

MINUTES OF A REGULAR BOARD MEETING
CITY OF BIG BEAR LAKE
DEPARTMENT OF WATER AND POWER
BOARD OF COMMISSIONERS
NOVEMBER 26, 2013

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

Don Smith, 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 October 22, 2013**
- 1.2 Resolution No. DWP 2013-15, Authorizing Bank Accounts be Established for the 2013 Bond Reserve and the 2013 Bond Service**
- 1.3 Notice of Completion for DDH Apple Valley Construction, Inc. – Angels Camp Reservoir Access Road and Pipeline**

Motion made by Vice-Chair Giamarino, seconded by Commissioner Smith, and carried 5-0 to approve Consent Calendar items 1.1, 1.2 and 1.3 as presented.

AYES: Foulkes, Giamarino, Tarras, Smith, Hjorth

2. DISCUSSION/ACTION ITEMS

- 2.1 Check Register: 10/01/13 – 10/31/13**
Board reviewed and discussed check register for October 2013 with Management.

Motion made by Vice-Chair Giamarino, seconded by Commissioner Hjorth, and carried 5-0 to authenticate the check register for October 2013 as presented.

AYES: Foulkes, Giamarino, Tarras, Smith, Hjorth

2.2 Award Contract for the Angels Camp Reservoir and Access Road Paving Project

Board discussed the construction contract for the Angels Camp Reservoir and Access Road Paving Project with Management.

Motion made by Commissioner Smith, seconded by Vice-Chair Giamarino, and carried 5-0 to award the Angels Camp Reservoir and Access Road Paving Project contract to the lowest responsive bidder, Paso Robles Tank, Inc., in the amount of \$1,086,758; and budget internally for a five percent contingency for a total amount of \$1,141,095.90; contingent upon USDA approvals.

AYES: Foulkes, Giamarino, Tarras, Smith, Hjorth

2.3 Lake William Supply Project Funding

Board discussed Lake William infrastructure funding with Management, including the establishment of a separate rate structure and the allocation of the \$1,000,000 USDA grant. Board agreed to leave the rate structure alone in the Lake William service area by consensus.

Motion made by Treasurer Tarras, seconded by Vice-Chair Giamarino, and carried 5-0 to allocate \$500,000 of the 2013 USDA grant towards the Arrastre Creek Well Project (Growth Related).

AYES: Foulkes, Giamarino, Tarras, Smith, Hjorth

2.4 Strategic Planning Workshop

Board discussed strategic planning with Management. Board directed Board Secretary Chavez to schedule a strategic planning workshop following the January Regular Board meeting to establish goals and objectives for Fiscal Year 2014/15, identify priorities for the organization, discuss ideas for improved efficiency and operation, and to discuss the Capital Improvement Plan (CIP).

2.5 2013 End of Year Reception

Board discussed the 2013 End-of-Year Reception with Management. Chair Foulkes encouraged the Board to make personal contributions in order to fund this employee appreciation reception.

2.6 Management Reports

Board discussed Management Reports and requested staff calculate the in-house cost of pipeline replacement. The TRT committee reported their recommendation to maintain the 4th of July Holiday watering restrictions. Board requested a stacked bar graph for the monthly production report. Board directed Board Secretary Chavez to adjourn the December meeting to January by consensus. General Manager Lamson provided a WRRDA update and also discussed the progress of the hydraulic model being used for the capital improvement plan.

2.7 Board Member Reports

No item was discussed during the Board Member Reports.

At 10:05 a.m. Chair Foulkes moved to recess without objection.

At 10:09 a.m. Chair Foulkes reconvened the meeting.

3. CLOSED SESSION

At 10:09 a.m. the Board went into closed session.

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

Property: Water System
DWP Negotiator: Reginald Lamson
Negotiating Parties: Western Water Holdings LLC
Under Negotiation: Price and Terms

**3.2 Closed Session Pursuant to Section 54957
Public Employee Performance Evaluation**

Title: General Manager

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

OPEN SESSION

At 12:00 p.m. Chair Foulkes reconvened the meeting.

REPORTABLE ACTION

**3.1 Closed Session Pursuant to Section 54957
Public Employee Performance Evaluation**

Title: General Manager

Board reported a 2% performance based salary adjustment for General Manager Lamson effective the first pay-period ending in January 2014, in addition to the 2014 Cost of Living Adjustment (COLA) granted to the unrepresented management employees.

ADJOURNMENT

No additional business came before the Board. At 12:02 p.m. Chair Foulkes adjourned the meeting.



Diego Chavez, Secretary
DWP Board of Commissioners

Approved at meeting dated: January 28, 2014