

MINUTES OF A REGULAR BOARD MEETING
CITY OF BIG BEAR LAKE,
DEPARTMENT OF WATER AND POWER
BOARD OF WATER AND POWER COMMISSIONERS
April 26, 2022

OPEN SESSION

A regular Meeting of the City of Big Bear Lake, Department of Water and Power (DWP) Board of Commissioners was called to order at 9:04 a.m. on April 26, 2022, by Chair Bob Tarras.

BOARD MEMBERS PRESENT

Bob Tarras, Chair
Barbara Willey, Vice-Chair
Craig Hjorth, Treasurer
Jim Smith, Commissioner

BOARD MEMBERS EXCUSED

Joe Cylwik, Commissioner

PLEDGE OF ALLEGIANCE

Bob Tarras, Chair

INTRODUCTION

Dani McGee, Chief Financial Officer, introduced Bennett Rossell, DWP's new Water Conservation/Communications Supervisor and Caitlin Cathey, DWP's new Accounting Specialist.

1. CONSENT CALENDAR

1.1 Approve Minutes of the Regular Board Meeting Dated April 26, 2022

Motion made by Vice-Chair Willey, seconded by Commissioner Cylwik, and carried 4-0 to approve the Consent Calendar.

AYES: Hjorth, Smith, Tarras, Willey

NOES: -

ABSTAIN: -

2. ITEMS REMOVED FROM CONSENT CALENDAR

None.

3. DISCUSSION/ACTION ITEMS

3.1 Authenticate Check Register 3/1/2022 to 3/31/2022

Commissioner Smith inquired into check number 16265 paid to Accent Computer Solutions and asked if this is an ongoing contract. Reggie Lamson, General Manager, responded that we have a contract with Accent for three years with two one-year extensions. Commissioner Smith inquired into check number 16299 paid to Water Systems Consulting. Reggie responded the progress payments are for the design and construction services for Board approved capital improvement projects. Commissioner Smith inquired into check number 16328 paid to BBARWA. Reggie responded the payment is for DWP's contribution to the Replenish Big Bear Project. Chair Tarras inquired into refunds and their purpose. Dani responded that some refunds are due to customers for closing their accounts with positive balances and some refunds are due to developers that have positive balance left on their deposits after the project is completed. Chair Tarras requested research on the refunds to Grey Squirrel Resort.

Motion made by Treasurer Hjorth, seconded by Commissioner Smith, and carried 4-0 to authenticate the Check Register for March 2022.

AYES: Hjorth, Smith, Tarras, Willey

NOES: -

ABSTAIN: -

3.2 Fiscal Year 2022/23 Water Standby Charges

Motion made by Vice-Chair Willey, seconded by Treasurer Hjorth, and carried 4-0 to recommend the City Council adopt a resolution for the Water Standby Charges of \$53 for Fiscal Year 2022/23 and authorize the charge to be placed on the tax rolls for collection.

AYES: Hjorth, Smith, Tarras, Willey

NOES: -

ABSTAIN: -

3.3 Fiscal Year 2022/23 Budget Presentation

Chair Tarras and Treasurer Hjorth recommended the accomplishment stating Cityworks is “near completion” be revised. Chair Tarras inquired into the increase in administrative fees. Dani responded the DWP can again charge customers for door tags and lock offs for non-payment, which we have not been able to do since the start of the pandemic. Vice-Chair Willey inquired into investment income. Dani responded the LAIF interest rates are increasing slightly. Commissioner Smith asked if expenses exceed revenues. Reggie responded yes, that the DWP is drawing down unrestricted reserves, as planned, over the next ten years. Commissioner Smith inquired into the Master Space Plan expenditures. Reggie responded the budget includes improvements to the warehouse for increased capacity to store additional equipment and inventory. Treasurer Hjorth inquired into whether additional property was needed for the Master Space Plan. Reggie responded that additional property is not needed, and we will utilize our existing land which extends to Fox Farm. Commissioner Smith inquired into whether the budgeted vac trailer and replacement ½ ton truck were included in the Fleet Replacement Plan. Danny responded that the 1/2-ton truck was included in the Fleet Replacement Plan, but the additional vac-trailer was not.

3.4 RESOLUTION No. DWP 2022-XX – USBR Grant Application for the Pontell Hydropneumatic System Project

Chair Tarras inquired if the project will be implemented if we are not awarded grant funding. Reggie responded the project will be put on pause.

Motion made by Treasurer Hjorth, seconded by Commissioner Smith, and carried 4-0 to adopt Resolution No. DWP 2022-05 supporting the USBR FY22 Grant Funding application for the Pontell Hydropneumatic System Project.

AYES: Hjorth, Smith, Tarras, Willey

NOES: -

ABSTAIN: -

3.5 RESOLUTION No. DWP 2022-XX – USBR Grant Application for the 6th Lane Pipeline Replacement Project

Motion made by Treasurer Hjorth, seconded by Vice-Chair Willey, and carried 4-0 to adopt Resolution No. DWP 2022-06 supporting the USBR FY22 Grant Funding application for the 6th Lane Pipeline Replacement Project.

AYES: Hjorth, Smith, Tarras, Willey

NOES: -

ABSTAIN: -

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We are an equal opportunity provider and employer.

3.6 Water Shortage Contingency Plan and Executive Order N-7-22

The Board discussed rescinding the Declaration of Shortage Level 1 from the WSCP and bringing the revised WSCP back to the Board for approval in ninety days.

Motion made by Vice-Chair Willey, seconded by Commissioner Smith, and carried 4-0 to rescind the Declaration of Shortage Level 1 from the WSCP and bring the revised WSCP back to the Board for consideration in ninety days.

AYES: Hjorth, Smith, Tarras, Willey

NOES: -

ABSTAIN: -

3.7 RESOLUTION No. DWP 2022-XX – Opposition to Ballot Initiative #21-0042A1 – The Taxpayer Protection and Government Accountability Act

Treasurer Hjorth stated that he read the bill and the background information is important. Dani stated DWP’s attorneys reviewed the Initiative and recommended the language in the proposed resolution.

Motion made by Treasurer Hjorth, seconded by Vice-Chair Willey, and carried 4-0 to adopt Resolution No. DWP 2022-07 Opposing Ballot Initiative #21-0042A1 - The Taxpayer Protection and Government Accountability Act.

AYES: Hjorth, Smith, Tarras, Willey

NOES: -

ABSTAIN: -

3.8 Management Reports

Chair Tarras stated water use is down. Commissioner Smith inquired into rainfall. Reggie responded with the latest storm, the Bear Valley’s rainfall for the fiscal year is over thirty inches. Commissioner Smith requested the Master Space Plan be added to the Follow-Up Items chart. Chair Tarras inquired into whether there was any revision to the financial status of the Replenish Big Bear Project. Reggie responded the Team is waiting to hear back from the regulators regarding the required treatment train. Commissioner Smith thanked the staff for the Gantt charts. Treasurer Hjorth confirmed his understanding of the Record Retention & Destruction Project Chart that tasks two through six are concurrent tasks. Leeanne Eagleson, Management Analyst/Board Secretary, responded that is correct. The Board agreed they would prefer a summary version of the Replenish Big Bear Project Gantt Chart.

3.9 Board Member Reports

Treasurer Hjorth shared that he has attended several community meetings and attempted to address the public’s questions regarding Replenish Big Bear. Vice-Chair Willey asked Danny about the businesses on Moonridge given the Moonridge Corridor Project. Danny responded that he has weekly meetings with Granite, the contractor for the Project, and Public Works to discuss progress and any impacts. Commissioner Smith requested the DWP collaborate with the City for a Sustainability Plan. Rachel Franklin, Human Resources Administrator, recommended we wait until the new City Manager is hired.

4. FOLLOW-UP ITEMS

4.1 List of Board Commissioner’s Previous Requests and Responses to the Requests

Chair Tarras inquired into list number four. Rachel responded that legal is still researching how long the videos must be retained according to California law. Chair Tarras asked if we should consider installing cameras at other reservoirs. Treasurer Hjorth suggested we test the camera at the Wolf Reservoir and then discuss other reservoir sites. Reggie stated the only reservoir with vandalism was the Yosemite reservoir and it was graffiti. Commissioner Smith inquired into list number ten and asked the total contract price for the Division Well No. 6 pump replacement. Dani responded the total contract price was around \$59,000 and the change order was for \$7,500.

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ADJOURNMENT

No additional business came before the Board. At 12:51 p.m. Chair Tarras adjourned the meeting.

A handwritten signature in blue ink that reads "Leeanne Eagleson". The signature is written in a cursive style.

Leeanne Eagleson, Management Analyst/Board Secretary

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