

**MINUTES OF A REGULAR BOARD MEETING**  
**CITY OF BIG BEAR LAKE,**  
**DEPARTMENT OF WATER AND POWER**  
**BOARD OF WATER AND POWER COMMISSIONERS**  
**September 25, 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 a.m. on September 25, 2018 by Chair Smith at 41972 Garstin Drive, Big Bear Lake, California 92315.

**BOARD MEMBERS PRESENT:**

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

**BOARD MEMBERS EXCUSED:**

N/A

**PLEDGE OF ALLEGIANCE**

Craig Hjorth, Treasurer

**INTRODUCTIONS**

General Manager Reginald Lamson introduced DWP's new Utility Technician I, Roxann Abrahamson. G.M. Lamson explained that Roxann began as a temporary utility technician and continuously exceeded expectations in that role before applying for, and receiving the full-time position.

**PUBLIC FORUM**

Jack Roberts, former Administrative Analyst and Board Secretary expressed his appreciation for the opportunity to work at the DWP. Board members thanked Mr. Roberts for his service with the DWP.

**1. CONSENT CALENDAR**

**1.1 Approve Minutes of a Regular Board Meeting Dated August 28, 2018**

**1.2 Authenticate Check Register 8/1/2018 to 8/31/2018**

*Motion made by Vice Chair Tarras, seconded by Treasurer Hjorth and carried 5-0 to approve the Consent Calendar items.*

*AYES: Hjorth, Lee, Smith, Tarras, Willey*

*NOES: -*

*ABSTAIN: -*

**2. DISCUSSION / ACTION ITEMS**

**2.1 Water Conservation Management Plan (WCMP) Proposals**

Board reviewed and discussed the WCMP program options. By consensus, the Board provided staff and consultant direction to develop the WCMP based on Program C.

**2.2 Additional Utility Technician I and Resolution No. DWP 2018-XX - Establish a Financial Analyst Position and Salary Schedule**

Board reviewed and discussed the request. Following discussion on multiple points, the Board asked staff to gather additional details on each relevant issue and present this data at a Special Meeting on October 16, 2018. With a consensus of the Board the item was tabled.

**2.3 USDA Loan Application Update**

Staff provided an information update on the USDA funding for the pipeline replacement project.

**2.4 Adopt an Initial Study and File a Mitigated Negative Declaration as the Appropriate CEQA Environmental Determination for the Big Bear Pipeline Replacement Project**

Board reviewed and adopted the Initial Study, Mitigated Negative Declaration and authorizing the General Manager to file the Mitigated Negative Declaration and the Notice of Determination for the Big Bear Pipeline Replacement Project.

**2.5 Management Reports**

Board discussed management reports and asked staff clarifying questions.

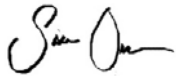
**2.6 Board Member Reports**

Chair Smith requested that the Fall meeting for the Technical Review Team be cancelled, emphasized the importance of conducting the General Manager's evaluation by the end of November and requested the Board determine a more appropriate evaluation form to be used in that process. Commissioner Tarras requested additional information on the Replenish Big Bear project; G.M. Lamson addressed.

Commissioner Lee requested that the report from the Personnel Committee be included in the next agenda and expressed disappointment that Board members were not formally notified of Jack Robert's departure.

**ADJOURNMENT**

No additional business came before the Board. At 12:13 PM Chair Smith adjourned the meeting.



Sierra Orr, Acting Secretary to the Board of Commissioners  
DWP Board of Commissioners

Approved at meeting dated: