

***MINUTES OF A REGULAR MEETING OF  
BIG BEAR MUNICIPAL WATER DISTRICT  
HELD ON THURSDAY, AUGUST 2, 2012***

**CALL TO ORDER**

President Eminger called the Open Session to order at 1:00 PM. Those in attendance included Director Murphy, Director Suhay, Director Smith, District Counsel Wayne Lemieux (via Skype), General Manager Scott Heule, Lake Manager Mike Stephenson, and Board Secretary Vicki Sheppard.

**REPORTS**

General Manager, Scott Heule welcomed Jack Williams and Maryann Lewis. He reported that we have completed much of the taping needed to produce the video about the dam and our work associated with it. He explained that so far we have segments on tape about the diver's inspection of the dam, the surveyors checking for dam movement, our remote operation of the spillway gates and security cameras, Don Evenson on the in-lieu agreement, inspection of Station A, releases for Bear Creek fisheries, and our connection to the Sacramento/San Joaquin Delta. He added that next week we should complete the taping with an explanation of the 1988 seismic retrofit by Mike Rogers and Mike Stephenson. Mr. Heule reported that as far as the Dam 100 year anniversary celebration is concerned, we have secured Miss Liberty. He explained that the reserved ticket invitations will be mailed on Monday. He added that we have a price from one caterer and have spoken with several others. He reported that the grouting at the dam has done a good job of nearly eliminating seepage through the left abutment. He explained that Caltrans at this point in time anticipates that they will not be performing the second row of holes perpendicular to the end of the bridge.

Lake Manager, Mike Stephenson reported on the weed treatment so far for the year. He stated that the natives are doing well commenting that they did a good job with milfoil also. He added that they did a liquid injection experiment applying liquid herbicides in the water killing milfoil quicker and better than ever before. He explained that we will not know about re-growth until next year. Mr. Stephenson reported that carping is slowing down explaining that it is down to 1000 lbs a day instead of the 2000 lbs a day that was previously done. He commented that because of the carp removal the water quality is good. He reported that the fish for Kool Kids have arrived adding that he is counting on the Directors participation. He reported that Caltrans is working on some designs for the north and south sides of the dam and we should see them soon. Director Suhay commented that he and Director Smith (Lake Improvement Committee) got to visit the Boardwalk yesterday commenting that staff has done a good job with the sample repairs.

**APPROVAL OF CONSENT CALENDAR**

Upon a motion by Director Murphy, seconded by Director Suhay, with Director Smith abstaining from the vote on Minutes of July 19, 2012, the following consent items were unanimously approved:

- Minutes of a Regular Meeting of July 19, 2012
- Warrant List Dated July 30, 2012 for \$48,376.11
- Reimbursement for Director Suhay's Spring 2012 ACWA expenses

### **CONSIDER AWARD OF BEAR VALLEY DAM STEEL SUPPORT PAINTING PROJECT**

Mr. Heule reported on the Bid Results for Dam Strut Painting Project. He stated the bid for the painting of the struts at the dam were opened on Tuesday July 24, 2012 and the results were as follows:

1.	Cor-Ray Painting	\$257,000
2.	Everlast Builders Inc.	\$270,000
3.	CT Georgiou Painting	\$340,000
4.	Techno Coatings	\$377,720
5.	Industrial Coating Restorations	\$377,730
6.	Painting Décor LTD	\$415,000
7.	Olympus Painting	\$424,000

He explained that the engineers' estimate of probable cost for this work was \$68,000 with a possible range of between \$50,000 and \$100,000. He added that Mike Rogers apologized on behalf of MWH for the significant disparity between their estimate and the bid results explaining that they have identified at least two reasons for their estimators missing the mark but they do not account for the entire amount. Mr. Heule explained that MWH estimators missed two sets of cross braces and they significantly underestimated the cost for the full containment of the work area to prevent debris falling into Bear Creek. He added that Mr. Rogers suggested that it now appears that the District could probably save some costs on the work if the project was re-bid with a performance specification that allows the bidder to determine how they want to perform the work, including the containment, rather than the way the engineer designed the work. Mr. Heule reported that the Committee also discussed the need for the painting work and concluded that because the steel struts provide some additional lateral strength to the buttresses they should remain and if they remain they still should be recoated to stop their deterioration from corrosion. He stated that the Committee recommends that the Board reject all bids due to the high cost and direct Staff to prepare revised bid documents that are performance based in anticipation of an award in the spring of 2013. Director Murphy asked what MWH charged to do this estimate and contract documents. Mr. Heule explained that it is included in their contract with the District. Director Suhay stated that we may ask contractors to come up with ideas and submit their bids that way. Director Smith asked if MWH was going to do any more investigation as to why the bids were so far off the engineers estimate. Mr. Heule reported that they were. Mr. Stephenson explained that the scaffolding costs alone were more than the total engineers estimate. Mr. Heule asked District Counsel Lemieux how we should handle this. Mr. Lemieux explained that we should write a letter and return the bid bonds.

Director Suhay moved that the Board reject all bids due to the high cost and direct Staff to prepare revised bid documents that are performance based in anticipation of an award in the spring of 2013. Director Smith seconded the motion and it was unanimously approved.

### **CONSIDER APPROVAL OF TUITION REIMBURSEMENT POLICY**

Mr. Heule advised everyone to look at the corrected yellow version of the Tuition Reimbursement Policy Resolution that added an eligibility line stating "they are year-round employees working for the District at least one year" (see attached). He reported that the Administrative Committee recognizes the value of a well-educated staff and one that continues to learn job skills that can be put to use in current or potential future District jobs. He added that when employees are encouraged to pursue job related continuing education the pool of qualified future District job applicants deepens. He commented that in anticipation of a variety of District

positions becoming vacated due to retirement it is important that the District consider how it can best prepare. He reported that in order to encourage this job related continuing education a policy of tuition reimbursement has been drafted. He commented that the policy would be applicable to year round employees who have worked for the District at least one year. He added that eligible course work would be approved by the General Manager and would be limited to \$2000 per calendar year. He explained that reimbursement would require receipts for all eligible expenses and would not include travel time or expenses adding that the study would be conducted on the employees own time outside of regular business hours at an approved accredited institution. Director Murphy asked if it would make more sense to have a yearly limit on the total reimbursement for all students and not just a \$2000 per student limit. Director Smith said perhaps a yearly limit not to exceed \$6000 on a first come first serve basis. Mr. Heule stated that sometimes it is hard to know your total expenses before hand and this might discourage some employees from participating. Director Smith stated that we could approve this as is and then if necessary modify it next year.

Director Murphy moved approval of the tuition reimbursement policy. Director Suhay seconded the motion and it was unanimously approved.

Mr. Heule reported that the District is still going to adhere to the old version of the Brown Act. District Counsel Wayne Lemieux briefly explained that in June, California cities and counties were given the option of not posting meeting agendas and other reports to save money as the state will no longer reimburse the agencies for the costs. Mr. Lemieux advised that posting meetings is very important even though the State isn't mandating it. He explained that if we pull these we would have to change our Administrative Code adding that if what we are doing works, stay with it.

#### **PUBLIC FORUM**

No comments were made

#### **ANNOUNCEMENTS**

Mr. Heule announced that Kool Kids is coming up Tuesday and Wednesday August 14<sup>th</sup> & 15<sup>th</sup>. He reported that the current plan for the next Regular Board of Directors Meeting is to adjourn the meeting of August 16 to August 23<sup>rd</sup>. He added that we have posted announcements regarding Division 2 vacancy on KBHR and in the Grizzly.

#### **DIRECTOR COMMENTS**

President Eminger stated that he attended a meeting last week regarding the recent drowning of a Jet Ski rider without a life vest. He added that the group had 5 life vests in the car but the rider didn't have one on. Mr. Stephenson explained that lake patrol stops anyone they see riding a jet ski without a life vest and either cites or terminates them. He added "it is the law".

#### **ADJOURNMENT**

There being no further business, the meeting was adjourned at 1:31 P.M.

#### **NEXT MEETING**

Open Session at 1:00 P.M.  
Thursday, August 16, 2012  
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)



RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE BOARD OF DIRECTORS OF  
BIG BEAR MUNICIPAL WATER DISTRICT  
AMENDING THE ADMINISTRATIVE CODE  
(RESOLUTION NO. 2006-13)  
BY ADDING PROVISIONS CONCERNING  
TUITION REIMBURSEMENT POLICY**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS OF BIG BEAR MUNICIPAL WATER DISTRICT** as follows:

**1. Purpose.**

This resolution amends the Administrative Code to add provisions for a tuition reimbursement policy for employees.

**2. Amendment.**

Section 4.304 is hereby added to Resolution No. 2006-13 to read as follows:

**"Section 4.304 Education Reimbursement.**

It is the policy of the District to promote continuing education of employees. Employees may be reimbursed for authorized education and training at an accredited educational institution within the constraints listed herein and within budget constraints. For the purpose of this policy, an accredited educational institution shall be defined as any technical, vocational, college, university, business or high school which has been accredited by a recognized governmental or professional accrediting body and has been approved by the General Manager:

(a) Eligibility: Employees of the District shall be eligible to receive reimbursement for General Manager approved courses at an accredited institution provided:

- (1) They are year-round employees working for the District at least one year.
- (2) Courses are satisfactorily completed. (Grade of "C" or better.)
- (3) Appropriate proof of successful completion is submitted to the Human

Resources department.

(4) The course of instruction will enable the employee to perform their present duties more effectively, or will prepare them for future opportunities into which they could reasonably expect promotion or transfer within the District.

(5) The hours of instruction for the course do not conflict with the employee's regular work schedule.

(b) Reimbursement:

(1) Employees shall be eligible for reimbursement up to \$2,000.00 per calendar year of tuition, textbooks, registration fees, parking fees and laboratory fees related to an approved course of instruction.

(2) Employees shall not be eligible for reimbursement of late registration penalties or fees, transportation costs, interest or any other charge not specified as reimbursable above.

(3) Employees who successfully complete an approved course shall submit a

request for reimbursement to the Human Resources department. Such request must include receipts for all items for which the employee wishes to be reimbursed and a copy of the final grade report with a grade of "C" or better. The Human Resources department must prepare a report with supporting documentation for submittal to the General Manager for approval of payment."

**3. Other.**

Except as provided herein, Resolution 2006-13 is hereby reaffirmed and reenacted.

**PASSED, APPROVED AND ADOPTED** on \_\_\_\_\_, 2012.

\_\_\_\_\_  
John Eminger, President

ATTEST:

\_\_\_\_\_  
Vicki Sheppard, Secretary to the Board

[SEAL]