

MINUTES OF A REGULAR BOARD MEETING
CITY OF BIG BEAR LAKE
DEPARTMENT OF WATER AND POWER
BOARD OF COMMISSIONERS
MARCH 27, 2012

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

FLAG SALUTE: Bob Tarras, Treasurer

BOARD MEMBERS PRESENT: Steve Foulkes, Chair
Bill Giamarino, Vice Chair
Bob Tarras, Treasurer
Fred Miller, Board Commissioner
Don Smith, Board Commissioner

BOARD MEMBERS EXCUSED: None

INTRODUCTION

Customer Service Supervisor Kelle Barrette introduced the new Temporary Customer Service Representative Sonja Mark to the Board.

PUBLIC FORUM

No one from the public commented during the public forum.

CONSENT CALENDAR

- 1.1 APPROVE MINUTES OF REGULAR BOARD MEETING DATED 2/28/12.
- 1.2 APPROVE MINUTES OF SPECIAL BOARD MEETING DATED 3/14/12.

Motion made by Board Treasurer Tarras, seconded by Board Commissioner Miller, and carried 5-0 to approve Consent Calendar Items 1.1 and 1.2.

ITEMS REMOVED FROM THE CONSENT CALANDER

No items were removed from the consent calendar.

OPEN SESSION

2.1.1 UTILITY BILLING: MONTH ENDED 2/29/12

Board reviewed and discussed utility billing reports with Administrative Manager McGee.

2.1.2 CHECK REGISTER: 02/01/12 – 02/29/12

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

2.1.3 DRAFT FINANCIAL DATA: FEBRUARY 2012

Board reviewed and discussed financial data with Administrative Manager McGee.

2.2 CUSTOMER APPEAL

Board reviewed appeal of retroactive charges from DWP customer, Effendi Fendi. Mr. Fendi provided the Board with information and the Board discussed and considered his appeal request.

Motion made by Board Treasurer Tarras, seconded by Board Commissioner Smith, and carried 4-1 to approve staff recommendation, refunding the customer \$4,000 and establishing a payment plan of an additional \$150 per month for 27 months.

2.3 USDA UPDATE

Board discussed USDA cost analysis with Water Resource Manager La Haye.

2.4 PROPOSAL BY ALDA, INC. TO PRODUCE A CAPITAL IMPROVEMENT PLAN.

Board discussed Capital Improvement Plan proposal with General Manager Lamson

Motion made by Board Commissioner Smith, seconded by Board Treasurer Tarras, and carried 5-0 to award contract to ALDA, Inc. to produce a Capital Improvement Plan.

2.5 MANAGEMENT STAFF REPORTS

Board reviewed and discussed Management Staff reports.

2.6 GENERAL MANAGER'S REPORT

Board reviewed and discussed General Manager's report.

2.7 BOARD MEMBER REPORTS

Chair Foulkes and Board Commissioner Smith discussed their Board Member Reports.

ADJOURNMENT

No additional business came before the Board. Chair Foulkes adjourned the meeting at 10:15 a.m.

Diego Chavez

Diego Chavez
Board Secretary

Approved at meeting dated: April 24, 2012