

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

**BOARD OF DIRECTORS**  
**Regular Meeting**  
**February 20, 2014**

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

Next Resolution Number: 2014-02

**OPEN SESSION: 1:00 P.M.**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. DISCUSSION AND ACTION ON CLOSED SESSION ITEMS**
- 4. REPORTS**
  - A. General Manager
  - B. Lake Manager
  - C. Legal
  - D. Committee
  - E. Other
- 5. CONSENT CALENDAR**
  - A. Minutes of a Regular Meeting of February 6, 2014
  - B. Warrant List dated February 13, 2014 for \$16,687.10
- 6. BUSINESS**
  - A. Consider approval of a Resolution of the Board of Directors of Big Bear Municipal Water District re-establishing fees effective February 20, 2014 and repealing Resolution No. 2013-02
  - B. 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 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

**NEXT MEETING:** Open Session at 1:00 P.M.  
Thursday, March 6, 2014  
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.bbawd.org](http://www.bbawd.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, FEBRUARY 6, 2014***

**CALL TO ORDER**

President Murphy called the Open Session to order at 1:00 PM. Those in attendance included Director Lewis, Director Suhay, Director Eminger, Director Smith, 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 Murphy reported that there was no closed session at the January 23rd meeting.

**REPORTS**

Mr. Heule reported that we have made significant progress on getting credit for our ACOE work in kind. He added that after submitting two requests over the past two weeks our balance is roughly \$150,000 to \$190,000. He explained that all of the time that he, Mike Stephenson, and Carrie Shirreffs have been working on closing this out will be credited and he has already documented over \$200,000 on that effort since 2010. He commented that we are getting really close to wrapping this up. Mr. Heule reported that last meeting he shared that Valley District did not expect to get any water allocation from the State Water Project. He added that, if you have been listening to the news recently, you know that their prediction is coming true. He stated that fortunately Southern California water purveyors have historically planned their water systems to accommodate droughts and are blessed with deep alluvial aquifers that provide tremendous reservoirs. He explained that here in Big Bear we are also in pretty good shape because of the low per capita water demand and alluvial aquifers that can sustain demands for a few dry years. He commented that he hopes that all of you enjoy reading the recent Comprehensive Aquatic Vegetation Survey report that we just completed. He added that this is the second survey we have completed and satisfies one of the many requirements of the TMDL. Lake Manager, Mike Stephenson reported that with the storm today the lake level hasn't come up but it also hasn't gone down for the last two weeks remaining at about 8' 7" down from full. He reported that seasonal hiring is progressing with testing next week and then on to the interview stage with hiring the first week in March. He added that we have received over 100 applications. He reported that they refurbished the RV Park bathrooms this year and also rebuilt the gangways for the fishing docks at both ramps.

**APPROVAL OF CONSENT CALENDAR**

Upon a motion by Director Eminger, seconded by Director Lewis, the following consent items were unanimously approved:

- Minutes of a Special Meeting Workshop of January 22, 2014
- Minutes of a Special Meeting of January 23, 2014
- Warrant List dated January 30, 2014 for \$34,955.12

- Approval of a Special Event Permit for Redlands Bicycle Classic Time Trials being proposed for April 3, 2014 at the East Ramp
- Approval of a Special Event Permit for the Big Bear Lake Rotary Club's Annual 4<sup>th</sup> of July Fireworks Display

**DISTRICT LONG AND SHORT TERM CAPITAL IMPROVEMENT PLAN – DISCUSSION ONLY**

President Murphy reported that the Capital Improvement Plan Ad Hoc Committee is looking for input from the various Committees regarding their project “wish lists”. Director Smith added that they would like lists of what they would like to see now and down the road. Mr. Heule stated that the next special workshop will be Operations on February 19th and will be discussing lake levels and private dock placement and summer staffing.

**PUBLIC FORUM**

No comments were made

**ANNOUNCEMENTS**

Mr. Heule announced that the next Board meeting will be February 20th. He added that our next Workshop is scheduled for February 19 at 1:00 PM. He reported that he will be out of the office visiting family in North Carolina for a week beginning Wednesday, February 26 through Tuesday, March 4.

**DIRECTOR COMMENTS**

Director Eminger commented that he thinks the workshops are a very good idea.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 1:21 P.M.

**NEXT MEETING**

Open Session at 1:00 P.M.  
Thursday, February 20, 2014  
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)

10:59 AM

02/13/14

**Big Bear MWD**  
**Warrant List Detail**  
 January 31 through February 12, 2014

Num	Type	Date	Name	Account	Paid Amount
152075	Check	2/10/2014	BOERSMA RICH	1001-01 · General Checking Account	
466	Credit Memo	1/30/2014		2800-03 · Boat Storage/RV Deposits	-100.00
TOTAL					-100.00
152076	Check	2/10/2014	FRANK JIM	1001-01 · General Checking Account	
467	Credit Memo	1/27/2014		2800-03 · Boat Storage/RV Deposits	-100.00
TOTAL					-100.00
152077	Check	2/10/2014	ROWE RICHARD	1001-01 · General Checking Account	
468	Credit Memo	1/27/2014		2800-03 · Boat Storage/RV Deposits	-100.00
TOTAL					-100.00
152082	Liability Check	1/31/2014	EMPLOYMENT DEVELOPMEN...	1001-01 · General Checking Account	
				2101-03 · State Unemployment Tax	-41.24
TOTAL					-41.24
152083	Liability Check	2/10/2014	AFLAC	1001-01 · General Checking Account	
				2100-08 · AFLAC Payable	-284.18
TOTAL					-284.18
152084	Bill Pmt -Check	2/10/2014	BIG BEAR DISPOSAL	1001-01 · General Checking Account	
5340	Bill	2/1/2014		5507-41 · OPS-Utilities-Main Office	-156.74
TOTAL					-156.74
152085	Bill Pmt -Check	2/10/2014	BIG BEAR GRIZZLY	1001-01 · General Checking Account	
013120...	Bill	1/31/2014		5510-04 · ADMIN-Public Info-Ice Info/Sign	-587.00
				5540-41 · OPS-PreEmployment Advertising	-558.20
TOTAL					-1,145.20
152086	Bill Pmt -Check	2/10/2014	BIG BEAR TODAY	1001-01 · General Checking Account	
755926	Bill	1/31/2014		5510-04 · ADMIN-Public Info-Ice Info/Sign	-200.00
TOTAL					-200.00
152087	Bill Pmt -Check	2/10/2014	BUTCHER'S BLOCK AND BUIL...	1001-01 · General Checking Account	
273456	Bill	1/24/2014		5630-31 · MAINT-Bldg/Facil Maint/Rep-Shop	-47.62
273589	Bill	1/24/2014		5630-30 · MAINT-Bldg/Facility Maint/Rep	-18.35
274649	Bill	1/29/2014		5630-43 · OPS-Bldg/Fac Mtn/Rep-WEST R...	-10.89
276018	Bill	2/5/2014		5630-42 · OPS-Bldg/Fac Mtn/Rep-EAST RA...	-21.99
TOTAL					-98.85
152088	Bill Pmt -Check	2/10/2014	BVE	1001-01 · General Checking Account	
012720...	Bill	1/27/2014		5507-43 · OPS-Utilities-Ramps	-387.82
012920...	Bill	1/29/2014		5507-43 · OPS-Utilities-Ramps	-146.24
012920...	Bill	1/29/2014		5507-22 · WATER-Utilities-Dam	-402.72
012920...	Bill	1/29/2014		5507-21 · WATER-Utilities-Aerator	-742.78
012920...	Bill	1/29/2014		5507-41 · OPS-Utilities-Main Office	-12.83
012920...	Bill	1/29/2014		5507-22 · WATER-Utilities-Dam	-68.24
TOTAL					-1,760.63

10:59 AM

02/13/14

**Big Bear MWD**  
**Warrant List Detail**  
 January 31 through February 12, 2014

Num	Type	Date	Name	Account	Paid Amount
152089	Bill Pmt -Check	2/10/2014	CASH PETTY CASH	1001-01 · General Checking Account	
020720...	Bill	2/7/2014		5630-31 · MAINT-Bldg/Facil Maint/Rep-Shop	-29.11
				5503-01 · ADMIN-Office Supplies-Office	-1.08
				5503-03 · ADMIN-Office Supplies-Meetings	-60.05
TOTAL					-90.24
152090	Bill Pmt -Check	2/10/2014	CHEM-PAK	1001-01 · General Checking Account	
85140	Bill	2/5/2014		5504-31 · MAINT-Janitorial Supplies-Admin	-119.62
TOTAL					-119.62
152091	Bill Pmt -Check	2/10/2014	COMPUTER VILLAGE	1001-01 · General Checking Account	
130766	Bill	1/30/2014		5530-02 · ADMIN-Prof&Spec-ComputerCon...	-350.00
TOTAL					-350.00
152092	Bill Pmt -Check	2/10/2014	COMSERCO	1001-01 · General Checking Account	
67895	Bill	1/31/2014		5506-41 · OPS-Radio Service Contract	-260.00
TOTAL					-260.00
152093	Bill Pmt -Check	2/10/2014	CONKLIN PAINT	1001-01 · General Checking Account	
20143	Bill	1/14/2014		5630-42 · OPS-Bldg/Fac Mtn/Rep-EAST RA...	-86.20
20149	Bill	1/16/2014		5630-41 · OPS-Bldg/Fac Mtn/Rep-RV PARK	-103.58
TOTAL					-189.78
152094	Bill Pmt -Check	2/10/2014	CPS HR CONSULTING	1001-01 · General Checking Account	
SOP36...	Bill	1/31/2014		5540-41 · OPS-PreEmployment Advertising	-747.60
TOTAL					-747.60
152095	Bill Pmt -Check	2/10/2014	CSB HEALTH	1001-01 · General Checking Account	
IN0201...	Bill	2/7/2014		5509-06 · ADMIN-Permits-SBC Hazardous ...	-114.00
TOTAL					-114.00
152096	Bill Pmt -Check	2/10/2014	DISH NETWORK	1001-01 · General Checking Account	
020420...	Bill	2/4/2014		5507-41 · OPS-Utilities-Main Office	-74.17
TOTAL					-74.17
152097	Bill Pmt -Check	2/10/2014	DIY HOME CENTER	1001-01 · General Checking Account	
11634	Bill	2/7/2014		5630-31 · MAINT-Bldg/Facil Maint/Rep-Shop	-81.58
TOTAL					-81.58
152098	Bill Pmt -Check	2/10/2014	DWP	1001-01 · General Checking Account	
012920...	Bill	1/29/2014		5507-44 · OPS-Utilities-Trout Pond	-83.19
012920...	Bill	1/29/2014		5507-41 · OPS-Utilities-Main Office	-49.90
012920...	Bill	1/29/2014		5507-43 · OPS-Utilities-Ramps	-20.19
012920...	Bill	1/29/2014		5507-43 · OPS-Utilities-Ramps	-128.51
012920...	Bill	1/29/2014		5507-42 · OPS-Utilities-RV Park	-97.75
012920...	Bill	1/29/2014		5507-41 · OPS-Utilities-Main Office	-15.14
TOTAL					-394.68

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02/13/14

**Big Bear MWD**  
**Warrant List Detail**  
 January 31 through February 12, 2014

Num	Type	Date	Name	Account	Paid Amount
152099	Bill Pmt -Check	2/10/2014	EVENSON DON (REIMBURSE)	1001-01 · General Checking Account	
012120...	Bill	1/21/2014		5570-06 · WATER-Travel Expense	-576.21
TOTAL					-576.21
152100	Bill Pmt -Check	2/10/2014	LEMIEUX & O'NEILL	1001-01 · General Checking Account	
20-999...	Bill	1/31/2014		5520-01 · ADMIN-District Counsel Retainer	-3,500.00
TOTAL					-3,500.00
152101	Bill Pmt -Check	2/10/2014	LUDECKE ELECTRICAL SERVI...	1001-01 · General Checking Account	
8309	Bill	1/28/2014		5900-00 · Contamination Project-ON GOING	-306.15
TOTAL					-306.15
152102	Bill Pmt -Check	2/10/2014	MASTERCARD	1001-01 · General Checking Account	
013120...	Bill	1/31/2014		5580-40 · OPS-Boat Maintenance	-106.92
				5650-03 · WATER-Watershed Mgt Supplies	-163.84
				5503-01 · ADMIN-Office Supplies-Office	-37.37
				5580-41 · OPS-Boat Maintenance-Patrol	-144.00
				5510-02 · ADMIN-KOOL KIDS Program	-437.72
013120...	Bill	1/31/2014		5503-01 · ADMIN-Office Supplies-Office	-154.42
				5650-02 · WATER-Watershed Mgt Equip&...	-694.36
				5560-22 · WATER-Watermaster Meetings	-60.56
TOTAL					-1,799.19
152103	Bill Pmt -Check	2/10/2014	MCMASTER-CARR	1001-01 · General Checking Account	
721401...	Bill	1/28/2014		5630-40 · OPS-Bldg/Fac Mtn/Rep	-42.26
TOTAL					-42.26
152104	Bill Pmt -Check	2/10/2014	NAPA AUTO PARTS	1001-01 · General Checking Account	
173542	Bill	1/16/2014		5580-41 · OPS-Boat Maintenance-Patrol	-7.23
173578	Bill	1/16/2014		5580-41 · OPS-Boat Maintenance-Patrol	-9.34
173784	Bill	1/17/2014		5580-41 · OPS-Boat Maintenance-Patrol	-18.66
176395	Bill	1/28/2014		5580-41 · OPS-Boat Maintenance-Patrol	-36.55
175148	Bill	1/28/2014		5630-31 · MAINT-Bldg/Facil Maint/Rep-Shop	-9.43
175393	Bill	1/30/2014		5543-30 · MAINT-Small Tools/Tool Supplies	-5.72
TOTAL					-86.93
152105	Bill Pmt -Check	2/10/2014	NO CONTRACT VOIP	1001-01 · General Checking Account	
020520...	Bill	2/5/2014		5505-01 · ADMIN-Phones Local/Hardware/...	-144.18
TOTAL					-144.18
152106	Bill Pmt -Check	2/10/2014	OI CORPORATION - GLOBAL ...	1001-01 · General Checking Account	
162569	Bill	1/29/2014		5650-02 · WATER-Watershed Mgt Equip&...	-195.24
TOTAL					-195.24
152107	Bill Pmt -Check	2/10/2014	POSTMASTER	1001-01 · General Checking Account	
PERMI...	Bill	2/7/2014		5501-41 · OPS-Post&Ship Permit Renewal	-2,290.00
TOTAL					-2,290.00

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**Big Bear MWD**  
**Warrant List Detail**  
 January 31 through February 12, 2014

Num	Type	Date	Name	Account	Paid Amount
152108	Bill Pmt -Check	2/10/2014	QUILL	1001-01 · General Checking Account	
8992068	Bill	1/23/2014		5503-01 · ADMIN-Office Supplies-Office	-117.65
9226795	Bill	1/31/2014		5503-01 · ADMIN-Office Supplies-Office	-58.30
TOTAL					-175.95
152109	Bill Pmt -Check	2/10/2014	ROTARY	1001-01 · General Checking Account	
013120...	Bill	1/31/2014		5509-08 · ADMIN-Member/Subs/Permit-Rot...	-130.00
TOTAL					-130.00
152110	Bill Pmt -Check	2/10/2014	SUHAY SKIP (TRAVEL)	1001-01 · General Checking Account	
012120...	Bill	1/21/2014		5571-03 · ADMIN-Div 3- Suhay Expenses	-41.81
TOTAL					-41.81
152111	Bill Pmt -Check	2/10/2014	SUPERMEDIA	1001-01 · General Checking Account	
020120...	Bill	2/1/2014		5505-01 · ADMIN-Phones Local/Hardware/...	-67.50
TOTAL					-67.50
152112	Bill Pmt -Check	2/10/2014	VERIZON CALIFORNIA	1001-01 · General Checking Account	
012820...	Bill	1/28/2014		5505-04 · ADMIN-Phone At the Dam	-49.10
012520...	Bill	1/28/2014		5505-05 · ADMIN-Phone Weather Station	-47.48
020120...	Bill	2/1/2014		5505-02 · ADMIN-Phones Ramps Local Svc	-51.77
020120...	Bill	2/1/2014		5505-02 · ADMIN-Phones Ramps Local Svc	-51.03
TOTAL					-199.38
152113	Bill Pmt -Check	2/10/2014	VERIZON WIRELESS	1001-01 · General Checking Account	
971945...	Bill	2/3/2014		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
152114	Bill Pmt -Check	2/10/2014	XEROX	1001-01 · General Checking Account	
072421...	Bill	2/1/2014		5750-03 · Copier Lease Expense	-469.50
				5620-13 · ADMIN-Copier Maint/Repair	-53.43
TOTAL					-522.93



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

**MEETING DATE:** February 20, 2014

**AGENDA ITEM:** 6A

**SUBJECT:**

**CONSIDER APPROVAL OF A RESOLUTION OF THE BOARD OF DIRECTORS OF BIG BEAR MUNICIPAL WATER DISTRICT RE-ESTABLISHING FEES EFFECTIVE FEBRUARY 20, 2014 AND REPEALING RESOLUTION NO. 2013-02**

**RECOMMENDATION:**

The General Manager, Lake Manager, and Budget/Finance Committee (Directors Smith and Lewis) recommend the Board approve the fee schedule resolution as revised.

**DISCUSSION/FINDINGS:**

Two items on the District fee schedule are being considered for revision. Firstly a daily charge to recoup District expenses for RV park utilities is calculated annually based on the previous season's actual utility expense divided by the number of days and campsites occupied. During 2013 the fee charged was \$4.90. For 2014 the daily utility charge is proposed to increase to \$5.25. Secondly a permit is required by the District for commercial filming and photo shoots on District property. The District currently charges a flat rate of \$110 for photo shoots and \$170 for film and video production. The District's recent experience with these photo and filming companies has been difficult and complex due to their poor planning, short time lines, and continual changed conditions. Although the District collects a \$500 deposit that is used to reimburse the District for Lake Patrol or Maintenance personnel and equipment, there is no provision for recovery of Administrative expenses associated with the complex and continually changing conditions associated with these type activities. District experience has found that Staff time devoted to managing these activities increases dramatically as the number of individuals involved grows. Also, Staff time involved is greater for video and film production than it is with still photo shoots. In order to recover District expenses associated with managing photo and film/video production activities Staff researched other agency fee schedules and drafted proposed fee schedule revisions for the Committee to consider. One proposed approach would charge the permit applicant based on the number of individuals involved and the other would depend on the number of days required for the shoot. Staff advised the Committee that they believe a charge based on the number of persons involved would be most equitable for the District. Staff also indicated that occasionally a request is made to film or still shoot by students working on school projects or assignments. A separate reduced cost fee schedule and list of conditions is proposed for this situation that recognizes the lower level of impact on District resources by this usually less intrusive activity. Conditions would include a letter from the school confirming the student is enrolled and the work is a part of his/her curriculum and a limitation on the number of persons involved among other items. After a review of the Staff proposals the Committee believes that fees should be based on the numbers of persons involved in the shoot. They also want any student rates to apply only to groups of 5 persons or less and with only a \$250 deposit instead of the usual \$500. Subject to these modifications the Committee is recommending that the Board approve the attached Fee Schedule Resolution.

**FINANCING:** None

**OTHER AGENCY INVOLVEMENT:** None

Submitted by: Scott Heule, General Manager

RESOLUTION NO. ~~2013~~2014-02

A RESOLUTION OF THE BOARD OF DIRECTORS OF  
BIG BEAR MUNICIPAL WATER DISTRICT  
RE-ESTABLISHING FEES COMMENCING  
~~JANUARY 17, 2013~~ current date, AND  
REPEALING RESOLUTION NO. ~~2013-02~~ 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 \$ ~~4.99~~ 5.25
- 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- 5% of Lake activity gross receipts, whichever is greater
    - c) Fishing events \$ 15.00 per angler -or- \$500.00 whichever is greater

f. Commercial filming/photo shooting:

<u>Permit fees are based on the number of production employees and dates required for the shoot</u>		
<u>Refundable deposit</u>	<u>\$500.00</u>	
<u>(1) Still photo shoot—Photography</u>	<u>\$110.00</u>	
<u>Refundable deposit less any applicable fees</u>	<u>\$500.00</u>	
<u>1-5 persons</u>	<u>\$110.00</u>	<u>Per day</u>
<u>6-25 persons</u>	<u>\$165.00</u>	<u>Per day</u>
<u>26-50 persons</u>	<u>\$220.00</u>	<u>Per day</u>
<u>51+ persons</u>	<u>\$275.00</u>	<u>Per day</u>
<u>(2) Film/video production Motion Picture, Television, Video</u>	<u>\$170.00</u>	
<u>Refundable deposit less any applicable fees</u>	<u>\$500.00</u>	
<u>1-5 persons</u>	<u>\$170.00</u>	<u>Per day</u>

<u>6-25 persons</u>	<u>\$255.00</u>	<u>Per day</u>
<u>26-50 persons</u>	<u>\$340.00</u>	<u>Per day</u>
<u>51+ persons</u>	<u>\$425.00</u>	<u>Per day</u>
<u>(3) Student Production (limited District involvement)</u>		
<u>a) Refundable deposit less any applicable fees</u>	<u>\$250.00</u>	
<u>b) 1-4 persons</u>	<u>\$50.00</u>	<u>Per day</u>
<u>Student productions must meet the following conditions to qualify for the reduced rate:</u>		
• <u>Production must have less than 5 persons</u>		
• <u>Letter from the school attended by the student, on the school's letterhead, confirming that the student is currently enrolled, and that what they are requesting to film is part of the required curriculum</u>		
• <u>Certificate of insurance from the school that meet the current District requirements</u>		
• <u>Other documentation may be required and fees may be charged for filming requests that involve significant impact to the Lake</u>		
• <u>Any requests not meeting the above criteria will incur film permit fees as indicated on the current fee schedule</u>		
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.

**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~~2013-02 is hereby repealed.

**PASSED, APPROVED AND ADOPTED** on ~~January 17, 2013~~current date

~~Vince Smith~~Todd Murphy, President

ATTEST:

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

[SEAL]

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

**MEETING DATE: February 20, 2014**

**AGENDA ITEM: 6B**

**SUBJECT:**

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

**RECOMMENDATION:**

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

**DISCUSSION/FINDINGS:**

MWH has provided dam engineering services for the District for several years. The work they have recently completed has satisfied the California Division of Safety of Dams (DSOD) that expensive radial arm spillway gates are not required. MWH found that even with an overtopping flow during the 100 year flood and probable maximum flood the dam will remain structurally sound. They did note however that some loose rocks and potentially loose boulders at the dam abutments downstream of the dam need to be cleared and anchored respectively. The other piece of work that is necessary is to paint the steel struts and anchors that are attached to the dam buttresses. Some additional information that the DSOD wants is a dam operations plan that reduces the likelihood of floodwaters overtopping the dam. MWH has already completed a portion of this work but some refinement and a report are needed to complete this task. MWH had exhausted funds authorized in its most recent contract. MWH has submitted a new proposal for engineering services associated with support during bidding and work associated with the strut painting and rock anchoring, permitting from the USFS and Caltrans and dam operations guide implementation to satisfy the DSOD. The proposed cost is \$71,000 during calendar year 2014. The District's FY 2014-15 budget includes \$15,000 for the dam operations guide and \$25,000 for other dam engineering efforts for a total of \$40,000. The Committee recommends approval of the attached MWH proposal dated January 30, 2014

**OTHER AGENCY INVOLVEMENT:** None

**FINANCING:** Funding for this work would come from FY 2014-15 budgeted funds in the amount of \$15,000 from the Lake Improvement Fund, \$25,000 from the Dam Repair Fund with the balance from new funding in FY 2015-16's Dam Repair Fund.

Submitted by: Scott Heule, General Manager



**MWH**

*BUILDING A BETTER WORLD*

January 30, 2014

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

**Subject: Task Proposal - 2014 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 engineering services at Bear Valley Dam. These services are a continuation of engineering support that MWH has provided the District since 2005 under Master Services Agreement [1]. We appreciate the opportunity to continue to serve the District at this very important dam and reservoir.

### **SCOPE OF WORK**

The following describes the specific scope of work for each task. Tasks 1 and 2 are dedicated to District support for the planned maintenance work at Bear Valley Dam that includes installation of rock anchors and painting of cross brace supports. MWH has prepared details plans and specifications for this work.

#### **Task 1 – Permit Support**

The District has asked MWH to take the lead in preparing the permit applications for this work as follows:

- a. U.S. Forest Service Special Use Permit
- b. CalTrans Right of Way Encroachment Permit

MWH will prepare these applications for submittal by the District.

#### Assumptions:

- The District will provide any requested relevant information that is at their disposal in a timely manner
- MWH can reasonably rely on the accuracy of information provided by the District to support permit application requirements, schedule assumptions, draft/final reviews and submittal/comment processes.



- Permit applications will be completed within 30 days of Notice to Proceed for this Agreement.
- No agency meetings or site visits have been included in the cost estimate however agency conference calls are within the scope and budget.
- Permit fees will be paid for by the District.

MWH will follow up with these agencies to help expedite approvals, but we cannot predict the timing of the agency permit approvals.

### **Task 2 – Engineering Support During Construction**

MWH will provide Owner's Engineering support during construction for the Rock Anchor Installation and Cross Brace Painting Project. These services will include the following:

- a. Support during the bidding process to answer bidder questions
- b. Attendance at a pre-bid site meeting
- c. Review of bids and recommendation of award
- d. Attendance at on-site kick-off meeting with selected contractor
- e. Periodic site visits, as needed and requested by the District
- f. Site visit by engineering geologist to establish location of rock anchors

It is expected that the District will provide primary contractor supervision and coordination during construction.

### **Task 3 –Operations Guide Implementation**

MWH has previously developed a Reservoir Operations Guide (last issued as Draft dated January 14, 2013) to provide specific guidance and direction to operate the spillway and low level outlets at Bear Valley Dam in advance of a significant rainfall event. The current discharge facilities at the dam (10 main service gates and low level outlets) 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.

For this task, MWH will finalize the draft technical memorandum based on comments provided by the District. It is expected that this memorandum will be sent to DSOD by the District along with a request for a meeting to discuss this approach. It is noted that DSOD has requested documentation of this plan in their letter dated December 17, 2013 based on our conference call with DSOD on February 22, 2013.

The deliverables from this task would be:

- a. Deliverable 3.1: Finalize Technical Memorandum on Bear Valley Dam Spillway Operations
- b. Deliverable 3.2: Meet in Sacramento with DSOD, with agenda and meeting minutes

- c. Deliverable 3.3: Reservoir Operations Guide Notebook for District reference during spillway operations (issued following DSOD meeting based on their comments, if any, on the approach)

#### **Task 4 – On-Call 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

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 immediately upon authorization to proceed. Work will be scheduled as needed by the District. Work is expected to be completed by December 31, 2014.

Supplemental on-call services may be authorized by the District, if 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 [1]. MWH estimates a total budget of approximately \$ 71,000 to complete the described scope of work as detailed on the attached Cost Summary Table.

#### **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 [1]. To confirm this work authorization, please execute the signature block below and return to MWH.

Mr. Scott Heule  
Big Bear Municipal Water District

January 30, 2014

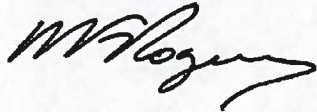
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**CLOSING**

MWH looks forward to working with the District at Bear Valley Dam. Please feel free to contact Mr. Bluestone 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., B.C.E.S.  
Vice President  
California Business Unit Leader

**BIG BEAR MUNICIPAL WATER DISTRICT AUTHORIZATION:**

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

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

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

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

Reference: [1] Master Services Agreement between MWH and the District dated September 29, 2008, which expires December 2015 as amended per Purchase Order 2012-02.

Enclosures: Cost Summary Table



## COST SUMMARY TABLE

TASK	HOURS	FEES
1 - Permit Support	72	\$ 12,000
2 - Engineering Support During Construction	80	19,000
3 - Reservoir Operations Implementation	64	15,000
4 - On Call Engineering Support Services	108	25,000
<b>TOTAL NOT-TO-EXCEED</b>	<b>324</b>	<b>\$ 71,000</b>