

**MINUTES OF A REGULAR BOARD MEETING**  
**CITY OF BIG BEAR LAKE**  
**DEPARTMENT OF WATER AND POWER**  
**BOARD OF COMMISSIONERS**  
**FEBRUARY 25, 2014**

**OPEN SESSION**

A Regular Meeting of the Board of Commissioners of the City of Big Bear Lake, Department of Water and Power was called to order at 9:00 a.m. by Chair Foulkes at 41972 Garstin Drive, Big Bear Lake, California.

**BOARD MEMBERS PRESENT:**

Steve Foulkes, Chair  
Bill Giamarino, Vice Chair  
Bob Tarras, Treasurer  
Don Smith, Commissioner  
Craig Hjorth, Commissioner

**BOARD MEMBERS EXCUSED:**

None

**PLEDGE OF ALLEGIANCE**

Bill La Haye, Contracts & Water Conservation Manager

**INTRODUCTION**

Water Superintendent Wilson introduced new Meter Technician I, William Wormsbecker to the Board.

**PUBLIC FORUM**

No public comment was received during the Public Forum.

**1. CONSENT CALENDAR**

**1.1 Approve Minutes of a Regular Board Meeting Dated January 28, 2014**

**ITEMS REMOVED FROM THE CONSENT CALENDAR**

**1.1 Approve Minutes of a Regular Board Meeting Dated January 28, 2014**

Chair Foulkes requested additional language on the motion for item 3.1 of the January 28, 2014 Minutes to further describe the property being sold as commonly known as the Rimforest System.

*Motion made by Commissioner Smith, seconded by Vice-Chair Giamarino, and carried 5-0 to approve Consent Calendar item 1.1 as amended.*

*AYES: Foulkes, Giamarino, Tarras, Smith, Hjorth*

**2. DISCUSSION/ACTION ITEMS**

**2.1 Check Register 01/01/14 – 01/31/14**

Board reviewed and discussed the check register for January 2014 with Management.

*Motion made by Treasurer Tarras, seconded by Commissioner Smith, and carried 5-0 to authenticate the check register for January 2014 as presented.*

*AYES: Foulkes, Giamarino, Tarras, Smith, Hjorth*

**2.2 Adopt Annual Report – Fiscal Year Ended June 30, 2013**

Board reviewed the Annual Report for FY 2012/13.

*Motion made by Treasurer Tarras, seconded by Vice-Chair Giamarino, and carried 5-0 to adopt the Annual Report for FY 2012/13, contingent upon the issuance of the final Comprehensive Annual Financial Report (CAFR).*

*AYES: Foulkes, Giamarino, Tarras, Smith, Hjorth*

**2.3 Resolution No. DWP 2014-03, Adopting a Policy for the Cross-Connection Control Program**

Board reviewed and discussed the proposed Cross-Connection Control Program policy. Board had several suggestions for improving the policy language. Board requested Chair Foulkes work with staff to revise the policy and return to full Board for review at the March Regular Board Meeting by unanimous consent.

**2.4 Consider Separate Financial Audit of the DWP**

Board discussed securing a separate financial audit from the City's audit. Board did not think it was a good idea. Board tabled this item indefinitely and requested that General Manager Lamson discuss the delay in securing the City's Audit with the City Manager by unanimous consent.

**2.5 Review of Section 7.5.D of Resolution No. DWP 2013-01, Regarding Guidelines for Turf Installation**

Board reviewed and discussed revising the guidelines for turf installation. Board liked the language in staff's recommendation, but also wanted to include language that specified a reduction goal of 25% or as approved by staff on a case-by-case basis. Board requested staff return with a redline version of the updated resolution for review by unanimous consent.

**2.6 Amendment No. 1 to Thomas Harder & Co.'s Well Consulting Contract for the Arrastre Creek Well**

Board discussed the amendment to the consulting contract for hydrogeological services associated with the Arrastre Creek Well with General Manager Lamson.

*Motion made by Treasurer Tarras, seconded by Commissioner Smith, and carried 5-0 to approve Amendment No. 1 for Thomas Harder & Co. in the amount of \$15,262.79.*

*AYES: Foulkes, Giamarino, Tarras, Smith, Hjorth*

**2.7 Committee Appointments**

Board discussed the Technical Review Team (TRT) committee assignments for 2014.

*Motion made by Vice-Chair Giamarino, seconded by Treasurer Tarras, and carried 5-0 to appoint Chair Foulkes and Commissioner Hjorth to the Technical Review Team (TRT) committee for 2014.*

*AYES: Foulkes, Giamarino, Tarras, Smith, Hjorth*

**2.8 Management Reports**

Board discussed Management Reports.

**2.9 Board Member Reports**

Vice-Chair Giamarino reported meeting with Congressman Paul Cook. Chair Foulkes reported attending the City Council meeting where they adopted an ordinance and resolution related to the sale of the Rimforest System, and another ordinance eliminating the term limits for the DWP Board.

**ADJOURNMENT**

At 10:32 a.m. Chair Foulkes adjourned the meeting to:

10:40 a.m. at 41972 Garstin Drive, Big Bear Lake, California to discuss agenda item 3.

**3. STRATEGIC PLANNING WORKSOP**

At 10:40 a.m. Chair Foulkes reconvened the adjourned meeting.

Board reviewed and discussed proposed objectives and goals. Board recommended combining objectives into broader categories, with the completion of a five-year Capital Improvement Plan (CIP) being the number one objective. A second recommended objective was Operational Efficiency, which could be broken into two categories, Administrative and Functional.

Board requested Commissioner Hjorth work with staff on an analysis of the implementation of radio-read meters and solar panels, including a cost-benefit analysis.

Board requested staff schedule another strategic planning workshop and return with suggested changes, including prioritizing objectives and defining costs.

**ADJOURNMENT**

No additional business came before the Board. At 11:56 a.m. Chair Foulkes adjourned the meeting.



Diego Chavez, Secretary

DWP Board of Commissioners

Approved at meeting dated: March 25, 2014