

# Arrowbear Park County Water District

## REGULAR MEETING OF THE BOARD OF DIRECTORS

### AGENDA

DATE: June 21, 2018

TIME: 6:30 pm Open Session

APCWD BOARD OF DIRECTORS  
P.O. Box 4045  
Arrowbear Lake, CA 92382-4045

POSTING: This agenda was  
posted prior to 5:00 p.m. on  
June 15, 2018 per Policy #5020.40

MEETING LOCATION  
Water District Office  
2365 Fir Drive  
Arrowbear Lake, CA 92382

#### OPEN SESSION

A. **CALL TO ORDER** – Caroline Rimmer, Secretary (in the absence of President Bonito and Vice-President Bunyea).

B. **ELECTION OF CHAIRPERSON PRO TEM** – To temporarily preside at the Regular Board Meeting in June, per Roberts Rules of Order as adopted by the Board.

C. **PLEDGE OF ALLEGIANCE TO THE FLAG**

D. **AGENDA POSTING CERTIFICATION**

E. **ROLL CALL**

F. **CONSENT AGENDA**

The following consent items are expected to be routine and non-controversial and will be acted on at one time without discussion, unless an item is withdrawn by a Board member for questions or discussion. Any person wishing to speak on the Consent or Open agenda may do so by raising his/her hand and being recognized by the President.

A) Minutes of Regular Meeting, May 17, 2018

B) Summary of Bank Balances / Income & Expense Summary

C) Expense & Budget Reports

D) Vacation and Sick Leave Balances

G. **PUBLIC COMMENT**

This portion of the agenda is reserved for the public to discuss matters of interest, within the District's jurisdiction, which are *not on the agenda*. For public comment on items not on the agenda, no action may be taken by the Board, except to refer the matter to staff and/or place it on a future agenda. It is in the best interest of the person speaking to the Board to be concise and to the point. *A time limit of five minutes per individual will be allowed.* Visitors are reminded to please refrain from making comments or talking amongst themselves while the meeting is in progress. Public comments may be made when a Discussion/Action Item is being discussed, provided the visitor raises his/her hand *and* is recognized by the President.

## **H. STAFF REPORTS**

### A) Water & Sewer Field Operations Supervisor Miller

1. Monthly Report

### B) Battalion Chief Ozias

1. Calls for the previous month.
2. Work in Progress.

### C) General Manager Huff

1. Administrative Highlights.

### **Excuse Staff not needed for Action Items**

## **I. DISCUSSION / ACTION ITEMS**

### A) Battalion Chief Ozias

1. Discussion with approval of Resolution #2018-6-21-A, annual adoption of the National Incident Management System (NIMS).

Staff Recommendation: Approve Motion.

2. Discussion with approval of Resolution #2018-6-21-D, annual adoption of the Terms and Conditions for Personnel Assigned to an Emergency Incident (CalOES).

Staff Recommendation: Approve Motion.

### B) General Manager Huff / Battalion Chief Ozias

1. Presentation of official retirement letter from Chief Hall effective June 30, 2018 with motion to accept.

Staff Recommendation: Approve motion to accept

2. Discussion with motion (as needed) regarding Fire Department leadership succession following Chief Hall's retirement.

3. Report on and Board discussion with motion (as needed) regarding Fire Department part-time Battalion Chief recruiting and qualifications.

### C) General Manager Huff

1. Discussion with motion (as needed) regarding possible District financial contribution to street paving on Tank Rd per request from customer on Tank Rd.

2. Discussion with motion (as needed) regarding customer #0858 request for reduction in water bill due to leak.

3. Presentation of CalPERS CERBT OPEB Actuarial Study and Valuation performed by Total Compensation Systems, Inc. with motion to accept.

Staff Recommendation: Approve motion to accept.

### D) Board

1. Discussion with motion to approve COLA 3.9% increase for FY 2018-2019.

Staff Recommendation: Approve Motion.

2. Discussion with motion to approve Salary Ranges for FY 2018-2019.

Staff Recommendation: Approve Motion.

3. Discussion with motion to maintain current amount and frequency for payment of Directors Fees per Ordinance 2014-11-20B with District approved COLA per Section 4 for FY 2018-2019.  
Staff Recommendation: Approve Motion.
4. Discussion with approval of Appropriations Limit Resolution #2018-6-21.  
Staff Recommendation: Approve Resolution.
5. Discussion with approval of Sewer Standby Charges Resolution #2018-6-21-B.  
Staff Recommendation: Approve Resolution.
6. Discussion with approval of Water Standby Charges Resolution #2018-6-21-C.  
Staff Recommendation: Approve Resolution.
7. Discussion with approval of Agreement for Collection of Special Taxes, Fees, and Assessments with the County of San Bernardino.  
Staff Recommendation: Approve Agreement.
8. Discussion with motion to approve allocation of budgeted master plan surplus, unused, or over budgeted funds from FY 2017-2018 (estimated \$51,880.73) and FY 2017-2018 budget surplus funds (estimated \$300,000.00) to unrestricted asset accounts specified in FY 2018-2019 Unrestricted Funds Allocation Report (for a total of estimated \$351,880.73). Actual amounts to be distributed in like manner upon close of FY 2017-2018.  
Staff Recommendation: Approve Motion.
9. Discussion with motion to approve allocation of approved FY 2018-2019 master plan funds from unrestricted asset accounts to master plan expense accounts specified in FY 2018-2019 Unrestricted Funds Allocation Report (\$263,758.01).  
Staff Recommendation: Approve Motion.
10. Discussion with motion to approve proposed budget for FY 2018-2019.  
Staff Recommendation: Approve Motion.

**J. ANNOUNCEMENTS**

- A) President
- B) Board Members
- C) Staff

The Fire Department Picnic is Sat., June 30, 2018 from 10 a.m. until 2 p.m.

The next Regular Board Meeting will be July 19, 2018 at 6:30 p.m.

**K. ADJOURNMENT**

Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to Caroline Rimmer, Board Secretary at (909) 867-2704 at least 48 hours before the meeting, if possible.

Materials related to an item on this agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the District's office located at 2365 Fir Dr., Arrowbear Lake, during normal business hours.