



Big Bear Municipal Water District

Lake Management

Board of Directors

Steve Ludecke – Division 1
Bob Rehfuß – Division 2
Craig Brewster – Division 3
Mark Lee – Division 4
Tom Bradford – Division 5

NOTICE OF REGULAR BOARD MEETING
September 21, 2023
A G E N D A

Place: Big Bear Municipal Water District
40524 Lakeview Drive, Big Bear Lake, CA 92315

Next Resolution Number: 2023-06

OPEN SESSION: 1:00 P.M.

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. PUBLIC FORUM**
(The Board will receive comments from the public on items not on the agenda; no action is permitted on these items. Time set aside not to exceed 30 minutes total by all participants)
- 4. REPORTS**
 - A. General Manager**
 - B. Committee-** the following committee met since the last regular Board meeting:
Administrative
- 5. CONSENT CALENDAR**
 - A. Minutes of a Special Meeting on September 7, 2023.**
 - B. Minutes of a Regular Meeting on September 7, 2023.**
 - C. Contract of Interim General Manager beginning October 16, 2023 through an initial term of May 15, 2024.**
 - D. Warrant list dated 9/18/2023 in the amount of \$330,317.77.**
- 6. BUSINESS**
 - A. Virtual Presentation from John Wilkes of CARPI membrane lining for Bear Valley Dam upgrade INFORMATION ONLY.**
 - B. Board to consider and approve Resolution 2023-05 Quagga/Zebra Mussel Infestation Prevention Fee Grant Program Application and Funding Agreement.**
- 7. ITEMS REMOVED FROM CONSENT AND PLACED ON BUSINESS**

8. ANNOUNCEMENTS

9. DIRECTOR COMMENTS

10. ADJOURNMENT

NEXT MEETING: Open Session at 1:00 P.M.
Thursday, October 5, 2023
40524 Lakeview Drive
Big Bear Lake, CA 92315

PLEASE NOTE:

Agenda related writings or documents provided to the Board of Directors are available for public inspection at www.bbmwd.com or in the District office during business hours, 8:00 am – 4:30 pm Monday – Friday.

Five (5) minutes may be allotted to each speaker for an item on the agenda and three (3) minutes may be allotted to each speaker for an item that is not on the agenda up to a maximum of thirty minutes for each subject matter. A speaker who utilizes a translator, except if the speaker uses simultaneous translation equipment, shall receive twice the time allotted for a speaker that does not utilize a translator. (Cal. Gov. Code § 54954.3.)

No disruptive conduct shall be permitted at any Board meeting. Persistence in boisterous or disruptive conduct (including but not limited to what the general public would consider profane, explicit, or obscene language) shall be grounds for a summary termination, by the President, of that person's privilege to address the Board and the President may take such other actions in accordance with the Brown Act including, but not limited to, clearing the room of those willfully interrupting the meeting. (Cal. Gov. Code § 54957.9)

Individuals should contact the General Manager or designee if he/she requires disability-related accommodation or modifications, including auxiliary aids and services, in order to participate in the Board meeting. (Government Code 54954.2)

***MINUTES OF A SPECIAL MEETING OF
BIG BEAR MUNICIPAL WATER DISTRICT
HELD ON THURSDAY, September 7, 2023***

1. OPEN SESSION

President Bradford opened the Special Board meeting at 11:00 AM at the Big Bear Municipal Water District located at 40524 Lakeview Drive, Big Bear Lake, CA 92315 on Thursday September 7, 2023.

BOARD MEMBERS PRESENT:

Steve Ludecke, Vice President
Craig Brewster, Director
Mark Lee, Director
Tom Bradford, President

2. PLEDGE OF ALLEGIANCE

N/A

3. PUBLIC FORUM

No comments.

4. BUSINESS

A. CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION

The District Counsel reported out of Closed Session as follows: ‘The Board met in closed session to discuss a Public Employee Performance Evaluation pursuant to Government Code Section 54957(b). The position discussed was General Manager. The Board took no reportable action. This concludes counsel’s closed session report.

11. ADJOURN

There being no further business, the meeting was adjourned at 1:00 PM.

DATE AND TIME OF NEXT MEETING

Date: September 7, 2023
Location: 40524 Lakeview Drive
Big Bear Lake, CA 92315
Time: 1:00 PM

Mike Stephenson, Deputy Secretary to the Board of
Directors of Big Bear Municipal Water District

[SEAL]

***MINUTES OF A REGULAR MEETING OF
BIG BEAR MUNICIPAL WATER DISTRICT
HELD ON THURSDAY, September 7, 2023***

1. OPEN SESSION

President Bradford opened the regularly scheduled Board meeting at 1:00 PM at the Big Bear Municipal Water District located at 40524 Lakeview Drive, Big Bear Lake, CA 92315 on Thursday September 7, 2023.

BOARD MEMBERS PRESENT:

Steve Ludecke, Vice President
Craig Brewster, Director
Mark Lee, Director
Tom Bradford, President

2. PLEDGE OF ALLEGIANCE

Tom Bradford

3. PUBLIC FORUM

No comments from the public in attendance.

4. REPORTS

A. General Manager, Mike Stephenson, reported that our paving projects have already begun, expedited it as quickly as possible. East Ramp and Main office will be redone in tandem to save time. East Ramp will be partially closed next week for work, and will close at the end of the month, so we will open up the West to accommodate lake users. East Ramp is currently open 7AM-3PM daily, West Ramp is closed after Labor Day, per normal, but since the construction is going to close down the east ramp, we are going to reopen the west ramp while the east ramp is closed. At the same time we close that, we are installing new gates at east ramp that week because the other one is slowly breaking down. Laid off four employees for seasonal timing. Lake Patrol is on the water from 7AM-7PM, so we are slowly ramping down.

B. Committee said all their items are being discussed during business items.

5. CONSENT CALENDAR

- A.** Minutes of a Regular Meeting on August 17, 2023.
- B.** Minutes of a Special Meeting on August 24, 2023.
- C.** Contract of Chief Operations Officer beginning October 16, 2023 through a max term of October 12, 2025.
- D.** Warrant list dated 8/31/2023 in the amount of \$54,388.17.

Discussion:

No comments were made.

With a motion made by Vice President Ludecke, and seconded by Director Brewster, the consent calendar was approved unanimously:

AYES: Ludecke, Brewster, Lee, Bradford

NO:

ABSTAIN:

6. BUSINESS

A. Presentation from Visit Big Bear for Big Bear Lake being voted the 4th best lake in the nation by U.S.A Today “Top Ten – Readers’ Choice Award”.

Discussion:

Matt McCabe from Visit Big Bear is here to present the Board with the USA Today Magazine Readers Choice Award as the 4th best lake in the nation. Mr. McCabe explained this was an honor as it's voted in by visitors and all recreational lake users which is the reason why we are here. So, their recognition as one of the best lakes is great to see. He continued, this is recognition and confirmation that our community works well together, and this is proof that we are doing a great job! Every reader who reads this had a chance to participate in this, we won two awards, but this was lake specific so we are grateful for the award.

No Vote Needed – Information Only

B. The Administrative Committee (Directors Ludecke & Brewster) recommend full Board consideration and approval of Resolution 2023-04, a Resolution of the Board of Directors of the Big Bear Municipal Water District, State of California in the Matter of the Uniform Public Construction Cost Accounting Procedures Act.

Discussion:

Mr. Stephenson explained that the committee recommends Resolution 2023-04 be approved by the full board which would allow the District to use an alternate project awarding process which is approved by the State of California to expedite the process and keep the cost of the projects as low as possible. There are different cost limits levels which determine which awarding process can be used. This will still require prevailing wage to be paid, but will shorten the awarding process. This will really speed up the process for many projects the district does complete.

With a motion made by Vice President Ludecke, and seconded by Director Brewster, Resolution 2023-04, a Resolution of the Board of Directors of the Big Bear Municipal Water District, State of California in the Matter of the Uniform Public Construction Cost Accounting Procedures Act, was unanimously approved:

AYES: Ludecke, Brewster, Lee, Bradford

NO:

ABSTAIN:

C. The Administrative Committee (Directors Ludecke & Brewster) recommend full Board consideration and approval of Policy 2023-02, ‘Informal Bidding Procedures’.

Discussion:

This is the policy to allow us to complete this process during the awarding process. This policy is explaining how we would move forward with the process internally.

With a motion made by Director Brewster, and seconded by Director Lee, Policy 2023-02, 'Informal Bidding Procedures' was unanimously approved:
AYES: Ludecke, Brewster, Lee, Bradford
NO:
ABSTAIN:

7. ITEMS REMOVED FROM CONSENT CALENDAR

N/A

8. ANNOUNCEMENTS

Mr. Stephenson will be on vacation starting 10/22 for a couple weeks. The District is getting some quality candidates for both our full time positions.

9. DIRECTOR COMMENTS

No comments.

10. ADJOURN

There being no further business, the meeting was adjourned at 1:15 PM.

DATE AND TIME OF NEXT MEETING

Date: September 21, 2023
Location: 40524 Lakeview Drive
Big Bear Lake, CA 92315
Time: 1:00 PM

Brittany Lamson, Secretary to the Board of
Directors of Big Bear Municipal Water District

[SEAL]

BIG BEAR MUNICIPAL WATER DISTRICT EMPLOYMENT AGREEMENT

This Employment Agreement is entered into by and between the Board of Directors of **Big Bear Municipal Water District** (hereinafter "District"), and **Brittany Lamson** (hereinafter "Lamson"), a current District employee. The parties agree as follows:

1. **Purpose**

The District wishes to offer Lamson a temporary assignment as Interim General Manager. Lamson agrees to accept this temporary assignment and, as Interim General Manager, to perform the functions and duties of the General Manager as specified in the District's Administrative Code and the Job Description adopted for this position. In this temporary assignment, Lamson shall report to the District's Board of Directors (hereinafter "Board").

2. **Term**

This Agreement commences October 16, 2023, and ends May 15, 2024, or sooner upon the Board's hiring of a General Manager or at the will of either party. This Agreement may be extended as needed by mutual written agreement of the parties. Once the Interim General Manager assignment is concluded, the parties may expect Lamson will be returned to her usual District position of Office Manager/Board Secretary/Executive Assistant (hereafter referred to as "Office Manager"), subject to the usual terms, conditions, and compensation for that position.

3. **Compensation**

- a) During the term of this Agreement, while Lamson is acting as Interim General Manager, an exempt position, the District shall pay Lamson a salary of \$6,522.50 per pay period. On the same regular pay dates as other employees of the District are paid.

4. **Benefits**

- a) Lamson's current employment benefits shall not be altered during the duration of this Agreement.

5. **Termination**

- a) Lamson serves at the will and pleasure of the Board and will remain an at-will employee.

It is so agreed.

Dated:

Brittany Lamson

Dated:

By: _____

Tom Bradford
President, Board of Directors

ATTEST:

Mike Stephenson, General Manager

APPROVED AS TO FORM:

District Counsel

8:17 AM

09/18/23

Big Bear MWD
Warrant List Detail
September 1 - 18, 2023

Num	Type	Date	Name	Account	Paid Amount
160889	Bill Pmt -Check	09/07/2023	ACWA AUTO & GEN LIABILITY	1001-01 · Accounts Payable	
0010656	Bill	07/10/2023		5508-10 · ADMIN-Insurance 5508-20 · WATER-Insurance 5508-30 · MAINT-Insurance 5508-40 · OPS-Insurance	-1,319.70 -2,639.39 -5,278.78 -3,959.09
TOTAL					-13,196.96
160899	Bill Pmt -Check	09/13/2023	ACWA AUTO & GEN LIABILITY	1001-01 · Accounts Payable	
INV014...	Bill	07/01/2023		5508-10 · ADMIN-Insurance 5508-20 · WATER-Insurance 5508-30 · MAINT-Insurance 5508-40 · OPS-Insurance	-228.30 -456.60 -913.20 -684.90
TOTAL					-2,283.00
160900	Bill Pmt -Check	09/13/2023	ALESHIRE & WYNDER LLP	1001-01 · Accounts Payable	
79822	Bill	09/11/2023		5520-01 · ADMIN-District Counsel	-11,603.71
TOTAL					-11,603.71
160890	Bill Pmt -Check	09/07/2023	ATWELL SHAWN (REIMBURSE)	1001-01 · Accounts Payable	
08/01-0...	Bill	08/30/2023		5505-09 · ADMIN-Phone-Employee Reimb	-50.00
TOTAL					-50.00
160901	Bill Pmt -Check	09/13/2023	AUTOZONE INC	1001-01 · Accounts Payable	
004854...	Bill	08/31/2023		5580-41 · OPS-Boat Maintenance-Patrol	-35.40
TOTAL					-35.40
160891	Bill Pmt -Check	09/07/2023	BEST BEST & KRIEGER LLP	1001-01 · Accounts Payable	
973644	Bill	09/05/2023		5520-01 · ADMIN-District Counsel	-2,457.57
TOTAL					-2,457.57
160902	Bill Pmt -Check	09/13/2023	BUTCHER'S BLOCK AND BUILDING ...	1001-01 · Accounts Payable	
2308-88...	Bill	08/29/2023		5580-40 · OPS-Boat Maintenance	-36.12
TOTAL					-36.12
160903	Bill Pmt -Check	09/13/2023	BVBGSA C/O DWP (V)	1001-01 · Accounts Payable	
21168	Bill	09/01/2023		6000-03 · Lake Impr - Replenish BB (GSA)	-66.60
TOTAL					-66.60
EFT	Bill Pmt -Check	09/01/2023	BVE (EFT)	1001-01 · Accounts Payable	
082220...	Bill	08/22/2023		5507-22 · WATER-Utilities-Dam	-169.29
082220...	Bill	08/22/2023		5507-21 · WATER-Utilities-Aerator	-2,918.18
082220...	Bill	08/22/2023		5507-43 · OPS-Utilities-Ramps	-96.20
TOTAL					-3,183.67
EFT	Bill Pmt -Check	09/07/2023	BVE (EFT)	1001-01 · Accounts Payable	
082520...	Bill	08/25/2023		5507-22 · WATER-Utilities-Dam	-60.50
082520...	Bill	08/25/2023		5507-43 · OPS-Utilities-Ramps	-195.90
TOTAL					-256.40
EFT	Bill Pmt -Check	09/15/2023	BVE (EFT)	1001-01 · Accounts Payable	

8:17 AM

09/18/23

Big Bear MWD Warrant List Detail September 1 - 18, 2023

Num	Type	Date	Name	Account	Paid Amount
090520...	Bill	09/05/2023		5507-41 · OPS-Utilities-Main Office	-122.33
090520...	Bill	09/05/2023		5507-42 · OPS-Utilities-Vacant Lot	-13.50
090520...	Bill	09/05/2023		5507-41 · OPS-Utilities-Main Office	-1,090.97
090620...	Bill	09/06/2023		5507-41 · OPS-Utilities-Main Office	-89.14
TOTAL					-1,315.94
160904	Bill Pmt -Check	09/13/2023	CAPITAL ONE PUBLIC FUNDING	1001-01 · Accounts Payable	
05/01/2...	Bill	09/13/2023		2950-04 · COPF Bond Principle	-239,000.00
				5760-00 · Interest Expense	-30,003.50
TOTAL					-269,003.50
160892	Bill Pmt -Check	09/07/2023	CONNELLY PUMPING SERVICE	1001-01 · Accounts Payable	
26811	Bill	07/17/2023		5632-02 · MAINT-SS Reliefs Pumping	-150.00
27201	Bill	09/01/2023		5632-02 · MAINT-SS Reliefs Pumping	-300.00
TOTAL					-450.00
160905	Bill Pmt -Check	09/13/2023	CONNELLY PUMPING SERVICE	1001-01 · Accounts Payable	
27223	Bill	09/08/2023		5632-02 · MAINT-SS Reliefs Pumping	-300.00
TOTAL					-300.00
160915	Bill Pmt -Check	09/14/2023	CSB CLERK OF THE BOARD OF SU...	1001-01 · Accounts Payable	
NOE E...	Bill	09/14/2023		5509-10 · ADMIN-Member/Subs/Permit-Orgs	-50.00
TOTAL					-50.00
160916	Bill Pmt -Check	09/14/2023	CSB CLERK OF THE BOARD OF SU...	1001-01 · Accounts Payable	
NOE M...	Bill	09/14/2023		5509-10 · ADMIN-Member/Subs/Permit-Orgs	-50.00
TOTAL					-50.00
160888	Bill Pmt -Check	09/01/2023	CSB DEPT OF INNOVATION & TECH...	1001-01 · Accounts Payable	
28814	Bill	07/31/2023		5506-41 · OPS-Radio Service Contract	-214.32
TOTAL					-214.32
160906	Bill Pmt -Check	09/13/2023	CSB WATER AND SANITATION	1001-01 · Accounts Payable	
335811	Bill	08/31/2023		5507-43 · OPS-Utilities-Ramps	-123.92
335779	Bill	08/31/2023		5507-43 · OPS-Utilities-Ramps	-123.92
TOTAL					-247.84
160907	Bill Pmt -Check	09/13/2023	DIY HOME CENTER	1001-01 · Accounts Payable	
25738	Bill	08/31/2023		5580-41 · OPS-Boat Maintenance-Patrol	-14.32
TOTAL					-14.32
160893	Bill Pmt -Check	09/07/2023	EGERER GAGE (REIMBURSE)	1001-01 · Accounts Payable	
07/30-0...	Bill	09/21/2023		5505-09 · ADMIN-Phone-Employee Reimb	-50.00
TOTAL					-50.00
160897	Bill Pmt -Check	09/07/2023	FEDEX	1001-01 · Accounts Payable	
8-221-1...	Bill	08/11/2023		5501-02 · ADMIN-Post&Ship WATER TESTING	-43.49
TOTAL					-43.49
EFT	Bill Pmt -Check	09/15/2023	FRONTIER (EFT)	1001-01 · Accounts Payable	

8:17 AM

09/18/23

Big Bear MWD
Warrant List Detail
September 1 - 18, 2023

<u>Num</u>	<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Paid Amount</u>
909866...	Bill	08/28/2023		5505-04 · ADMIN-Phone At the Dam	-49.45
909866...	Bill	09/01/2023		5505-03 · ADMIN-Phones Long Distance	-6.46
909866...	Bill	09/01/2023		5505-01 · ADMIN-Phones Local/Hardware/Rep	-479.29
909866...	Bill	09/01/2023		5505-02 · ADMIN-Phones Ramps Local Svc	-216.96
				5505-02 · ADMIN-Phones Ramps Local Svc	-156.98
TOTAL					-909.14
160908	Bill Pmt -Check	09/13/2023	GEI CONSULTANTS INC	1001-01 · Accounts Payable	
3138300	Bill	09/13/2023		6100-02 · Dam Repair- Sluice Gates	-2,299.50
3138301	Bill	09/13/2023		6100-02 · Dam Repair- Sluice Gates	-15,329.75
TOTAL					-17,629.25
160909	Bill Pmt -Check	09/13/2023	HOOVER BEN (REIMBURSE)	1001-01 · Accounts Payable	
CELL 9/...	Bill	09/12/2023		5505-09 · ADMIN-Phone-Employee Reimb	-50.00
TOTAL					-50.00
160910	Bill Pmt -Check	09/13/2023	LAMSON BRITTANY (REIMBURSE)	1001-01 · Accounts Payable	
CELL 9/...	Bill	09/12/2023		5505-09 · ADMIN-Phone-Employee Reimb	-50.00
TOTAL					-50.00
160898	Bill Pmt -Check	09/07/2023	MERCURY MARINE	1001-01 · Accounts Payable	
12950329	Bill	07/26/2023		5580-41 · OPS-Boat Maintenance-Patrol	-306.90
12986243	Bill	08/07/2023		5580-41 · OPS-Boat Maintenance-Patrol	-28.76
TOTAL					-335.66
160911	Bill Pmt -Check	09/13/2023	MOONRIDGE FUEL HAUPT RALPH	1001-01 · Accounts Payable	
08312023	Bill	08/31/2023		5590-42 · OPS-Petroleum-VEHICLES	-212.51
TOTAL					-212.51
160912	Bill Pmt -Check	09/13/2023	NAPA AUTO PARTS	1001-01 · Accounts Payable	
613412	Bill	08/31/2023		5580-41 · OPS-Boat Maintenance-Patrol	-26.60
TOTAL					-26.60
160894	Bill Pmt -Check	09/07/2023	QUILL LLC	1001-01 · Accounts Payable	
34162622	Bill	08/21/2023		5503-01 · ADMIN-Office Supplies-Office	-148.66
TOTAL					-148.66
160895	Bill Pmt -Check	09/07/2023	SCHERMER MICHAEL (REIMBURSE)	1001-01 · Accounts Payable	
07/01-0...	Bill	08/22/2023		5505-09 · ADMIN-Phone-Employee Reimb	-50.00
TOTAL					-50.00
EFT	Bill Pmt -Check	09/15/2023	SPECTRUM BUSINESS (EFT)	1001-01 · Accounts Payable	
170406...	Bill	09/01/2023		5505-08 · ADMIN- Phone Office	-219.97
TOTAL					-219.97
EFT	Bill Pmt -Check	09/01/2023	VALERO (EFT)	1001-01 · Accounts Payable	
91311722	Bill	08/23/2023		5590-41 · OPS-Petroleum-VESSELS	-490.54
				5590-42 · OPS-Petroleum-VEHICLES	-867.02
TOTAL					-1,357.56

8:17 AM

09/18/23

Big Bear MWD Warrant List Detail September 1 - 18, 2023

<u>Num</u>	<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Paid Amount</u>
160917	Bill Pmt -Check	09/14/2023	VISUAL EDGE IT, INC	1001-01 · Accounts Payable	
24AR10...	Bill	08/21/2023		5620-13 · ADMIN-Copier Copy Counts	-181.30
24AR93...	Bill	09/14/2023		5620-13 · ADMIN-Copier Copy Counts	-12.57
TOTAL					-193.87
160896	Bill Pmt -Check	09/07/2023	VOICE CARRIER	1001-01 · Accounts Payable	
IN16480	Bill	09/02/2023		5505-01 · ADMIN-Phones Local/Hardware/Rep	-109.92
TOTAL					-109.92
160913	Bill Pmt -Check	09/13/2023	XEROX CORPORATION	1001-01 · Accounts Payable	
4727472	Bill	08/30/2023		2950-03 · Copier Lease	-489.09
TOTAL					-489.09
160914	Bill Pmt -Check	09/13/2023	YSI INC	1001-01 · Accounts Payable	
1036117	Bill	09/12/2023		5530-20 · WATER-Prof&Spec Services	-3,626.70
TOTAL					-3,626.70

**BIG BEAR MUNICIPAL WATER DISTRICT
REPORT TO BOARD OF DIRECTORS**

MEETING DATE: September 21, 2023

AGENDA ITEM: 6A

SUBJECT:

Virtual Presentation from John Wilkes of CARPI membrane lining for Bear Valley Dam upgrade
INFORMATION ONLY.

RECOMMENDATION:

N/A

DISCUSSION/FINDINGS:

Mr. Wilkes from CARPI membrane lining will be presenting an informational slideshow about the new lining that the District will be upgrading the dam surface with to protect from further deterioration caused by extreme weather changes and fluctuating lake levels.

OTHER AGENCY INVOLVEMENT: None

FINANCING: None

Submitted by: Mike Stephenson, General Manager

**BIG BEAR MUNICIPAL WATER DISTRICT
REPORT TO BOARD OF DIRECTORS**

MEETING DATE: September 21, 2023

AGENDA ITEM: 6B

SUBJECT:

Board to consider and approve Resolution 2023-05 Quagga/Zebra Mussel Infestation Prevention Fee Grant Program Application and Funding Agreement.

RECOMMENDATION:

General Manager recommends Resolution 2023-05 for full Board approval.

DISCUSSION/FINDINGS:

The District continues its successful participation in the California Boating and Waterways Grant program. The District was awarded \$265,980 for the grant cycle of 2023-25. These grants help keep our operations cost as well as help with equipment used for our decontamination process that we offer.

OTHER AGENCY INVOLVEMENT: None

FINANCING: None

Submitted by: Mike Stephenson, General Manager

Resolution No. 2023-05
Quagga/Zebra Mussel Infestation Prevention Fee Grant Program
Application and Funding Agreement

WHEREAS, prior to the State of California, Department of Parks and Recreation, Division of Boating and Waterways' (DBW) approval of an executed Grant Agreement, said **Big Bear Municipal Water District Board of Directors** is required to pass a resolution, authorizing a designated representative(s) to execute said Application, Grant Agreement, amendments, and certifications, designating a representative to approve claims for reimbursement, designating a representative to sign the Reimbursement Claim Form and Quarterly Project Reports, designating a representative to sign Project Completion Certification, and designating a representative to sign the Contractor's Release Form (as applicable); and

WHEREAS, the **Big Bear Municipal Water District** has the legal authority to manage the water, construct, operate, and maintain infrastructure, post signage, prepare Prevention Plan documentation, monitor for water chemistry and quagga and zebra mussels, conduct and monitor boater inspections and decontamination activities, and conduct public outreach for **Big Bear Lake**; and to apply to DBW for a grant up to the amount of \$265,980.00 for the Quagga and Zebra Mussel Infestation Prevention Grant Program; and

WHEREAS, the **Big Bear Municipal Water District** desires to develop or implement a plan for the prevention of an infestation of the quagga and zebra mussel for Big Bear Lake; and

WHEREAS, the **Big Bear Municipal Water District** pursuant and subject to all of the terms and provisions of the Quagga and Zebra Mussel Infestation Prevention Grant Program, application is hereby made to DBW for funding.

NOW THEREFORE BE IT RESOLVED that the **General Manager** of said **Big Bear Municipal Water District** is hereby authorized and directed to do the following acts, including but not limited to:

1. Cause the necessary data to be prepared and application to be signed and filed with DBW; and
2. Sign the DBW Quagga and Zebra Mussel Infestation Prevention Grant Agreement and any amendments thereto; and
3. Approve Claims for Reimbursement; and
4. Execute the Budget and Expenditure Summary; and
5. Sign the Contractor's Release Form, as applicable; and
6. Certify that the project is complete, and ready for final inspection, as applicable.

Passed and adopted at a regular meeting of the **Big Bear Municipal Water District Board of Directors** of **Big Bear Lake** on this **21 day of September, 2023.**

Tom Bradford, President

ATTEST:

Brittany Lamson, Secretary to the Board

DRAFT