third consultant, The Watershed Group, was eliminated earlier due to the firms distance from Big Bear and their proposed project cost. He added that both of the finalists are southern California firms (The Acorn Group is in Tustin and Artefact Design is in Cardiff). He explained that both firms recognized the need to work closely with the District especially during the initial stages of the effort and generally both had the same approach and timeline (about six months) for getting the project completed. He reported that a distinction was apparent with The Acorn Group during the telephone interviews that revealed a very well organized thought process that emphasized a theme to be incorporated by the signs. He explained that The Acorn Group wanted to have the project result in a cohesive idea or thought that visitors could take away. Mr. Heule added that after the Committee explained that several organizations and other agencies were in the process of putting both way finding and interpretive signs throughout the valley, The Acorn Group demonstrated a clear understanding of the challenges and opportunities when working with multiple agencies and organizations. He stated their bid came in at \$24,178 and includes the hardware for mounting. He reported that the Committee recommends that the District award a consulting contract to The Acorn Group at a cost not to exceed \$30,000 in accordance with the Fiscal Year 2013-14 Budget for the Lake Improvement Fund.

Director Suhay moved approval of awarding a consulting contract to The Acorn Group for the design, fabrication and delivery of eight interpretive signs for the Stanfield Marsh Wildlife and Waterfowl Preserve at a cost not to exceed \$30,000. Director Eminger seconded the motion and it was unanimously approved.

PUBLIC FORUM

Mr. Jim Hart, valley resident, asked questions regarding the Trout Pond:

Q. Will the gate be replaced?

A. Mr. Heule stated that is subject to negotiations on the sale.

Q. Was \$34,000 and \$8,300 the total excavation costs so far?

A. Mr. Stephenson replied yes except for a small fee for permits.

Q. Will the bridge be re-installed?

- A. Mr. Heule stated it is subject to negotiations on the sale.
Q. Are there any other interested buyers?
A. Mr. Heule stated a realtor showed the property, wrote up an offer, and then pulled it.
Q. Can the pond property be purchased without the house?
A. Mr. Heule said that would require a lot-line adjustment and zoning changes.
Q. Was the last time the pond was excavated when Ron and Judy Beglin owned it?
A. Mr. Heule responded yes.
Q. Will the wall be replaced?
A. Mr. Heule stated that it is subject to negotiations on the sale.

ANNOUNCEMENTS

Mr. Heule announced that the Traveling Vietnam Memorial Wall Grand Ceremony will be Saturday September 27th at 10:00 AM. He explained that all of the Directors have a special invitation with the details in their boxes. He added that Col. Paul Cook (Ret.), our US Congressman, will be the keynote speaker for the event. President Smith asked who sent out the invitation. Mr. Heule explained that it was sent by Cheri Haggerty, City of Big Bear Lake. Mr. Heule announced that he will be speaking to the California Agricultural Teachers Association next Friday morning as they take a tour of the Lake on the Big Bear Queen. He reported that the Annual District Barbeque will be held on Sunday afternoon October 6th. He added that our next Board meeting will be on October 3rd.

DIRECTOR COMMENTS

No comments were made.

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:53 P.M.

NEXT MEETING

Open Session at 1:00 P.M.
Thursday, October 3, 2013
Big Bear Municipal Water District
40524 Lakeview Drive, Big Bear Lake, CA

Vicki Sheppard
Secretary to the Board
Big Bear Municipal Water District

(SEAL)

2:09 PM
09/25/13

Big Bear MWD Warrant List Detail September 11 - 24, 2013

Num	Date	Name	Account	Paid Amount
151753	9/16/2013	USARC	1001-01 · General Checking Account	
325	9/16/2013		2800-02 · Special Event Deposits	-500.00
TOTAL				-500.00
151754	9/24/2013	FISCHER JAMES	1001-01 · General Checking Account	
347	9/23/2013		4600-03 · REV OPS - Boat Permits	-110.00
TOTAL				-110.00
151755	9/24/2013	AFLAC	1001-01 · General Checking Account	
179347	9/18/2013		2100-08 · AFLAC Payable	-284.18
TOTAL				-284.18
151756	9/24/2013	BBLM	1001-01 · General Checking Account	
22	9/3/2013		5590-41 · OPS-Petroleum-VESSELS	-1,034.22
TOTAL				-1,034.22
151757	9/24/2013	VERIZON WIRELESS	1001-01 · General Checking Account	
9710950397	9/3/2013		5505-06 · ADMIN-Phone Cell Phones	-76.02
			5505-11 · ADMIN-Phones Ramp Aircards	-62.42
			5505-11 · ADMIN-Phones Ramp Aircards	-62.42
TOTAL				-200.86
151758	9/24/2013	AFLAC	1001-01 · General Checking Account	
579747	9/18/2013		2100-08 · AFLAC Payable	-284.18
TOTAL				-284.18
151759	9/24/2013	ALL MOUNTAIN FEED & PET S...	1001-01 · General Checking Account	
3648	9/10/2013		5670-03 · WATER-Fishery Mgmt-REARING PROG	-593.78
TOTAL				-593.78
151760	9/24/2013	AT & T MOBILITY	1001-01 · General Checking Account	
09092013	9/8/2013		5505-10 · ADMIN- Creek Telem Sim Card	-44.10
TOTAL				-44.10
151761	9/24/2013	BAUMGARTNER	1001-01 · General Checking Account	
110887	9/18/2013		5570-42 · OPS-OSHA-Vaccinations	-180.00
TOTAL				-180.00
151762	9/24/2013	BBLM	1001-01 · General Checking Account	
23	9/10/2013		5590-41 · OPS-Petroleum-VESSELS	-978.49
TOTAL				-978.49
151763	9/24/2013	BUTCHER'S BLOCK AND BUIL...	1001-01 · General Checking Account	
239585	9/10/2013		5630-40 · OPS-Bldg/Fac Mtn/Rep	-37.76
241502	9/17/2013		5630-40 · OPS-Bldg/Fac Mtn/Rep	-11.33
241633	9/18/2013		5630-41 · OPS-Bldg/Fac Mtn/Rep-RV PARK	-15.94
TOTAL				-65.03

Big Bear MWD Warrant List Detail September 11 - 24, 2013

Num	Date	Name	Account	Paid Amount
151764	9/24/2013	BVE	1001-01 · General Checking Account	
09092013A	9/9/2013		5507-41 · OPS-Utilities-Main Office	-1,395.19
09092013B	9/9/2013		5507-42 · OPS-Utilities-RV Park	-1,817.99
09092013C	9/9/2013		5507-41 · OPS-Utilities-Main Office	-37.57
09112013	9/11/2013		5507-44 · OPS-Utilities-Trout Pond	-28.07
TOTAL				-3,278.82
151765	9/24/2013	BVPRINTING	1001-01 · General Checking Account	
84290	9/11/2013		5510-44 · OPS-Quagga Mussel Printing	-221.40
TOTAL				-221.40
151766	9/24/2013	CARPET CLEANING BY JESUS	1001-01 · General Checking Account	
3533	9/10/2013		5630-10 · ADMIN-Bldg/Facility Maint/Rep	-145.00
TOTAL				-145.00
151767	9/24/2013	CHARTER COMMUNICATIONS	1001-01 · General Checking Account	
09162013	9/16/2013		5505-08 · ADMIN- Phone Office DSL	-274.99
TOTAL				-274.99
151768	9/24/2013	CHEM-PAK	1001-01 · General Checking Account	
83475	9/13/2013		5504-30 · MAINT-Janitorial Supplies	-194.83
TOTAL				-194.83
151769	9/24/2013	COMPUTER VILLAGE	1001-01 · General Checking Account	
129443	9/16/2013		5530-02 · ADMIN-Prof&Spec-ComputerConsult	-100.00
TOTAL				-100.00
151770	9/24/2013	CONNELLY PUMPING SERVICE	1001-01 · General Checking Account	
13834	9/1/2013		5632-02 · MAINT-SS Reliefs Pumping	-480.00
13948	9/7/2013		5632-03 · MAINT-Portables Pumping/ Rent	-960.20
13947	9/7/2013		5632-03 · MAINT-Portables Pumping/ Rent	-660.00
13946	9/7/2013		5632-03 · MAINT-Portables Pumping/ Rent	-960.20
13945	9/7/2013		5632-03 · MAINT-Portables Pumping/ Rent	-765.27
TOTAL				-3,825.67
151771	9/24/2013	CONNEY SAFETY	1001-01 · General Checking Account	
04514892	9/5/2013		5570-41 · OPS-OSHA-Equipment	-123.63
TOTAL				-123.63
151772	9/24/2013	CSB SOLID WASTE MANAGEM...	1001-01 · General Checking Account	
021738	9/12/2013		5630-30 · MAINT-Bldg/Facility Maint/Rep	-158.33
TOTAL				-158.33
151773	9/24/2013	DIVERSIFIED MARINE PRODU...	1001-01 · General Checking Account	
16611823	9/6/2013		5580-41 · OPS-Boat Maintenance-Patrol	-65.21
TOTAL				-65.21

Big Bear MWD Warrant List Detail September 11 - 24, 2013

Num	Date	Name	Account	Paid Amount
151774	9/24/2013	DIY HOME CENTER	1001-01 · General Checking Account	
9273	9/11/2013		5630-40 · OPS-Bldg/Fac Mtn/Rep	-282.80
TOTAL				-282.80
151775	9/24/2013	DRAWING BOARD PRINTING	1001-01 · General Checking Account	
8550028	9/17/2013		5502-01 · ADMIN-Printing	-349.47
TOTAL				-349.47
151776	9/24/2013	DWP	1001-01 · General Checking Account	
09192013	9/19/2013		5507-44 · OPS-Utilities-Trout Pond	-84.24
TOTAL				-84.24
151777	9/24/2013	EVENSON DON (REIMBURSE)	1001-01 · General Checking Account	
09122013	9/12/2013		5570-06 · WATER-Travel Expense	-231.90
TOTAL				-231.90
151778	9/24/2013	HAUPT RALPH	1001-01 · General Checking Account	
9882	8/31/2013		5590-42 · OPS-Petroleum-VEHICLES	-253.48
TOTAL				-253.48
151779	9/24/2013	HELMUTS MARINE SERVICES	1001-01 · General Checking Account	
201306580	9/5/2013		5580-41 · OPS-Boat Maintenance-Patrol	-1,155.30
TOTAL				-1,155.30
151780	9/24/2013	HOLLOWAYS MARINA	1001-01 · General Checking Account	
25134	9/11/2013		5580-40 · OPS-Boat Maintenance	-396.87
25133	9/11/2013		5580-41 · OPS-Boat Maintenance-Patrol	-103.65
TOTAL				-500.52
151781	9/24/2013	INFINITY TRUST	1001-01 · General Checking Account	
44839	9/15/2013		5509-03 · ADMIN-Memberships-Subscriptions 2100-09 · PR VSP Vision	-10.00 -127.42
TOTAL				-137.42
151782	9/24/2013	KENDALL ADAMS	1001-01 · General Checking Account	
K3070	9/20/2013		5900-00 · Contamination Project-ON GOING	-5,605.25
TOTAL				-5,605.25
151783	9/24/2013	MERIT OIL COMPANY	1001-01 · General Checking Account	
220922	9/10/2013		5631-03 · OPS-Quagga Prevent Kerosine	-326.88
TOTAL				-326.88
151784	9/24/2013	MOUNTAIN WATER COMPANY	1001-01 · General Checking Account	
22932	9/16/2013		5507-43 · OPS-Utilities-Ramps	-110.00
TOTAL				-110.00

Big Bear MWD
Warrant List Detail
 September 11 - 24, 2013

Num	Date	Name	Account	Paid Amount
151785	9/24/2013	MWH	1001-01 · General Checking Account	
1628193	9/12/2013		6100-06 · Dam Repair-Gen Engineering	-2,468.40
TOTAL				-2,468.40
151786	9/24/2013	NAPA AUTO PARTS	1001-01 · General Checking Account	
154901	9/10/2013		5580-41 · OPS-Boat Maintenance-Patrol	-8.02
154900	9/10/2013		5580-41 · OPS-Boat Maintenance-Patrol	-8.02
156009	9/17/2013		5600-33 · MAINT-Vehicle Maint-HARVESTER	-58.68
TOTAL				-74.72
151787	9/24/2013	QUILL	1001-01 · General Checking Account	
5559482	9/11/2013		5502-01 · ADMIN-Printing	-46.18
TOTAL				-46.18
151788	9/24/2013	RADIOSHACK CORPORATION	1001-01 · General Checking Account	
035598	8/5/2013		5630-41 · OPS-Bldg/Fac Mtn/Rep-RV PARK	-6.47
044103	8/12/2013		5506-44 · OPS-Radio Handhelds	-53.99
TOTAL				-60.46
151789	9/24/2013	SOUTHWEST GAS CORPORAT...	1001-01 · General Checking Account	
09162013A	9/16/2013		5507-41 · OPS-Utilities-Main Office	-12.10
09162013B	9/16/2013		5507-42 · OPS-Utilities-RV Park	-18.70
09172013	9/17/2013		5507-44 · OPS-Utilities-Trout Pond	-8.55
TOTAL				-39.35
151790	9/24/2013	TIFCO INDUSTRIES	1001-01 · General Checking Account	
70888945	9/16/2013		5630-31 · MAINT-Bldg/Facil Maint/Rep-Shop	-153.49
TOTAL				-153.49
151791	9/24/2013	VALERO	1001-01 · General Checking Account	
09192013	9/19/2013		5590-42 · OPS-Petroleum-VEHICLES	-1,687.83
TOTAL				-1,687.83
151792	9/24/2013	VERIZON CALIFORNIA	1001-01 · General Checking Account	
09012013A	9/1/2013		5505-02 · ADMIN-Phones Ramps Local Svc	-58.28
09012013B	9/1/2013		5505-01 · ADMIN-Phones Local/Hardware/Rep	-440.57
09012013C	9/1/2013		5505-02 · ADMIN-Phones Ramps Local Svc	-51.61
09012013D	9/1/2013		5505-02 · ADMIN-Phones Ramps Local Svc	-57.58
09132013	9/13/2013		5505-01 · ADMIN-Phones Local/Hardware/Rep	-53.10
TOTAL				-661.14
151793	9/24/2013	VERIZON WIRELESS	1001-01 · General Checking Account	
9711263724	9/9/2013		5505-06 · ADMIN-Phone Cell Phones	-184.83
TOTAL				-184.83
151794	9/24/2013	VOLVO PENTA OF THE AMERI...	1001-01 · General Checking Account	
284841	9/12/2013		5580-41 · OPS-Boat Maintenance-Patrol	-387.71
TOTAL				-387.71

2:09 PM

09/25/13

Big Bear MWD
Warrant List Detail
September 11 - 24, 2013

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Paid Amount</u>
151795	9/24/2013	LINCOLN NATIONAL	1001-01 · General Checking Account	
09262013	9/26/2013		2101-01 · Deferred Compensation	-1,525.00
TOTAL				-1,525.00
151796	9/24/2013	MID AMERICA APPLE PLAN	1001-01 · General Checking Account	
09262013	9/26/2013		2100-20 · Apple Plan - Employee Pay	-688.53
			2100-21 · Apple Plan - Company Pay	-688.54
TOTAL				-1,377.07