

**MINUTES OF A REGULAR BOARD MEETING**  
**CITY OF BIG BEAR LAKE**  
**DEPARTMENT OF WATER AND POWER**  
**BOARD OF COMMISSIONERS**  
**JULY 22, 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 Giamarino, Vice Chair

**PUBLIC FORUM**

No public comment was received during the Public Forum.

**1. CONSENT CALENDAR**

- 1.1 Approve Minutes of a Regular Board Meeting Dated June 24, 2014**
- 1.4 Resolution No. DWP 2014-09, Adopting Modifications to Water Service Administrative Fees**
- 1.5 Ratification of Well Pumping Unit Change Order for Division #6**
- 1.6 Budget Adjustment – Emergency Repairs at Pontell Booster Station**
- 1.7 Adopt a CEQA Categorical Exemption for Selling the Rimforest Surplus Lots**

*Motion made by Treasurer Tarras, seconded by Commissioner Smith, and carried 5-0 to approve Consent Calendar items 1.1, 1.4, 1.5, 1.6 and 1.7 as presented.*

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

**ITEMS REMOVED FROM THE CONSENT CALENDAR**

**1.2 Authorize Purchase of Pickup Truck**

Board discussed the size of the pickup truck with Management.

*Motion made by Commissioner Smith, seconded by Treasurer Tarras, and carried 5-0 to approve Consent Calendar item 1.2 as presented.*

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

**1.3 Resolution No. DWP 2014-08, Amending Policy #2011-01, Benefits and Working Conditions for Unrepresented Employees**

Board discussed the proposed policy amendments with Management. Board directed staff to modify the health insurance section to specify employee premium pick-up scenario, and bring back for the Board's consideration. Board directed staff to review certification payment benefit at the end of 2016. Board requested staff check with legal counsel regarding discussed changes to retirement benefits.

## 2. DISCUSSION/ACTION ITEMS

### 2.1 Check Register 06/01/14 – 06/30/14

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

*Motion made by Vice-Chair Giamarino, seconded by Treasurer Tarras, and carried 5-0 to authenticate the Check Register for June 2014 as presented.*

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

### 2.2 Revision to Leak Adjustment Credits

Board discussed the modification of leak adjustment factors with Administrative Manager McGee.

*Motion made by Commissioner Smith, seconded by Commissioner Hjorth, and carried 5-0 to modify the leak adjustment factors to \$0.72/CCF for the marginal cost of water, and \$115 per incident for the service fee.*

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

### 2.3 DWP Office Building Solar Project

Board discussed the proposed solar project with General Manager Lamson.

*Motion made by Treasurer Tarras, seconded by Vice-Chair Giamarino, and carried 5-0 to authorize staff to proceed with the proposed office-building solar project for a not to exceed amount of \$350,000; and authorize funding from reserves.*

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

### 2.4 Authorize Purchase of Backhoe

Board discussed the proposed backhoe purchase with Management.

*Motion made by Vice-Chair Giamarino, seconded by Commissioner Smith, and carried 4-1 to authorize the purchase of a Backhoe from RDO Equipment Co. in the amount of \$88,489, after trade-in of 1990 Case Backhoe.*

*AYES: Foulkes, Giamarino, Smith, Hjorth*

*NOES: Tarras*

### 2.5 Tentative Five-Year Capital Improvement Plan (FY 14/15 – FY 18/19) and Meter Replacement Implementation Program

Board discussed the proposed five-year Capital Improvement Plan (CIP) with Management. General Manager Lamson provided the Board with a summary of the proposed CIP, including a detailed explanation of the proposed Meter Replacement Program.

*Motion made by Vice-Chair Giamarino, seconded by Commissioner Smith, and carried 5-0 to approve the proposed five-year Capital Improvement Plan, including the Meter Replacement Program; and associated budget adjustment as presented.*

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

**2.6 Resolution No. DWP 2014-10, Requesting that the City Council Consider Annexation of Parcels Outside the City Limits**

Board discussed the resolution with Management.

*Motion made by Commissioner Smith, seconded by Vice-Chair Giamarino, and carried 5-0 to approve Resolution No. DWP 2014-10, Requesting that the City Council Consider an Application to Annex Parcels Outside the City Limits Owned by the City of Big Bear Lake, DWP.*

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

**2.7 New Pension Accounting Requirements**

Board discussed the new pension accounting requirements with Administrative Manager McGee.

*Motion made by Vice-Chair Giamarino, seconded by Commissioner Hjorth, and carried 5-0 to adopt the initial measurement date for compliance with GASB 68 as June 30, 2014.*

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

**2.8 Award Installation of Telemetry Equipment at Arrastre Creek Well and Klamath Booster Station**

Board discussed the installation of telemetry equipment with General Manager Lamson.

*Motion made by Treasurer Tarras, seconded by Commissioner Smith, and carried 5-0 to award the proposed telemetry contract to Byrd Industrial Electronics in the amount of \$33,821.87; and budget internally for a 10 percent contingency for a total amount of \$37,200; and approve associated budget adjustment as presented.*

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

**2.9 Award Emergency Repair at Lassen #4 Well**

Board discussed the emergency repairs at Lassen #4 Well with Management.

*Motion made by Vice-Chair Giamarino, seconded by Commissioner Smith, and carried 5-0 to approve the proposed emergency repairs at Lassen #4 Well; and award the contract to Romans Construction Co. in the amount of \$14,800; and budget internally for a 10 percent contingency for a total amount of \$16,280; and approve associated budget adjustment as presented.*

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

**2.10 Management Reports**

Board discussed Management Reports. Board directed staff to issue a public release regarding the State's Water Conservation Regulation that goes into effect August 1, 2014. Board directed staff to develop and propose a new water conservation incentive plan for the Board's consideration. Board requested staff discontinue reporting Rimforest production levels.

**2.11 Board Member Reports**

Commissioner Smith discussed a terrorist awareness training class he attended and recommends for DWP staff. Chair Foulkes informed the Board that he is running for the Bear Valley Unified School District Board. If elected, Chair Foulkes intends to resign from the DWP Board after the December 2014 meeting.

At 11:35 a.m. Chair Foulkes moved to recess without objection.

At 11:41 a.m. Chair Foulkes reconvened the meeting.

**3. CLOSED SESSION**

At 11:41 a.m. the Board went into closed session.

**3.1 Closed Session Pursuant to Section 54956.95**

**Liability Claim**

Claimant: Dominique Kreger

Agency Claimed Against: City of Big Bear Lake, Department of Water and Power

**3.2 Closed Session Pursuant to Section 54956.95**

**Liability Claim**

Claimant: David Delbridge

Agency Claimed Against: City of Big Bear Lake, Department of Water and Power

**OPEN SESSION**

At 12:09 p.m. the Board came out of closed session. No reportable action was taken.

**ADJOURNMENT**

No additional business came before the Board. At 12:09 p.m. Chair Foulkes adjourned the meeting.



Diego Chavez, Secretary

DWP Board of Commissioners

Approved at meeting dated: August 26, 2014