

***MINUTES OF A REGULAR MEETING OF  
BIG BEAR MUNICIPAL WATER DISTRICT  
HELD ON THURSDAY, JANUARY 17, 2008***

**CALL TO ORDER**

President Smith called the Open Session to order at 1:00 PM. Those in attendance included Director Eminger, Director Suhay, Director Murphy, Director Fashempour, General Manager Scott Heule, Lake Manager Mike Stephenson, and Board Secretary Vicki Sheppard.

**REPORTS**

Mr. Heule reported that the District received correspondence from the State Water Resources Control Board approving our petition to modify the procedure for controlling flows at the downstream Station A in Bear Creek. He added that the District will be able to use data from Station B at the base of the dam as a basis for computing minimum required flows at Station A. He explained that the District will still have to collect monitoring data at Station A for ten years and report annual results to both the State Board the Department of Fish and Game. Director Fashempour asked which Station had damage last year. Mr. Heule stated that it was at Station A and Staff is manually collecting data at that Station quarterly. He reported on ERAF (Educational Revenue Augmentation Funds) stating that according to Proposition 1A, the Governor must declare a "severe state fiscal emergency" prior to imposing a so called ERAF shift that taps tax revenue from Special Districts. He stated that ACWA is already concerned about this possibility and San Bernardino Valley Municipal Water District has asked the District to join them in their efforts to lobby the State to avoid making this move. He added that over the course of two fiscal years, 2004 -05 & 2005-06, the State took a total of \$626,000 in tax revenue that should have come to the District. He explained that if the State used Prop. 1A to secure additional revenue, the action could result in the loss of up to 8% of the Districts tax revenue, more than \$215,000 in a single fiscal year. He advised the Directors to look at their current *ACWA News* to learn more about this. Mr. Heule stated that Travis Carroll, Victoria Moore and Eric Gonzales developed a flyer to insert in the annual mailers to dock owners. He explained that the flyer addressed several topics of interest to dock owners including securing dock poles, following the water as the lake levels decline, being prudent when hiring a dock builder, dock inspections, dock license fees, and enforcement of dock regulations. Mr. Heule showed the Directors a plaque that was received from the US Adaptive Recreation Center in appreciation of the Districts cooperation with their program. Mr. Stephenson explained the Adaptive Recreation program to the Directors.

Mr. Stephenson updated the Board on the CERT Program. He explained that they are doing a fine job distributing ice information. He added that these volunteers have prevented many people from venturing out on the lake ice. Director Murphy suggested the District award the CERT volunteers with a certificate at the end of the season. Mr. Stephenson reported on the new Ford F250 vehicle that the District picked up last week. Director Fashempour asked which employee will be driving the new truck. Mr. Stephenson stated the new vehicle will be assigned to Tony Snelling. He stated that the District has received several applications for the Lake Patrol position and will be interviewing several of the applicants shortly.

Mr. Heule reported that he has spoken to District Counsel Wayne Lemieux and there are no closed session items to report. He added that Mr. Lemieux is available by speaker phone for any questions the Directors might have.

Director Eminger complimented Mr. Stephenson on his hard work on redistricting. Director Murphy stated that he attended his first Watermaster Committee meeting and found it very educational.

#### **APPROVAL OF CONSENT CALENDAR**

Upon a motion by Director Murphy, seconded by Director Fashempour, the following consent items were unanimously approved:

- Minutes of a Regular Meeting of January 3, 2008
- Warrant list dated January 10, 2008 for \$14,333.19
- Consider approval of meetings for which Board of Directors shall be compensated during 2008

#### **REVIEW AND DISCUSS A RESOLUTION OF THE BOARD OF DIRECTORS OF BIG BEAR MUNICIPAL WATER DISTRICT AMENDING RESOLUTION 2006-16 AS IT RELATES TO FEES**

Mr. Heule reported that Staff and the Budget and Finance Committee would like to solicit comments regarding the Fee Schedule before it goes to Public Hearing. He added that the Committee reviewed Resolution 2006-16 and noted several areas that they felt needed to be updated or changed. He explained that the recommendation is to remove language primarily related to implementation policy from the resolution and put that language directly into new and separate policies for the RV Park and Board Room rental. He added that these two policies are the subject of a separate agenda item during this meeting. He stated that the other recommended changes to the fee schedule include:

- Consecutive daily permits must be purchased during a single transaction instead of serially
- Transfer of a seasonal boat permit to another boat changed from \$5 to \$10
- The cost for an additional staff person for patrol boat or work boat changed from \$20 to \$30 per hour
- Removed the discounted fee for patrol boat and operator after one hour service
- Boat/dock impound fee raised from \$5 to \$35 per day
- Changed meeting room availability starting time from 7:00 AM to 7:30 AM
- Removed fees and availability of renting audio visual and sound equipment

Mr. Stephenson explained the permit change suggestions. Directors asked for clarification on several items. President Smith stated that the committee looked very hard at the costs of administering the particular services adding that the District is not trying to make a profit, just break even. Director Suhay suggested that the changes be noted in different colors making it easier to decipher. Mr. Heule stated that the changes would be in different colors for the meeting on the 7<sup>th</sup> of February.

#### **REVIEW AND COMMENT ON RV PARK AND BOARD ROOM RENTAL USE POLICY AND PROVIDE DIRECTION TO STAFF**

Mr. Heule reported that in previous resolutions adopting District rates and fees, language was included describing how the fees and facilities use and rental was to be administered. He explained that over the years the practices associated with these uses became more complex, requiring additional regulation. He added that while situations associated with these uses often change, even from one month to the next, and since the current administration language is contained within the fee resolution it becomes cumbersome to modify. Mr. Heule suggested that

by removing the administrative language from the resolution and placing it in a policy, the Board can provide direction and judge proposed changes more easily as the need arises. He explained that in the proposed RV Park Policy, there is added language describing how reservations for long term campers and the waiting list is administered. He itemized the proposed policy as follows:

- Two night minimum stay on weekends. Three night minimum stay on holiday weekends.
- No reservation shall be confirmed without a deposit equal to one night's rate for stays up to 30 days and \$100 for stays of more than 30 days. For stays of more than one month, payment upon arrival of the first month's balance and \$100.00 deposit per additional month reserved shall be required.
- Reservations shall only be confirmed by credit card or receipt of deposit amount within three days of making reservation.
- A cancellation fee equal to one night's rate will be charged if reservation is canceled less than two days prior to arrival date for stays of less than 30 days.
- A cancellation fee of \$50 will be charged if reservation is canceled less than thirty (30) days prior to arrival date for stays of 30 days or more.
- Reservations for returning campers for the next summer camping season may be made after August 1 but not later than September 10 of the current year. After September 10 reservations will be made on a first come first served basis from the waiting list maintained by the District.

Mr. Heule added that copies of the policy will be provided to all long term campers explaining that this is a clarification of the method currently used for returning camper reservations at the park. He explained that regarding the Board Room Rental Policy, language has been drafted that provides for the following:

- Week day (between 7:30 AM and 4:00 PM) rental reservations can only be made seven days in advance of the desired room use date
- Reservations for room use after 4:00 PM weekdays and all day on weekends can be made more than seven days in advance of the desired room use date
- Room use reservations will no longer include use of the kitchen.
- The costs for after hours call out of District staff will be deducted from the room rental deposit.

Snow removal costs were discussed as well as other options and suggested changes.

It was determined that the RV Park Policy could be approved at today's meeting, however the Board Room Rental Use Policy needs to go back to committee for some changes and be presented again at the February 7<sup>th</sup> meeting.

Director Murphy moved to adopt the RV Park Policy #2008-01P. Director Fashempour seconded the motion and it was unanimously approved.

## **PRESENTATION ON REDISTRICTING PLAN PROGRESS**

Mr. Heule reported that population of the District has increased significantly since redistricting was completed in 1990. He explained that the total population in the District is 20,558 indicating that to accurately represent similar populations each Division should include 4111 people. He added that the current population by Division is as follows: Division 1 (Murphy) = 4092, Division 2 (Fashempour) = 3381, Division 3 (Suhay) = 3451, Division 4 (Eminger) = 4553, and Division 5 (Smith) = 5081. He stated that the Committee directed Staff to prepare a first draft of new Division boundaries using the following criteria: Leave boundaries for Division 1 unchanged. Extend Division 2 boundary east to incorporate Moonridge. Extend Division 3 boundary east to include Sugarloaf and the western end of Division 4. He explained that Mike

Stephenson has compiled census data by census tract, block group, and block and referred the Directors to the first draft of proposed Division boundaries shown by a map exhibit on the wall. Mr. Stephenson explained the maps showing the proposed Division changes. Mr. Heule stated that while the absolute number of people represented in each proposed Division may not be totally correct, the Committee wants to be sure that the other Directors are satisfied with the approach being used.

#### **PUBLIC FORUM**

Alan Sharp of Big Bear Marina addressed the Board with some suggestions regarding boat permit sales. Mr. Heule thanked Mr. Sharp for his ideas adding that the Committee would consider them.

#### **ANNOUNCEMENTS**

Mr. Heule stated that the next Board Meeting would be busy considering several issues. He added that on February 21<sup>st</sup> there would be a workshop with Don Evenson regarding the in-lieu water agreement.

#### **DIRECTOR COMMENTS**

Director Fashempour stated that she is pleased with the reapportionment work that Mr. Stephenson has done. Director Suhay agreed. Director Eminger presented President Smith with an umbrella-hat stating that he might need it if the Lake continues to rise like it has been since he became president.

#### **ADJOURNMENT**

There being no further business, the meeting was adjourned at 2:31 P.M.

#### **NEXT MEETING**

Open Session at 1:00 P.M.  
Thursday, February 7, 2008  
Big Bear Municipal Water District  
40524 Lakeview Drive, Big Bear Lake, CA

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Vicki Sheppard  
Secretary to the Board  
Big Bear Municipal Water District

(SEAL)