



Service, Quality, Community

**BOARD OF WATER AND POWER COMMISSIONERS
REGULAR MEETING AGENDA
March 27, 2024
9:00 AM**

**CITY OF BIG BEAR LAKE,
DEPARTMENT OF WATER AND POWER
41972 GARSTIN DRIVE
BIG BEAR LAKE, CALIFORNIA 92315
WWW.BBLDWP.COM**

BOARD MEMBERS

Bob Tarras, Chair
Barbara Willey, Vice-Chair
Craig Hjorth, Treasurer
Joe Cylwik, Commissioner
Jim Smith, Commissioner

**This meeting will be held at the DWP Office at 41972 Garstin Drive, Big Bear Lake, CA 92315,
and by Zoom.**

ZOOM ACCESS INFORMATION

This meeting will be available at: <https://us02web.zoom.us/j/84749417240>

Passcode: bigbear

Meeting ID: 847 4941 7240

You may also call into the meeting by dialing one of the phone numbers below, entering the meeting ID, and entering the passcode.

Meeting ID: 847 4941 7240

Passcode: 4324216

- +1 669 900 9128 US (San Jose)
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- +1 346 248 7799 US (Houston)
- +1 301 715 8592 US (Germantown)
- +1 312 626 6799 US (Chicago)
- +1 646 558 8656 US (New York)

OPEN SESSION

CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

PUBLIC FORUM

All remarks shall be addressed to the Board as a body only. There is a three-minute maximum time limit when addressing the Board. Please note that California law prohibits the Board from taking action on any item not appearing on the agenda.

INTRODUCTIONS

Kelle Barrett, Customer Service Supervisor, to introduce Amy Kawa, DWP's new Customer Service Representative I.

Bennett Rossell, Water Conservation/Communications Supervisor, to introduce Steve Tokeshi, DWP's new Water Conservation Specialist I.

1. CONSENT CALENDAR

1.1 Approve Minutes of the Regular Board Meeting Dated February 26, 2024

2. ITEMS REMOVED FROM CONSENT CALENDAR

3. DISCUSSION/ACTION ITEMS

3.1 Authenticate Check Register 02/01/2024 to 02/29/2024

Board to review and authenticate the February 2024 check register.

3.2 Approve a Three-year Enterprise License Agreement with ESRI for Geographic Information System Access

Board to review and consider approving a three-year Enterprise License Agreement with ESRI for GIS access.

3.3 Management Reports

3.4 Board Member Reports

4. BOARD FOLLOW-UP ITEMS

4.1 Board Follow-Up Items

5. CLOSED SESSION

5.1 Closed Session Pursuant to Section 54957, Public Employee Performance Evaluation

Title: General Manager

ADJOURNMENT

I hereby certify under penalty of perjury, under the laws of the State of California, that the foregoing agenda was posted in accordance with applicable legal requirements. Dated this 22nd of March 2024.



Leeanne Eagleson, Board Secretary, DWP Board of Commissioners

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MINUTES OF A REGULAR BOARD MEETING
CITY OF BIG BEAR LAKE,
DEPARTMENT OF WATER AND POWER
BOARD OF WATER AND POWER COMMISSIONERS
February 26, 2024

OPEN SESSION

A regular Meeting of the City of Big Bear Lake, Department of Water and Power (DWP) Board of Commissioners was called to order at 9:12 a.m. on February 26, 2024, by Chair Bob Tarras.

BOARD MEMBERS PRESENT

Bob Tarras, Chair
 Barbara Willey, Vice-Chair
 Craig Hjorth, Treasurer
 Joe Cylwik, Commissioner
 Jim Smith, Commissioner

PLEDGE OF ALLEGIANCE

Chair Tarras led the pledge of allegiance.

PUBLIC FORUM

None.

ACKNOWLEDGMENT

Danny Ent, Water Superintendent, acknowledged Billy Wormsbecker, Water Meter Technician II, for 10 years of service.

1. PUBLIC HEARING**1.1 Resolution No. DWP 2024-02 - Adoption of Comprehensive Administrative Fee Schedule**

At 9:14 a.m., Chair Tarras opened the public hearing.

Nathan Statham, Chief Financial Officer, stated that there was a change in the projected cost calculation from that shared with the Board at the January Board Meeting. The rate consultant used the Los Angeles Consumer Price Index and DWP has historically used the Engineering News Record's Construction Cost Index to calculate projected cost.

At 9:19 a.m., Chair Tarras closed the public hearing.

Motion made by Commissioner Cylwik, seconded by Vice-Chair Willey, and carried 5-0 to adopt Resolution No. DWP 2024-02 adopting the Comprehensive Administrative Fee Schedule.

AYES: Cylwik, Hjorth, Smith, Tarras, Willey

NOES:

ABSTAIN:

2. CONSENT CALENDAR**2.1 Approve Minutes of the Regular Board Meeting Dated January 23, 2024**

Motion made by Treasurer Hjorth, seconded by Commissioner Smith, and carried 5-0 to approve the Consent Calendar.

AYES: Cylwik, Hjorth, Smith, Tarras, Willey

NOES:

ABSTAIN:

3. ITEMS REMOVED FROM CONSENT CALENDAR

None.

4. DISCUSSION/ACTION ITEMS

4.1 **Authenticate Check Register 01/01/2024 to 01/31/2024**

Commissioner Cylwik inquired into check number 18725 paid to John Arthur May dba Cricket Consulting and requested a summary of the past one-year maintenance cost for Telemetry Maintenance. Reggie responded that some of DWP's SCADA components are fifteen years old and that DWP recently applied for grant funding to replace this equipment, which will be discussed later in this meeting with Agenda Item 4.8. Commissioner Cylwik inquired into check number 18737 paid to Romans Construction for the installation of a water main pipe. Nathan responded that this payment was for new construction on Fir Lane in Erwin Lake. Danny Ent, Water Superintendent, added the purpose of the construction was to connect the loop on this street and enhance fire flow. Commissioner Cylwik inquired into draft number 27 paid to Azteca Systems for the Cityworks License Renewal and specially asked about the two evenly split amounts shown on two separate line items. Nathan responded that the license renewal was charged to two different departments.

Commissioner Cylwik inquired into check number 18708 paid to Edgar Guevara for a refund and requested the specifics of the refund. Nathan responded that the refund was to reimburse a customer who dedicated back a mainline to the DWP. Vice-Chair Willey inquired into draft number 24 paid to PBK and specifically asked why there are two duplicate payments to the same account. Nathan responded that the project codes are not listed on the check register but create two separate line items and that the Garstin Water Operations Facilities Project is split between the Operations Facility and the Warehouse. Commissioner Smith asked how the DWP tracks the amount paid to a consultant against the consultant agreement. Nathan responded that Accounting tracks the amount paid against the Purchase Order for the agreement. Commissioner Smith stated that the amount paid should be tracked by milestone. Nathan responded that the Accounting system is not set up to track costs by milestone. Chair Tarras stated that possibly we can develop a report that reflects percentage complete. Treasurer Hjorth suggested that we place this burden on the consultant.

Commissioner Smith inquired into check number 18794 paid to Raftelis Financial Consultants and asked if this is their final payment. Nathan responded that he believes there will be another small payment due to Raftelis based on the timing of invoices and that total invoices applied to the Purchase Order are under the total contract amount. Commissioner Smith inquired into check number 18804 paid to Tom Dodson and Associates and asked if there was a contract for this expense with a not to exceed amount. Reggie responded yes.

Motion made by Treasurer Hjorth, seconded by Vice-Chair Willey, and carried 5-0 to authenticate the Check Register for January 2024.

AYES: Cylwik, Hjorth, Smith, Tarras, Willey

NOES:

ABSTAIN:

4.2 **Adopt an Initial Study and Mitigated Negative Declaration as the Appropriate CEQA Environmental Determination for the Garstin Water Operations Facility Replacement Project**

Commissioner Cylwik inquired into the acronym TCA and what it stands for. Reggie responded that we will research this question with Tom Dodson. Commissioner Cylwik stated that he believes the size of the existing structure is misstated on page 36 of the Initial Study. Reggie agreed and stated that he will advise Tom Dodson of the error in the Study. Commissioner Smith asked if the proposed project layout included in the appendix of the Initial Study should be replaced with a recent proposed project layout. Reggie responded that he will research this question with Tom Dodson. Commissioner Smith asked if the Garstin Water Operations Facilities Project will have security

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and parking lot lighting. Reggie responded that there will be motion detection lighting. Vice-Chair Willey inquired into the dates notes in the Historical Background Research section and specifically stated that she believes the dates are inaccurate. Reggie responded that he will research this question with Tom Dodson.

Commissioner Smith asked if trees will be removed with this Project. Reggie responded that a couple of trees will be removed near the warehouse, but the landscape design includes five to six additional trees to be planted.

Motion made by Treasurer Hjorth, seconded by Commissioner Smith, and carried 5-0 to adopt the Initial Study, Mitigated Negative Declaration, and the Mitigation Monitoring and Reporting Program in accordance with the requirements of CEQA subject to revisions and authorize the General Manager to file the Final Negative Declaration and Notice of Determination with the County of San Bernardino.

AYES: Cylwik, Hjorth, Smith, Tarras, Willey

NOES:

ABSTAIN:

4.3 Award the Manufacture of the Pontell Hydropneumatic Tank to Tiger Tanks Inc.

Treasurer Hjorth inquired into the Tiger Tank and Technology International bids and asked if we are confident in Tiger Tank's ability to deliver the Tank at their bid price. Reggie responded yes; we are confident in Tiger Tank because the company has been around awhile and have a good reputation. Commissioner Smith asked if performance specifications were distributed to suppliers. Reggie responded yes, WSC provided construction drawings. Commissioner Smith asked why there is such a large discrepancy between the bids. Reggie responded that he does not know but that he is confident Tiger Tank is a qualified bidder with a full understanding of the bid specifications. Vice-Chair Willey asked how long it will take to install the Tank. Reggie responded that the installation of the Tank will be a separate contract that will include foundation, building, controls, and site piping. Commissioner Smith asked if there will be a separate bid process. Reggie responded yes.

Motion made by Commissioner Cylwik, seconded by Commissioner Smith, and carried 5-0 to award a contract with Tiger Tanks Inc. for the Pontell Hydropneumatic Tank Fabrication Project for \$38,951.63, and budget internally \$1,948.37 for a 5% contingency for a total amount of \$40,900.00.

AYES: Cylwik, Hjorth, Smith, Tarras, Willey

NOES:

ABSTAIN:

4.4 Ratify Change Order No. 5 to the South West Pump Contract for the Division Well No. 9 Drilling Project

Chair Tarras asked if the pump is above ground. Reggie responded yes and the pump motor will be above ground and will operate at a slower speed which will allow the pumping unit to have a longer life. Commissioner Cylwik inquired into the \$600/hour for mechanical development and asked if this is because of special equipment or several personnel. Reggie responded that it is because the drill rig is used to develop the well and two operators are required for the process of mechanical development. Reggie added that mechanical development requires swabbing 20-foot sections of the well individually. Commissioner Cylwik asked if in Reggie's experience, this rate is typical. Reggie responded yes. Commissioner Smith asked if a vast amount of the Change Orders were client initiated. Reggie responded yes and that this is the nature of well construction contracts.

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Motion made by Commissioner Cylwik, seconded by Vice-Chair Willey, and carried 5-0 to ratify Change Order No. 5 to the South West Pump & Drilling Contract for the Division Well No 9 Drilling Project in the amount of \$23,614.63.

AYES: Cylwik, Hjorth, Smith, Tarras, Willey

NOES:

ABSTAIN:

4.5 Notice of Completion for the Division Well No. 9 Drilling Project

Motion made by Treasurer Hjorth, seconded by Vice-Chair Willey, and carried 5-0 to authorize staff to file with the San Bernardino County, a Notice of Completion for the Division Well No. 9 Drilling Project naming South West Pump & Drilling, Inc. as the Contractor.

AYES: Cylwik, Hjorth, Smith, Tarras, Willey

NOES:

ABSTAIN:

4.6 Renew Identify Theft Protection

Treasurer Hjorth stated that he was not happy with identify theft company that was used previously. Chair Tarras asked Rachel Franklin, Human Resources Administrator, if she has spoken with employees about their experience. Rachel responded that she had reached out to staff previously; but no employees have come forward with issues. Commissioner Cylwik stated that he had the same experience as Treasurer Hjorth and that he did not find any benefit from this company. Both Board members stated that the IRS notified them of the fraudulent tax returns that were filed under their names, not the Identity Theft Protection company. Chair Tarras suggested additional research before bringing this agenda item back to the Board. Rachel stated that she will contact the IRS and request monitoring of the affected employee's tax filings for one additional year. Reggie added that we will perform additional research on identity theft protection options.

4.7 Resolution No. DWP 2024-03 – Risk Management Policies

Treasurer Hjorth asked if a lab certifies the test equipment. Rachel responded yes.

Motion made by Vice-Chair Willey, seconded by Commissioner Smith, and carried 5-0 to adopt Resolution No. DWP 2024-03 approving Risk Management Policies 2024-01 through 2024-15 as amended.

AYES: Cylwik, Hjorth, Smith, Tarras, Willey

NOES:

ABSTAIN:

4.8 Resolution No. DWP 2024-04 – USBR Grant Application for Solar Backup Power SCADA Project

Vice-Chair Willey asked if the \$579,575.00 is the total project cost. Reggie responded yes. Treasurer Hjorth asked if this project will mitigate resetting the equipment manually. Reggie responded yes. Treasurer Hjorth asked if the project will be radio-read or internet. Reggie responded radio-read because it is more consistent. Commissioner Cylwik asked how long the battery backup will last. Reggie responded several days.

Motion made by Treasurer Hjorth, seconded by Commissioner Smith, and carried 5-0 to adopt Resolution No. DWP 2024-04 supporting the USBR Grant application for the Solar Backup Power SCADA Project.

AYES: Cylwik, Hjorth, Smith, Tarras, Willey

NOES:

ABSTAIN:

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4.9 December 31, 2023 Financial Analysis (Unaudited)

Commissioner Smith stated his understanding that the revenue for the second quarter is below budget. Chair Tarras responded yes but not year to date. Nathan stated the revenue is rather stable.

4.10 Management Reports

The Board discussed retirement benefits for the employees. Commissioner Cylwik requested to be invited to the Active Shooter Training scheduled in April. Vice-Chair Willey asked what will be taught at the training. Rachel responded that she recently attended the training at a seminar and found the training informative. Rachel added that the trainers will teach participants what to do during an active shooter situation. Vice-Chair Willey asked Bennett Rossell, Water Conservation & Communications Supervisor, if he is still working on filling the Conservation Specialist vacancy. Bennett responded yes and that second interviews are scheduled this week. Commissioner Cylwik asked if any of the candidates being interviewed are local. Rachel responded yes, we interviewed candidates from Big Bear and outside of Big Bear. Commissioner Smith commented that water usage is down. Treasurer Hjorth asked how customers respond to leak notices. Danny responded that most customers provide positive feedback to leak notices.

The Board discussed the remote desktop services plan. Commissioner Smith requested the architect provide a final presentation of the schematic design for the Garstin Water Operations Facilities Project. Treasurer Hjorth stated that he believes Reggie should be the focal point and that the Board should present their concerns to Reggie. Chair Tarras agreed with Treasurer Hjorth. Commissioner Cylwik stated that he anticipates progress on the Project to be presented to the Board at future Board meetings. Commissioner Smith asked if the schematic design has been approved. Reggie responded yes. Commissioner Smith stated the Garstin Water Operations Facilities Project schedule is aggressive. Reggie responded yes it is; we plan to request bids for the project late fall, 2024.

At 12:06, Commissioner Cylwik excused himself and left the meeting.

The Board discussed the Replenish Big Bear Project.

At 12:10, Treasurer Hjorth excused himself and left the meeting.

4.11 Board Member Reports

None.

5. FOLLOW-UP ITEMS

5.1 Board Follow-Up Items

None.

ADJOURNMENT

No additional business came before the Board. At 12:11 p.m., Chair Tarras adjourned the meeting.



Lianne Eagleson, Management Analyst/Board Secretary

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Big Bear Lake Dept. of Water & Power

Check Register with GL Distribution

Date Range: 2/1/2024 to 2/29/2024

Check Number	Check Date GL Act Number	Vendor Name GL Account Name	Amount	Transaction Description	Project Name
18808	2/9/2024	AutoZone Parts, Inc.			
	20-59-6360	Automotive Expense	\$32.04	Rain-X Quantum 20" Wiper Blade	
		Distribution Total:	<u>\$32.04</u>		
18809	2/9/2024	Butchers Blocks & Building Mat			
	20-50-6232	Maintenance - Pump Equip	\$19.01	N-95 Mask, Misc Bolts & Washers	
	20-50-6232	Maintenance - Pump Equip	\$34.44	16Oz Rubbing Alcohol, SS Shoe Handle, Microfiber	
	20-50-6240	Maintenance - Wells	\$21.54	Electric Baseboard Thermostat	
	20-50-6240	Maintenance - Wells	\$23.24	Krylon colormax Black Gloss	
	20-50-6240	Maintenance - Wells	\$114.11	Polythylene, 3M Long Masking, Canv Drop Cloth	
	20-59-6180	Small Tools	\$9.46	4G Krazy Glue, Utility Hook	
	20-59-6180	Small Tools	\$12.92	Plastic Tub	
	20-59-6180	Small Tools	\$74.93	Misc Bolts, PVC Parts, Percussion Bits	
	20-59-6286	Vehicle Maintenance	\$13.66	9" Smooth Rod Caulk Gun, Premium	
	20-98-6220	Maintenance Buildings/Grounds	\$86.18	Roughneck Trash Can/GRN 32Gal	
		Distribution Total:	<u>\$409.49</u>		
18810	2/9/2024	Cintas			
	20-59-6130	Safety Supplies	\$191.09	First Aid Supplies 01/2024	
		Distribution Total:	<u>\$191.09</u>		
18811	2/9/2024	Colleen Barrette			
	20-98-6926	Education / Training	\$55.00	TI Renewal Fee Reimbursement 01/2024	
		Distribution Total:	<u>\$55.00</u>		

18812	2/9/2024	Danny Ent		
	20-98-6926	Education / Training	\$90.00	D3 Distribution Cert Reimbursement
		Distribution Total:	<u>\$90.00</u>	
18813	2/9/2024	Grainger Inc		
	20-50-6240	Maintenance - Wells	\$37.20	(1) CLS 2 Transformer 50VA
	20-50-6240	Maintenance - Wells	\$141.93	Portable Electric Job Heater
	20-50-6240	Maintenance - Wells	\$802.92	(3) Contactor
	20-59-6180	Small Tools	\$171.85	(1) Angle Grinder Barrel Grip
	20-59-6180	Small Tools	\$176.48	(1) Auxillary Contact
	20-59-6180	Small Tools	\$178.82	2 Hand Ratchet
	20-59-6180	Small Tools	\$201.70	Hard Hat, Funnel, Blank tags
	20-59-6180	Small Tools	\$279.20	(3) Blank Tag Polyester
	20-59-6360	Automotive Expense	\$35.23	(6) RV/Marine Antifreeze
	20-59-6360	Automotive Expense	\$67.42	(6) Windshield Washer Fluid
	20-98-6220	Maintenance Buildings/Grounds	\$62.01	Wireless Motion Activated Chime
	20-98-6930	Special Dept Expense	\$69.63	(2) Paper Towel Sheets Pk16
		Distribution Total:	<u>\$2,224.39</u>	
18814	2/9/2024	Holt Backflow Testing		
	20-50-6240	Maintenance - Wells	\$200.00	Backflow Test Seminole Well
		Distribution Total:	<u>\$200.00</u>	
18815	2/9/2024	InfoSend, Inc.		
	20-90-6320	Postage Charges	\$2,360.94	Postage 01/2024
	20-90-6330	Contractual Services	\$233.40	Bill Print, Mail, Notices 01/2024
	20-90-6330	Contractual Services	\$321.12	Bill Print, Mail, Notices 01/2024
	20-90-6970	Printing	\$225.38	Paper & Envelopes for Bills 01/2024
	20-90-6970	Printing	\$319.79	Paper & Envelopes for Bills 01/2024
		Distribution Total:	<u>\$3,460.63</u>	

18816	2/9/2024	Kaiser Permanente		
	20-50-6084	Health and Wellness Benefits	\$2,961.24	Health Insurance Premium Prod 03/2024
	20-51-6084	Health and Wellness Benefits	\$1,634.25	Health Insurance Premium Conserv 03/2024
	20-55-6084	Health and Wellness Benefits	\$7,208.73	Health Insurance Premium T&D 03/2024
	20-59-6084	Health and Wellness Benefits	\$2,377.10	Health Insurance Premium Wtr Op 03/2024
	20-90-6084	Health and Wellness Benefits	\$4,447.19	Health Insurance Premium Cust Accts 03/2024
	20-95-6084	Health and Wellness Benefits	\$3,839.32	Health Insurance Premium Cust Field Svc 03/2024
	20-98-6084	Health and Wellness Benefits	\$546.72	Health Insurance Premium Admin 03/2024
		Distribution Total:	<u>\$23,014.55</u>	
18817	2/9/2024	KBHR-FM		
	20-51-6910	Advertising	\$302.60	Advertising 01/2024
	20-51-6910	Advertising	\$445.00	Advertising 01/2024
		Distribution Total:	<u>\$747.60</u>	
18818	2/9/2024	McMaster-Carr Supply Company		
	20-59-6180	Small Tools	\$24.91	Double-Loop Twist Ties 01/2024
	20-95-6256	Maintenance - Meters	\$23.19	(4) Traffic Reflectors
		Distribution Total:	<u>\$48.10</u>	
18819	2/9/2024	MRI Software, LLC		
	20-98-6258	Maintenance-Hardware/Software	\$6,843.12	Annual Real Asset Management Subscription
		Distribution Total:	<u>\$6,843.12</u>	
18820	2/9/2024	Online Collections		
	20-90-6335	Bank Charges and Misc Fees	\$161.68	Collection Agency Fees 02/2024
		Distribution Total:	<u>\$161.68</u>	
18821	2/9/2024	Orange County Winwater Works		
	20-00-1560	Inventory	\$405.36	Soft Copper Tube
	20-00-1560	Inventory	\$917.76	(36) CTSXMNPT-NL
	20-00-1560	Inventory	\$1,100.08	(12) J996 Saddle
	20-00-1560	Inventory	\$2,068.80	(12) CC Saddle 11/2023

20-50-6240	Maintenance - Wells	\$15.26	2 Wafer Bolt Set
20-50-6240	Maintenance - Wells	\$44.52	Non ASB Gasket 12/2023
20-50-6240	Maintenance - Wells	\$323.25	SC Silent Wafer Check Valve
20-50-6240	Maintenance - Wells	\$684.54	(2) 2" FLG Gate Valve
20-50-6240	Maintenance - Wells	\$1,596.64	Steel Flg Reducer Bare 11/2023
20-55-6250	Maintenance - Mains & Services	\$140.08	(2) FG1-R13 Insulating Blanket
20-59-6180	Small Tools	\$255.73	Long Pulling Cable
20-59-6180	Small Tools	\$363.66	Blacksmith Dig Bar
20-59-6180	Small Tools	\$439.62	Rocket LED Tower Light

Distribution Total: \$8,355.30

18822 2/9/2024 Reliance Standard

20-50-6084	Health and Wellness Benefits	\$553.52	Dental Insurance Prod 02/2024
20-51-6084	Health and Wellness Benefits	\$249.16	Dental Insurance Conserv 02/2024
20-55-6084	Health and Wellness Benefits	\$916.20	Dental Insurance T&D 02/2024
20-59-6084	Health and Wellness Benefits	\$362.68	Dental Insurance Wtr Op 02/2024
20-90-6084	Health and Wellness Benefits	\$988.60	Dental Insurance Cust Accts 02/2024
20-95-6084	Health and Wellness Benefits	\$838.88	Dental Insurance Cust Field Svc 02/2024
20-98-6084	Health and Wellness Benefits	\$398.88	Dental Insurance Admin 02/2024

Distribution Total: \$4,307.92

18823 2/9/2024 Reliance Standard

20-50-6084	Health and Wellness Benefits	\$89.96	Vision Insurance Prod 02/2024
20-51-6084	Health and Wellness Benefits	\$39.88	Vision Insurance Conserv 02/2024
20-55-6084	Health and Wellness Benefits	\$150.24	Vision Insurance T&D 02/2024
20-59-6084	Health and Wellness Benefits	\$89.96	Vision Insurance Wtr Op 02/2024
20-90-6084	Health and Wellness Benefits	\$172.48	Vision Insurance Cust Accts 02/2024
20-95-6084	Health and Wellness Benefits	\$140.96	Vision Insurance Cust Field Svc 02/2024

20-98-6084		Health and Wellness Benefits	\$91.80	Vision Insurance Admin 02/2024
		Distribution Total:	<u>\$775.28</u>	
18824	2/9/2024	SB COUNTY EMPLOYEES RETIREMENT ASSOCI		
	20-00-2045	Payroll Liabilities	\$58,492.72	Emp Pension PP03 PPE 2/9/2024
		Distribution Total:	<u>\$58,492.72</u>	
18825	2/9/2024	South Coast AQMD		
	20-59-6360	Automotive Expense	\$160.35	Flat Fee for Emissions 839 Knickerbocker
	20-59-6360	Automotive Expense	\$504.91	ICE Elec Gen Diesel Fee 839 Knickerbocker
		Distribution Total:	<u>\$665.26</u>	
18826	2/9/2024	Terryberry		
	20-98-6930	Special Dept Expense	\$746.62	Employee Milestone Pins
		Distribution Total:	<u>\$746.62</u>	
18827	2/9/2024	Tyler Technologies		
	20-98-6258	Maintenance-Hardware/Software	\$43,372.40	ERP Pro, Tech Services, Tyler U Annual Fee
		Distribution Total:	<u>\$43,372.40</u>	
18828	2/9/2024	U.S. Bank		
	20-99-6400	Professional Services - Debt Service	\$2,120.00	2013 Water Rev Bonds
		Distribution Total:	<u>\$2,120.00</u>	
18829	2/9/2024	Western MWD		
	20-50-6366	Licenses & Permits	\$2,000.00	2023 Annual Notice of Groundwater Extraction
		Distribution Total:	<u>\$2,000.00</u>	
18830	2/9/2024	Bear Valley Electric		
	20-50-5560	Utilities - Electric	\$8.93	Magnolia LN Booster N/W Sun 01/2024
	20-50-5560	Utilities - Electric	\$9.14	North End of A Lane 01/2024
	20-50-5560	Utilities - Electric	\$10.59	Skyview Well Deadman Lk 01/2024
	20-50-5560	Utilities - Electric	\$12.60	10th Ln W/End #5 01/2024
	20-50-5560	Utilities - Electric	\$12.60	10th Ln North 01/2024
	20-50-5560	Utilities - Electric	\$25.96	Lakewood #6 Well 01/2024
	20-50-5560	Utilities - Electric	\$79.80	39218 1/2 Cedar Dell 01/2024

20-50-5560	Utilities - Electric	\$85.88	Coontank N/Pineyridge 01/2024
20-50-5560	Utilities - Electric	\$88.35	Well Monte Vista Dr 01/2024
20-50-5560	Utilities - Electric	\$98.36	Cline Miller PI Reservoir 01/2024
20-50-5560	Utilities - Electric	\$136.80	Magnolia Ln & Sunset Ln 01/2024
20-50-5560	Utilities - Electric	\$231.11	Barton Ln Pump S/W Pine
20-50-5560	Utilities - Electric	\$232.78	Onyx Way 01/2024
20-50-5560	Utilities - Electric	\$293.91	200 S/Oak Conklin Rd
20-50-5560	Utilities - Electric	\$450.63	Booster Santa Barbara Ave 01/2024
20-50-5560	Utilities - Electric	\$574.97	Lakewood #7 01/2024
20-50-5560	Utilities - Electric	\$708.17	Cherokee Well 01/2024
20-50-5560	Utilities - Electric	\$962.15	Arrastre Creek Pump Station 01/2024
20-50-5560	Utilities - Electric	\$965.45	Seminole Well 01/2024
20-50-5560	Utilities - Electric	\$1,333.84	40751 N Shore Dr DWP Mant 01/2024
20-50-5560	Utilities - Electric	\$1,614.76	Lake Plant Well #5 01/2024
20-50-5560	Utilities - Electric	\$1,725.40	East End of Oak Road 01/2024
20-50-5560	Utilities - Electric	\$2,534.31	43511 Bow Canyon Rd 01/2024
20-50-5560	Utilities - Electric	\$6,259.28	468 Magnolia Well 01/2024
20-50-5560	Utilities - Electric	\$7,677.94	500 Sawmill Canyon Dr 01/2024
Distribution Total:		<u>\$26,133.71</u>	

18831	2/9/2024	US Bank Corporate Payment Systems		
	20-50-6315	Computer Equipment / Software	\$49.99	Adobe - Stock Images Subscription
	20-59-6258	Maintenance-Hardware/Software	\$181.42	ESRI - GIS User
	20-59-6258	Maintenance-Hardware/Software	\$500.46	DropBox - Annual Subscription
	20-59-6362	Fuel	\$174.70	Arco - Fuel
	20-98-6114	Office Supplies	\$15.03	Amazon - Stamps
	20-98-6114	Office Supplies	\$21.54	Amazon - office chair seat
	20-98-6114	Office Supplies	\$46.59	Amazon - Clipboards

20-98-6114	Office Supplies	\$74.11	Staples - Office Supplies
20-98-6114	Office Supplies	\$258.50	Amazon - Flashlights
20-98-6114	Office Supplies	\$408.18	Staples - Office Supplies
20-98-6355	Meetings	\$395.80	Hotels - Stay for Conference
20-98-6926	Education / Training	\$22.51	Amazon - Closet Hangers
20-98-6926	Education / Training	\$135.00	CSMFO - Conference
20-98-6926	Education / Training	\$635.00	CSMFO - Conference
20-98-6926	Education / Training	\$1,367.34	Laserfiche - Empower Conference 2024
20-98-6930	Special Dept Expense	\$14.50	Staters - Fruit for Board Meeting
20-98-6930	Special Dept Expense	\$15.97	Staters - Farewell Party
20-98-6930	Special Dept Expense	\$15.99	Zoom - Monthly Membership Renewal
20-98-6930	Special Dept Expense	\$16.15	Amazon - Monthly Membership
20-98-6930	Special Dept Expense	\$32.79	Grizzly Manor - Breakfast w/ City Manager
20-98-6930	Special Dept Expense	\$41.55	Vons - Coffee Creamer
20-98-6930	Special Dept Expense	\$50.05	Amazon - Employee Holiday Gifts
20-98-6930	Special Dept Expense	\$61.98	Shuttefly - Retirement book for Employee
20-98-6930	Special Dept Expense	\$93.54	Amazon - Padlocks
20-98-6930	Special Dept Expense	\$230.68	Saucy Mamas - Conservation Farewell Party
20-98-6930	Special Dept Expense	\$268.00	Sister my Sister - Retirement Party Dessert
20-98-6930	Special Dept Expense	\$333.05	Crown Awards - 20 Year Plaque
20-98-6930	Special Dept Expense	\$359.06	Costco - Breakroom Supplies & Coffee
20-98-6930	Special Dept Expense	\$900.00	City Clerks Association - Conference and Training
	Distribution Total:	<u>\$6,719.48</u>	

18836	2/23/2024	American Building Janitorial, Inc.	
	20-98-6220	Maintenance Buildings/Grounds	\$675.00

Distribution Total: \$675.00

18837	2/23/2024	AMERICAN FIDELITY ASSURANCE COMPANY		
	20-00-2045	Payroll Liabilities	\$1,066.90	FSA Premium 01/2024
		Distribution Total:	<u>\$1,066.90</u>	
18838	2/23/2024	APPLE Administrator		
	20-00-2045	Payroll Liabilities	\$661.15	APPLE Contributions PPE 2/9/24 PP04
		Distribution Total:	<u>\$661.15</u>	
18839	2/23/2024	AutoZone Parts, Inc.		
	20-59-6360	Automotive Expense	\$26.38	20P01 Mobil Motor Oil
		Distribution Total:	<u>\$26.38</u>	
18840	2/23/2024	Bad Bear Sportswear		
	20-98-6338	Clothing And Personal Equipt	\$210.11	Embroidery for Employee Clothing
		Distribution Total:	<u>\$210.11</u>	
18841	2/23/2024	Bear Valley Basin Groundwater Sustainability Agenc		
	20-99-7504	Contributions - Other Governments	\$916.10	LSL GSA Audit, January Bank Fees
		Distribution Total:	<u>\$916.10</u>	
18842	2/23/2024	Bear Valley Electric		
	20-50-5560	Utilities - Electric	\$16.94	East End Yosemite X Angels 02/2024
	20-50-5560	Utilities - Electric	\$16.96	370 Canvasback Rd 02/2024
	20-50-5560	Utilities - Electric	\$17.57	Cedar Lake Reservoir 01/2024
	20-50-5560	Utilities - Electric	\$20.73	Prv Station Moonridge Rd 02/2024
	20-50-5560	Utilities - Electric	\$129.35	Clover/Club View Pump
	20-50-5560	Utilities - Electric	\$131.37	Doogwood Chlorination Station 02/2024
	20-50-5560	Utilities - Electric	\$1,107.51	Lassen Well-A Booster 02/2024
		Distribution Total:	<u>\$1,440.43</u>	
18843	2/23/2024	Bennett Rossell		
	20-51-6920	Telephone	\$45.00	Cell Phone Reimbursement 02/2024
		Distribution Total:	<u>\$45.00</u>	

18844	2/23/2024	Big Bear Disposal, Inc.		
	20-50-6370	Rent/Lease Expense	\$168.31	Toilet Rental Wabash & Magnolia 01/2024
		Distribution Total:	<u>\$168.31</u>	
18845	2/23/2024	Big Bear Grizzly		
	20-51-6910	Advertising	\$146.25	Help Wanted Advertising 01/2024
	20-98-6910	Advertising	\$361.50	Help Wanted Advertising 01/2024
		Distribution Total:	<u>\$507.75</u>	
18846	2/23/2024	Big Bear Lake Urgent Care		
	20-59-6336	Medical Exams	\$127.00	DMV Physical 01/2024
		Distribution Total:	<u>\$127.00</u>	
18847	2/23/2024	Brian Cohen		
	20-55-6920	Telephone	\$45.00	Cell Phone Reimbursement 02/2024
		Distribution Total:	<u>\$45.00</u>	
18848	2/23/2024	Butchers Blocks & Building Mat		
	20-50-6240	Maintenance - Wells	\$12.47	25pk Wire Connector, Disconnectors
	20-50-6240	Maintenance - Wells	\$43.06	2" Galv Pipe 02/2024
	20-59-6180	Small Tools	\$12.92	Assorted Bungee cords 11/2023
	20-59-6180	Small Tools	\$16.11	Keys Single Cut 11/2023
	20-98-6220	Maintenance Buildings/Grounds	\$7.83	Misc Bolts, Nuts & Washers
		Distribution Total:	<u>\$92.39</u>	
18849	2/23/2024	Cintas		
	20-59-6130	Safety Supplies	\$258.60	Zoll Plus Auto Agreement
		Distribution Total:	<u>\$258.60</u>	
18850	2/23/2024	Clinical Laboratory of San Bernardino Inc		
	20-50-6400	Professional Services	\$9,500.00	Testing Samples 11/2024
	20-50-6400	Professional Services	\$23,776.50	Testing Samples 12/2023
		Distribution Total:	<u>\$33,276.50</u>	

18851	2/23/2024	Cole Burk		
	20-55-6920	Telephone	\$45.00	Cell Phone Reimbursement 02/2024
		Distribution Total:	<u>\$45.00</u>	
18852	2/23/2024	County Recorder San Bernardino		
	20-90-6335	Bank Charges and Misc Fees	\$60.00	Lien Release Fees
		Distribution Total:	<u>\$60.00</u>	
18853	2/23/2024	Danny Ent		
	20-59-6920	Telephone	\$45.00	Cell Phone Reimbursement 02/2024
		Distribution Total:	<u>\$45.00</u>	
18854	2/23/2024	David Emig		
	20-59-6920	Telephone	\$45.00	Cell Phone Reimbursement 02/2024
		Distribution Total:	<u>\$45.00</u>	
18855	2/23/2024	DDH APPLE VALLEY CONSTRUCTION, INC.		
	20-00-2025	Retention Payable	\$14,953.03	Grout Creek Pipeline Replacement Retention Due
		Distribution Total:	<u>\$14,953.03</u>	
18856	2/23/2024	Frontier		
	20-59-6920	Telephone	\$100.63	Telemetry 02/2024
		Distribution Total:	<u>\$100.63</u>	
18857	2/23/2024	FullSource		
	20-59-6130	Safety Supplies	\$138.64	Cold Weather Gloves
		Distribution Total:	<u>\$138.64</u>	
18858	2/23/2024	Grainger Inc		
	20-59-6180	Small Tools	(\$92.25)	Winter Boots
	20-59-6180	Small Tools	\$92.25	Winter Boots
	20-59-6360	Automotive Expense	\$30.60	(2) Mobil Oil
	20-59-6360	Automotive Expense	\$144.46	Tire Chains
		Distribution Total:	<u>\$175.06</u>	

18859	2/23/2024	Hach Company		
	20-50-6275	Maintenance - Water Treatment	\$7,444.00	Servicing & Calibration of Hach Analyzers
		Distribution Total:	<u>\$7,444.00</u>	
18860	2/23/2024	HD Supply Inc., dba USA Blue Book		
	20-50-6275	Maintenance - Water Treatment	\$63.79	Roytronic Injection Check Valve
		Distribution Total:	<u>\$63.79</u>	
18861	2/23/2024	Jason Hall		
	20-50-6920	Telephone	\$45.00	20240222
		Distribution Total:	<u>\$45.00</u>	
18862	2/23/2024	John Arthur May dba Cricket Consulting		
	20-50-6240	Maintenance - Wells	\$920.00	WIN 9-11 Subscription
		Distribution Total:	<u>\$920.00</u>	
18863	2/23/2024	Knight's Automotive		
	20-59-6286	Vehicle Maintenance	\$104.59	17P01 Tires, Brake Pad Replacement
	20-59-6286	Vehicle Maintenance	\$115.63	20SUV1 Tires, LOF
	20-59-6286	Vehicle Maintenance	\$154.22	19P01 LOF, Tire Rotation
	20-59-6286	Vehicle Maintenance	\$558.09	17P03 Windshield Replacement, LOF
	20-59-6286	Vehicle Maintenance	\$6,420.84	17P01 Transmission Replacement
	20-59-6360	Automotive Expense	\$1,153.97	17P01 Tires, Brake Pad Replacement
	20-59-6360	Automotive Expense	\$1,180.97	20SUV1 Tires, LOF
	20-59-6360	Automotive Expense	\$1,315.45	19P02 Tires
	20-59-6360	Automotive Expense	\$1,315.45	17P03 Tires
		Distribution Total:	<u>\$12,319.21</u>	
18864	2/23/2024	Leeanne Eagleson		
	20-98-6920	Telephone	\$45.00	Cell Phone Reimbursement 02/2024
		Distribution Total:	<u>\$45.00</u>	
18865	2/23/2024	McMaster-Carr Supply Company		
	20-59-6360	Automotive Expense	\$44.78	(4) Brass Lever 02/2024

	20-59-6360	Automotive Expense	\$78.05	(4) Stainless Steel Lever 02/2024
		Distribution Total:	<u>\$122.83</u>	
18866	2/23/2024	OJs Donut House		
	20-98-6930	Special Dept Expense	\$43.50	Donuts 2/14/2024
		Distribution Total:	<u>\$43.50</u>	
18867	2/23/2024	Pollardwater		
	20-55-6215	Maintenance - Hydrants	\$150.20	(2) Plas Side Wall Bracket
		Distribution Total:	<u>\$150.20</u>	
18868	2/23/2024	Powers Electric Products Co		
	20-50-6240	Maintenance - Wells	\$1,633.93	Powers Sounder Cable
		Distribution Total:	<u>\$1,633.93</u>	
18869	2/23/2024	Prudential Overall Supply dba Prudential Cleanroom		
	20-59-6339	Laundry	\$448.61	Uniform Services 02/01/2024
	20-59-6339	Laundry	\$448.61	Uniform Services 1/25/24
	20-59-6339	Laundry	\$448.61	Uniform Services 02/08/2024
	20-59-6339	Laundry	\$466.49	Uniform Services 12/14/2023
		Distribution Total:	<u>\$1,812.32</u>	
18870	2/23/2024	Rene Granillo		
	20-95-6920	Telephone	\$45.00	Cell Phone Reimbursement 02/2024
		Distribution Total:	<u>\$45.00</u>	
18871	2/23/2024	Rosemary DeLap		
	20-50-6240	Maintenance - Wells	\$148.25	Misc Rekeys 01/2024
		Distribution Total:	<u>\$148.25</u>	
18872	2/23/2024	Rush Medium Duty Truck Center		
	20-59-6286	Vehicle Maintenance	\$145.00	Vehicle 90-Day Inspection
	20-59-6286	Vehicle Maintenance	\$145.00	Vehicle 90-Day Inspection
	20-59-6286	Vehicle Maintenance	\$145.00	Vehicle 90-Day Inspection
	20-59-6286	Vehicle Maintenance	\$145.00	Vehicle 90-Day Inspection

	20-59-6286	Vehicle Maintenance	\$682.50	Vehicle 90-Day Inspection & Servicing
		Distribution Total:	<u>\$1,262.50</u>	
18873	2/23/2024	Samantha Salmas		
	20-98-6926	Education / Training	\$38.90	T1 Practice Exam Book
		Distribution Total:	<u>\$38.90</u>	
18874	2/23/2024	SB COUNTY EMPLOYEES RETIREMENT ASSOCI		
	20-00-2045	Payroll Liabilities	\$61,645.80	Emp Pension PP4 PPE 2/23/24
		Distribution Total:	<u>\$61,645.80</u>	
18875	2/23/2024	Sevag Baghbondarian dba Graphics Designed Ink S		
	20-51-6930	Special Dept Expense	\$793.04	4' x 4' 6mm Winterizing Signs
		Distribution Total:	<u>\$793.04</u>	
18876	2/23/2024	Sonsray Machinery		
	20-59-6286	Vehicle Maintenance	\$1,747.26	08BH01 Hose Clamp, Check Oil Leak
	20-59-6286	Vehicle Maintenance	\$2,207.74	21EX01 Field Repair
	20-59-6286	Vehicle Maintenance	\$2,830.11	14BH01 Fluid Leak
		Distribution Total:	<u>\$6,785.11</u>	
18877	2/23/2024	State Water Resources Control Board		
	20-59-6926	Education / Training	\$55.00	Treatment Operator Renewal OP #34556
		Distribution Total:	<u>\$55.00</u>	
18878	2/23/2024	SUNRISE FORD		
	20-99-8193	Capital Outlay	\$3,788.11	Tool Box & Bed Cover
	20-99-8193	Capital Outlay	\$50,072.73	2023 Ford F150 Supercab 4x4
		Distribution Total:	<u>\$53,860.84</u>	
18879	2/23/2024	Todd Clanton		
	20-95-6920	Telephone	\$45.00	Cell Phone Reimbursement 02/2024
		Distribution Total:	<u>\$45.00</u>	
18880	2/23/2024	Underground Service Alert of Southern California		
	20-98-6330	Contractual Services	\$121.24	CA State Reg Fee 02/2024

20-98-6330 Contractual Services \$155.25 83 New Ticket Charges 01/2024

Distribution Total: \$276.49

18881 2/23/2024 Vehicle Svcs Dept San Bernardino County

20-59-6362 Fuel \$5,461.55 Fuel 01/2024

Distribution Total: \$5,461.55

18882 2/28/2024 Greens Big Bear LLC

20-99-8191 Capital Outlay - CIP \$75,000.00 Water Main Extension

Distribution Total: \$75,000.00

Draft Number	Check Date	Vendor Name	Amount	Transaction Description
	GL Act Number	GL Account Name		

32 2/9/2024 PBK

20-99-8191 Capital Outlay - CIP \$5,400.00 Professional Services 01/2024

20-99-8191 Capital Outlay - CIP \$5,400.00 Professional Services 01/2024

Distribution Total: \$10,800.00

33 2/9/2024 South West Pump & Drilling Inc.

20-99-8191 Capital Outlay - CIP \$184,893.40 Division Well No. 9 02/2024

Distribution Total: \$184,893.40

34 2/9/2024 VC3, Inc. - Accent Computer Solutions

20-59-6420 Professional Services - Data/Internet \$2,862.84 IT Support 01/2024

20-98-6420 Professional Services - Data/Internet \$5,034.96 IT Support 01/2024

Distribution Total: \$7,897.80

35 2/23/2024 Austin Piperno

20-59-6926 Education / Training \$50.00 Reimbursement for D1 Distribution Test

20-95-6920 Telephone \$45.00 Cell Phone Reimbursement 02/2024

Distribution Total: \$95.00

36 2/23/2024 Ben Berge

20-50-6920 Telephone \$45.00 Cell Phone Reimbursement 02/2024

Distribution Total: \$45.00

37 2/23/2024 Best Best & Krieger LLP

20-98-6485 Professional Services - Legal \$836.60 DWP Matter # 19361.0005 01/2024

	20-98-6405	Professional Services - Personnel & Safet	\$4,580.64	DWP Matter #19361.0005 01/2024
		Distribution Total:	<u>\$5,417.24</u>	
38	2/23/2024	Billy Wormsbecker		
	20-95-6920	Telephone	\$45.00	Cell Phone Reimbursement 02/2024
		Distribution Total:	<u>\$45.00</u>	
39	2/23/2024	Canon Financial Services, Inc.		
	20-98-6258	Maintenance-Hardware/Software	\$365.97	CL Meter Usage 01/2024
	20-98-6375	Rents And Leases - Equipment	\$531.80	Copier Lease 02/2024
		Distribution Total:	<u>\$897.77</u>	
40	2/23/2024	Charter Communications		
	20-98-6920	Telephone	\$1,178.71	Telephone Services 02/2024
	20-50-6920	Telephone	\$149.98	211 Division Internet 02/2024
		Distribution Total:	<u>\$1,328.69</u>	
41	2/23/2024	Colleen Barrette		
	20-90-6920	Telephone	\$45.00	Cell Phone Reimbursement 02/2024
	20-98-6930	Special Dept Expense	\$142.61	Creamer & Coffee for Board Room
		Distribution Total:	<u>\$187.61</u>	
42	2/23/2024	Dakota Arizmendi		
	20-55-6920	Telephone	\$45.00	Cell Phone Reimbursement 02/2024
		Distribution Total:	<u>\$45.00</u>	
43	2/23/2024	Hayden Gregory		
	20-55-6920	Telephone	\$45.00	Cell Phone Reimbursement 02/2024
		Distribution Total:	<u>\$45.00</u>	
44	2/23/2024	Hector Pedroza Lopez		
	20-50-6920	Telephone	\$45.00	Cell Phone Reimbursement 02/2024
		Distribution Total:	<u>\$45.00</u>	
45	2/23/2024	Jaime Garcia Bernal		
	20-95-6920	Telephone	\$45.00	Cell Phone Reimbursement 02/2024

	20-59-6926	Education / Training	\$50.00	Reimbursement for D1 Distribution Test
		Distribution Total:	<u>\$95.00</u>	
46	2/23/2024	Jason Beck		
	20-59-6920	Telephone	\$45.00	Cell Phone Reimbursement 02/2024
		Distribution Total:	<u>\$45.00</u>	
47	2/23/2024	Jeff Sayegh		
	20-95-6920	Telephone	\$45.00	Cell Phone Reimbursement 02/2024
		Distribution Total:	<u>\$45.00</u>	
48	2/23/2024	Kevin Moran		
	20-59-6920	Telephone	\$45.00	Cell Phone Reimbursement 02/2024
		Distribution Total:	<u>\$45.00</u>	
49	2/23/2024	Kimberly Hauer		
	20-90-6920	Telephone	\$45.00	Cell Phone Reimbursement 02/2024
		Distribution Total:	<u>\$45.00</u>	
50	2/23/2024	Motive Energy Storage Systems, Inc.		
	20-98-6220	Maintenance Buildings/Grounds	\$3,274.00	Replacement Solar Panels
		Distribution Total:	<u>\$3,274.00</u>	
51	2/23/2024	Nathan Statham		
	20-98-6920	Telephone	\$45.00	Cell Phone Reimbursement 02/2024
		Distribution Total:	<u>\$45.00</u>	
52	2/23/2024	Rachel Franklin		
	20-98-6920	Telephone	\$45.00	Cell Phone Reimbursement 02/2024
		Distribution Total:	<u>\$45.00</u>	
53	2/23/2024	Reginald Lamson		
	20-98-6920	Telephone	\$45.00	Cell Phone Reimbursement 02/2024
		Distribution Total:	<u>\$45.00</u>	
54	2/23/2024	Rodolfo Rojas		
	20-55-6920	Telephone	\$45.00	Cell Phone Reimbursement 02/2024
		Distribution Total:	<u>\$45.00</u>	

55	2/23/2024	Roxann Abrahamson			
	20-55-6920	Telephone		\$45.00	Cell Phone Reimbursement 02/2024
		Distribution Total:		<u>\$45.00</u>	
56	2/23/2024	Samantha Armstrong			
	20-90-6920	Telephone		\$45.00	Cell Phone Reimbursement 02/2024
		Distribution Total:		<u>\$45.00</u>	
DFT0000295	2/9/2024	Paylocity Payroll			
	20-98-6405	Professional Services - Personnel & Safet		\$222.86	Payroll Processing PP3 PPE 1/26/24
		Distribution Total:		<u>\$222.86</u>	
DFT0000296	2/9/2024	Quadient Leasing USA, Inc.			
	20-98-6375	Rents And Leases - Equipment		\$2,523.66	Lease Postage Meter & Stuffer 02/2024
		Distribution Total:		<u>\$2,523.66</u>	
DFT0000297	2/9/2024	BASIC Benefits LLC			
	20-98-6405	Professional Services - Personnel & Safet		\$48.13	COBRA Admin Fee 12/2023
		Distribution Total:		<u>\$48.13</u>	
DFT0000298	2/22/2024	Paylocity Payroll			
	20-98-6405	Professional Services - Personnel & Safet		\$1,101.76	Payroll Processing PP4 PPE 2/9/24
		Distribution Total:		<u>\$1,101.76</u>	
DFT0000299	2/22/2024	BASIC Benefits LLC			
	20-98-6405	Professional Services - Personnel & Safet		\$48.13	COBRA Admin Fee 02/2024
		Distribution Total:		<u>\$48.13</u>	

Check Number	Check Date	Customer Name	Service Address	Refund Amount	Refund Description
18806	2/9/2024	TANNER TOLBERT	831 COVE DR	\$2,000.00	Billing Refunds 2/9/2024
18807	2/9/2024	Mutsuo Yamaguchi	579 SAHUARO WY	\$413.10	Billing Refunds 2/9/2024
18832	2/22/2024	HERMAN & GLORIA AUSLANDER	354 JEFFRIES	\$39.95	Refunds 029 UBPKT08692 Disconnect
18833	2/22/2024	EST OF LELAND STANFORD CHA	42660 FOX FARM RD	\$105.52	Refunds 029 UBPKT08692 Disconnect
18834	2/22/2024	LORI & STEVEN WALKER	39268 LARKSPUR	\$308.92	Refunds 029 UBPKT08692 Disconnect
18835	2/22/2024	RICHARD & RICHARD CONSTRUC	080476 HYDRANT METER	\$1,246.67	Refunds 029 UBPKT08692 Disconnect

Report Summary

Checks	Count	Total
Accounts Payables:	109	\$695,768.67
Customer Refunds	6	\$4,114.16
Total:	115	\$699,882.83
Bank Drafts		
Payroll Liabilities:	9	\$276,695.44
Debt Service:	4	\$252,018.06
Bank & Credit Card Fees:	2	\$11,885.80
Total:	15	\$540,599.30
Grand Total:	130	\$1,240,482.13

AGENDA REPORT



Service, Quality, Community

DATE: March 27, 2024

TO: Board of Commissioners

FROM: Reginald A. Lamson, General Manager

RE: **Approve a Three-Year Enterprise License Agreement with ESRI for Geographic Information System Access**

Background:

DWP tracks a significant amount of map related data to locate, manage, maintain and construct water system components. Map data functions are accessed and maintained through ArcGIS a geographic information system (GIS) product licensed from Environmental Systems Research Institute, Inc. (ESRI). ArcGIS functionality is utilized directly through ArcGIS Desktop Application and Cityworks. DWP's GIS system allows system assets to be tracked to precise map coordinates and addresses. Another principal function of the GIS system is to link record drawings to specific work sites for field staff. Record drawings range from hand illustrations of system components and their location to full engineering specifications and engineering drawings with DWP staff annotations. DWP currently has only one developer licensed to use ArcGIS Desktop Application that is installed on a single PC and accessible by Dave Emig, DWP's Sr Water Operations Technician and 19 Mobile Worker licenses used by field staff to view map data in Cityworks.

The current licensing structure has significant limitations. One significant limitation is that map data resides on a single unbacked up PC. Manual backups of ArcGIS files are currently being made to DWP's servers. This is done by copying and pasting ArcGIS database files. The single PC configuration has a high potential for data loss from system failure. Another significant limitation is that only one PC can add functionality to DWP's maps. Map input is not Dave's only responsibility and the time he is able to allocate to map updates is severely inadequate to address the needs. This limitation has led to system-wide record drawings being retained on a cloud-based file storage service (Dropbox). The final limitation of the current structure is that ArcGIS desktop does not properly integrate with the Cityworks production environment. This lack of integration is increasing the time spent by Cityworks development teams by an estimated factor of 10.

Enterprise Solution

ESRI is in the process of phasing out the ArcGIS Desktop Application product; DWP has been given notice that support will not be provided beginning in 2026. The available solution presented by ESRI is their Enterprise System priced specifically for utility customers. This solution resides on server platforms and allows for full multiuser access.

This solution would address data backup concerns since map data would not be stored on a local PC. The proposed solution adds additional functionality including additional creator licenses that will allow additional DWP staff or consultants to work on map files. Development integration with Cityworks will be greatly enhanced.

Geographic Information System ArcGIS Enterprise License Agreement

March 27, 2024

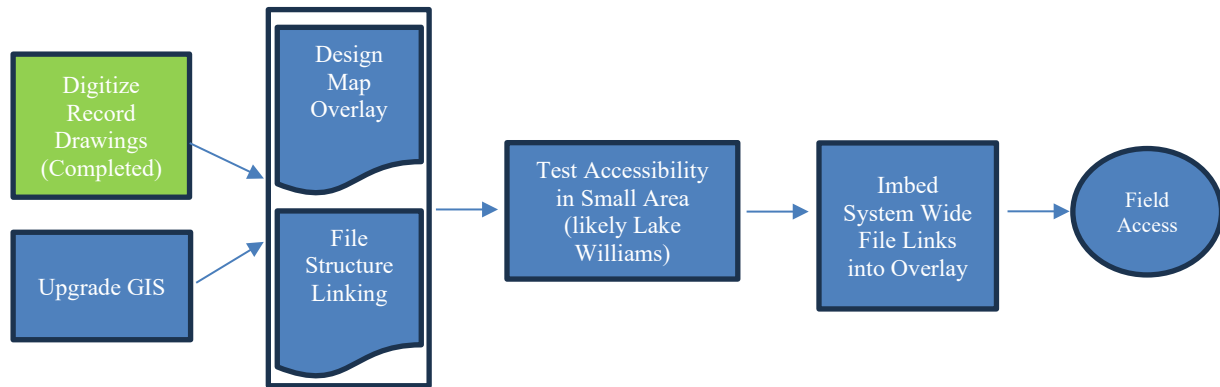
Page 2 of 3

IT Integration Projects

Upgrading from ArcGIS Desktop Application to ArcGIS Enterprise solution is part of two ongoing IT related projects. DWP staff is in the analysis phase of a map integration project focused on adding legacy construction drawings to ArcGIS and is in phase two of the Cityworks implementation project.

Map Integration Project

The focus of this project is to incorporate record drawings into DWP’s GIS maps. DWP has hundreds of record drawings which are critical to locating and understanding water system components. Current record drawings are added to ArcGIS and are accessible by field staff through Cityworks. Historical record drawings have been scanned and are digitally available to DWP staff; however, the drawings are stored separately from the GIS system in an online file share service (currently Dropbox). These record drawings are stored by date requiring reference to atlas map books followed by a search through the applicably dated folder. There is currently no integration of these drawings into DWP’s GIS system. The project objective is to make all system wide record drawings available in the field to all staff through Cityworks with a single click on the file from the address in question. The project is diagrammed below:



Cityworks Phase 2

As part of the Cityworks Phase 2 project implementation, DWP assets such as fire hydrants and meters are assigned to GIS maps that are accessible by field staff through Cityworks. This integration provides field staff with one click access to asset details for a specific property. The integration design and functionality is being hampered by the current version of ArcGIS.

Financial Impact:

If approved, GIS software appropriations are expected to increase \$14,966 annually as shown below:

Agreement	Current Annual Cost	Proposed Annual cost	Increase/ (Decrease)
ArcGIS Current	\$8,850	\$0	(\$8,850)
Dropbox	\$5,184	\$0	(\$5,184)
ArcGIS Enterprise	\$0	\$29,000	\$29,000
Total	\$14,034	\$29,000	\$14,966

Subsequent annual renewals will be included in respective subsequent annual budgets, but fiscal year 2024 appropriations would increase \$3,700.

Geographic Information System ArcGIS Enterprise License Agreement

March 27, 2024

Page 3 of 3

Initial costs are expected to occur in a staggered fashion due to implementation timing constraints e.g. the Dropbox subscription cannot be canceled until the map integration project is completed. Cost savings will be initially realized due to improved ease of development for Cityworks developers. Cityworks developers are billing at \$150 per hour. ArcGIS Enterprise is expected to significantly reduce developer time, but a precise estimate is not available at this point in the project.

Recommendation:

Authorize the General Manager or designee to enter into a three-year enterprise GIS solution agreement with ESRI.

Attachment

ESRI Small Utility Enterprise Agreement



February 22, 2024

Mr. Dave Emig
 City of Big Bear Lake
 41972 Garstin Dr
 Big Bear Lake, CA 92315

Dear Dave,

The Esri Small Utility Enterprise Agreement (SUEA) is a three-year agreement that will grant your organization access to Esri term license software. The EA will be effective on the date executed and will require a firm, three-year commitment.

Based on Esri's work with several organizations similar to yours, we know there is significant potential to apply Geographic Information System (GIS) technology in many operational and technical areas within your organization. For this reason, we believe that your organization will greatly benefit from an Enterprise Agreement (EA).

An EA will provide your organization with numerous benefits including:

- A lower cost per unit for licensed software
- Substantially reduced administrative and procurement expenses
- Complete flexibility to deploy software products when and where needed

The following business terms and conditions will apply:

- All current departments, employees, and in-house contractors of the organization will be eligible to use the software and services included in the EA.
- If your organization wishes to acquire and/or maintain any Esri software during the term of the agreement that is not included in the EA, it may do so separately at the Esri pricing that is generally available for your organization for software and maintenance.
- The organization will establish a single point of contact for orders and deliveries and will be responsible for redistribution to eligible users.
- The organization will establish a Tier 1 support center to field calls from internal users of Esri software. The organization may designate individuals as specified in the EA who may directly contact Esri for Tier 2 technical support.
- The organization will provide an annual report of installed Esri software to Esri.
- Esri software and updates that the organization is licensed to use will be automatically available for downloading.
- The fee and benefits offered in this EA proposal are contingent upon your acceptance of Esri's Small Utility EA terms and conditions.

Small Utility Enterprise Agreement

- Licenses are valid for the term of the EA.

The terms and conditions in this Small Utility EA offer are for utilities with a total meter count which falls under the applicable tier in the Esri EA Small Utility Program. By accepting this offer, you confirm that your organization's meter count falls within this range on the date of signature and that you are therefore eligible for this pricing. If your organization's meter count does not fall within this range, please confirm your current meter count, and Esri will provide a revised quotation.

This program offer is valid for 90 days. To complete the agreement within this time frame, please contact me within the next seven days to work through any questions or concerns you may have.

To expedite your acceptance of this EA offer:

1. Sign and return the EA contract with a Purchase Order or issue a Purchase Order that references this EA Quotation and includes the following statement on the face of the Purchase Order:

"THIS PURCHASE ORDER IS GOVERNED BY THE TERMS AND CONDITIONS OF THE ESRI SMALL UTILITY EA, AND ADDITIONAL TERMS AND CONDITIONS IN THIS PURCHASE ORDER WILL NOT APPLY."

Have it signed by an authorized representative of the organization.

2. On the first page of the EA, identify the central point of contact/agreement administrator. The agreement administrator is the party that will be the contact for management of the software, administration issues, and general operations. Information should include name, title (if applicable), address, phone number, and e-mail address.
3. In the purchase order, identify the "Ship to" and "Bill to" information for your organization.
4. Send the purchase order and agreement to the address, email or fax noted below:

Esri	e-mail: service@esri.com
Attn: Customer Service SU-EA	fax documents to: 909-307-3083
380 New York Street	
Redlands, CA 92373-8100	

I appreciate the opportunity to present you with this proposal, and I believe it will bring great benefits to your organization.

Thank you very much for your consideration.

Best Regards,
Raed Aldbagh



Quotation # Q-516108

Date: February 22, 2024

Customer # 543098 Contract #

City of Big Bear Lake
 Water & Power Dept
 41972 Garstin Dr
 Big Bear Lake, CA 92315

ATTENTION: Dave Emig
 PHONE: 9098665050
 EMAIL: demig@bbldwp.com

Environmental Systems Research Institute, Inc.
 380 New York St
 Redlands, CA 92373-8100
 Phone: (909) 793-2853
 DUNS Number: 06-313-4175 CAGE Code: 0AMS3

To expedite your order, please attach a copy of this quotation to your purchase order.
Quote is valid from: 2/22/2024 To: 5/22/2024

Material	Qty	Term	Unit Price	Total
168089	1	Year 1	\$29,300.00	\$29,300.00
Meter Counts 10,001 to 50,000 Small Utility Enterprise Agreement Annual Subscription				
168089	1	Year 2	\$29,300.00	\$29,300.00
Meter Counts 10,001 to 50,000 Small Utility Enterprise Agreement Annual Subscription				
168089	1	Year 3	\$29,300.00	\$29,300.00
Meter Counts 10,001 to 50,000 Small Utility Enterprise Agreement Annual Subscription				

Subtotal:	\$87,900.00
Sales Tax:	\$0.00
Estimated Shipping and Handling (Surface Delivery):	\$0.00
Contract Price Adjust:	\$0.00
Total:	\$87,900.00

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

For questions contact: Raed Aldbagh	Email: raldbagh@esri.com	Phone: (909) 369-5764 x5764
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The items on this quotation are subject to and governed by the terms of this quotation, the most current product specific scope of use document found at <https://assets.esri.com/content/dam/esrisites/media/legal/product-specific-terms-of-use/e300.pdf>, and your applicable signed agreement with Esri. If no such agreement covers any item quoted, then Esri's standard terms and conditions found at <https://go.esri.com/MAPS> apply to your purchase of that item. If any item is quoted with a multi-year payment schedule, then unless otherwise stated in this quotation, Customer is required to make all payments without right of cancellation. Third-party data sets included in a quotation as separately licensed items will only be provided and invoiced if Esri is able to provide such data and will be subject to the applicable third-party's terms and conditions. If Esri is unable to provide any such data set, Customer will not be responsible for any further payments for the data set. US Federal government entities and US government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Supplemental terms and conditions found at <https://www.esri.com/en-us/legal/terms/state-supplemental> apply to some US state and local government purchases. All terms of this quotation will be incorporated into and become part of any additional agreement regarding Esri's offerings. Acceptance of this quotation is limited to the terms of this quotation. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer, or confirmation sent to or to be sent by buyer. Unless prohibited by law, the quotation information is confidential and may not be copied or released other than for the express purpose of system selection and purchase/license. The information may not be given to outside parties or used for any other purpose without consent from Esri. Delivery is FOB Origin for customers located in the USA.



Quotation # Q-516108

Date: February 22, 2024

Customer # 543098 Contract #

City of Big Bear Lake
Water & Power Dept
41972 Garstin Dr
Big Bear Lake, CA 92315

ATTENTION: Dave Emig
PHONE: 9098665050
EMAIL: demig@bbldwp.com

Environmental Systems Research Institute, Inc.
380 New York St
Redlands, CA 92373-8100
Phone: (909) 793-2853
DUNS Number: 06-313-4175 CAGE Code: OAMS3

*To expedite your order, please attach a copy of this quotation to your purchase order.
Quote is valid from: 2/22/2024 To: 5/22/2024*

If you have made ANY alterations to the line items included in this quote and have chosen to sign the quote to indicate your acceptance, you must fax Esri the signed quote in its entirety in order for the quote to be accepted. You will be contacted by your Customer Service Representative if additional information is required to complete your request.

If your organization is a US Federal, state, or local government agency; an educational facility; or a company that will not pay an invoice without having issued a formal purchase order, a signed quotation will not be accepted unless it is accompanied by your purchase order.

In order to expedite processing, please reference the quotation number and any/all applicable Esri contract number(s) (e.g. MPA, ELA, SmartBuy, GSA, BPA) on your ordering document.

BY SIGNING BELOW, YOU CONFIRM THAT YOU ARE AUTHORIZED TO OBLIGATE FUNDS FOR YOUR ORGANIZATION, AND YOU ARE AUTHORIZING ESRI TO ISSUE AN INVOICE FOR THE ITEMS INCLUDED IN THE ABOVE QUOTE IN THE AMOUNT OF \$_____, PLUS SALES TAXES IF APPLICABLE. DO NOT USE THIS FORM IF YOUR ORGANIZATION WILL NOT HONOR AND PAY ESRI'S INVOICE WITHOUT ADDITIONAL AUTHORIZING PAPERWORK.

Please check one of the following:

I agree to pay any applicable sales tax.

I am tax exempt, please contact me if exempt information is not currently on file with Esri.

Signature of Authorized Representative

Date

Name (Please Print)

Title

The quotation information is proprietary and may not be copied or released other than for the express purpose of system selection and purchase/license. This information may not be given to outside parties or used for any other purpose without consent from Environmental Systems Research Institute, Inc. (Esri).

Any estimated sales and/or use tax reflected on this quote has been calculated as of the date of this quotation and is merely provided as a convenience for your organization's budgetary purposes. Esri reserves the right to adjust and collect sales and/or use tax at the actual date of invoicing. If your organization is tax exempt or pays state tax directly, then prior to invoicing, your organization must provide Esri with a copy of a current tax exemption certificate issued by your state's taxing authority for the given jurisdiction.

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

For questions contact: Raed Aldbagh	Email: raldbagh@esri.com	Phone: (909) 369-5764 x5764
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The items on this quotation are subject to and governed by the terms of this quotation, the most current product specific scope of use document found at <https://assets.esri.com/content/dam/esrisites/media/legal/product-specific-terms-of-use/e300.pdf>, and your applicable signed agreement with Esri. If no such agreement covers any item quoted, then Esri's standard terms and conditions found at <https://go.esri.com/MAPS> apply to your purchase of that item. If any item is quoted with a multi-year payment schedule, then unless otherwise stated in this quotation, Customer is required to make all payments without right of cancellation. Third-party data sets included in a quotation as separately licensed items will only be provided and invoiced if Esri is able to provide such data and will be subject to the applicable third-party's terms and conditions. If Esri is unable to provide any such data set, Customer will not be responsible for any further payments for the data set. US Federal government entities and US government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Supplemental terms and conditions found at <https://www.esri.com/en-us/legal/terms/state-supplemental> apply to some US state and local government purchases. All terms of this quotation will be incorporated into and become part of any additional agreement regarding Esri's offerings. Acceptance of this quotation is limited to the terms of this quotation. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer, or confirmation sent to or to be sent by buyer. Unless prohibited by law, the quotation information is confidential and may not be copied or released other than for the express purpose of system selection and purchase/license. The information may not be given to outside parties or used for any other purpose without consent from Esri. Delivery is FOB Origin for customers located in the USA.

Esri Use Only:

Cust. Name _____
 Cust. # _____
 PO # _____
 Esri Agreement # _____



**SMALL ENTERPRISE AGREEMENT
 SMALL UTILITY
 (E215-2)**

This Agreement is by and between the organization identified in the Quotation ("**Customer**") and **Environmental Systems Research Institute, Inc. ("Esri")**.

This Agreement sets forth the terms for Customer's use of Products and incorporates by reference (i) the Quotation and (ii) the Master Agreement. Should there be any conflict between the terms and conditions of the documents that comprise this Agreement, the order of precedence for the documents shall be as follows: (i) the Quotation, (ii) this Agreement, and (iii) the Master Agreement. This Agreement shall be governed by and construed in accordance with the laws of the state in which Customer is located without reference to conflict of laws principles, and the United States of America federal law shall govern in matters of intellectual property. The modifications and additional rights granted in this Agreement apply only to the Products listed in Table A.

**Table A
 List of Products**

Uncapped Quantities

Desktop Software and Extensions (Single Use)

ArcGIS Desktop Advanced
 ArcGIS Desktop Standard
 ArcGIS Desktop Basic
 ArcGIS Desktop Extensions: ArcGIS 3D Analyst, ArcGIS Spatial Analyst, ArcGIS Geostatistical Analyst, ArcGIS Publisher, ArcGIS Network Analyst, ArcGIS Schematics, ArcGIS Workflow Manager, ArcGIS Data Reviewer

Enterprise Software and Extensions

ArcGIS Enterprise (Advanced and Standard)
 ArcGIS Monitor
 ArcGIS Enterprise Extensions: ArcGIS 3D Analyst, ArcGIS Spatial Analyst, ArcGIS Geostatistical Analyst, ArcGIS Network Analyst, ArcGIS Schematics, ArcGIS Workflow Manager, ArcGIS Data Reviewer

Enterprise Additional Capability Servers

ArcGIS Image Server

Developer Tools

ArcGIS Runtime Standard
 ArcGIS Runtime Analysis Extension

Limited Quantities

One (1) Professional subscription to ArcGIS Developer
 Two (2) ArcGIS CityEngine Single Use Licenses
 50 ArcGIS Online Viewers
 50 ArcGIS Online Creators
 10,000 ArcGIS Online Service Credits
 50 ArcGIS Enterprise Creators
 5 ArcGIS Insights in ArcGIS Enterprise
 5 ArcGIS Insights in ArcGIS Online
 10 ArcGIS Location Sharing User Type Extension (Enterprise)
 10 ArcGIS Location Sharing User Type Extension (Online)
 50 ArcGIS Advanced Editing User Type Extensions (Enterprise)
 1 ArcGIS Business Analyst Web App Standard (Online)

OTHER BENEFITS

Number of Esri User Conference registrations provided annually	2
Number of Tier 1 Help Desk individuals authorized to call Esri	3
Maximum number of sets of backup media, if requested*	2
Five percent (5%) discount on all individual commercially available instructor-led training classes at Esri facilities purchased outside this Agreement	

*Additional sets of backup media may be purchased for a fee

Customer may accept this Agreement by signing and returning the whole Agreement with (i) the Quotation attached, (ii) a purchase order, or (iii) another document that matches the Quotation and references this Agreement ("**Ordering Document**"). **ADDITIONAL OR CONFLICTING TERMS IN CUSTOMER'S PURCHASE ORDER OR OTHER DOCUMENT WILL NOT APPLY, AND THE TERMS OF THIS AGREEMENT WILL GOVERN.** This Agreement is effective as of the date of Esri's receipt of an Ordering Document, unless otherwise agreed to by the parties ("**Effective Date**").

Term of Agreement: Three (3) years

This Agreement supersedes any previous agreements, proposals, presentations, understandings, and arrangements between the parties relating to the licensing of the Products. Except as provided in Article 4—Product Updates, no modifications can be made to this Agreement.

Accepted and Agreed:

(Customer)

By: _____
Authorized Signature

Printed Name: _____

Title: _____

Date: _____

CUSTOMER CONTACT INFORMATION

Contact: _____

Telephone: _____

Address: _____

Fax: _____

City, State, Postal Code: _____

E-mail: _____

Country: _____

Quotation Number (if applicable): _____

1.0—ADDITIONAL DEFINITIONS

In addition to the definitions provided in the Master Agreement, the following definitions apply to this Agreement:

"Case" means a failure of the Software or Online Services to operate according to the Documentation where such failure substantially impacts operational or functional performance.

"Deploy", "Deployed" and "Deployment" mean to redistribute and install the Products and related Authorization Codes within Customer's organization(s).

"Fee" means the fee set forth in the Quotation.

"Maintenance" means Tier 2 Support, Product updates, and Product patches provided to Customer during the Term of Agreement.

"Master Agreement" means the applicable master agreement for Esri Products incorporated by this reference that is (i) found at <https://www.esri.com/en-us/legal/terms/full-master-agreement> and available in the installation process requiring acceptance by electronic acknowledgment or (ii) a signed Esri master agreement or license agreement that supersedes such electronically acknowledged master agreement.

"Product(s)" means the products identified in Table A—List of Products and any updates to the list Esri provides in writing.

"Quotation" means the offer letter and quotation provided separately to Customer.

"Technical Support" means the technical assistance for attempting resolution of a reported Case through error correction, patches, hot fixes, workarounds, replacement deliveries, or any other type of Product corrections or modifications.

"Tier 1 Help Desk" means Customer's point of contact(s) to provide all Tier 1 Support within Customer's organization(s).

"Tier 1 Support" means the Technical Support provided by the Tier 1 Help Desk.

"Tier 2 Support" means the Esri Technical Support provided to the Tier 1 Help Desk when a Case cannot be resolved through Tier 1 Support.

2.0—ADDITIONAL GRANT OF LICENSE

2.1 Grant of License. Subject to the terms and conditions of this Agreement, Esri grants to Customer a personal, nonexclusive, nontransferable license solely to use, copy, and Deploy quantities of the Products listed in Table A—List of Products for the Term of Agreement (i) for the applicable Fee and (ii) in accordance with the Master Agreement.

2.2 Consultant Access. Esri grants Customer the right to permit Customer's consultants or contractors to use the Products exclusively for Customer's benefit. Customer will be solely responsible for compliance by consultants and contractors with this Agreement and will ensure that the consultant or contractor discontinues use of Products upon completion of work for Customer. Access to or use of Products by consultants or contractors not exclusively for Customer's benefit is prohibited. Customer may not permit its consultants or contractors to install Software or Data on consultant, contractor, or third-party computers or remove Software or Data from Customer locations, except for the purpose of hosting the Software or Data on Contractor servers for the benefit of Customer.

3.0—TERM, TERMINATION, AND EXPIRATION

3.1 Term. This Agreement and all licenses hereunder will commence on the Effective Date and continue for the duration identified in the Term of Agreement, unless this Agreement is terminated earlier as provided herein. Customer is only authorized to use Products during the Term of Agreement. For an Agreement with a limited term, Esri does not grant Customer an indefinite or a perpetual license to Products.

3.2 No Use upon Agreement Expiration or Termination. All Product licenses, all Maintenance, and Esri User Conference registrations terminate upon expiration or termination of this Agreement.

3.3 Termination for a Material Breach. Either party may terminate this Agreement for a material breach by the other party. The breaching party will have thirty (30) days from the date of written notice to cure any material breach.

3.4 Termination for Lack of Funds. For an Agreement with government or government-

owned entities, either party may terminate this Agreement before any subsequent year if Customer is unable to secure funding through the legislative or governing body's approval process.

3.5 Follow-on Term. If the parties enter into another agreement substantially similar to this Agreement for an additional term, the effective date of the follow-on agreement will be the day after the expiration date of this Agreement.

4.0—PRODUCT UPDATES

4.1 Future Updates. Esri reserves the right to update the list of Products in Table A—List of Products by providing written notice to Customer. Customer may continue to use all Products that have been Deployed, but support and upgrades for deleted items may not be available. As new Products are incorporated into the standard program, they will be offered to Customer via written notice for incorporation into the Products schedule at no additional charge. Customer's use of new or updated Products requires Customer to adhere to applicable additional or revised terms and conditions in the Master Agreement.

4.2 Product Life Cycle. During the Term of Agreement, some Products may be retired or may no longer be available to Deploy in the identified quantities. Maintenance will be subject to the individual Product Life Cycle Support Status and Product Life Cycle Support Policy, which can be found at <https://support.esri.com/en/other-resources/product-life-cycle>. Updates for Products in the mature and retired phases may not be available. Customer may continue to use Products already Deployed, but Customer will not be able to Deploy retired Products.

5.0—MAINTENANCE

The Fee includes standard maintenance benefits during the Term of Agreement as specified in the most current applicable Esri Maintenance and Support Program document (found at <https://www.esri.com/en-us/legal/terms/maintenance>). At Esri's sole discretion, Esri may make patches, hot fixes, or updates available for download. No Software other

than the defined Products will receive Maintenance. Customer may acquire maintenance for other Software outside this Agreement.

a. Tier 1 Support

1. Customer will provide Tier 1 Support through the Tier 1 Help Desk to all Customer's authorized users.
2. The Tier 1 Help Desk will be fully trained in the Products.
3. At a minimum, Tier 1 Support will include those activities that assist the user in resolving how-to and operational questions as well as questions on installation and troubleshooting procedures.
4. The Tier 1 Help Desk will be the initial point of contact for all questions and reporting of a Case. The Tier 1 Help Desk will obtain a full description of each reported Case and the system configuration from the user. This may include obtaining any customizations, code samples, or data involved in the Case.
5. If the Tier 1 Help Desk cannot resolve the Case, an authorized Tier 1 Help Desk individual may contact Tier 2 Support. The Tier 1 Help Desk will provide support in such a way as to minimize repeat calls and make solutions to problems available to Customer's organization.
6. Tier 1 Help Desk individuals are the only individuals authorized to contact Tier 2 Support. Customer may change the Tier 1 Help Desk individuals by written notice to Esri.

b. Tier 2 Support

1. Tier 2 Support will log the calls received from Tier 1 Help Desk.
2. Tier 2 Support will review all information collected by and received from the Tier 1 Help Desk including preliminary documented troubleshooting provided by the Tier 1 Help Desk when Tier 2 Support is required.
3. Tier 2 Support may request that Tier 1 Help Desk individuals provide verification of information, additional information, or answers to additional questions to

supplement any preliminary information gathering or troubleshooting performed by Tier 1 Help Desk.

4. Tier 2 Support will attempt to resolve the Case submitted by Tier 1 Help Desk.
5. When the Case is resolved, Tier 2 Support will communicate the information to Tier 1 Help Desk, and Tier 1 Help Desk will disseminate the resolution to the user(s).

6.0—ENDORSEMENT AND PUBLICITY

This Agreement will not be construed or interpreted as an exclusive dealings agreement or Customer's endorsement of Products. Either party may publicize the existence of this Agreement.

7.0—ADMINISTRATIVE REQUIREMENTS

7.1 OEM Licenses. Under Esri's OEM or Solution OEM programs, OEM partners are authorized to embed or bundle portions of Esri products and services with their application or service. OEM partners' business model, licensing terms and conditions, and pricing are independent of this Agreement. Customer will not seek any discount from the OEM partner or Esri based on the availability of Products under this Agreement. Customer will not decouple Esri products or services from the OEM partners' application or service.

7.2 Annual Report of Deployments. At each anniversary date and ninety (90) calendar days prior to the expiration of this Agreement, Customer will provide Esri with a written report detailing all Deployments. Upon request, Customer will provide records sufficient to verify the accuracy of the annual report.

8.0—ORDERING, ADMINISTRATIVE PROCEDURES, DELIVERY, AND DEPLOYMENT

8.1 Orders, Delivery, and Deployment

- a. Upon the Effective Date, Esri will invoice Customer and provide Authorization Codes to activate the nondestructive copy protection program that enables Customer to download,

operate, or allow access to the Products. If this is a multi-year Agreement, Esri may invoice the Fee up to thirty (30) calendar days before the annual anniversary date for each year.

- b. Undisputed invoices will be due and payable within thirty (30) calendar days from the date of invoice. Esri reserves the right to suspend Customer's access to and use of Products if Customer fails to pay any undisputed amount owed on or before its due date. Esri may charge Customer interest at a monthly rate equal to the lesser of one percent (1.0%) per month or the maximum rate permitted by applicable law on any overdue fees plus all expenses of collection for any overdue balance that remains unpaid ten (10) days after Esri has notified Customer of the past-due balance.

- c. Esri's federal ID number is 95-2775-732.

- d. If requested, Esri will ship backup media to the ship-to address identified on the Ordering Document, FOB Destination, with shipping charges prepaid. Customer acknowledges that should sales or use taxes become due as a result of any shipments of tangible media, Esri has a right to invoice and Customer will pay any such sales or use tax associated with the receipt of tangible media.

8.2 Order Requirements. Esri does not require Customer to issue a purchase order. Customer may submit a purchase order in accordance with its own process requirements, provided that if Customer issues a purchase order, Customer will submit its initial purchase order on the Effective Date. If this is a multi-year Agreement, Customer will submit subsequent purchase orders to Esri at least thirty (30) calendar days before the annual anniversary date for each year.

- a. All orders pertaining to this Agreement will be processed through Customer's centralized point of contact.

- b. The following information will be included in each Ordering Document:

- (1) Customer name; Esri customer number, if known; and bill-to and ship-to addresses
- (2) Order number
- (3) Applicable annual payment due

9.0—MERGERS, ACQUISITIONS, OR DIVESTITURES

If Customer is a commercial entity, Customer will notify Esri in writing in the event of (i) a consolidation, merger, or reorganization of Customer with or into another corporation or entity; (ii) Customer's acquisition of another entity; or (iii) a transfer or sale of all or part of Customer's organization (subsections i, ii, and iii, collectively referred to as "**Ownership Change**"). There will be no decrease in Fee as a result of any Ownership Change.

- 9.1** If an Ownership Change increases the cumulative program count beyond the maximum level for this Agreement, Esri reserves the right to increase the Fee or terminate this Agreement and the parties will negotiate a new agreement.
- 9.2** If an Ownership Change results in transfer or sale of a portion of Customer's organization, that portion of Customer's organization will transfer the Products to Customer or uninstall, remove, and destroy all copies of the Products.
- 9.3** This Agreement may not be assigned to a successor entity as a result of an Ownership Change unless approved by Esri in writing in advance. If the assignment to the new entity is not approved, Customer will require any successor entity to uninstall, remove, and destroy the Products. This Agreement will terminate upon such Ownership Change.

AGENDA REPORT



Service, Quality, Community

DATE: March 27, 2024
TO: Board of Commissioners
FROM: Reginald A. Lamson, General Manager
PREPARED BY: Rachel M. Franklin, Human Resources Administrator
RE: **Human Resources/Risk Management Report**

HR Update

Staffing:

1. Congratulations to Alex Pedroza on his 7-year anniversary with DWP!
2. We would like to welcome Amy Kawa to DWP as our new Customer Service Representative!
3. We would like to welcome Steve Tokeshi to DWP as our new Water Conservation Specialist!

Benefits:

1. Date change - Representatives from SBCERA and Social Security will be meeting with staff on April 2, 2024 to discuss retirement options and planning.
2. Staff will meet with Bender Benefits, our benefit broker, April 11, 2024 for initial discussions regarding FY2025 medical benefits. As the meeting nears, staff will update the Board with any changes in benefits for staff.

Miscellaneous:

1. March Staff Communications included information regarding upcoming seminars and new policy information.
2. March Safety Topics – Workplace Eye Wellness
3. I administered 6 Personal Action Forms and 2 withholding forms for staff.
4. I submitted monthly employment statistical data to the Department of Labor.
5. Paperwork and benefit enrollment was processed for two new hires.

Risk Update

1. The HR Committee met on March 14, 2024 to discuss future staffing transitions which will be presented to the Board during the March 27, 2024 Board Meeting.
2. Time was spent researching a liability claim submitted to DWP.

AGENDA REPORT



Service, Quality, Community

DATE: March 27, 2024

TO: Board of Commissioners

FROM: Reginald A. Lamson, General Manager

PREPARED BY: Bennett Rossell, Water Conservation & Communications Supervisor

RE: **Water Conservation & Communications Supervisor Report**

February 2024 Production and Usage Overview:

- Production: 47 million gallons (MG)
- R-GPCD: 54 gallons per capita per day (GPD)
- Precipitation: 18"

In February, water production was 47 million gallons (MG). This is a 4% *decrease* for the month of February compared to its average from 2019 to 2023 at 49 MG.

Our customers used less water last month when compared to historic averages. The Residential Gallons-Per-Capita-Day (RGPCD) average for the month of February from 2019 to 2023 was 59 MG, whereas last month's RGPCD was 54 MG. This represents an 8% *decrease* from that average.

The Bear Valley received 18 inches of rain during the month of February, measured at the dam by MWD. Precipitation for the month of February has averaged just shy of 6 inches over the previous decade.

Activities:

We have welcomed our new Conservation Specialist, Steve Tokeshi, to the department. He is settling into his role, and we are pleased to have him on board.

Staff have spent time ironing out the process for reporting metrics for the State Water Board's monthly SAFER Report, both in how we compile the data reported as well as understanding the report itself, which, like the legislation it is derived from, continues to evolve.

DWP has again partnered with Bear Valley Electric Service, Inc. to hold an Earth Day event on April 26, 2024, from 10:30AM to 1:30PM. Conservation will enhance its presentation at this event by incorporating a 3D groundwater model into an interactive, educational demonstration to small groups.

An application has been submitted to the EPA's WaterSense program for what could be DWP's fifth consecutive Promotional Partner of the Year Award. The application includes every campaign and/or part of the WaterSense label we promoted during calendar year 2023. Application results will be given sometime in August.

Conservation Key Metrics – February 2024

389	Contacts regarding leaks and watering violations
23	Inquiries into the toilet rebate program
0	Inquiries into winterizing, turf rebates, policies, permits, landscaping

BBLDWP Water Use

Total Production in Million Gallons (MG)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
2019	59	54	50	41	54	70	81	79	71	56	43	54	713
2020	57	47	39	35	63	83	96	90	76	66	55	52	759
2021	59	49	46	47	70	74	84	77	66	50	41	53	716
2022	55	47	44	41	74	70	82	58	57	51	43	55	677
2023	61	47	43	42	48	61	79	67	61	48	41	48	648
2024	52	47											99
2019-2023 Average	58	49	44	41	62	72	84	74	66	54	45	53	702
2024 +/- % Average	-10%	-4%											

Residential Gallons Per Capita Day (R-GPCD) Produced

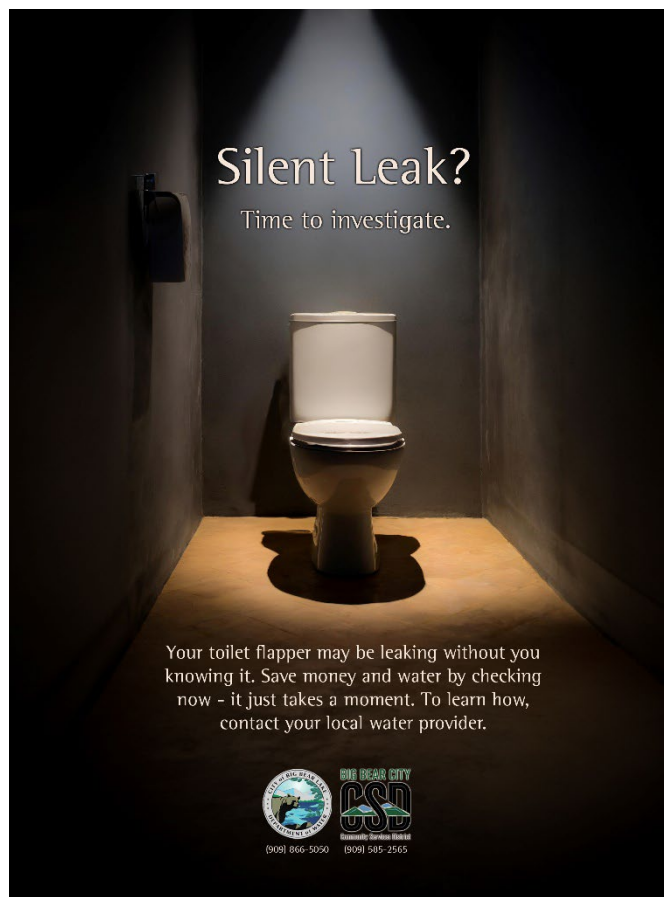
Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Annua
2019	65	65	55	46	59	79	88	86	80	61	48	59	66
2020	62	57	42	39	69	93	104	98	86	72	62	57	70
2021	65	59	50	53	76	84	91	83	74	55	46	58	66
2022	65	59	50	53	76	84	91	83	74	55	46	58	63
2023	67	57	47	48	52	69	86	73	69	52	47	53	60
2024	57	54											
2019-2023 Average	65	59	49	48	67	82	92	85	77	59	50	57	66
2024 +/- % Average	-12%	-8%											

Footnote: All reported amounts are based on production. This measure will differ from the same calculation based on customer demand since system loss is not included in the presented calculation.

Advertising: Big Bear Grizzly Ads:



-Grizzly Fire & Water Ad, ¼ page-



- Big Bear Now Magazine, Full Page-

Advertising: KBHR Ads

DWP

It could be said it's the water that puts Big Bear on the map. The lake and snow obviously attract hundreds of thousands of visitors every year. But I suggest it's our other body of water that gives us a 'Big' name. Hello, this is Bennett with the City of Big Bear Lake, Department of Water & Power and I suggest the most precious water we have is our drinking water. It comes by way of precipitation and is naturally filtered through our mountain terrain, then simply pumped, tested, and delivered to your home... clean, delicious mountain water.

Of course, this resource is essential for life, which is why it would be *advantageous* of us, the greater Big Bear community, to only use this water *reasonably* and *productively* at all times. If you can take a simple step to use a little less water, and your neighbor does the same, we'll be in good shape. I'll be doing my part, too.

While indoors this winter, maybe inspect your toilet; it functions using our drinking water. Old ones from a bygone era have big tanks and use a wasteful amount of water. If you have one, swap it out with a new one that's efficient. We suggest purchasing a *WaterSense* labelled toilet to ensure efficiency and we offer up to a \$100 toilet rebate to make the switch easy.

For more information, visit bbldwp.com

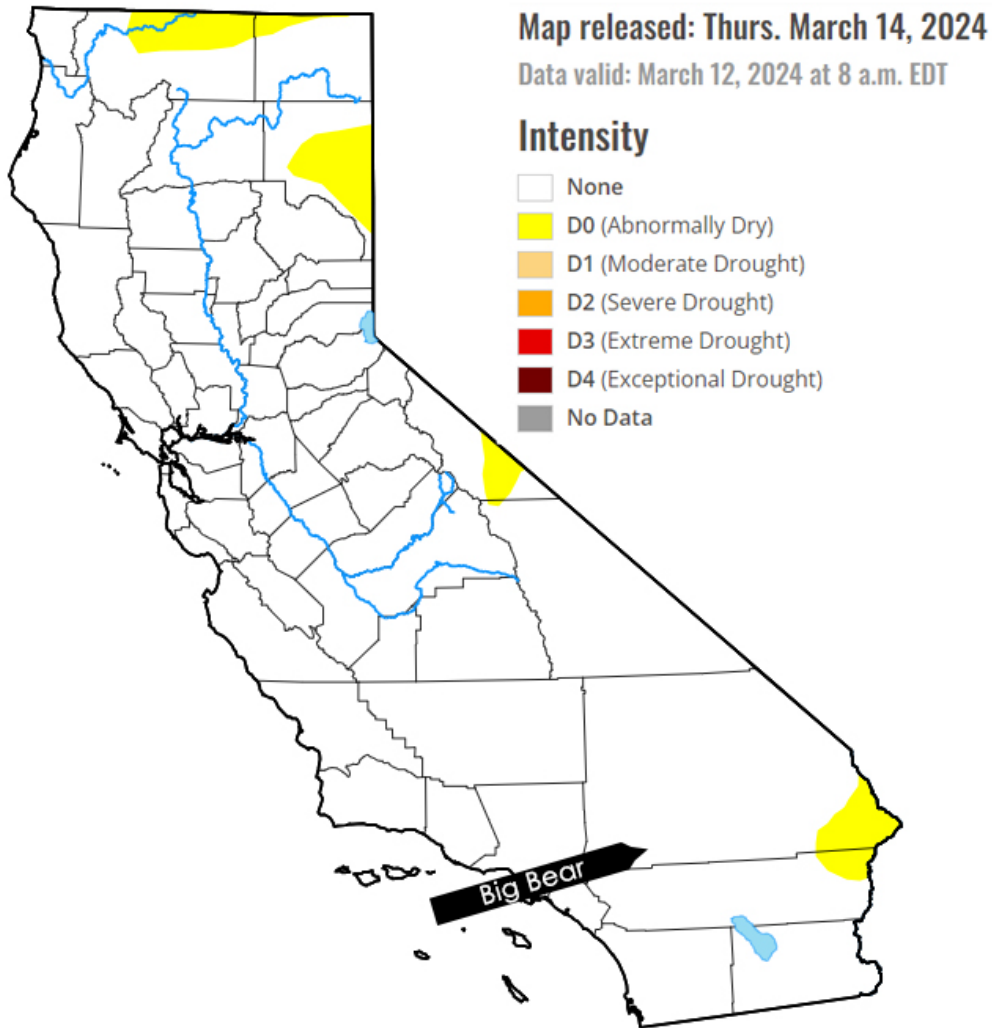
DWP&CSD

Did you know that Big Bear is independent from the state of California? Okay, let me be clear here... we are *hydrologically* independent from the rest of the state. What I mean by that is our mountain topography makes it nearly impossible to get help from ‘down the hill’ in the event of a water emergency. Should we ever encounter one, no aid from state or regional relief programs is currently available due to the lift it would take to import water thousands of feet up to our mountain community.

Fortunately, our water supply is historically strong, and this winter has already given us *relief* from drought conditions... but we’re in no way *recovered* from them. The Big Bear City CSD and the City of Big Bear Lake encourage you to of course enjoy this relief but also plan for an uncertain future by checking your indoor plumbing fixtures while you’re indoors this winter. Your toilets, sinks, showerheads, dishwashers... they all use this water, and old ones are inefficient and should be swapped out. If we all do this- you and me, we’ll be on better footing heading into the future...

For information on how you can easily save water, visit BBCCSD.org or BBLDWP.com.

California Drought Monitor:



AGENDA REPORT



Service, Quality, Community

DATE: March 27, 2024
TO: Board of Commissioners
FROM: Reginald A. Lamson, General Manager
PREPARED BY: Danny Ent, Water Superintendent
RE: **Water Superintendent's Report**

In February, the Meter Department responded 242 leaks that were detected on the Radio Read Leak report, a total of 592 leaks were reported in the 2024 calendar year. Additionally, they have been replacing Hersey meters, check radio reads, and pre-marking meter boxes damaged during the winter.

The Production Department has been completing their daily routes and performing maintenance and repairs. They worked with contractors trouble shooting and repairing the backup Generator at the DWP yard.

The Distribution Department has been repairing leaks, doing maintenance, exercising valves, inspecting hydrants, and performing federally mandated (EPA) service inventory. They are also focusing on replacing meter boxes hit by snow plows.

The Water Operations Department has been working on the record drawings for the completed 2023 construction projects, overseeing the test pumping of Division Well No. 9, and inputting the information into GIS. The staff continues to work with WSC to upgrade the Wall maps to include all of the projects that have been completed over the last eight years.

All Departments have been working on the EAR report and Budget preparation.

City of Big Bear Lake Water Department

Water Superintendent's Report (Fiscal Year)

Total Production for: 2/28/24

"Measured in Million Gallons" Y-T-D = Year to Date	MG				2024 Monthly % Difference	2024 Y-T-D % Difference
	2/29/24 Month-ended	2024 Y-T-D	2/28/23 Month-ended	2023 Y-T-D		
Big Bear Lake / Moonridge	33.89	324.15	32.82	309.31	3.26%	4.80%
Sugarloaf / Erwin Lake	10.25	95.23	12.48	120.63	-17.87%	-21.06%
Fawnskin	1.57	14.96	1.34	14.11	17.16%	6.02%
Lake Williams	0.63	6.19	0.64	6.16	-1.56%	0.49%
RV Park	0.16	3.24	0.15	2.87	6.67%	12.89%
SUB - TOTAL	46.50	443.77	47.43	453.08	-1.96%	-2.05%

Million Gallons transferred from
Sugarloaf / Erwin Lake to
Big Bear Lake / Moonridge. **2.49**

Year to Date Transferred.* **28.59**

*(This amount is included in the Sugarloaf / Erwin Lake Total but not in the BBL / Moonridge Total.)

SLANT WELL PRODUCTION: The totals below are included in the above totals.

"Measured in Million Gallons" Y-T-D = Year to Date	MG				2024 Monthly % Difference	2024 Y-T-D % Difference
	2/29/24 Month-ended	2024 Y-T-D	2/28/23 Month-ended	2023 Y-T-D		
Big Bear Lake / Moonridge	15.46	168.63	9.42	80.74	64.12%	108.86%
Fawnskin	1.55	13.38	1.31	7.80	18.32%	71.54%

Monthly Percentage of GRAVITY PRODUCTION vs. ELECTRICAL PRODUCTION

	2/29/24 Month-ended	2024 Y-T-D	2/28/23 Month-ended	2023 Y-T-D
BBL / Moonridge - GRAVITY	46%	52%	29%	26%
BBL / Moonridge - ELECTRICAL	54%	48%	71%	74%

	2/29/24 Month-ended	2024 Y-T-D	2/28/23 Month-ended	2023 Y-T-D
Fawnskin - GRAVITY	99%	89%	98%	55%
Fawnskin - ELECTRICAL	1%	11%	2%	45%

AGENDA REPORT



Service, Quality, Community

DATE: March 27, 2024
TO: Board of Commissioners
FROM: Reginald A. Lamson, General Manager
PREPARED BY: Nathan Statham, Chief Financial Officer
RE: **Chief Financial Officer’s Report**

2024-25 Budget Process

Accounting staff has compiled budget request worksheets from all departments and has prepared a draft budget. Internal discussions and reviews are ongoing between DWP staff.

Project Cost Analysis – Garstin Facility Architectural Services

Accounting staff reviewed the invoicing and purchase order for Garstin Facility Architectural Services under contract with PBK. To date, PBK has billed the DWP for \$108,000 for schematic design services. While DWP’s financial system does not track project costs by contract line item, a table from the most recent PBK invoice is shown below detailing the milestone completion to date:

Project 0000230269 Big Bear Lake Water Operations Facility						
<u>Professional Services from February 1, 2024 to February 29, 2024</u>						
Fee						
Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing	
BASIC FEES						
Schematic Design	108,000.00	100.00	108,000.00	97,200.00	10,800.00	
Design Development	72,000.00	0.00	0.00	0.00	0.00	
Construction Documents	360,000.00	0.00	0.00	0.00	0.00	
Bidding	36,000.00	0.00	0.00	0.00	0.00	
Construction Administration	144,000.00	0.00	0.00	0.00	0.00	
Total BASIC FEES	720,000.00		108,000.00	97,200.00	10,800.00	
PROJECT SPECIFIC FEES						
Geotechnical Investigation	25,000.00	0.00	0.00	0.00	0.00	
Hazardous Material Assessment	6,000.00	0.00	0.00	0.00	0.00	
Total PROJECT SPECIFIC FEES	31,000.00		0.00	0.00	0.00	

DWP staff expects continued billings for Design Development based on the ongoing work being performed.

CFO's Report

March 27, 2024

Page 2 of 4

IT1. Remote Desktop Services

DWP's contract IT firm, Vc3, is configuring and deploying Remote Desktop Services (RDS). RDS will establish server-side work environments for DWP staff allowing for fewer desktop PCs. Additionally, remote login capabilities will allow for more direct and secure off-site access. Initial deployment is expected to be completed by mid-April 2024. A group of five DWP staff will begin testing the new RDS environment once initial deployment is completed.

2. Cellular Internet Access Failover

DWP currently has wired internet access connectivity through Spectrum; however, during power outages that affect Spectrum network components, DWP loses internet access despite DWP's emergency power generator and solar power capabilities. To ensure internet connectivity continuity during power outages, DWP currently has a backup cellular internet access point that connects to the Verizon cellular network. During the most recent power failure, the failover connectivity to the Verizon cellular network was insufficient for DWP staff to continue normal operations. DWP's Verizon account representative met with admin staff earlier this month. This issue was brought up as a point of concern and admin staff is currently in discussion with Verizon and DWP's primary IT consultant firm, VC3, to upgrade applicable equipment to retain full functionality in the event of a power failure. This component is also critical to discussions about hosted phone services (discussed below).

3. Hosted Phone Services

DWP currently employs a Mitel phone system administered by DWP's outside IT consultant firm, Intelesys IT for Public Sector. The current phones are fully functional; however, Intelesys has been given notice by Mitel that the current system will no longer be supported in 2029. The more prevalent technology platform for hardline phones is a hosted phone configuration. In essence, this will push all phone calls to a cloud-based service. There are significant benefits of this configuration including being able to make & receive phone calls from any location with an internet connection. This configuration will also allow DWP to continue using existing relatively new phones indefinitely despite not being supported by Mitel. DWP staff has received and evaluated cost and technical specification information on this project. Setup costs will be offset by lower monthly phone line costs with full cost recovery expected within a year of implementation. Next steps are underway to begin setup and testing of the online environment.

General Department Update

Customer Service has undertaken the following initiatives:

1. 1,561 call-in customers were assisted during the month of February (detail breakdown provided below).
2. Customer record digitization and review for document disposal under DWP's Record Retention Policy has continued. Approximately 85% of the scanning has been completed. Customer service expects to be caught up on historical customer record scanning by June 2024.
3. The Department has streamlined customer account adjustment processes. All account adjustments are processed within the financial system (Tyler). This has remove redundant process steps of printing authorization forms and redundant manual data entry.

CFO's Report

March 27, 2024

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Accounting has undertaken the following initiatives:

1. Accounting staff continues to work with water operations staff to solidify inventory procedures in Cityworks. While inventory count and valuation procedures have been established, the use of work orders to capture inventory related project costs is still being streamlined.
2. Accounting staff continues to analyze Commercial customer account classifications in anticipation of new draft Annual Water Use reporting regulations. The new reporting requirements include more detailed categorizations than DWP currently utilizes. Additionally, new meter read upload procedures are being analyzed to ensure more timely data availability in the financial system.
3. DWP currently utilizes the Tyler Incode financial system as an on-premise platform. The current system was implemented in 2019 and is still fully supported by Tyler; however, Tyler no longer sells or develops the on-premise solution. Tyler has made it clear they are developing new functionality in their cloud-based platform. The updates are significant in the area of customer service related items and AP automation processes. DWP staff considers the transition to a cloud-based platform to be inevitable and expects that the transition will become more and more difficult as the on premise and cloud-based solutions diverge through the lack and continuance of development respectively. DWP staff has also identified concerns with other software/service solutions being utilized that could be handled within the Tyler platform in the areas of payroll and fixed asset tracking. Accounting staff attended a payroll module demonstration from Tyler on March 18th. The demonstration allowed staff to inquire about system capabilities related to complex Fair Labor Standards Act overtime calculations and other project accounting concerns.

Cash and Investment Balances:

As of February 29, 2024, DWP's unrestricted treasury balance was:

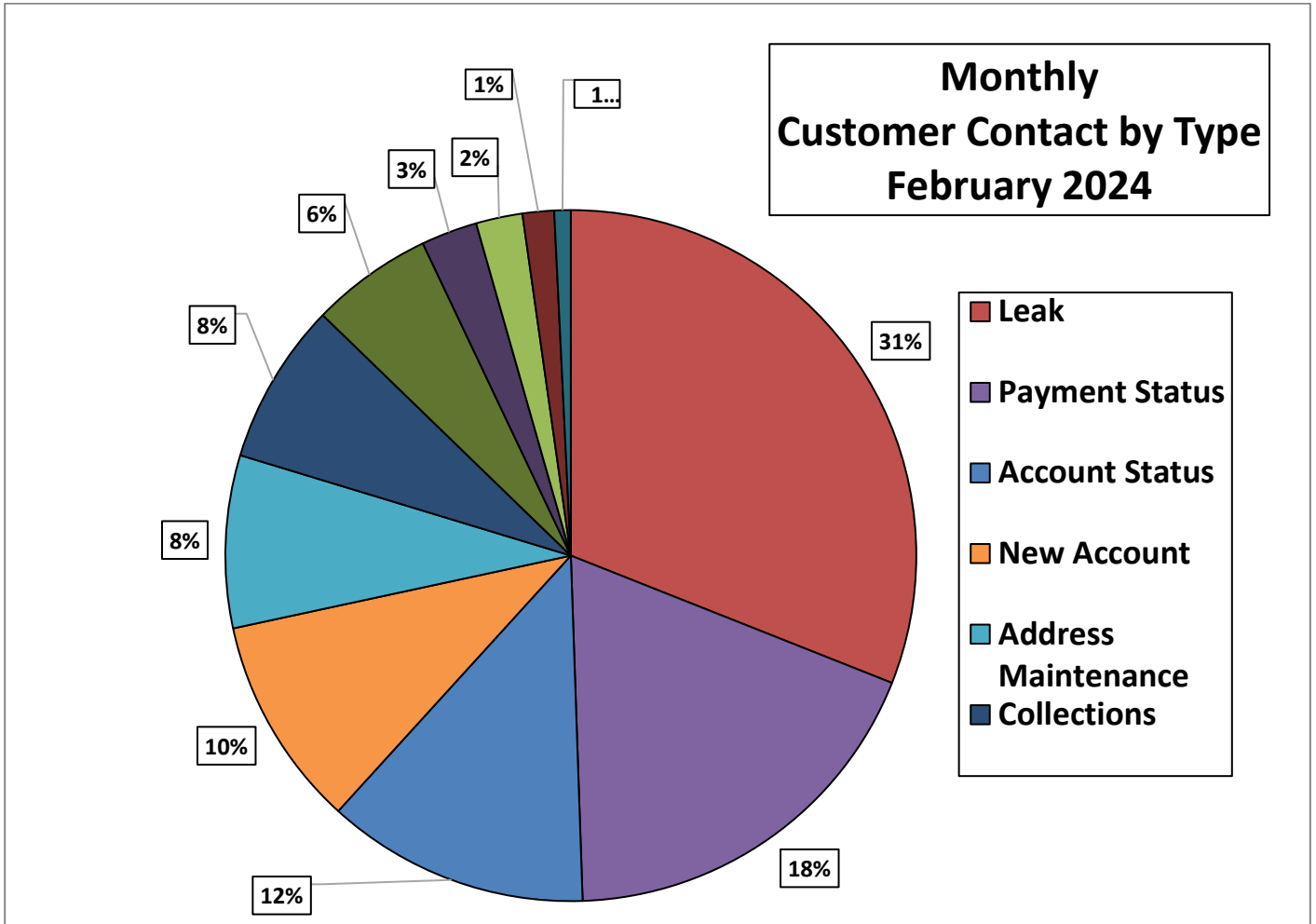
Category	Total Funds
Cash on hand	\$800
Demand deposits (checking)	\$199,127
Investments – LAIF (investment pool)	\$232,792
Investments – CAMP (investment pool)	<u>\$4,489,941</u>
Total unrestricted treasury balance	\$4,922,660

CFO's Report

March 27, 2024

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Customer Service Call Activity Details:



AGENDA REPORT



Service, Quality, Community

DATE: March 27, 2024
TO: Board of Commissioners
FROM: Reginald A. Lamson, General Manager
RE: **General Manager's Report**

Capital Projects

Garstin Water Operations Facilities:

During the June 9, 2023 Special Board Meeting, the Board awarded an agreement to PBK for design and construction management services for the Garstin Water Operations Facilities. PBK, WSC, Tom Dodson and Associates, and Motive Energy are finalizing the engineering report and the environmental document needed for the USDA loan application. A Draft of the application was sent to USDA on July 19, 2023 for initial review. On August 9, 2023, WSC, Tom Dodson, and Staff met with USDA to discuss the loan application status and USDA provided additional information to help facilitate the federal environmental process. The environmental field visits are complete and the Draft CEQA document was distributed for public review on January 18, 2024. The Mitigated Negative Declaration was adopted on February 26, 2024, and filed with the State on February 28, 2024.

On October 17, 2023, WSC, DWP, and USDA conducted a Teams meeting to meet the new USDA personnel and receive comments to the draft Preliminary Engineering Report (PER). USDA was also interested in possibly funding the solar component, what storm damage occurred during the 2022/23 winter storms, and grant funding to help maintain current capital spending levels. The USDA has estimated that \$10,000,000 to \$10,500,000 of the \$14,500,000 construction costs may be eligible for loan/grant funding. WSC and Staff are finalizing the PER and will submit a loan application in 2-3 weeks.

On July 17, 2023, PBK submitted a preliminary Site Plan and Operations Building Floor Plan for staff review. On August 4, 2023, staff reviewed the Operations Building Floor Plan and made some revisions to facilitate better workflow. The revised Floor Plan resulted in a revised Site Plan. PBK revised the Floor Plan and Site Plan and met with staff on September 20, 2023. On October 12, 2023, Staff met with PBK to review the final draft of the Floor Plan and Site Layout. Due to grading issues and utility conflicts, the Single Story, 220' X 60' option was determined to be not financially feasible.

On November 15, 2023, Staff met to review five different, single-story and two-story options. Staff ultimately combined some of the options and came up with a single-story option that will work well with existing site conditions. PBK incorporated Staff's comments, prepared

General Manager's Report

March 27, 2024

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Floor Plans, Site Plans, and Elevations and presented them to the Board at the December 19, 2023 Board meeting. The Board suggested minor revisions and directed staff to proceed with Project design with a not to exceed construction budget of \$14,600,000.

Staff has advised Big Bear Mountain Resort (BBMR) staff that relocating the snowmaking pipeline is no longer required. BBMR is targeting the Spring of 2024 to line their pipeline through the Garstin site.

On December 7, 2023, Staff worked with South West Gas staff and determined the location of their facilities (standard and high-pressure gas lines) within the existing easements on the east side of DWP's property, near the K-Mart Parking lot.

On January 8, 2024, Staff met with City staff regarding Planning Commission scheduling, permitting, and drainage modifications near the existing customer parking area. City staff provided some of the Planning Commission's preferences and PBK has incorporated some of those preferences into the Garstin Plans. The existing 24-inch diameter storm drain's inlet will be modified so that high flows will run across the new parking lot, along the existing easterly block, and into the northerly catch basin.

On January 18, 2024, Staff met with Bear Valley Electric Service (BVES) staff regarding upgrading the electric/solar service for the Garstin Site and the electrical service for Lake Plant Well Nos. 5 & 6 sites. BVES is fine with eliminating the current electric services for Lake Plant Well Nos. 5 & 6 sites and combining them with the upgraded Garstin electric/solar service.

PBK's hazardous materials and soils sub-consultants will perform their field work in the next couple of weeks, weather permitting.

Replenish Big Bear:

The Replenish team submitted a work plan to evaluate existing domestic wells within 200 feet of the high-water level and determine if the Project will impact their water quality. Approximately eighty (80) private wells have been located. Of these 80 wells, only 41 of them are within 200 feet of the lakes high water level. Most of these wells are drilled within alluvium and will not be impacted by the Project. Tom Harder will have a report on which wells, if any, will be impacted by the Project. The 100% RO treatment also reduces or eliminates the blending requirement for percolating reclaimed/lake water into Sand Canyon. The meeting with DDW has greatly enhanced the feasibility of the project and the Replenish Team is preparing a detailed percolation plan for DDW's consideration.

WSC was authorized to finalize the permit application to the Regional Board and submitted the Report of Waste Discharge package on February 28, 2022. The Regional Board provided informal comments and requested additional information during the month of May 2022. WSC provided additional information on June 1, 2022. Regional Board provided comments on August 26, 2022. On September 15, 2022, BBARWA sent a letter to the Regional Board requesting clarification regarding Surface Water Augmentation regulations. The Replenish team submitted the additional information requested within the August 26, 2022 Regional Board Letter on October 14, 2022.

On August 25, 2021, BBARWA approved a MOU for agencies that may benefit from Replenish Big Bear Project. The MOU has been distributed to other valley agencies for consideration. CSD

General Manager's Report

March 27, 2024

Page 3 of 4

approved the MOU on September 20, 2021, DWP approved the MOU on September 28, 2021, and the City of Big Bear Lake City Council approved the MOU on November 1, 2021. The Replenish Big Bear Team met with County Supervisor representatives and gave them a draft of the MOU for their consideration. The County approved the MOU in July 2022. The Replenish Team is working with each agency to determine how and how much they can contribute towards the project. Each agency will pay their "Fair Share" of the O&M costs and possibly capital costs, which will reduce the project costs for the general public. DWP's proposed annual cost for percolation within Sand Canyon was presented to and approved by the Board on September 27, 2022. Additional cost-sharing meetings have been conducted.

Environmental Scoping Meetings and the Public comment period have been completed. A project Piloting schedule is provided with the project charts. Grant Funding opportunities are discussed below. Follow-up meetings to respond to some of the comments submitted during the Environmental Comment period were conducted with Mojave Water Agency and East Valley

Water District during March. The Replenish team will continue to work with these Agencies and their concerns will be addressed within the environmental documents. Pilot testing of proposed treatment equipment continues and BBARWA provided tours of the pilot equipment on July 19, 2023.

David Lawrence provided a Project update Power Point Presentation during the September 26, 2023 Board meeting. A similar presentation has been given to CSD and BVBGSA. The draft EIR will be presented to the BARRWA Board on December 19, 2023 for final comments.

On March 19, 2024, BBARWA had a special meeting to update the public on the Replenish Big Bear Project and receive direction from the Board after the presentation. The meeting was well attended, and many members of the public spoke in favor and against the Project. The majority of the public were in favor of the project. Some of the Board members had some concerns and staff needed additional time to properly address their concerns. BBARWA staff have contacted WIFIA (the primary funding agency) and they indicated that a 6-month pause would not affect the terms of the loan. Over the next 2 to 3 months, BBARWA and other Bear Valley stakeholders will work together to develop letters of intents to better defined how each agency will participate with the project and a public workshop will be conducted to further educate the public about Project details.

Grants Update:

Staff submitted two USBR Grant applications on October 5, 2021, one for the Wolf Reservoir & Boosters Replacement Project and one for the Division No. 9 Well & Well Pumping Plant Project. The grants required a 50% grant match. The USBR notified the DWP that we were not selected for this round of funding. We attended a debrief meeting with USBR on March 24, 2022. Staff incorporated USBR's comments and submitted two USBR Drought Resiliency Grant applications on June 15, 2022; one for the Wolf Reservoir Boosters & Pipeline Project and one for the Division No. 9 Well Drilling & Equipping Project. On December 22, 2022, the USBR notified the DWP that we were selected for funding in the amount of \$1,600,000 for the Wolf Reservoir & Boosters Replacement Project. This grant will provide 50% funding for the Wolf Pipeline Replacement Project. The grant agreement is finalized and USBR issued a Notice of Award.

General Manager's Report

March 27, 2024

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We were not selected for funding for the Division No. 9 Well & Well Pumping Plant Project. On January 11, 2023, staff attended a debrief with USBR staff for the Division No. 9 Well & Well Pumping Plant Project and we are planning on reapplying for the equipping portion of the Division No. 9 Well Project. Staff received additional information from USBR and will incorporate these comments into the grant application. On November 6, 2023, staff submitted a grant application with the USBR for the Equipping Division Well No. 9 Project. The grant requires a 50% grant match.

Staff submitted two USBR Small Scale Grant applications on April 28, 2022, for the Pontel Hydropneumatic System and the 6th Lane Pipeline Replacement Project. Each grant is for up to \$100,000 and require a 50% match. On January 5, 2023, the USBR notified the DWP that we were selected for funding in the amount of \$100,000 for the Pontel Hydropneumatic System. The grant agreement is finalized and USBR issued a Notice of Award.

On March 9, 2023, WSC informed staff of a Community Project Funding Request Grant that is being administered through Jay Obernolte's office. The proposed Garstin Water Operations Facilities meets many of the requirements for this grant. Staff worked closely with WSC and on March 17, 2023, staff submitted a \$1,500,000 grant application to Jay Obernolte's office. The application included nine letters of support from local agencies and politicians. Staff appreciates everyone that provided letters of support in a timely fashion.

On February 22, 2024, staff submitted an application with the USBR for the Solar Backup Power SCADA Project. The grant requires a 50% grant match. The Project will address the problem of frequent power outages in the Bear Valley and its impact on our SCADA systems functionality. The Solar Backup Power SCADA Project will ensure that even during power outages and natural disasters, the SCADA system components will continue to communicate with each other, communicate data real-time to staff's mobile devices, reduce greenhouse gas emissions, and minimize water loss. The requested grant amount is \$289,787.50 for forty-five SCADA site upgrades and solar battery backup systems.

Grant applications for the Replenish Big Bear Project (Project) are as follows:

1. SAWPA/DWR - DCI Technical Assistance Grant: The Project team submitted an application for a \$500,000 grant on September 26, 2019. On November 19, 2019, the SAWPA Board approved an agreement to provide a \$500,000 planning grant. This grant is being used to reimburse the four BVBGSA agencies for a portion of project planning costs.
2. SAWPA/DWR – Prop 1 IRWM Grant: The Project team submitted an application for a \$4,500,000 grant on November 1, 2019. DWR notified the project team that our application is recommended for funding. Final award has been completed. This grant will reimburse the four BVBGSA agencies for project planning costs and fund a portion of the Project construction costs.
3. USBR – Title XVI Grant: The Project team submitted an application for a \$7,025,643 grant on April 22, 2021. The Administration's recent increase in funding for the drought stricken western states, along with an enhanced grant application, should improve our

chances of receiving this grant. USBR has recommended a \$1,700,000 grant to help fund design, permitting, and pilot testing activities

4. The Replenish Big Bear Team had a Zoom Meeting with Congressman Obernolte on April 20, 2021. The Congressman informed us that he would be submitting Appropriations Applications and would like to include the Replenish Big Bear Project.

The team submitted an application to the Congressman on April 22, 2021. Congressman Obernolte informed BBARWA that Congress has awarded the Replenish Big Bear Project \$960,000. Additional funding opportunities will be available next fiscal year.

5. On November 19, 2021, The Replenish Big Bear Team submitted a \$50,000,000 DWR grant application for consideration. DWR staff has stated that they are open to awarding partial funding for projects and encouraged us to request the full amount. Replenish Big Bear was not recommended for this funding. DWR informed the Replenish Big Bear Team that additional funding is now available, and they are reevaluating our current application.
6. USBR – Title XVI Grant-Phase II: The Project team submitted an application for a \$8,267,112 grant on March 11, 2022. BBARWA has been recommended for this funding.
7. The Replenish Big Bear Team had a Meeting with Congressman Obernolte regarding a possible 2022 Appropriation Application. The Congressman informed us that he would be submitting Appropriations Applications and would like to again include the Replenish Big Bear Project. The team submitted an application to the Congressman in May 2022. This request has been included in the Federal Budget.

Replenish Big Bear Grant Summary:

Grant	Amount	Status
DCI Technical Assistance	\$500,000	Awarded and Fully Funded
IRWM Prop 1, Round 1	\$4,563,338	Awarded, In Process
2021 Title XVI	\$1,600,000	Awarded, In Process
2022 EPA STAG	\$960,000	CEQA and NEPA must be completed prior to an Award
2022 Title XVI	\$8,267,112	Recommended for Funding
2023 EPA STAG	\$1,000,000	CEQA and NEPA must be completed prior to an Award
2024 EPA STAG	\$1,000,000	Recommended for Funding
Total	\$17,890,450	

SAWPA Santa Ana River Watershed Weather Modification Pilot Program:

On November 23, 2021, the Santa Ana Watershed Project Authority (SAWPA) provided a presentation to the Board on the Santa Ana River Watershed Weather Modification Pilot Program (Program). The Board requested staff investigate the Program and bring it back to the

General Manager's Report

March 27, 2024

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Board. On January 25, 2022, the Board approved financial support for the Program in the amount of \$3,000 annually for four years.

On October 13, 2022, we received the following update from SAWPA: “Unfortunately with the timing of CEQA completion for the project in June and securing an operations contractor in early August, we were unable to get the pilot project operations contractor on board in sufficient time to make the Nov. 2022 seeding start date, particularly with the need to execute 10 separate local seeding site operator agreements in the watershed. Consequently, the pilot project was postponed to start seeding to November 2023. In some ways, the delay works better for our efforts to secure 50% grant funding from the State as well since this grant funding would not be available from the State until late 2023.”

On August 16, 2023, participating partners received the attached update. The highlights are as follows:

1. The project received \$861,400 in Prop. 1 grant funding from DWR.
2. Biological Surveys are underway.
3. Equipment Set-Up is scheduled for September/October 2023
4. 1st Year Operation Period November 15, 2023 – April 15, 2023
5. 1st Year Pilot Report June 1, 2023

On November 15, 2023, SAWPA announced that the Program went live on that day and will continue through April 2027. For more information, visit the weather modification webpage at <https://sawpa.gov/santa-ana-river-watershed-weather-modification/>. SAWPA also established an email address, weathermodification@sawpa.org, for public inquiries regarding the Program.

As requested, the Board has been invited to a SAWPA presentation and tour of the Weather Modification Pilot Program on Tuesday, April 9, 2024.

Bear Valley Basin Groundwater Sustainability Agency:

On February 16, 2023, the BVBGSA had a Board meeting. The primary purpose of the meeting was to consider a proposal from Tom Harder and Associates to prepare the first Groundwater Sustainability Plan (GSP) Annual Report. The annual report is a requirement of the GSP. The report contains groundwater level information, water pumping information, and computes groundwater storage volume for the Bear Valley Basin. The BVBGSA Board approved the proposal and the funding of \$10,277.50 will come from each of the four member agencies. The GSP Annual Report was submitted to DWR on April 1, 2023.

On June 20, 2023, the BVBGSA had a Board Meeting. The primary purpose of the meeting was to adopt the FY 2023/24 Budget. David Lawrence provided an update on Replenish Big Bear to the Board including the following: The Replenish Big Bear Team will be submitting the Pilot Study Report to the Regional Board. The pilot equipment including the UV disinfectant and advanced oxidation process have been delivered. BBARWA will be piloting the equipment through September to ensure we can support the claims that we have made for the Replenish Big Bear Project. On July 19, 2023, BBARWA held an Open House and Pilot Tour. From 2:00 pm - 3:00 pm, the Regional Board and local Board members had an opportunity for a Pilot Tour and the public was invited to join BBARWA from 3:00 pm - 6:00 pm. Over 300 people attended the event.

General Manager's Report

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On November 13, 2023, the BVBGSA Board approved an agreement with Tom Harder to prepare the GSP 2022/23 Annual Report contingent upon concurrence of approval by the member agencies that will be responsible for reimbursing the BVBGSA. The 2022/23 Annual Report was filed with DWR-SGMA on March 21, 2024.



January 29, 2024

PROJECT SCHEDULE

**Water Operations Facility
City of Big Bear Lake**

Project 230269.02

PHASE	DESCRIPTION	Duration in Days	Start Date	Completion Date
1.0	Schematic Design	217	June 28, 2023	January 31, 2024
2.0	Design Development	57	February 1, 2024	March 29, 2024
3.0	Construction Drawings and Specifications	88	April 1, 2024	June 28, 2024
	50% Submittal			May 15, 2024
	100% Submittal			July 1, 2024
	Initial Building Department Review	30	July 1, 2024	July 31, 2024
	Incorporate Review Comments	29	August 1, 2024	August 30, 2024
	Final Building Department Review	25	September 2, 2024	September 27, 2024
4.0	Bidding	30	September 30, 2024	October 30, 2024
	Bid Review and Approval	26	October 31, 2024	November 26, 2024
5.0	Construction			
	Construction	535	December 9, 2024	May 28, 2026
	Punch List/Start UP	25	May 31, 2026	June 25, 2026
TOTAL		Days	1,093	
PROJECT TIMELINE		Years	2.99	June 28, 2023
				June 25, 2026

ARCHITECTURE \ ENGINEERING \ PLANNING \ TECHNOLOGY \ FACILITY CONSULTING

ID	Task Name	Duration	Start	Finish	Quarter 1 Nov-Dec	1st Quarter Jan-Feb	2nd Quarter Mar-Apr	3rd Quarter May-Jun	4th Quarter Jul-Aug	1st Quarter Sep-Oct	2nd Quarter Nov-Dec	3rd Quarter Jan-Feb	4th Quarter Mar-Apr	1st Quarter May-Jun	2nd Quarter Jul-Aug	3rd Quarter Sep-Oct	4th Quarter Nov-Dec
1	Award Contract	1 day	Wed 12/6/23	Wed 12/6/23													
2	Program Management	911 days	Wed 1/3/24	Wed 6/30/27													
3	Task 1 Project Management	911 days	Wed 1/3/24	Wed 6/30/27													
4	Task 1.1 General PM	0 days	Wed 6/30/27	Wed 6/30/27													
5	Task 1.2 Meetings	416 days	Wed 1/3/24	Wed 8/6/25													
6	Task 1.2.1 Kick Off Meeting	0 days	Wed 1/3/24	Wed 1/3/24													
7	Task 1.2.2 Design Workshops	391 days	Wed 2/7/24	Wed 8/6/25													
8	Intermediate Design Workshop Bid Package 1 - Conveyance Pipeline	1 day	Mon 7/29/24	Mon 7/29/24													
9	Intermediate Design Workshop Bid Package 2 - Monitoring Wells	1 day	Mon 10/7/24	Mon 10/7/24													
10	Intermediate Design Workshop Bid Package 3 - Evaporation Pond	1 day	Mon 7/29/24	Mon 7/29/24													
11	Basis of Design Workshop	1 day	Mon 5/6/24	Mon 5/6/24													
12	Preliminary Design Workshop Bid Package 4 - AWWP	1 day	Mon 6/17/24	Mon 6/17/24													
13	Intermediate Design Workshop Bid Package 4 - AWWP	1 day	Tue 10/29/24	Tue 10/29/24													
14	Final Design Workshop Bid Package 4 - AWWP	1 day	Tue 4/15/25	Tue 4/15/25													
15	Value Engineering Review Meeting	5 days	Tue 6/18/24	Mon 6/24/24													
16	Monthly Progress Review Meetings	391 days	Wed 2/7/24	Wed 8/6/25													
36	Pilot Testing - CCRO (By Others)	120 days	Mon 11/6/23	Fri 4/19/24													
37	CCRO Vendor Mobilization (By Others)	3 wks	Mon 11/6/23	Fri 11/24/23													
38	Start-Up and Training (By Others)	3 wks	Mon 11/27/23	Fri 12/15/23													
39	Piloting Operation (By Others)	6 wks	Mon 12/18/23	Fri 1/26/24													
40	Demobilize (By Others)	2 wks	Mon 1/29/24	Fri 2/9/24													
41	Pilot Study Report (By Others)	12 wks	Mon 1/29/24	Fri 4/19/24													
42	Final Design	946 days	Wed 1/3/24	Wed 8/18/27													
43	Task 2 Preliminary Engineering	118 days	Wed 1/3/24	Fri 6/14/24													
44	Task 2.1 Data Collect	1 day	Wed 1/3/24	Wed 1/3/24													
45	Task 2.2 Geotechnical Engineering Report	8 wks	Mon 4/22/24	Fri 6/14/24													
46	Task 2.3 Utility Investigation	6 wks	Wed 1/3/24	Tue 2/13/24													
47	Task 2.4 Basis of Design Validation Memo	12 wks	Mon 1/29/24	Fri 4/19/24													
48	Task 3.1 Bid Package 1 - Conveyance Pipeline	141 days	Mon 4/22/24	Mon 11/4/24													
49	Conveyance Pipeline Intermediate Design	12 wks	Mon 4/22/24	Fri 7/12/24													
50	Agency Review of Intermediate Pipeline Design	2 wks	Mon 7/15/24	Fri 7/26/24													
51	Conveyance Pipeline Final Design	8 wks	Tue 7/30/24	Mon 9/23/24													
52	Agency Review of Final Pipeline Design	2 wks	Tue 9/24/24	Mon 10/7/24													
53	Conveyance Pipeline Bid Set	4 wks	Tue 10/8/24	Mon 11/4/24													

Project: RBB Final Design
Date: Wed 1/17/24

Task	Project Summary	Manual Task	Start-only	Deadline	Progress
Split	Inactive Task	Duration-only	Finish-only	Manual Progress	Progress
Milestone	Inactive Milestone	Manual Summary Rollup	External Tasks	Manual Progress	Progress
Summary	Inactive Summary	Manual Summary	External Milestone	Manual Progress	Progress

ID	Task Name	Duration	Start	Finish	Quarter	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	
54	Task 3.2 Bid Package 2 - Monitoring Wells	141 days	Mon 7/29/24	Mon 2/10/25																		
55	Monitoring Wells Intermediate Design	8 wks	Mon 7/29/24	Fri 9/20/24																		
56	Agency Review of Intermediate Monitoring Well Design	2 wks	Mon 9/23/24	Fri 10/4/24																		
57	Monitoring Wells Final Design	12 wks	Tue 10/8/24	Mon 12/30/24																		
58	Agency Review of Monitoring Well Final Design	2 wks	Tue 12/31/24	Mon 1/13/25																		
59	Monitoring Well Bid Set	4 wks	Tue 1/14/25	Mon 2/10/25																		
60	Task 3.3 Bid Package 3 - Evaporation Pond	161 days	Mon 4/22/24	Mon 12/2/24																		
61	Evaporation Pond Intermediate Design	12 wks	Mon 4/22/24	Fri 7/12/24																		
62	Agency Review of Evaporation Pond Intermediate Design	2 wks	Mon 7/15/24	Fri 7/26/24																		
63	Final Design	12 wks	Tue 7/30/24	Mon 10/21/24																		
64	Agency Review of Evaporation Pond Design	2 wks	Tue 10/22/24	Mon 11/4/24																		
65	Evaporation Pond Bid Set	4 wks	Tue 11/5/24	Mon 12/2/24																		
66	Task 3.4 Bid Package 4 - WWTP/AWPF	307 days	Mon 3/25/24	Tue 5/27/25																		
67	WWTP/AWPF Preliminary Design	12 wks	Mon 3/25/24	Fri 6/14/24																		
68	Agency Review Preliminary Design WWTP/AWPF	2 wks	Mon 6/17/24	Fri 6/28/24																		
69	WWTP/AWPF Intermediate Design	18 wks	Tue 6/25/24	Mon 10/28/24																		
70	Agency Review of Intermediate Design WWTP/AWPF	2 wks	Tue 10/29/24	Mon 11/11/24																		
71	WWTP/AWPF Final Design	20 wks	Tue 11/12/24	Mon 3/31/25																		
72	WWTP/AWPF Agency Review of Final Design	2 wks	Tue 4/1/25	Mon 4/14/25																		
73	WWTP/AWPF Bid Set Design	6 wks	Wed 4/16/25	Tue 5/27/25																		
74	Task 4 Permitting	868 days	Mon 4/22/24	Wed 8/18/27																		
75	NPDES Discharge to Stanfield Marsh	9 mons	Mon 7/15/24	Fri 3/21/25																		
76	Brine Monitoring Well Permit	6 wks	Mon 4/22/24	Fri 5/31/24																		
77	NPDES Low Threat Discharge Well Flushing and Development Water	3 mons	Mon 4/22/24	Fri 7/12/24																		
78	WDR R7-2021-0023 Modification	4 mons	Mon 4/22/24	Fri 8/9/24																		
79	Construction General Permit - Stormwater During Construction	6 wks	Tue 9/17/24	Mon 10/28/24																		
80	SCAQMD ATC	12 wks	Tue 1/7/25	Mon 3/31/25																		
81	SCAQMD PTO	4 wks	Thu 7/22/27	Wed 8/18/27																		
82	Grading Permit	16 wks	Mon 7/1/24	Fri 10/18/24																		
83	Building Permit	12 wks	Tue 10/29/24	Mon 1/20/25																		
84	CEQA & NEPA Amendments	6 mons	Tue 10/29/24	Mon 4/14/25																		
85	Construction General Permit Linear Project Pipelines Stormwater	6 wks	Mon 7/29/24	Fri 9/6/24																		
86	Encroachment Permits	8 wks	Mon 7/29/24	Fri 9/20/24																		
87	Clean Water Act (CWA) 401 Water Quality Certification	12 wks	Mon 7/29/24	Fri 10/18/24																		

Project: RBB Final Design
Date: Wed 1/17/24

Task	Project Summary	Manual Task	Start-only	Deadline
Split	Inactive Task	Duration-only	Finish-only	Progress
Milestone	Inactive Milestone	Manual Summary Rollup	External Tasks	Manual Progress
Summary	Inactive Summary	Manual Summary	External Milestone	

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ID	Task Name	Duration	Start	Finish	Quarter	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter		
88	ACOE CWA 404 Permit	12 wks	Mon 7/29/24	Fri 10/18/24																			
89	CDFW LSA Section 1600	12 wks	Mon 7/29/24	Fri 10/18/24																			
90	DDW Water Main Separation Variance	6 wks	Mon 7/29/24	Fri 9/6/24																			
91	Task 5 Equipment Pre-Selection	70 days	Tue 6/18/24	Mon 9/23/24																			
92	Draft Equipment Pre-selection	8 wks	Tue 6/18/24	Mon 8/12/24																			
93	Agency Review of Draft Equipment Pre-selection	2 wks	Tue 8/13/24	Mon 8/26/24																			
94	Final Equipment Pre-selection	4 wks	Tue 8/27/24	Mon 9/23/24																			
95	Task 6 Bid Phase Support	71 days	Wed 4/16/25	Wed 7/23/25																			
96	Bid Package 1- Conveyance Pipeline Bid Phase	5 wks	Wed 4/16/25	Tue 5/20/25																			
97	Bid Package 2 - Monitoring Wells Bid Phase	5 wks	Wed 4/16/25	Tue 5/20/25																			
98	Bid Package 3 - Evaporation Pond Bid Phase	5 wks	Wed 4/16/25	Tue 5/20/25																			
99	Bid Package 4 - WWTP/AWPF Bid Phase	8 wks	Thu 5/29/25	Wed 7/23/25																			
100	Construction	612 days	Tue 4/15/25	Wed 8/18/27																			
101	Bid Package 1 - Conveyance Pipeline Construction	406 days	Tue 4/15/25	Tue 11/3/26																			
102	Conveyance Pipeline Pre-Construction Bio surveys	4 wks	Wed 5/21/25	Tue 6/17/25																			
103	Conveyance Pipeline Bid Advertisement	1 day	Tue 4/15/25	Tue 4/15/25																			
104	Conveyance Pipeline Contractor Selection and Award	4 wks	Wed 5/21/25	Tue 6/17/25																			
105	Conveyance Pipeline Construction	72 wks	Wed 6/18/25	Tue 11/3/26																			
106	Bid Package 2 - Monitoring Well Construction	406 days	Tue 4/15/25	Tue 11/3/26																			
107	Monitoring Well Pre-Construction Bio surveys	4 wks	Wed 5/21/25	Tue 6/17/25																			
108	Monitoring Well Bid Advertisement	1 day	Tue 4/15/25	Tue 4/15/25																			
109	Monitoring Well Contractor Selection and Award	4 wks	Wed 5/21/25	Tue 6/17/25																			
110	Monitoring Well Construction	72 wks	Wed 6/18/25	Tue 11/3/26																			
111	Bid Package 3 - Evaporation Pond Constructon	406 days	Tue 4/15/25	Tue 11/3/26																			
112	Evaporation Pond Pre-Construction Bio surveys	4 wks	Wed 5/21/25	Tue 6/17/25																			
113	Evaporation Pond Bid Advertisement	1 day	Tue 4/15/25	Tue 4/15/25																			
114	Evaporation Pond Contractor Selection and Award	4 wks	Wed 5/21/25	Tue 6/17/25																			
115	Evaporation Pond Construction	72 wks	Wed 6/18/25	Tue 11/3/26																			
116	Bid Package 4 - WWTP/AWPF Improvements	581 days	Wed 5/28/25	Wed 8/18/27																			
117	WWTP/AWPF Pre-Construction Bio surveys	4 wks	Thu 7/24/25	Wed 8/20/25																			
118	WWTP/AWPF Bid Advertisement	1 day	Wed 5/28/25	Wed 5/28/25																			
119	WWTP/AWPF Contractor Selection and Award	4 wks	Thu 7/24/25	Wed 8/20/25																			
120	WWTP/AWPF Improvements	104 wks	Thu 8/21/25	Wed 8/18/27																			
121	Project Close-out	8 wks	Thu 8/19/27	Wed 10/13/27																			

Project: RBB Final Design Date: Wed 1/17/24	Task	Project Summary	Manual Task	Start-only	Deadline	Progress
	Split	Inactive Task	Duration-only	Finish-only	Manual Progress	Progress
	Milestone	Inactive Milestone	Manual Summary Rollup	External Tasks	Manual Summary	Progress
	Summary	Inactive Summary	Manual Summary	External Milestone	Inactive Summary	Progress

DEPARTMENT OF WATER



Service, Quality, Community

DATE: March 27, 2024
TO: Erik Sund, City Manager
FROM: Reginald A. Lamson, DWP General Manager
RE: **DWP Monthly Update – February 2024**

SERVICE DELIVERY

Water services that were provided February 1, 2024 to February 29, 2024:

15,984	Customers provided with water service.		
710	Field service calls completed.		
0	Main leak repaired.		
1	Main leaks year-to-date 2024	0	Main leaks year-to-date 2023
0	Service leak repairs		
2	Service leaks year-to-date 2024	5	Service leaks year-to-date 2023
46.50	Million gallons produced by wells.		
\$848,654	Processed in billings.		
8,792	Accounts processed in billings.		
3,367	Number of customers on E-bill		
76	New Accounts (includes tenant turnover).		
1.150	Equivalent Dwelling Units (EDU) added to the water system.		
\$909,730	Total Gross receipts processed.		

BOARD MEETINGS:

The following was approved by the Board of Water and Power Commissioners at a Regular Board Meeting on February 26, 2024:

- The Board adopted Resolution No. DWP 2024-02 adopting the Comprehensive Administrative Fee Schedule.
- The Board adopted the Initial Study, Mitigated Negative Declaration, and the Mitigation Monitoring and Reporting Program in accordance with the requirements of CEQA subject to revisions and authorized the General Manager to file the Final Negative Declaration and Notice of Determination with the County of San Bernardino.
- The Board awarded a contract with Tiger Tanks Inc. for the Pontell Hydropneumatic Tank Fabrication Project for \$38,951.63, and budget internally \$1,948.37 for a 5% contingency for a total amount of \$40,900.00.
- The Board ratified Change Order No. 5 to the South West Pump & Drilling Contract for the Division Well No 9 Drilling Project in the amount of \$23,614.63.

City Manager's Report

March 27, 2024

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- The Board authorized staff to file with the San Bernardino County, a Notice of Completion for the Division Well No. 9 Drilling Project naming South West Pump & Drilling, Inc. as the Contractor.
- The Board adopted Resolution No. DWP 2024-03 approving Risk Management Policies 2024-01 through 2024-15 as amended.
- The Board adopted Resolution No. DWP 2024-04 supporting the USBR Grant application for the Solar Backup Power SCADA Project.

AGENDA REPORT



Service, Quality, Community

DATE: March 27, 2024
TO: Board of Commissioners
RE: **Board Member Reports**

Board Member Reports

Bob Tarras, Chair
Barbara Willey, Vice-Chair
Craig Hjorth, Treasurer
Joe Cylwik, Commissioner
Jim Smith, Commissioner

AGENDA REPORT



Service, Quality, Community

DATE: March 27, 2024

TO: Board of Commissioners

FROM: Reginald A. Lamson, General Manager

PREPARED BY: Leanne Eagleson, Management Analyst/ Board Secretary

RE: **Board Follow-Up Items**

Background:

At the end of the October 26, 2021 Board meeting, the Board requested an agenda item be added to all subsequent Board meetings that lists the Board Commissioner's requests for additional information from prior Board meetings and responses to those requests. Attached Exhibit A is the requested list.

Fiscal Impact:

None.

Recommendation:

Review and discuss as needed.

Exhibit A

List of Responses to the Board Commissioner's Requests for Additional Information from Previous Board Meetings

	Board Commissioner's Requests	Response to Board Commissioner's Requests	Status
1	Request update of Cityworks Phase 2 Implementation.	Board received an update of Cityworks Phase 2 at the November 28, 2023 Board Meeting and will receive another update at the conclusion of the Phase 2 Implementation.	On-going Estimated Completion 06/30/2024
2	Schedule a Special Meeting to discuss staffing.	To be discussed with the Board in the March 27, 2024 Board Meeting (Agenda Item 5.1).	Complete