

**MINUTES OF A REGULAR BOARD MEETING**  
**CITY OF BIG BEAR LAKE,**  
**DEPARTMENT OF WATER AND POWER**  
**BOARD OF WATER AND POWER COMMISSIONERS**  
**MAY 22, 2018**

**OPEN SESSION**

A Regular Meeting of the City of Big Bear Lake, Department of Water and Power Board of Water and Power Commissioners was called to order at 9:00 AM on May 22, 2018 by Chair Smith at 41972 Garstin Drive, Big Bear Lake, California 92315.

**BOARD MEMBERS PRESENT:**

Don Smith, Chair  
Craig Hjorth, Treasurer  
Alan Lee, Commissioner  
Barbara Willey, Commissioner

**BOARD MEMBERS EXCUSED:**

Bob Tarras, Vice Chair

**PLEDGE OF ALLEGIANCE**

Rachel Franklin

**PUBLIC FORUM**

No public comment.

**1. PUBLIC HEARING**

**RESOLUTION NO. DWP 2018-15 DWP - Fiscal Year 2018/2019 Budget**

*Motion made by Commissioner Willey, seconded by Commissioner Lee and carried 4-0 to adopt Resolution No. DWP 2018-15, adopting the DWP Fiscal Year 2018/2019 Budget with directing staff to adjust the budget to reflect reductions to health care expenses and add an enhancement to the vision benefit.*

*AYES: Hjorth, Lee, Smith, Willey*

*NOES: -*

*ABSTAIN: -*

**2. CONSENT CALENDAR**

**2.1 Approve Minutes of a Regular Board Meeting Dated April 24, 2018**

**2.2 Approve Minutes of a Special Board Meeting Dated April 24, 2018**

**2.3 Authenticate Check Register 4/1/2018 to 4/30/2018**

*Motion made by Commissioner Lee, seconded by Treasurer Hjorth and carried 4-0 to approve the Consent Calendar, with directing staff to make corrections to the voting documented in the Minutes of the Regular Board Meeting Dated April 24, 2018.*

*AYES: Hjorth, Lee, Smith, Willey*

*NOES: -*

*ABSTAIN: -*

**3. DISCUSSION/ACTION ITEMS**

**3.1 Bear Valley Water Sustainability Project**

The GM gave a presentation on the Bear Valley Water Sustainability Project.

**3.2 BVBGSA Funding**

Board reviewed and discussed providing \$250,000 in funding to the BVBGSA to fund the preliminary engineering and environmental work for the BVWSP.

*Motion made by Treasurer Hjorth, seconded by Commissioner Willey and carried 4-0 to authorize up to \$250,000 in funding for FY 2018/19 from DWP to the BVBGSA to fund the preliminary engineering and environmental work for the BVWSP.*

*AYES: Hjorth, Lee, Smith, Willey*

*NOES: -*

*ABSTAIN: -*

**3.3 Resolution No. DWP 2018-XX – Employee COLA**

Board reviewed and discussed providing a cost of living adjustment to DWP Employees.

*Motion made by Commissioner Willey, seconded by Commissioner Lee and carried 4-0 to provide a 4% COLA to all non-contract DWP employees, to be codified with revised pay scales via resolution at the June 26, 2018 Regular Board meeting.*

*AYES: Hjorth, Lee, Smith, Willey*

*NOES: -*

*ABSTAIN: -*

**3.4 Financials through 3/31/2018**

Board reviewed and discussed the financials for the current fiscal year through March 31, 2018.

**3.5 Professional Services Agreement - Architectural**

Board reviewed and discussed the proposals to provide architectural services to update DWP's customer lobby.

*Motion made by Commissioner Lee, seconded by Treasurer Hjorth and carried 4-0 to authorize staff to enter into a contract with M:AO Architects to provide architectural services to update DWP's customer service lobby.*

*AYES: Hjorth, Lee, Smith, Willey*

*NOES: -*

*ABSTAIN: -*

**3.6 Proposed State Water Fee**

Board reviewed and discussed submitting the staff recommended letter expressing dissent for the proposed California State Water Fee.

**At 11:04, Commissioner Lee was excused from the meeting (during discussion of Item 3.6, but prior to the vote).**

*Motion made by Treasurer Hjorth, seconded by Commissioner Willey and carried 3-0 to authorize the Board Chair to sign the letter of dissent and direct staff to submit the letter.*

*AYES: Hjorth, Smith, Willey*

*NOES: -*

*ABSTAIN: -*

**4. CLOSED SESSION – AT 11:07, THE BOARD WENT INTO CLOSED SESSION**

The DWP may adjourn to a closed session to consider litigation matters, personnel matters, or other matters as provided in the Ralph M. Brown Act (Section 54950, et seq., of the Government Code).

**4.1 Closed Session Pursuant to Section 54957**

**Public Employee Performance Evaluation**

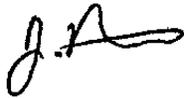
**Title: General Manager**

**BOARD RETURNED TO OPEN SESSION AT 11:28 WITH NO REPORTABLE ACTION FROM CLOSED SESSION**

**5. DISCUSSION/ACTION ITEMS (CONTINUED)**

- 5.1 Resolution No. DWP 2018-XX – Water Conservation Technician Salary Schedule Update**  
Board reviewed and discussed adopting Resolution No. DWP 2018-XX to adjust the pay scale for the Water Conservation Technician. The Board directed staff to bring this item back to the Board at the June 26, 2018 Regular Board Meeting for consideration.
- 5.2 Management Reports**  
Board reviewed and discussed staff reports.
- 5.3 Board Member Reports**

No additional business came before the Board and at 12:12 PM Chair Smith adjourned the meeting.



Jack P. Roberts, Board Secretary  
DWP Board of Commissioners

Approved at meeting dated: 6/26/2018