

A G E N D A
BIG BEAR MUNICIPAL WATER DISTRICT

BOARD OF DIRECTORS
Regular Meeting
March 5, 2015

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

Next Resolution Number: 2015-02

OPEN SESSION: 1:00 P.M.

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. DISCUSSION AND ACTION ON CLOSED SESSION ITEMS**
- 4. REPORTS**
 - A. General Manager
 - B. Lake Manager
 - C. Legal
 - D. Committee
 - E. Other
- 5. CONSENT CALENDAR**
 - A. Minutes of a Special Meeting of February 18, 2015
 - B. Minutes of a Regular Meeting of February 19, 2015
 - C. Warrant list dated February 24, 2015 for \$26,762.52
- 6. BUSINESS**
 - A. Bear Valley Water Sustainability Project presentation – information only
- 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, March 19, 2015
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 SPECIAL MEETING OF
BIG BEAR MUNICIPAL WATER DISTRICT
HELD ON WEDNESDAY FEBRUARY 18, 2015***

CALL TO ORDER

President Lewis called the Open Session to order at 1:00 PM. Those in attendance included Directors Brewster, Eminger, Ludecke, Smith, General Manager Stephenson, Special Counsel Robert Gokoo, and District Counsel Wayne Lemieux.

ADJOURNMENT TO CLOSED SESSION

The meeting was adjourned to Closed Session at 1:01 PM to confer with District Counsel: Graybill v. BBMWD - pending litigation

RECONVENE TO OPEN SESSION

The meeting was reconvened to Open Session at 2:42 PM
No reportable action.

ADJOURNMENT

There being no further business, the meeting was adjourned at 2:43 PM

Mike Stephenson
General Manager
Big Bear Municipal Water District

(SEAL)

***MINUTES OF A REGULAR MEETING OF
BIG BEAR MUNICIPAL WATER DISTRICT
HELD ON THURSDAY, FEBRUARY 19, 2015***

CALL TO ORDER

President Lewis called the Open Session to order at 1:00 PM. Those in attendance included Director Ludecke, Director Smith, Director Eminger, Director Brewster, District Counsel Keith Lemieux (via Skype), General Manager Mike Stephenson, Lake Manager John Tuttle, and Board Secretary Vicki Sheppard.

DISCUSSION AND ACTION ON CLOSED SESSION ITEMS

District Counsel Keith Lemieux reported that there was no closed session at the February 5th meeting. He added that there was no reportable action from the Special Closed Session meeting yesterday, February 18th.

REPORTS

General Manager, Mike Stephenson reported on the Lake level explaining that at this time it would take 9,719,157,777 gallons to fill the Lake. He calculated that if we don't get any precipitation, we should be able to use the East Ramp between now and Labor Day. He explained that if it goes down 14' to 15' we wouldn't be able to use the ramp. Mr. Stephenson reported that he spoke to ACOE and we owe them just over \$100 to close out the account. They will let him know the exact amount and he may issue a check. Mr. Stephenson reported on a meeting he attended regarding the Bear Valley Water Sustainability Project. He commented that it was a very positive meeting and everything seems to be in place to go forward with the project. Director Ludecke asked if there is a timeline for the project and if the Regional Water Board will allow it. Mr. Stephenson reported that Don Evenson is working on it and then the Board will have decisions to make and if it is approved, it will probably be complete in 5 years. Director Brewster asked if MWD is taking the lead with the project. Mr. Stephenson explained that Reggie Lampson, DWP is taking the lead. Mr. Stephenson updated the Board on the Quagga Grant explaining that we had to complete a few changes and now we have satisfied all their criteria. He added that he is fairly sure it will be funded but doesn't know for how much. Mr. Stephenson introduced James Bellis our new Lake Analyst.

Lake Manager John Tuttle reported that the new roll up door in the shop is installed. He added that next week the Board room carpet will be installed. He reported that we have scheduled the written tests for maintenance and ramp attendant. He added that we will be hiring 2 new maintenance and 5 to 6 new ramp attendants.

APPROVAL OF CONSENT CALENDAR

Upon a motion by Director Smith, seconded by Director Ludecke, the following consent items were unanimously approved:

- Minutes of a Regular Meeting of February 5, 2015
- Warrant list dated February 13, 2015 for \$73,407.06

CONSIDER APPROVAL OF THE PURCHASE OF A NEW STORAGE CONTAINER FOR BEAR VALLEY DAM EMERGENCY OPERATIONS

Mr. Stephenson reported that there is Dam emergency equipment stored in various places and we would like to store it in one location at the Dam. He explained that the Forest Service won't permit us to build a structure for storage so staff and the Facilities Committee recommended that the District purchase a portable container to store all the emergency equipment. He stated that the Forest Service is willing to allow the container because it is portable and can be moved if necessary. He added that proposals were received from three bidders and it is recommended that the container be purchased from Pac Van for the low bid of \$2,955.60.

Director Eminger moved approval of the purchase of a new storage container for Bear Valley Dam Emergency Operations from Pac Van for the low bid price of \$2,955.60.

Director Brewster seconded the motion and it was unanimously approved.

PUBLIC FORUM

Mr. Larry Cooke, Big Bear Lake resident referred to the Board Minutes of January 15th citing a comment made by Mr. Stephenson regarding ADA requirements not being requirements but guidelines. Mr. Cooke stated that this doesn't reflect the law adding that it is law and not just recommendations. He passed out information that he believes supports this. Mr. Cooke commented on Pine Knot Landing and their conditional use permit and lot line adjustment explaining that this is still not recorded. He explained that because of this the District has liability issues. Director Brewster asked if we have a copy of this. Mr. Stephenson said that as far as the District's business is concerned it is "complete". Mr. Cooke added that the paperwork may be complete but there are no recordings.

ANNOUNCEMENTS

No announcements were made

DIRECTOR COMMENTS

No comments were made

ADJOURNMENT TO CLOSED SESSION

At 1:29 PM the meeting was adjourned to closed session to discuss:

Graybill v. BBMWD - pending litigation

RECONVENE TO OPEN SESSION

The meeting was reconvened to Open Session at 1:49 P.M.

No reportable action

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:50 P.M.

NEXT MEETING

Open Session at 1:00 P.M.
Thursday, March 5, 2015
Big Bear Municipal Water District
40524 Lakeview Drive, Big Bear Lake, CA

Vicki Sheppard
Secretary to the Board
Big Bear Municipal Water District

(SEAL)

11:07 AM

02/25/15

Big Bear MWD
Warrant List Detail
 February 13 - 24, 2015

Num	Type	Date	Name	Account	Paid Amount
153177	Liability ...	2/24/2015	LINCOLN NATIONAL	1001-01 · General Checking Account	
				2101-01 · Deferred Compensation	-925.00
TOTAL					-925.00
153178	Liability ...	2/24/2015	MID AMERICA APPLE PLAN	1001-01 · General Checking Account	
				2100-21 · Apple Plan - Company Pay	-163.59
				2100-20 · Apple Plan - Employee Pay	-163.58
TOTAL					-327.17
153179	Bill Pmt ...	2/24/2015	A-KENN'S LOCK & KEY	1001-01 · General Checking Account	
PO17296	Bill	2/18/2015		5580-41 · OPS-Boat Maintenance-Patrol	-29.00
TOTAL					-29.00
153180	Bill Pmt ...	2/24/2015	ALL PROTECTION ALARM	1001-01 · General Checking Account	
671365	Bill	2/20/2015		5630-31 · MAINT-Bldg/Facil Maint/Rep-Shop	-75.00
TOTAL					-75.00
153181	Bill Pmt ...	2/24/2015	BELLIS JAMES	1001-01 · General Checking Account	
0205-0...	Bill	2/24/2015		5530-14 · ADMIN Professional Service Gen	-1,507.50
				5530-14 · ADMIN Professional Service Gen	-1,507.50
TOTAL					-3,015.00
153182	Bill Pmt ...	2/24/2015	BIG BEAR SHEET METAL	1001-01 · General Checking Account	
4612	Bill	1/27/2015		5630-10 · ADMIN-Bldg/Facility Maint/Rep	-654.86
TOTAL					-654.86
153183	Bill Pmt ...	2/24/2015	BIG BEAR VILLAGE VOICE	1001-01 · General Checking Account	
003	Bill	2/18/2015		5510-04 · ADMIN-Public Info-Ice Info/Sign	-150.00
TOTAL					-150.00
153184	Bill Pmt ...	2/24/2015	BUTCHER'S BLOCK AND BUILDIN...	1001-01 · General Checking Account	
365211	Bill	2/6/2015		5543-30 · MAINT-Small Tools/Tool Supplies	-30.90
367378	Bill	2/17/2015		5854-02 · Board Room Remodel 2014-2015	-19.81
367600	Bill	2/18/2015		5543-30 · MAINT-Small Tools/Tool Supplies	-15.78
367534	Bill	2/18/2015		5630-42 · OPS-Bldg/Fac Mtn/Rep-EAST RAMP	-12.50
367948	Bill	2/19/2015		5543-30 · MAINT-Small Tools/Tool Supplies	-22.93
TOTAL					-101.92
153185	Bill Pmt ...	2/24/2015	BVE	1001-01 · General Checking Account	
021020...	Bill	2/10/2015		5507-44 · OPS-Utilities-Trout Pond	-27.21
TOTAL					-27.21
153186	Bill Pmt ...	2/24/2015	CHARTER COMMUNICATIONS	1001-01 · General Checking Account	
021620...	Bill	2/16/2015		5505-08 · ADMIN- Phone Office DSL	-215.00
TOTAL					-215.00

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Big Bear MWD
Warrant List Detail
 February 13 - 24, 2015

Num	Type	Date	Name	Account	Paid Amount
153187	Bill Pmt ...	2/24/2015	CHEM-PAK	1001-01 · General Checking Account	
89578	Bill	2/2/2015		5504-40 · OPS-Janitorial Supplies-Oper	-62.15
TOTAL					-62.15
153188	Bill Pmt ...	2/24/2015	COMPUTER VILLAGE	1001-01 · General Checking Account	
134395	Bill	2/13/2015		5854-02 · Board Room Remodel 2014-2015	-450.00
TOTAL					-450.00
153189	Bill Pmt ...	2/24/2015	CSB SOLID WASTE MANAGEMEN...	1001-01 · General Checking Account	
040246	Bill	2/12/2015		5630-30 · MAINT-Bldg/Facility Maint/Rep	-132.79
TOTAL					-132.79
153190	Bill Pmt ...	2/24/2015	DIY HOME CENTER	1001-01 · General Checking Account	
18345	Bill	2/12/2015		5854-02 · Board Room Remodel 2014-2015	-85.88
18370	Bill	2/13/2015		5630-42 · OPS-Bldg/Fac Mtn/Rep-EAST RAMP	-39.11
18461	Bill	2/19/2015		5630-42 · OPS-Bldg/Fac Mtn/Rep-EAST RAMP	-9.68
TOTAL					-134.67
153191	Bill Pmt ...	2/24/2015	GALLS	1001-01 · General Checking Account	
003117...	Bill	2/12/2015		5541-42 · OPS-Uniform/Sm Equip Seas Empl 5541-31 · MAINT-Uniform/Sm Equip-Reg Empl	-86.40 -323.94
TOTAL					-410.34
153192	Bill Pmt ...	2/24/2015	GRAINGER	1001-01 · General Checking Account	
965780...	Bill	2/4/2015		5650-01 · WATER-Watershed Mgt Analysis	-57.62
966089...	Bill	2/9/2015		5650-01 · WATER-Watershed Mgt Analysis	-97.31
TOTAL					-154.93
153193	Bill Pmt ...	2/24/2015	INLAND OVERHEAD DOOR COMP...	1001-01 · General Checking Account	
38744	Bill	2/18/2015		5630-30 · MAINT-Bldg/Facility Maint/Rep	-10,500.00
TOTAL					-10,500.00
153194	Bill Pmt ...	2/24/2015	JOBS AVAILABLE	1001-01 · General Checking Account	
021820...	Bill	2/18/2015		5509-03 · ADMIN-Memberships-Subscriptions	-45.00
TOTAL					-45.00
153195	Bill Pmt ...	2/24/2015	MCMMASTER-CARR	1001-01 · General Checking Account	
224177...	Bill	2/6/2015		5580-41 · OPS-Boat Maintenance-Patrol	-47.80
TOTAL					-47.80
153196	Bill Pmt ...	2/24/2015	MOFFATT & NICHOL	1001-01 · General Checking Account	
705959	Bill	2/18/2015		6001-03 · BB Marina Dredge-Design	-2,475.73
TOTAL					-2,475.73

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Big Bear MWD Warrant List Detail February 13 - 24, 2015

Num	Type	Date	Name	Account	Paid Amount
153197	Bill Pmt ...	2/24/2015	NAPA AUTO PARTS	1001-01 · General Checking Account	
227906	Bill	2/10/2015		5543-30 · MAINT-Small Tools/Tool Supplies	-24.81
228302	Bill	2/13/2015		5580-40 · OPS-Boat Maintenance	-57.80
228809	Bill	2/17/2015		5580-40 · OPS-Boat Maintenance	-22.67
				5580-40 · OPS-Boat Maintenance	-54.09
TOTAL					-159.37
153198	Bill Pmt ...	2/24/2015	NATIONAL BUSINESS FURNITURE	1001-01 · General Checking Account	
MK437...	Bill	2/13/2015		5630-10 · ADMIN-Bldg/Facility Maint/Rep	-1,665.92
TOTAL					-1,665.92
153199	Bill Pmt ...	2/24/2015	PITNEY BOWES RENTAL	1001-01 · General Checking Account	
109870...	Bill	2/13/2015		5501-01 · ADMIN-Post&Ship OFFICE	-329.94
TOTAL					-329.94
153200	Bill Pmt ...	2/24/2015	QUILL	1001-01 · General Checking Account	
1161242	Bill	2/3/2015		5503-01 · ADMIN-Office Supplies-Office	-49.82
1252478	Bill	2/5/2015		5503-01 · ADMIN-Office Supplies-Office	-264.88
1339373	Bill	2/9/2015		5503-01 · ADMIN-Office Supplies-Office	-177.47
1473227	Bill	2/12/2015		5503-01 · ADMIN-Office Supplies-Office	-49.55
TOTAL					-541.72
153201	Bill Pmt ...	2/24/2015	SOUTHWEST GAS CORPORATION	1001-01 · General Checking Account	
021920...	Bill	2/19/2015		5507-41 · OPS-Utilities-Main Office	-287.38
021920...	Bill	2/19/2015		5507-42 · OPS-Utilities-RV Park	-12.45
021920...	Bill	2/19/2015		5507-44 · OPS-Utilities-Trout Pond	-12.48
TOTAL					-312.31
153202	Bill Pmt ...	2/24/2015	UPS	1001-01 · General Checking Account	
F33Y11...	Bill	2/7/2015		5501-01 · ADMIN-Post&Ship OFFICE	-67.64
TOTAL					-67.64
153203	Bill Pmt ...	2/24/2015	VERIZON CALIFORNIA	1001-01 · General Checking Account	
021320...	Bill	2/13/2015		5505-01 · ADMIN-Phones Local/Hardware/Rep	-59.36
TOTAL					-59.36
153204	Bill Pmt ...	2/24/2015	VERIZON WIRELESS	1001-01 · General Checking Account	
973995...	Bill	2/3/2015		5505-11 · ADMIN-Phones Ramp Aircards	-40.36
				5505-11 · ADMIN-Phones Ramp Aircards	-40.36
974027...	Bill	2/9/2015		5505-06 · ADMIN-Phone Cell Phones	-72.75
TOTAL					-153.47
153205	Check	2/24/2015	LIGHTHOUSE PROJECT	1001-01 · General Checking Account	
1446	Credit M...	2/24/2015		2800-01 · Board Room Deposits	-50.00
				2800-01 · Board Room Deposits	-5.00
TOTAL					-55.00

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Big Bear MWD
Warrant List Detail
 February 13 - 24, 2015

<u>Num</u>	<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Paid Amount</u>
153206	Liability ...	2/24/2015	LINCOLN NATIONAL	1001-01 · General Checking Account	
				2101-01 · Deferred Compensation	-925.00
TOTAL					-925.00
153207	Liability ...	2/24/2015	INFINITY TRUST (VSP)	1001-01 · General Checking Account	
				5509-03 · ADMIN-Memberships-Subscriptions	-10.00
				2100-09 · PR VSP Vision	-160.39
TOTAL					-170.39
153208	Bill Pmt ...	2/24/2015	BVPRINTING	1001-01 · General Checking Account	
255	Bill	2/18/2015		5510-42 · OPS-Public Info-Permit Renewal	-86.29
TOTAL					-86.29
153209	Bill Pmt ...	2/24/2015	CASH PETTY CASH	1001-01 · General Checking Account	
022420...	Bill	2/24/2015		5510-05 · ADMIN-Public Info-Other Agency	-34.63
				5670-03 · WATER-Fishery Mgmt-REARING PR...	-33.47
				66900 · Reconciliation Discrepancies	-10.49
				5510-03 · ADMIN-Empl Recognition-Pub Info	-50.00
				5503-03 · ADMIN-Office Supplies-Meetings	-63.22
				5571-06 · ADMIN-Director Meeting/Workshop	-21.25
				5503-01 · ADMIN-Office Supplies-Office	-27.48
TOTAL					-240.54
153210	Bill Pmt ...	2/24/2015	SWRCB	1001-01 · General Checking Account	
2015 N...	Bill	2/24/2015		5660-03 · Aquatic Plnt Ctrl SRWQCB Permit	-2,062.00
TOTAL					-2,062.00