

Big Bear Municipal Water District
LAFCO Municipal Service Review
October 2008

3129

District Profile

District Contact Person: Scott Heule, General Manager
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Date of Formation: 1964

Principal Act: California Municipal Water Code of 1911

LAFCO
San Bernardino County

Improvement District: No

Governing Body: Five-member Board of Directors elected by Division

Membership: Division 1, Mrs. Paula Fashempour
Division 2, Mr. Skip Suhay
Division 3, Mr. John Eminger
Division 4, Mr. Vince Smith, President
Division 5, Mr. Todd Murphy, Vice President

Public Meetings: 1:00 PM, 1st and 3rd Thursdays of every month at District Office

Currently Authorized Powers (Services):

Service

Acquisition of facilities and recreation
Reclamation
Development, operation, maintenance
Structural, watershed, first aid, rescue, prevention, inspection

Function

Water
Sewer
Park and Recreation
Fire Protection

Area Served: 125 square miles/80,038 acres
Population: 20,555 (2000 census)
Registered voters: 10,055 As of 10/13/08

Services provided Outside Agency Boundaries: None

Sphere of Influence

Established: 1964

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I Growth and Population

1. Population Information
 - a) Existing and projected w/in agency
 - b) Existing and projected w/in sphere of influence

2. General Plan
 - a) Excerpts regarding existing and projected growth
 - b) Other

3. Identify Significant Growth Areas

II Present and planned capacity of public facilities and adequacy of public service, including infrastructure needs and deficiencies

1. Capital Improvement Plans/Studies
2. Water Service Plans/Studies
 - a. NA
3. Sewer Service Plans/Studies
 - a. NA
4. Age and Condition of Facilities
 - a. No pipelines or treatment facilities
 - b.
5. Capacity Analysis
 - a. The district does not supply M&I water
 - b.
6. Future Development
 - a. NA
 - b.
 - c.
 - d.
7. Reserve Capacity
 - a. NA

III Financial ability to provide services

1. Finance Documents/Plans for:
 - a. Budgets for FY's 2007-08 and 2008-09 attached
 - b. Audits for FY's 2005-06 and 2006-07 attached
 - c.
 - d. Capital improvements are budgeted annually based on a depreciation schedule. Large capital replacement or maintenance items such as dam repairs and upgrades, are paid for with designated reserve

savings. Funding for designated reserves are allocated annually at the end of the fiscal year as funds become available.

2. Bond rating:
3. Revenue Sources
 - a. Two thirds of the District's revenue is from property tax increment within the District boundary. The balance comes from boat permit sales, dock license fees, water sales for snow making, and marina compensation.
 - b. There are no known additional opportunities for significant revenue expansion other than raising rates on permits and licenses.
4. Major Expenditure Categories
 - a. The single largest expenditure by the District is the in-lieu water contract with San Bernardino Valley Municipal Water District. Other expenditure categories are salaries and benefits, services and supplies, and finally debt service.
 - b. Costs for in-lieu water are tied contractually to the assessed valuation of properties in the District. The Districts' salary schedule is adjusted annually based on a defined cost of living index. During the heavy summer season, up to 14 seasonal employees are hired in order to be able to limit year round staffing to 10 employees. Significant engineering design and capital projects are only undertaken as money is available.
5. Joint Financing Projects.
 - a. NA
6. Overlapping/Duplicative Services – On some summer holiday weekends the San Bernardino County Sherriff's department assists with enforcement duties on the lake. However, for the balance of time the District is the sole provider of lake regulation and boating law enforcement, first aid and rescue on the lake. Support is provided by local and county fire departments once victims are transported to shore by District personnel. No local governmental agencies duplicate services provided by the District.
7. Rely on other agencies
 - a. NA
8. Per-Unit Service Costs
 - a. The District is in the process of analyzing costs associated with administering boat dock licenses and boating permits in light of increased operational costs.
 - b. In all cases where we have investigated the District fees and rates are equal to or less.

IV Status of and opportunities for shared facilities

1. Shared facilities
 - a. Existing – The District office Board Room is used as a meeting and training room by the hospital foundation, Citizens on Patrol, Sherriff's

Department, Mountain Mutual Aid (disaster response and management organization).

2. Duplication of Facilities

- a. Planned/Future Duplication – The use of the District Board Room by Mountain Mutual Aid will cease when a facility designed specifically for that use is completed in 2009.

V Accountability for community service needs, including governmental structure and operational efficiencies.

1) Budget

- a) Directors meeting attendance payments are established by resolution and limited to six meetings per month.
- b) The budget is prepared in Committee then advertised and discussed at a budget workshop during a regular Board meeting. A public hearing is held prior to adopting the budget.

2) Governing Body

- a) Directors are elected by Division on a rotating basis every two years. Two Director positions, Division 3 and 4, are up for election on Presidential election years, and three positions, Divisions 1, 2, and 5, are up for election on intermediate even numbered years.
- b) Board meetings are held twice monthly on the first and third Thursdays.
- c) All Directors are in compliance with required Brown Act and ethics training.

3) Level of Service

- a) No formal surveys have been conducted. Data are collected when decisions regarding operations are made that significantly alter historic practices.

4) Customer/Community Access

- a) District offices are open from 8:00 AM until 4:30 PM weekdays year round.
- b) Operational hours for public launch ramps vary. Signs are posted at the facilities indicating opening and closing times.
- c) The District publishes a newsletter in the spring of each year that is mailed to all District property owners.
- d) The District maintains a web page filled with pertinent information that is regularly updated as policies or hours of operation change.
- e) District management staff regularly appears on local TV and radio and make presentations to local community groups providing general information, policy updates, and issues of concern.

5) Regular Progress Reports

a)

6) Does the agency recommend any government structure options?

- a) Remain status quo.

7) Does the agency have strategies or policies for future service delivery?

- a) The District plans to expand passive access for viewing and trails adjacent to Stanfield Marsh.
- b) The District desires to expand opportunities for sediment catchment basins.

8) Operational Efficiencies

- a) No staffing changes are anticipated, 10 full time and up to 14 seasonal employees.

- b) The District plans to improve seasonal data processing by installation of networked computers at the two public launch ramps.

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1. **Name of Agency:** Big Bear Municipal Water District
2. Agencies that provide services to the District: M&I water is supplied by the Big Bear Department of Water and Power. Sanitary sewer services are provided by the City of Big Bear Lake, County Service Area 53B, and the Big Bear Area Regional Wastewater Agency. Electrical services are provided by Bear Valley Electric, a private corporation. Natural gas is supplied by Southwest Gas, a private corporation. Fire services on land are supplied by the Big Bear Fire Protection Agency, Big Bear City Fire Department, County of San Bernardino Fire, and U.S. Forest Service. The County has a pontoon boat moored in Grout Bay at Fawnskin that is capable of pumping lake water through a monitor for on the water fire fighting. All District Patrol vessels have chemical fire extinguishers on board. Telephone communications are supplied by Verizon a private corporation.
3. There are no changes in the District sphere of influence anticipated as a result of this review.
4. NA
5. NA
6. **Management Plan:** This plan is reviewed and updated annually to reflect changing circumstances and operations necessary to manage Big Bear Lake. The plan is intended to establish projects and facilities which will ensure that the Districts' mission and responsibilities are fulfilled. The plan is divided into four sections; Lake Stabilization, Recreation Facility Management, Reservoir Maintenance, and Public Information.
7.
 - a. The District stabilizes the level of Big Bear Lake by purchasing water from San Bernardino Valley Municipal Water District for delivery to downstream water rights holders in-lieu of releasing it from the lake. The District also administers permits for commercial marina operations, public and private boat docks, public launch ramps, and boating on Big Bear Lake. Additionally, the District manages the wildlife habitat in Stanfield Marsh, an area on the east end of Big Bear Lake for wildlife viewing and fishing. District California POST certified Lake Patrol Officers enforce boating safety and other regulations on the water and provide first aid, rescue, and vessel assistance for boaters and swimmers in the lake. Two public launch ramps have park amenities including restrooms, picnic tables, and fishing docks. Up to 1100 acre feet of lake water is sold annually to the local ski resorts for snowmaking.
 - b. Lake level stabilization takes place within the boundaries of the District below the elevation of 6743.25 on Big Bear Lake. Stanfield Marsh wildlife habitat activities are at the east end of Big Bear Lake. All boating, docks, Lake Patrol, first aid, and rescue activities are carried out

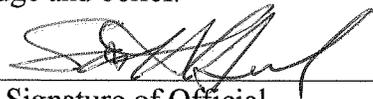
on Big Bear Lake. The public launch ramps are located at the edge of the lake, one on the north shore southwest of the community of Fawnskin and the other just west of the intersection of Stanfield Cutoff and Highway 38. See the attached maps for locations.

- c. The District does not have a master plan for any of the services it provides.
- 8.
- a. The present and planned land uses of District owned property is principally public recreation and environmental enhancement or protection in the case of Stanfield Marsh. Specifically, planned land uses will eliminate public vehicular travel on the bridge over the dam, and improvements to office space at the East Launch ramp.
 - b. There is a need to improve passive public access for wildlife viewing and recreation by expanding trails or walkways on the southern side of Stanfield Marsh.
 - c. The only known social or economic community of interest in the area is the need for a supplemental source of M&I water. The lake is an obvious potential source for meeting this need. Court decisions handed down in 1977 limit the District's use of the lake to "recreation and wildlife enhancement."

Certification

I hereby certify that the statements furnished above and in the attached supplements, exhibits, and documents present the date and information required for this mandatory review to the best of my ability, and that the facts, statements, and information presented herein are true and correct to the best of my knowledge and belief.

DATE: 11/26/08



Signature of Official

Scott Henke

Printed Name

GM

Title