

**MINUTES OF A REGULAR BOARD MEETING**  
**CITY OF BIG BEAR LAKE**  
**DEPARTMENT OF WATER AND POWER**  
**BOARD OF COMMISSIONERS**  
**APRIL 23, 2013**

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  
Fred Miller, Commissioner

**BOARD MEMBERS EXCUSED:**

Don Smith, Commissioner

**OPEN SESSION**

**PLEDGE OF ALLEGIANCE**

Fred Miller, Commissioner

**PUBLIC FORUM**

No public comment was received during the public forum.

**1. CONSENT CALENDAR**

- 1.1 Approve Minutes of a Regular Board Meeting Dated March 26, 2013**
- 1.2 Fiscal Year 2013/14 Water Standby Charges**
- 1.3 Construction Cost Index Adjustment – Capacity Charges and Meter Installation Fees**

*Motion made by Treasurer Tarras, seconded by Commissioner Miller, and carried 4-0 to approve Consent Calendar items 1.1, 1.2, and 1.3 as presented.*

**2. DISCUSSION/ACTION ITEMS**

**2.1 Check Register: 03/01/13 – 03/31/13**

Board reviewed and discussed check register for March 2013 with Management.

*Motion made by Vice-Chair Giamarino, seconded by Commissioner Miller, and carried 4-0 to authenticate the check register for March 2013 as presented.*

**2.2 Proposed Five Year CIP**

Board received five-year Capital Improvement Plan update from General Manager Lamson. Board provided feedback. Revised plan will be brought back for formal Board consideration in June.

**2.3 Award Contract for the 2013 USDA Funded Engineering Design Services**

Board reviewed and discussed proposals with Management. Board also discussed proposal evaluation and selection policy, and requested that staff update the policy so that the cost of the professional service is considered throughout the evaluation and selection process.

*Motion made by Vice-Chair Giamarino, seconded by Commissioner Miller, and carried 4-0 to award the 2013 Engineering Design Services contract to WSC, Inc. in the amount of \$312,128 and budget internally for a 5% contingency for a total amount of \$327,734; Issue notice to proceed; and approve budget adjustment as presented.*

**2.4 Resolution No. DWP 2013-07**

Board reviewed and discussed Resolution No. DWP 2013-07 with Administrative Manager McGee. Board deferred action to May 7, 2013, Special Board Meeting.

**2.5 Financial Data – March 31, 2013**

Board reviewed and discussed Financial Data with Administrative Manager McGee.

**2.6 Budget Adjustments – USDA Projects**

Board reviewed and discussed proposed budget adjustments with Administrative Manager McGee.

*Motion made by Vice-Chair Giamarino, seconded by Treasurer Tarras, and carried 4-0 to approve proposed budget adjustments to the FY 2012/13 Budget as presented.*

At 10:13 a.m. Chair Foulkes moved to recess without objection.

At 10:17 a.m. Chair Foulkes reconvened the meeting.

**2.7 FY 2013/14 Budget Draft #1**

Board reviewed draft budget and presentation with Administrative Manager McGee. Board directed changes be presented on May 28, 2013, Regular Board Meeting.

**2.8 Arrastre Creek Environmental Work Amendment**

Board reviewed and discussed contract amendment with General Manager Lamson.

*Motion made by Commissioner Miller, seconded by Treasurer Tarras, and carried 4-0 to approve a contract amendment to Tom Dodson & Associates for the Arrastre Creek Well and Pipeline environmental work for \$11,790; and approve funding from reserves until reimbursement is received from the 2013 USDA loan/grant.*

**2.9 Atlas Map Update Project – PO Amendment & Budget Adjustment**

Board reviewed and discussed amendment to the Atlas Map Update Project with General Manager Lamson.

*Motion made by Treasurer Tarras, seconded by Vice-Chair Giamarino, and carried 4-0 to approve the proposed second amendment to the Atlas Map Update Project with WSC, Inc. in the amount of \$9,215; and approve the proposed budget adjustment as presented; and authorize amendments to the purchase orders 12510 and 12545 for WSC, Inc.*

**2.10 Management Reports**

Board discussed Management reports.

**2.11 Board Member Reports**

No item was discussed during the Board Member Reports.

At 11:45 a.m. Chair Foulkes moved to recess without objection.

At 11:50 a.m. Chair Foulkes reconvened the meeting.

**3. CLOSED SESSION**

At 11:50 a.m. the Board went into closed session.

**3.1 Closed Session Pursuant to Section 54957.6  
Conference with Labor Negotiators**

Agency Designated Representatives: Reginald Lamson, Diego Chavez  
Employee Organization: San Bernardino Public Employees' Association

**3.2 Closed Session Pursuant to Section 54956.8  
Conference with Real Property Negotiators**

Property: APN 0315-291-03  
DWP Negotiator: General Manager  
Negotiating Parties: DWP and YMCA of Greater Long Beach - Camp Oakes  
Under Negotiation: Terms

**3.3 Closed Session Pursuant to Section 54956.8  
Conference with Real Property Negotiators**

Property: APN 2350-401-02-0000 & 2350-401-03-0000  
DWP Negotiator: General Manager  
Negotiating Parties: DWP and Zimmerman  
Under Negotiation: Terms and Price

At 12:00 p.m. the Board came out of closed session.

**ADJOURNMENT**

No additional business came before the Board. At 12:00 p.m. Chair Foulkes adjourned the meeting.



Diego Chavez, Secretary  
DWP Board of Commissioners

Approved at meeting dated: June 17, 2013