



Service, Quality, Community

**BOARD OF WATER AND POWER COMMISSIONERS
REGULAR MEETING AGENDA
JULY 28, 2026
9:00 AM**

**CITY OF BIG BEAR LAKE,
DEPARTMENT OF WATER AND POWER
41972 GARSTIN DRIVE
BIG BEAR LAKE, CALIFORNIA 92315
BIGBEARLAKEDWPCA.GOV**

BOARD MEMBERS

Bob Tarras, Chair
Barbara Willey, Vice-Chair
Craig Hjorth, Treasurer
Joe Cylwik, Commissioner
Matt Scriven, Commissioner

PLEASE NOTE THE NEW MEETING LOCATION

This meeting will be held at Hofert Hall, Civic Center – 39707 Big Bear Blvd., Big Bear Lake, CA 92315 and by Zoom.

PUBLIC ACCESS INFORMATION

Join from PC, Mac, iPad, or Android: <https://us06web.zoom.us/j/86584747873>
Join via audio/phone: +1 360 209 5623 US
Webinar ID: 865 8474 7873

OPEN SESSION

CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

ACKNOWLEDGMENTS

DWP acknowledges Brian Cohen, Senior Utility Technician, for his 15 years of service.

DWP acknowledges Jeff Sayeh, Water Meter Technician II, for his 15 years of service.

PUBLIC FORUM

Members of the public may address the Board during Public Forum on any matter within the subject matter jurisdiction of the Department of Water and Power that is not listed on the agenda. The Board may not discuss or take action on any item not appearing on the posted agenda, except as authorized by law. Each speaker is limited to three minutes. Comments should be addressed to the Board through the Board Chair

The Board Chair will invite the public to comment on each agenda item following Board discussion and immediately before the vote. Written comments may be submitted to the Board Secretary at sarmstrong@bigbearlakedwpca.gov. If a comment relates to a specific agenda item, please identify the agenda item in the subject line or at the beginning of the comment.

Members of the public may observe and provide public comment remotely using the Zoom and telephone information listed on this agenda. Remote commenters are subject to the same public-comment rules and time limits as in-person commenters.

The City of Big Bear Lake, Department of Water and Power, strives to make all of its public meetings accessible to everyone. In compliance with the Americans with Disabilities Act and the Brown Act, persons requiring disability-related modifications or accommodations, including auxiliary aids or services, to participate in this meeting should contact the Board Secretary at sarmstrong@bigbearlakedwpca.gov no later than 48 hours before the meeting. Requests will be accommodated to the extent feasible.

1. CONSENT CALENDAR

1.1 Approve Minutes of the Regular Board Meeting Dated May 26, 2026

2. ITEMS REMOVED FROM CONSENT CALENDAR

3. DISCUSSION/ACTION ITEMS

3.1 Authenticate Check Register 05/01/2026 to 05/31/2026

Board to review and authenticate the May 2026 Check Register.

3.2 Authenticate Check Register 06/01/2026 to 06/30/2026

Board to review and authenticate the June 2026 Check Register.

3.3 Resolution No. DWP 2026-07 - Carryover Encumbrances for Fiscal Year 2027

Board to review and consider adopting Resolution No. DWP 2026-07 increasing appropriations for FY 2027.

3.4 Resolution No. DWP 2026-08 - Policy Updates

Board to review and consider adopting Resolution No. DWP 2026-08 approving proposed policy changes.

3.5 Service Truck and Bed Purchase

Board to review and consider authorizing the purchase of a replacement service truck.

3.6 Wolf Reservoir and Booster Update

Board to review the Wolf Reservoir and Booster Station Update.

3.7 Management Reports

3.8 Board Member Reports

4. BOARD FOLLOW-UP ITEMS

4.1 Board Follow-Up Items

5. ADJOURNMENT

Certification of Posting

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, the 24th of July 2026.

Sam Armstrong

Sam Armstrong, 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
May 26, 2026

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 9:00am on May 26, 2026, by Chair Bob Tarras.

BOARD MEMBERS PRESENT

Bob Tarras, Chair
 Barbara Willey, Vice-Chair
 Craig Hjorth, Treasurer
 Matt Scriven, Commissioner

BOARD MEMBERS REMOTE ATTENDANCE

Joe Cylwik, Commissioner

BOARD MEMBERS ABSENT**PLEDGE OF ALLEGIANCE**

Chair Tarras led the pledge of allegiance.

PUBLIC FORUM

None.

1. PUBLIC HEARING

At 9:03 a.m., Chair Tarras opened the public hearing for the Fiscal Year 2027 Budget.

1.1 Resolution No. DWP 2026-03 - FY 2027 Budget and Confirming Previously Approved Water Rates

CFO Nathan Statham gave a brief overview of the Fiscal Year 2027 budget. There were no questions from the Board and no public comments.

Motion made by Treasurer Hjorth, seconded by Commissioner Scriven, and carried 5-0 to adopt Resolution No. DWP 2026-03 approving the DWP FY 2027 Budget and confirming previously approved water rates effective July 1, 2026.

AYES: Cylwik, Tarras, Hjorth, Scriven, Willey

NOES:

ABSTAIN:

At 9:06 a.m., Chair Tarras closed the public hearing for the Fiscal Year 2027 Budget and opened the public hearing for the 2025 Urban Water Management Plan and 2025 Water Shortage Contingency Plan.

1.2 Resolution No. DWP 2026-04 - 2025 Urban Water Management Plan & 2025 Water Shortage Contingency Plan

District Engineer Daniel Baguyo presented the 2025 Urban Water Management Plan (UWMP) and the 2025 Water Shortage Contingency Plan (WSCP). The Board inquired about population metrics for full-time and part-time residents in the valley, as well as current water use, supply, demand, and water loss data. During the presentation, supplementary information was provided to inquiries as needed by Daniel, Nathan, General Manager Reggie Lamson, and Water Superintendent Jason Hall.

At 9:55 a.m., Chair Tarras called for a five-minute recess, due to audio and visual technical difficulties.

There were no public comments.

Motion made by Vice Chair Willey, seconded by Commissioner Scriven, and carried 5-0 to adopt Resolution No. DWP 2026-04 approving the 2025 Urban Water Management Plan and 2025 Water Shortage Contingency Plan.

AYES: Cylwik, Tarras, Hjorth, Scriven, Willey

NOES:

ABSTAIN:

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At 10:00 a.m., Chair Tarras closed the public hearing for the 2025 Urban Water Management Plan and 2025 Water Shortage Contingency Plan.

2. CONSENT CALENDAR**2.1 Approve Minutes of the Regular Board Meeting Dated April 28, 2026**

Motion made by Vice Chair Willey, seconded by Treasurer Hjorth, and carried 5-0 to approve the Consent Calendar.

AYES: Cylwik, Tarras, Hjorth, Scriven, Willey

NOES:

ABSTAIN:

3. ITEMS REMOVED FROM CONSENT CALENDAR

None.

4. DISCUSSION/ACTION ITEMS**4.1 Authenticate Check Register 04/01/2026 to 04/30/2026**

Treasurer Hjorth requested clarification on payment DFT0000939 to Estrada's Construction, Landscaping & Fencing. Jason noted that disbursement was for unbilled temporary fencing installed during construction on the Wolf Project. Treasurer Hjorth inquired about DFT0001014 to Wondershare. Nathan explained that Wondershare is a PDF editing software.

Commissioner Cylwik recused himself from Check Number 30785. Commissioner Cylwik asked about DFT0000965 to OpenAI. Nathan explained that staff are currently evaluating the performance of various AI platforms prior to agency-wide implementation. Commissioner Cylwik requested that staff provide a presentation regarding the AI software and its intended applications. Commissioner Scriven noted that AI platforms are switching from flat subscription to usage pricing and staff should evaluate cost-benefits of subscription costs against actual usage when selecting from the various AI platforms.

Motion made by Treasurer Hjorth, second Chair Willey, and carried 5-0 to authenticate the Check Register for April 2026.

AYES: Cylwik, Tarras, Hjorth, Scriven, Willey

NOES:

ABSTAIN:

4.2 Resolution No. DWP 2026-06 – USBR Grant Application for the Landscape Irrigation Efficiency Program

Water Conservation & Communication Supervisor Bennett Rossell gave an overview of the proposed grant application to expand DWP's turf buyback program. The expansion aims to assist 13 commercial properties in complying with new California non-functional turf irrigation regulations by increasing the commercial rebate from \$1 to \$3 per square foot.

Treasurer Hjorth asked what the impact would be if the eligible 13 commercial properties participated in the program. Bennett clarified that it would encompass 46,000 square feet of turf removal. Nathan noted that the \$3.00 rate was proposed to avoid supplanting the existing residential program funds, and to offset a significant portion of replacement costs, which staff estimated at \$5 per square foot for rock landscaping.

Commissioner Cylwik expressed concern that the resolution did not explicitly detail the \$3 per square foot rebate rate. Nathan clarified that the resolution under consideration authorizes only the grant application itself; a separate resolution to amend existing policy would be brought before the Board for approval should the grant be awarded. Commissioner Cylwik also noted that the proposed structure provides a higher benefit to commercial customers than to residential customers. Reggie clarified that the new state regulations mandate compliance exclusively for commercial properties, facilitating the targeted incentive.

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Motion made by Commissioner Scriven, seconded by Treasurer Hjorth, and carried 5-0 to adopt Resolution No. DWP 2026-06 authorizing the submission of a grant application to the United States Bureau of Reclamation for the Small-Scale Water Efficiency Projects Grant Program to support expansion of DWP's Turf Buyback Program.

AYES: Cylwik, Tarras, Hjorth, Scriven, Willey

NOES:

ABSTAIN:

4.3 Change Order No. 2 to the FB&E Contract for the Garstin Water Operations Facilities Project

Daniel and Reggie gave an overview of Change Order No. 2 to the FB&E contract. The proposed modifications included reverting the HVAC scope to add thermostats back to all offices, addressing an omitted structural beam, adjusting exterior wall detailing to feature split-face block as originally approved by the City Planning Commission, providing additional steel for the metal fascia, and changing the specified door material for the IT room.

Commissioner Scriven inquired whether the contractor had requested any equitable adjustments or pass-through expenses due to rising fuel and freight costs. Reggie confirmed that no such adjustments have been submitted to date.

Treasurer Hjorth requested information regarding a 3D building walkthrough. Daniel will look into the associated pricing and feasibility.

Commissioner Cylwik requested that the construction contract summary table be restructured for improved clarity. Nathan confirmed that future iterations of the financial table will be adjusted to feature precise labeling to clearly describe reconciled totals.

Motion made by Vice Chair Willey, seconded by Treasurer Hjorth, and carried 5-0 to approve Change Order No. 2 in the amount of \$204,218.95 to the Facility Builders & Erectors, Inc. Contract for the Garstin Water Operations Facility Project.

AYES: Cylwik, Tarras, Hjorth, Scriven, Willey

NOES:

ABSTAIN:

4.4 Resolution No. DWP 2026-05 – Capital Asset Policy Update

Nathan gave an overview of the Capital Asset Policy updates. He explained that raising the capitalization threshold to \$10,000 would bring the agency into alignment with the City's established financial policies.

Motion made by Treasurer Hjorth, seconded by Commissioner Scriven, and carried 5-0 to adopt Resolution No. DWP 2026-05 increasing the capitalization threshold in DWP's Purchasing Policy to \$10,000.

AYES: Cylwik, Tarras, Hjorth, Scriven, Willey

NOES:

ABSTAIN:

4.5 Quarterly Financials for Q3 2026

Nathan gave an overview of the Q3 financial report. He noted that the reporting format has been updated based on previous Board feedback to enhance clarity by focusing on year-to-date data rather than quarterly specific metrics. Vice Chair Willey inquired about a budget variance regarding State water system permit expenses. Nathan clarified that the discrepancy was identified following the issuance and subsequent payment of the license renewal. The Department of Water Resources (DWR) is currently processing a refund for the overbilled amount.

4.6 Management Reports

Vice Chair Willey asked about the scheduling of the next HR Committee meeting. Human Resources Administrator Rachel Franklin requested that the meeting be scheduled for the upcoming Fall to accommodate current staff workloads.

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Vice Chair Willey asked Bennett to confirm the date of the Earth Day event hosted by Bear Valley Electric. Bennett noted that the event took place on May 19th. Vice Chair Willey asked for clarification on the 3D Groundwater Model. Bennett offered to demonstrate the physical tabletop model for her.

Commissioner Scriven commended staff on the efficiency of the smart meters, noting that the system successfully assisted him in identifying a water leak at his property.

Treasurer Hjorth inquired if the recent electrical outages caused any operational issues. Jason and Reggie confirmed that no problems were reported, noting that the SCADA system is equipped with a battery backup.

Chair Tarras requested an update from Daniel regarding Division Well No. 9. Daniel stated that the design phase is near completion. Reggie added that the project is anticipated to go out to bid within approximately one week. Furthermore, Reggie commended Daniel for completing the Urban Water Management Plan (UWMP) entirely in-house.

Chair Tarras inquired about the recent budget briefing meeting with the City. Nathan reported that combining the discussions into a single meeting, rather than the historical three-meeting format, proved to be more efficient. Nathan and Chair Tarras are scheduled to deliver the formal budget presentation at the upcoming City Council meeting.

4.7 Board Member Reports

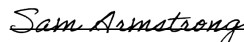
None.

5. BOARD FOLLOW-UP ITEMS

None.

6. ADJOURNMENT

No additional business came before the Board. At 11:08 a.m., Chair Tarras adjourned the meeting.



Sam Armstrong, Board Secretary, DWP Board of Commissioners

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Big Bear Lake Dept. of Water & Power

Payment Register with GL Distribution

Date Range: 5/1/2026 to 5/31/2026

Check Number	Check Date	Vendor Name	Amount	Transaction Description	Project Name
GL Act Number	GL Account Name				
30810	5/7/2026	Big Bear Disposal, Inc.			
20-51-6930	Special Dept Expense		\$70.92	Storage Container	
	Distribution Total:		<u>\$70.92</u>		
30811	5/7/2026	Big Bear Grizzly			
20-51-6910	Public Outreach		\$163.36	#36961 Newspaper Ads	
20-51-6910	Public Outreach		\$381.15	#36962 Newspaper Ads	
20-51-6910	Public Outreach		\$381.16	#36960 Newspaper Ads	
	Distribution Total:		<u>\$925.67</u>		
30812	5/7/2026	Big Bear Paint Center, Inc.			
20-50-6232	Maintenance - Pump & Wells		\$204.18	Paint & Rollers	
	Distribution Total:		<u>\$204.18</u>		
30813	5/7/2026	Cintas			
20-59-6130	Safety Supplies		\$284.46	AED Check	
20-59-6130	Safety Supplies		\$301.70	AED Check	
	Distribution Total:		<u>\$586.16</u>		
30814	5/7/2026	County Recorder San Bernardino			
20-97-6335	Bank Charges & Misc Fees		\$100.00	Lien Release Fees	
	Distribution Total:		<u>\$100.00</u>		
30815	5/7/2026	Execucom			
20-98-6400	Professional Services		\$869.93	After Hours Answering Service	
	Distribution Total:		<u>\$869.93</u>		
30816	5/7/2026	KBHR-FM			
20-51-6910	Public Outreach		\$320.40	Public Outreach	

20-51-6910 Public Outreach \$445.00 Public Outreach

Distribution Total: \$765.40

30817 5/7/2026 Knight's Automotive
20-59-6360 Automotive Expense \$810.29 Brake Replacement

Distribution Total: \$810.29

30818 5/7/2026 Lance Soll & Lunghard, LLP
20-98-6400 Professional Services \$4,701.00 2026 Audit Internal Control Assessment

Distribution Total: \$4,701.00

30819 5/7/2026 Mobile Occupational Services, Inc.
20-98-6405 Professional Services - Personnel & Safety \$140.00 Employee Drug Testing

Distribution Total: \$140.00

30820 5/7/2026 Nativescapes, Inc.
20-51-6930 Special Dept Expense \$1,861.00 Demonstration Garden Maintenance

Distribution Total: \$1,861.00

30821 5/7/2026 Robertson's Ready Mix
20-00-1799 Construction In Progress \$695.91 Slurry Mix Garstin Water Operations Facility

Distribution Total: \$695.91

30822 5/7/2026 San Bernardino County Fleet Management Department
20-59-6362 Fuel \$6,261.16 Fuel

Distribution Total: \$6,261.16

30823 5/7/2026 South Coast AQMD
20-59-6366 Licenses & Permits \$172.49 AQMD Fees

20-59-6366 Licenses & Permits \$172.49 AQMD Fees

Distribution Total: \$344.98

30824 5/7/2026 State of California Energy Resources Conservation Act
20-00-2386 CEC Loan - LT \$39,144.40 Debt Service - CEC Loan

20-99-6522 Interest Expense \$1,386.83 Debt Service - CEC Loan

Distribution Total: \$40,531.23

30825	5/7/2026	State Water Resources Control Board			
	20-59-6926	Education / Training	\$80.00	Distribution D2 Operator Cert Renewal OP#36	
	20-98-6926	Education / Training	\$70.00	Distribution D1 Cert Renewal Op#48987	
		Distribution Total:	<u>\$150.00</u>		
30826	5/7/2026	Twin Bear Equipment Rental, Inc.			
	20-55-6250	Maintenance - Mains & Services	\$70.40	Equipment Rental	
		Distribution Total:	<u>\$70.40</u>		
30827	5/7/2026	Underground Service Alert of Southern California			
	20-59-6930	Special Dept Expense	\$143.20	CA State Reg Fee/New Tickets	
	20-59-6930	Special Dept Expense	\$1,549.40	DigAlert Tickets	
		Distribution Total:	<u>\$1,692.60</u>		
30828	5/13/2026	Facility Builders & Erectors, Inc.			
	20-00-1799	Construction In Progress	\$678,085.37	Garstin Water Operations Facility Building	Garstin Water Operations Facility
	20-00-2118	Retention Payable	(\$33,904.27)	Retention Payable	
		Distribution Total:	<u>\$644,181.10</u>		
30830	5/19/2026	Big Bear Disposal, Inc.			
	20-50-6370	Rent/Lease Expense	\$212.32	Toilet Rental Wabash & Magnolia	
	20-51-6930	Special Dept Expense	\$70.92	Storage Container	
		Distribution Total:	<u>\$283.24</u>		
30831	5/19/2026	California Rural Water Association			
	20-98-6927	Memberships, Dues, Subscriptions	\$1,745.00	Annual CRWA Membership	
		Distribution Total:	<u>\$1,745.00</u>		
30832	5/19/2026	Canon Financial Services, Inc.			
	20-98-6375	Rents And Leases - Equipment	\$709.05	CL/BW Copier Maintenance	
		Distribution Total:	<u>\$709.05</u>		
30833	5/19/2026	Core & Main LP			
	20-00-1560	Inventory	\$535.20	Y451695 Inventory / Supply	
	20-00-1560	Inventory	\$1,049.63	Y896184 Inventory / Supply	
	20-00-1560	Inventory	\$2,027.58	Y875746 PVC Pipe Gasket / Inventory	

20-00-1560	Inventory	\$4,435.89	Y721995 Inventory	
20-00-1799	Construction In Progress	\$326.69	Y875746 PVC Pipe Gasket / Inventory	Garstin Water Operations Facility
20-55-6215	Maintenance - Hydrants	\$151.47	Y896184 Inventory / Supply	
20-55-6250	Maintenance - Mains & Services	\$20.11	Y547946 Couplings	
20-55-6250	Maintenance - Mains & Services	\$336.74	Y458836 Couplings / Gaskets	
20-55-6250	Maintenance - Mains & Services	\$452.65	Y451695 Inventory / Supply	
20-59-6180	Small Tools	\$1,081.32	Y796477 Pipe Cutter Head, Pulling Cable	

Distribution Total: \$10,417.28

30834	5/19/2026	Fairview Ford Sales, Inc.		
	20-59-6360	Automotive Expense	\$1,492.20	Tires

Distribution Total: \$1,492.20

30835	5/19/2026	InfoSend, Inc.		
	20-97-6320	Bill Processing & Postage	\$931.23	Bill Processing
	20-97-6320	Bill Processing & Postage	\$3,672.37	Bill Processing

Distribution Total: \$4,603.60

30836	5/19/2026	Jack Henry & Associates, Inc.		
	20-97-6335	Bank Charges & Misc Fees	\$2,288.96	RemitPlus Check Scan Annual Fee

Distribution Total: \$2,288.96

30837	5/19/2026	Knight's Automotive		
	20-59-6360	Automotive Expense	\$177.37	Oil Change/ Brake Inspection

Distribution Total: \$177.37

30838	5/19/2026	Paso Robles Tank		
	20-00-2118	Retention Payable	\$57,971.73	Wolf Reservoir Project Retention

Distribution Total: \$57,971.73

30839	5/19/2026	Sierra Club Big Bear Group		
	20-51-6930	Special Dept Expense	\$750.00	Big Bear Xeriscape Garden Tour Sponsorship

Distribution Total: \$750.00

30840	5/19/2026	Special Districts Dept San Bernardino County			
	20-50-6275	Maintenance - Water Treatment	\$274.76	Seminole Sewer Charge	
		Distribution Total:	<u>\$274.76</u>		
30841	5/19/2026	Verdantas			
	20-00-1799	Construction In Progress	\$10,385.00	Geotechnical & Materials Testing	Garstin Water Operations Facility
		Distribution Total:	<u>\$10,385.00</u>		
30842	5/19/2026	WCT Products			
	20-59-6180	Small Tools	\$4,252.98	Underground Utility Locator	
		Distribution Total:	<u>\$4,252.98</u>		
30843	5/28/2026	American Water Works Assoc			
	20-98-6927	Memberships, Dues, Subscriptions	\$347.00	AWWA Membership	
		Distribution Total:	<u>\$347.00</u>		
30844	5/28/2026	B L Wallace- Distributor Inc.			
	20-00-1560	Inventory	\$9,643.29	Inventory	
		Distribution Total:	<u>\$9,643.29</u>		
30845	5/28/2026	Cintas			
	20-59-6130	Safety Supplies	\$246.25	First Aid Supplies 5/2026	
		Distribution Total:	<u>\$246.25</u>		
30846	5/28/2026	County of San Bernardino			
	20-55-6140	Basic Materials	\$9.45	Landfill Charges	
		Distribution Total:	<u>\$9.45</u>		
30847	5/28/2026	County Recorder San Bernardino			
	20-97-6335	Bank Charges & Misc Fees	\$55.00	New PIMS 2.0 User Access	
		Distribution Total:	<u>\$55.00</u>		
30848	5/28/2026	County Recorder San Bernardino			
	20-97-6335	Bank Charges & Misc Fees	\$40.00	Lien Release Fees	
		Distribution Total:	<u>\$40.00</u>		
30849	5/28/2026	Linde Gas & Equipment Inc.			
	20-50-6370	Rent/Lease Expense	\$72.10	Equipment Rental	
		Distribution Total:	<u>\$72.10</u>		

30850	5/28/2026	Ludecke's Electrical Service, Inc.			
	20-00-1799	Construction In Progress	\$1,424.63	Sub Panel on Switch Gear for Garstin Project	Garstin Water Operations Facility
	20-00-1799	Construction In Progress	\$5,840.86	Relocate Conduits and Feeders for Garstin Prc	Garstin Water Operations Facility
		Distribution Total:	<u>\$7,265.49</u>		
30851	5/28/2026	McMaster-Carr Supply Company			
	20-50-6235	Maintenance - Pressure Valves	\$78.95	Fittings for Brass Tubing	
		Distribution Total:	<u>\$78.95</u>		
30852	5/28/2026	Mile High Sports & Equip., Inc			
	20-55-6140	Basic Materials	\$510.00	Materials	
		Distribution Total:	<u>\$510.00</u>		
30853	5/28/2026	Motive Managed Services, LLC			
	20-98-6420	Professional Services - IT	\$10,866.00	IT Services	
		Distribution Total:	<u>\$10,866.00</u>		
30854	5/28/2026	OJs Donut House			
	20-98-6930	Special Dept Expense	\$19.50	Donuts for Meetings	
		Distribution Total:	<u>\$19.50</u>		
30855	5/28/2026	Romans Construction Co			
	20-55-6140	Basic Materials	\$810.88	25 Tons Class II Base	
		Distribution Total:	<u>\$810.88</u>		
30856	5/28/2026	Summit Auto Spa			
	20-59-6360	Automotive Expense	\$345.00	Vehicle Cleaning	
		Distribution Total:	<u>\$345.00</u>		
Draft Number	Check Date	Vendor Name	Amount	Transaction Description	Project Name
	GL Act Number	GL Account Name			
757	5/1/2026	E.H. WACHS			
	20-00-1790	General Plant And Equipment	\$116,180.39	Vac/Valve Trailer Replacement	Capital Machinery & Equipment
		Distribution Total:	<u>\$116,180.39</u>		
758	5/1/2026	Orange County Winwater Works			
	20-00-1560	Inventory	\$1,356.79	Inventory	
		Distribution Total:	<u>\$1,356.79</u>		

759	5/7/2026	APPLE Administrator			
	20-00-2045	Payroll Liabilities	\$187.50	APPLE Contributions	
		Distribution Total:	<u>\$187.50</u>		
760	5/7/2026	Cricket Scada LLC			
	20-50-6245	Maintenance - Telemetry	\$2,400.00	SCADA Services	
		Distribution Total:	<u>\$2,400.00</u>		
761	5/7/2026	Nathan Statham			
	20-98-6930	Special Dept Expense	\$57.00	Reimbursement - Donuts for Meeting	
		Distribution Total:	<u>\$57.00</u>		
762	5/7/2026	PBK			
	20-00-1799	Construction In Progress	\$7,200.00	Construction Administration	Garstin Water Operations Facility
		Distribution Total:	<u>\$7,200.00</u>		
763	5/7/2026	Prudential Overall Supply dba Prudential Cleanor			
	20-59-6339	Laundry	\$2,297.11	Uniform Services	
		Distribution Total:	<u>\$2,297.11</u>		
764	5/7/2026	RingCentral Inc.			
	20-98-6920	Communications & Data	\$1,164.47	Communications	
		Distribution Total:	<u>\$1,164.47</u>		
765	5/7/2026	SB County Employees Retirement Association			
	20-00-2045	Payroll Liabilities	\$62,132.06	Emp Pension	
		Distribution Total:	<u>\$62,132.06</u>		
766	5/19/2026	Billy Wormsbecker			
	20-59-6926	Education / Training	\$47.63	Meal Reimbursement for Class 05/2026	
		Distribution Total:	<u>\$47.63</u>		
767	5/19/2026	Clinical Laboratory of San Bernardino Inc			
	20-50-6400	Professional Services	\$1,440.00	Water Quality Testing	
		Distribution Total:	<u>\$1,440.00</u>		
768	5/19/2026	Colleen Barrette			
	20-98-6930	Special Dept Expense	\$9.26	Supply Reimbursement	
		Distribution Total:	<u>\$9.26</u>		

769	5/19/2026	Harper & Associates Engineering, Inc.			
	20-98-6400	Professional Services	\$2,265.00	Water Reservoir Inspection Services	
		Distribution Total:	<u>\$2,265.00</u>		
770	5/19/2026	HD Supply Inc., dba USA Blue Book			
	20-50-5175	Chemicals/Filter Material	\$1,358.05	Free Chlorine Reagent Sets	
		Distribution Total:	<u>\$1,358.05</u>		
771	5/19/2026	Hector Pedroza Lopez			
	20-59-6926	Education / Training	\$55.18	Meal Reimbursement for Class 05/2026	
		Distribution Total:	<u>\$55.18</u>		
772	5/19/2026	Jackson Lewis P.C			
	20-98-6405	Professional Services - Personnel & Safety	\$12,089.00	Legal Services	
		Distribution Total:	<u>\$12,089.00</u>		
773	5/19/2026	Water Systems Consulting, Inc.			
	20-00-1799	Construction In Progress	\$7,730.00	Division Well 9	Division Well 9
		Distribution Total:	<u>\$7,730.00</u>		
774	5/19/2026	Yardley-Orgill Co., Inc			
	20-00-1799	Construction In Progress	\$27,048.48	Garstin Facilities Project Supplies	Garstin Water Operations Facility
	20-00-1799	Construction In Progress	\$4,654.80	Garstin Facilities Project Supplies	Garstin Water Operations Facility
		Distribution Total:	<u>\$31,703.28</u>		
775	5/28/2026	isolved Inc.			
	20-98-6405	Professional Services - Personnel & Safety	\$350.00	COBRA Admin Fee	
		Distribution Total:	<u>\$350.00</u>		
776	5/28/2026	Rush Medium Duty Truck Center			
	20-59-6360	Automotive Expense	\$859.64	Airbag Spring and Track Replacement	Vehicle & Equipment Maintenance
		Distribution Total:	<u>\$859.64</u>		
777	5/28/2026	Samantha Armstrong			
	20-98-6930	Special Dept Expense	\$19.36	Fruit for Meetings (Reimbursement)	
		Distribution Total:	<u>\$19.36</u>		
778	5/28/2026	Yardley-Orgill Co., Inc			
	20-00-1560	Inventory	\$1,499.88	2043074 Inventory	

20-00-1799	Construction In Progress	\$536.60	2043990 Garstin Project Supply	Garstin Water Operations Facility
20-55-6215	Maintenance - Hydrants	\$2,639.88	2042008 Hydrant Rebuild Kit	
Distribution Total:		<u>\$4,676.36</u>		

DFT0000985	5/7/2026	Bear Valley Electric		
	20-50-5560	Utilities - Electric	\$6.23	PRV Station Moonridge
	20-50-5560	Utilities - Electric	\$1,329.73	Lassen Well - A Booster
	20-50-5560	Utilities - Electric	\$57.45	Clover/Club View Pump
	20-50-5560	Utilities - Electric	\$742.32	366 Glenwood Dr
	20-50-5560	Utilities - Electric	\$134.35	Wolf/Coyote Ct
	20-50-5560	Utilities - Electric	\$699.69	Lake Plant Well
Distribution Total:		<u>\$2,969.77</u>		

DFT0000986	5/7/2026	Safe & Sound Security, Inc.		
	20-98-6220	Maintenance Buildings/Grounds	\$115.09	Alarm & Monitoring Services
Distribution Total:		<u>\$115.09</u>		

DFT0001032	5/18/2026	Same Day Embroidery		
	20-98-6930	Special Dept Expense	\$89.48	Employee Clothing Embroidery
Distribution Total:		<u>\$89.48</u>		

DFT0001040	5/19/2026	American Fidelity Assurance Company		
	20-00-2045	Payroll Liabilities	\$1,941.64	FSA Premium
Distribution Total:		<u>\$1,941.64</u>		

DFT0001041	5/19/2026	Bear Valley Electric		
	20-98-6326	Utilities - Electric	\$83.81	Garstin Electric Bill
	20-50-5560	Utilities - Electric	\$1,571.82	Division Electric Bill
Distribution Total:		<u>\$1,655.63</u>		

DFT0001043	5/19/2026	Health Net		
	20-55-6084	Health and Wellness Benefits	\$923.60	Health Insurance
	20-95-6084	Health and Wellness Benefits	\$2,599.66	Health Insurance
	20-50-6084	Health and Wellness Benefits	\$2,038.00	Health Insurance

20-51-6084	Health and Wellness Benefits	\$1,943.01	Health Insurance
20-59-6084	Health and Wellness Benefits	\$4,370.79	Health Insurance
20-90-6084	Health and Wellness Benefits	\$4,165.28	Health Insurance
20-98-6084	Health and Wellness Benefits	\$5,554.14	Health Insurance
Distribution Total:		<u>\$21,594.48</u>	

DFT0001044	5/19/2026	Kaiser Permanente		
	20-97-6084	Health and Wellness Benefits	\$4,090.63	Health Insurance
	20-95-6084	Health and Wellness Benefits	\$3,319.93	Health Insurance
	20-90-6084	Health and Wellness Benefits	\$2,368.10	Health Insurance
	20-55-6084	Health and Wellness Benefits	\$6,419.62	Health Insurance
	20-59-6084	Health and Wellness Benefits	\$2,916.44	Health Insurance
	20-50-6084	Health and Wellness Benefits	\$4,323.92	Health Insurance
	20-51-6084	Health and Wellness Benefits	\$2,414.68	Health Insurance
	20-98-6084	Health and Wellness Benefits	\$1,230.57	Health Insurance
		Distribution Total:	<u>\$27,083.89</u>	

DFT0001045	5/19/2026	Reliance Standard Life Ins. Co.		
	20-50-6084	Health and Wellness Benefits	\$60.00	EE Life / LTD 06/2026
	20-97-6084	Health and Wellness Benefits	\$48.00	EE Life / LTD 06/2026
	20-00-2045	Payroll Liabilities	\$1,832.83	EE Life / LTD 06/2026
	20-51-6084	Health and Wellness Benefits	\$24.00	EE Life / LTD 06/2026
	20-59-6084	Health and Wellness Benefits	\$60.00	EE Life / LTD 06/2026
	20-95-6084	Health and Wellness Benefits	\$84.00	EE Life / LTD 06/2026
	20-98-6084	Health and Wellness Benefits	\$72.04	EE Life / LTD 06/2026
	20-55-6084	Health and Wellness Benefits	\$72.00	EE Life / LTD 06/2026
	20-90-6084	Health and Wellness Benefits	\$60.00	EE Life / LTD 06/2026
		Distribution Total:	<u>\$2,312.87</u>	

DFT0001046	5/19/2026	Safe & Sound Security, Inc.		
	20-98-6220	Maintenance Buildings/Grounds	\$2,296.00	Alarm & Monitoring 3-year license renewal
		Distribution Total:	<u>\$2,296.00</u>	
DFT0001047	5/19/2026	Spectrum (formerly Charter)		
	20-98-6920	Communications & Data	\$135.37	Data Communications
	20-98-6920	Communications & Data	\$1,076.06	Data Communications
	20-98-6920	Communications & Data	\$149.99	Data Communications
		Distribution Total:	<u>\$1,361.42</u>	
DFT0001048	5/28/2026	Bear Valley Electric		
	20-50-5560	Utilities - Electric	\$684.73	Barton Ln Pump S/W Pine
	20-50-5560	Utilities - Electric	\$1,406.53	43511 Bow Canyon Rd
	20-50-5560	Utilities - Electric	\$590.00	Mcalister Rd & Foxfarm
	20-50-5560	Utilities - Electric	\$287.69	40751 N Shore Dr Pump
	20-50-5560	Utilities - Electric	\$6.40	370 Canvasback Rd
	20-50-5560	Utilities - Electric	\$0.02	Skyview Well Deadman Lk
	20-50-5560	Utilities - Electric	\$22.27	Lakewood #6 Well
	20-50-5560	Utilities - Electric	\$1,256.74	Division Wells
	20-50-5560	Utilities - Electric	\$144.17	Magnolia Ln & Sunset Ln
	20-50-5560	Utilities - Electric	\$2,111.98	Klamath Rd Pump Station
	20-50-5560	Utilities - Electric	\$67.93	Magnolia Ln Booster N/w Sun
	20-50-5560	Utilities - Electric	\$9,521.46	468 Magnolia Well
	20-98-6326	Utilities - Electric	\$98.26	41972 Garstin Dr
	20-50-5560	Utilities - Electric	\$1,702.16	43270 1/2 Sheephorn Rd
	20-50-5560	Utilities - Electric	\$50.63	Cedar Lake Reservoir
	20-50-5560	Utilities - Electric	\$274.80	Lakewood #7
	20-50-5560	Utilities - Electric	\$2,783.64	561 Maple Ln
	20-50-5560	Utilities - Electric	\$10.67	Onyx Way

20-50-5560	Utilities - Electric	\$2,200.76	839 Knickerbocker
20-50-5560	Utilities - Electric	\$280.81	Cherokee Well
20-50-5560	Utilities - Electric	\$621.35	Oak Well / Jeffries
20-50-5560	Utilities - Electric	\$570.75	Goldmine Boosters
20-50-5560	Utilities - Electric	\$494.21	Booster Santa Barbara Ave
20-50-5560	Utilities - Electric	\$11,289.29	500 Sawmill Canyon Dr
20-50-5560	Utilities - Electric	\$340.76	East End of Oak Road
20-50-5560	Utilities - Electric	\$1,239.74	Arrastre Creek Pump Station
20-50-5560	Utilities - Electric	\$48.93	Well Monte Vista Dr
20-50-5560	Utilities - Electric	\$23.44	East End Yosemite x Angels Camp
20-50-5560	Utilities - Electric	\$1,035.47	Sand Canyon Well
20-50-5560	Utilities - Electric	\$180.24	200 S/Oak Conklin Rd
20-50-5560	Utilities - Electric	\$1,379.86	40751 N Shore Dr DWP Mant
20-50-5560	Utilities - Electric	\$42.62	Ironwood Boosters A&B
20-50-5560	Utilities - Electric	\$634.47	Cline Miller PI Reservoir
20-50-5560	Utilities - Electric	\$56.36	39218 1/2 Cedar Dell
20-50-5560	Utilities - Electric	\$37.91	Coontank N Pineyridge
20-50-5560	Utilities - Electric	\$1,013.72	42136 1/2 Big Bear blvd
20-50-5560	Utilities - Electric	\$530.32	Seminole Well

Distribution Total:	<u>\$43,041.09</u>
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DFT0001049	5/28/2026	Paylocity Payroll	
	20-98-6405	Professional Services - Personnel & Safety	\$1,416.38
			Payroll Processing

Distribution Total:	<u>\$1,416.38</u>
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DFT0001050	5/28/2026	Reliance Standard	
	20-98-6084	Health and Wellness Benefits	\$114.68
			Vision Insurance
	20-97-6084	Health and Wellness Benefits	\$84.80
			Vision Insurance
	20-55-6084	Health and Wellness Benefits	\$146.48
			Vision Insurance

20-51-6084	Health and Wellness Benefits	\$61.68	Vision Insurance
20-50-6084	Health and Wellness Benefits	\$104.08	Vision Insurance
20-59-6084	Health and Wellness Benefits	\$114.68	Vision Insurance
20-95-6084	Health and Wellness Benefits	\$104.08	Vision Insurance
20-90-6084	Health and Wellness Benefits	\$94.44	Vision Insurance

Distribution Total:	<u>\$824.92</u>
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DFT0001051	5/28/2026	Reliance Standard		
	20-90-6084	Health and Wellness Benefits	\$534.52	Dental Insurance
	20-50-6084	Health and Wellness Benefits	\$611.84	Dental Insurance
	20-98-6084	Health and Wellness Benefits	\$667.04	Dental Insurance
	20-51-6084	Health and Wellness Benefits	\$381.68	Dental Insurance
	20-55-6084	Health and Wellness Benefits	\$838.88	Dental Insurance
	20-95-6084	Health and Wellness Benefits	\$614.96	Dental Insurance
	20-97-6084	Health and Wellness Benefits	\$454.08	Dental Insurance
	20-59-6084	Health and Wellness Benefits	\$667.04	Dental Insurance

Distribution Total:	<u>\$4,770.04</u>
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DFT0001052	5/28/2026	Spectrum (formerly Charter)		
	20-98-6920	Communications & Data	\$149.99	Data Communications
	20-98-6920	Communications & Data	\$1,076.06	Data Communications
	20-98-6920	Communications & Data	\$135.37	Data Communications

Distribution Total:	<u>\$1,361.42</u>
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DFT0001053	5/31/2026	American Fidelity Assurance Company		
	20-00-2045	Payroll Liabilities	\$3,017.91	American Fidelity

Distribution Total:	<u>\$3,017.91</u>
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Check Number	Check Date	Customer Name	Service Address	Refund Amount	Refund Description
30829	5/19/2026	JONATHAN & CINDY LESLIE	812 EUREKA DR	\$26.75	Refunds 005-08 UBPKT13066 Disconnect

Report Summary

Payments	Count	Total
Accounts Payables:	84	\$1,202,052.12
Customer Refunds	1	\$26.75
Total:	85	\$1,202,078.87
Bank Drafts		
Payroll Liabilities:	12	\$516,533.32
Debt Service:		0.00
Bank & Credit Card Fees:	6	\$18,549.09
Total:	18	\$535,082.41
Grand Total:	103	\$1,737,161.28



Big Bear Lake Dept. of Water & Power

Payment Register with GL Distribution

Date Range: 6/1/2026 to 6/30/2026

Check Number	Check Date	Vendor Name	Amount	Transaction Description	Project Name
GL Act Number	GL Account Name				
30859	6/4/2026	B L Wallace- Distributor Inc.			
20-00-1560	Inventory		\$12,545.20	Inventory	
	Distribution Total:		<u>\$12,545.20</u>		
30860	6/4/2026	Big Bear Disposal, Inc.			
20-51-6930	Special Dept Expense		\$15.18	Storage Container	
	Distribution Total:		<u>\$15.18</u>		
30861	6/4/2026	Cintas			
20-59-6130	Safety Supplies		\$301.70	AED Check	
	Distribution Total:		<u>\$301.70</u>		
30862	6/4/2026	Cole Burk			
20-59-6926	Education / Training		\$55.85	Meal Per Diem	
	Distribution Total:		<u>\$55.85</u>		
30863	6/4/2026	Execucom			
20-98-6400	Professional Services		\$869.93	After Hours Answering Service	
	Distribution Total:		<u>\$869.93</u>		
30864	6/4/2026	Facility Builders & Erectors, Inc.			
20-00-1799	Construction In Progress		\$856,569.48	Garstin Water Operations Facility Building	Garstin Water Operations Facility
20-00-2118	Retention Payable		(\$42,828.47)	Retention Payable	
	Distribution Total:		<u>\$813,741.01</u>		
30865	6/4/2026	Frontier			
20-59-6920	Communications & Data		\$1,514.25	Internet Connectivity	
	Distribution Total:		<u>\$1,514.25</u>		
30866	6/4/2026	InfoSend, Inc.			
20-97-6320	Bill Processing & Postage		\$1,319.66	Bill Processing	

	20-97-6320	Bill Processing & Postage	\$3,427.13	Bill Processing	
		Distribution Total:	<u>\$4,746.79</u>		
30867	6/4/2026	KBHR-FM			
	20-51-6910	Public Outreach	\$783.20	Public Outreach	
		Distribution Total:	<u>\$783.20</u>		
30868	6/4/2026	Knight's Automotive			
	20-59-6360	Automotive Expense	\$1,252.39	Tires	
	20-59-6360	Automotive Expense	\$3,392.90	Suspension Brake Arm, Brakes, Oil Change	Vehicle & Equipment Maintenance
		Distribution Total:	<u>\$4,645.29</u>		
30869	6/4/2026	Nativescapes, Inc.			
	20-51-6930	Special Dept Expense	\$1,241.00	Demonstration Garden Maintenance	
		Distribution Total:	<u>\$1,241.00</u>		
30870	6/4/2026	Summit Auto Spa			
	20-59-6360	Automotive Expense	\$75.00	Vehicle Washings	
	20-59-6360	Automotive Expense	\$210.00	Vehicle Cleaning	
		Distribution Total:	<u>\$285.00</u>		
30871	6/4/2026	T-Mobile			
	20-98-6920	Communications & Data	\$569.71	Internet Connectivity	
		Distribution Total:	<u>\$569.71</u>		
30872	6/4/2026	Underground Service Alert of Southern California			
	20-59-6930	Special Dept Expense	\$143.20	CA State Reg Fee	
	20-59-6930	Special Dept Expense	\$1,332.25	DigAlert Tickets	
		Distribution Total:	<u>\$1,475.45</u>		
30873	6/11/2026	Aqua-Metric Sales Company			
	20-00-1560	Inventory	\$4,246.07	INV0114552 Inventory	
	20-95-6256	Maintenance - Meters	\$271.18	INV0114576 ECR Wire	
		Distribution Total:	<u>\$4,517.25</u>		
30874	6/11/2026	Big Bear Disposal, Inc.			
	20-50-6370	Rent/Lease Expense	\$106.16	Toilet Rental Wabash & Magnolia	

20-51-6930 Special Dept Expense \$15.18 Toilet Rental Wabash & Magnolia/ Storage Co

Distribution Total: \$121.34

30875 6/11/2026 Big Bear Grizzly

20-98-6910 Public Notices/Outreach \$163.36 Public Notices

Distribution Total: \$163.36

30876 6/11/2026 CNH Industrial Capital America, LLC.

20-59-6996 Maintenance - Equipment \$6,740.80 Backhoe Fuel Cooler & A/C Condenser Repair Vehicle & Equipment Maintenance

Distribution Total: \$6,740.80

30877 6/11/2026 Core & Main LP

20-00-1560 Inventory \$1,123.32 Inventory

20-50-6235 Maintenance - Pressure Valves \$158.93 Supply

Distribution Total: \$1,282.25

30878 6/11/2026 Knight's Automotive

20-59-6360 Automotive Expense \$1,260.92 Brake & Rotor Replacement

Distribution Total: \$1,260.92

30879 6/11/2026 M&M Mechanical dba Big Bear Sheet Metal

20-98-6220 Maintenance Buildings/Grounds \$1,146.00 Break Room Heater Repair

Distribution Total: \$1,146.00

30880 6/11/2026 McMaster-Carr Supply Company

20-59-6180 Small Tools \$187.17 Magnets w/ Threaded Studs

20-59-6180 Small Tools \$319.55 Mesh Tarp

20-59-6180 Small Tools \$3,732.09 Heavy Duty Pipe Rack

Distribution Total: \$4,238.81

30881 6/11/2026 Mile High Sports & Equip., Inc

20-55-6140 Basic Materials \$2,289.69 Class II Base Delivered

Distribution Total: \$2,289.69

30882 6/11/2026 OJs Donut House

20-98-6930 Special Dept Expense \$114.00 Donuts for Meetings

Distribution Total: \$114.00

30883	6/11/2026	San Bernardino County Fleet Management Department			
	20-59-6362	Fuel	\$5,098.87	Fuel	
		Distribution Total:	<u>\$5,098.87</u>		
30884	6/11/2026	Summit Auto Spa			
	20-59-6360	Automotive Expense	\$270.00	Vehicle Washes	
		Distribution Total:	<u>\$270.00</u>		
30885	6/11/2026	Tennyson Pipeline Co.			
	20-00-1799	Construction In Progress	\$242,750.00	Wolf Booster Replacement Project	Wolf Booster
	20-00-2118	Retention Payable	(\$12,137.50)	Retention Payable	
		Distribution Total:	<u>\$230,612.50</u>		
30886	6/11/2026	Butchers Blocks & Building Mat			
	20-50-6232	Maintenance - Pump & Wells	\$26.17	Supply Statement	
	20-50-6232	Maintenance - Pump & Wells	\$27.45	Supply Statement	
	20-50-6232	Maintenance - Pump & Wells	\$30.87	Supply Statement	
	20-50-6232	Maintenance - Pump & Wells	\$32.31	Supply Statement	
	20-50-6232	Maintenance - Pump & Wells	\$47.87	Supply Statement	
	20-50-6232	Maintenance - Pump & Wells	\$65.17	Supply Statement	
	20-50-6232	Maintenance - Pump & Wells	\$85.37	Supply Statement	
	20-55-6250	Maintenance - Mains & Services	\$5.38	Supply Statement	
	20-55-6250	Maintenance - Mains & Services	\$21.77	Supply Statement	
	20-55-6250	Maintenance - Mains & Services	\$67.34	Supply Statement	
	20-59-6180	Small Tools	\$3.93	Supply Statement	
	20-59-6180	Small Tools	\$6.40	Supply Statement	
	20-59-6180	Small Tools	\$7.66	Supply Statement	
	20-59-6180	Small Tools	\$19.47	Supply Statement	
	20-59-6180	Small Tools	\$27.45	Supply Statement	
	20-59-6180	Small Tools	\$30.68	Supply Statement	
		Distribution Total:	<u>\$505.29</u>		

30892	6/18/2026	All Protection Alarm		
	20-98-6220	Maintenance Buildings/Grounds	\$1,152.30	Alarm Monitoring + Annual Test & Inspection
		Distribution Total:	<u>\$1,152.30</u>	
30893	6/18/2026	Canon Financial Services, Inc.		
	20-98-6375	Rents And Leases - Equipment	\$824.02	CL/BW Maintenance
		Distribution Total:	<u>\$824.02</u>	
30894	6/18/2026	Cintas		
	20-59-6130	Safety Supplies	\$306.48	First Aid Supplies
		Distribution Total:	<u>\$306.48</u>	
30895	6/18/2026	County Recorder San Bernardino		
	20-97-6335	Bank Charges & Misc Fees	\$180.00	Lien Release Fees
		Distribution Total:	<u>\$180.00</u>	
30896	6/18/2026	Delco Service, Inc. dba Southwest HydroTech		
	20-50-6235	Maintenance - Pressure Valves	\$6,927.45	CLA-VAL Maintenance
		Distribution Total:	<u>\$6,927.45</u>	
30897	6/18/2026	Knight's Automotive		
	20-59-6360	Automotive Expense	\$147.49	Coolant Fitting Replacement
	20-59-6360	Automotive Expense	\$1,167.40	Brake Pads & Rotor Replacement
		Distribution Total:	<u>\$1,314.89</u>	
30898	6/18/2026	Mile High Sports & Equip., Inc		
	20-55-6140	Basic Materials	\$1,212.19	25 Tons Class II Base
		Distribution Total:	<u>\$1,212.19</u>	
30899	6/18/2026	NAPA Auto Parts		
	20-50-6240	Maintenance - Wells	\$13.95	Gasket Material
		Distribution Total:	<u>\$13.95</u>	
30900	6/18/2026	S. Porter Inc.		
	20-55-6140	Basic Materials	\$2,900.00	24 Tons Cold Mix
		Distribution Total:	<u>\$2,900.00</u>	
30901	6/18/2026	Summit Auto Spa		
	20-59-6360	Automotive Expense	\$195.00	Vehicle Washes

	20-59-6360	Automotive Expense	\$285.00	Vehicle Washes	
		Distribution Total:	<u>\$480.00</u>		
30902	6/18/2026	T-Mobile			
	20-98-6920	Communications & Data	\$569.71	Internet Connectivity	
		Distribution Total:	<u>\$569.71</u>		
30903	6/18/2026	TOM DODSON & ASSOCIATES			
	20-00-1799	Construction In Progress	\$340.00	NEPA Division Well 9	Division Well 9
		Distribution Total:	<u>\$340.00</u>		
30904	6/18/2026	Uline, Inc			
	20-59-6180	Small Tools	\$1,155.48	Plastic Pallets	
		Distribution Total:	<u>\$1,155.48</u>		
30905	6/24/2026	Aqua-Metric Sales Company			
	20-00-1560	Inventory	\$4,886.88	(2) 2" Cordoned Meters	
		Distribution Total:	<u>\$4,886.88</u>		
30906	6/24/2026	Bear Valley Basin Groundwater Sustainability Agency			
	20-99-7504	Contributions - Other Governments	\$165.93	April Bank Fees	
		Distribution Total:	<u>\$165.93</u>		
30907	6/24/2026	Canon Solutions America, Inc.			
	20-98-6230	Maintenance - Equipment	\$551.25	Repair Service on Check Scanner	
		Distribution Total:	<u>\$551.25</u>		
30908	6/24/2026	Fairview Ford Sales, Inc.			
	20-00-1790	General Plant And Equipment	\$53,177.99	2026 Ford F150	Capital Machinery & Equipment
		Distribution Total:	<u>\$53,177.99</u>		
30909	6/24/2026	Frontier			
	20-59-6920	Communications & Data	\$750.00	Internet Connectivity	
		Distribution Total:	<u>\$750.00</u>		
30910	6/24/2026	Knight's Automotive			
	20-59-6360	Automotive Expense	\$89.50	Oil Change	
	20-59-6360	Automotive Expense	\$169.91	Oil Change, Tire Rotation & Brake Inspection	

20-59-6360	Automotive Expense	\$206.15	Oil Change, Tire Rotation & Brake Inspection
20-59-6360	Automotive Expense	\$946.69	Brake pads, rotors & Oil Change
Distribution Total:		<u>\$1,412.25</u>	

30911	6/24/2026	Linde Gas & Equipment Inc.		
	20-50-6370	Rent/Lease Expense	\$74.03	Equipment Rental
Distribution Total:			<u>\$74.03</u>	

30912	6/24/2026	McMaster-Carr Supply Company		
	20-98-6220	Maintenance Buildings/Grounds	\$5,749.29	Pallet Racks for Warehouse
Distribution Total:			<u>\$5,749.29</u>	

30913	6/24/2026	OJs Donut House		
	20-98-6930	Special Dept Expense	\$41.00	Donuts for Meetings
Distribution Total:			<u>\$41.00</u>	

30914	6/24/2026	Quadient Leasing USA, Inc.		
	20-98-6230	Maintenance - Equipment	\$381.66	Letter Opener
	20-98-6375	Rents And Leases - Equipment	\$184.25	Postage Meter
Distribution Total:			<u>\$565.91</u>	

30915	6/24/2026	Tri County Pump Company		
	20-50-6240	Maintenance - Wells	\$39,842.84	Divison Well #2 Pump Replacement
Distribution Total:			<u>\$39,842.84</u>	

30916	6/24/2026	Vision Communications		
	20-98-6230	Maintenance - Equipment	\$393.90	Field Radio Servicing
Distribution Total:			<u>\$393.90</u>	

Draft Number	Check Date	Vendor Name	Amount	Transaction Description	Project Name
	GL Act Number	GL Account Name			
779	6/4/2026	E.H. WACHS			
	20-59-6996	Maintenance - Equipment	\$700.50	PRC HOSE	
Distribution Total:			<u>\$700.50</u>		
780	6/4/2026	HD Supply Inc., dba USA Blue Book			
	20-55-6250	Maintenance - Mains & Services	\$166.07	Vent Outlet Assembly	
Distribution Total:			<u>\$166.07</u>		

781	6/4/2026	PBK			
	20-00-1799	Construction In Progress	\$2,880.00	Construction Administration	Garstin Water Operations Facility
		Distribution Total:	<u>\$2,880.00</u>		
782	6/4/2026	SB County Employees Retirement Association			
	20-00-2045	Payroll Liabilities	\$62,132.06	Emp Pension	
		Distribution Total:	<u>\$62,132.06</u>		
783	6/4/2026	Yardley-Orgill Co., Inc			
	20-55-6250	Maintenance - Mains & Services	\$64.65	Tubing Insert	
		Distribution Total:	<u>\$64.65</u>		
784	6/9/2026	SB County Employees Retirement Association			
	20-00-2045	Payroll Liabilities	\$13,602.21	Emp Pension	
	20-00-2045	Payroll Liabilities	\$61,982.79	Emp Pension	
		Distribution Total:	<u>\$75,585.00</u>		
785	6/11/2026	Connor Wilson			
	20-59-6926	Education / Training	\$126.00	Distribution Course & Certification Fee	
		Distribution Total:	<u>\$126.00</u>		
786	6/11/2026	Jackson Lewis P.C			
	20-98-6405	Professional Services - Personnel & Safety	\$4,236.00	Professional Services	
		Distribution Total:	<u>\$4,236.00</u>		
787	6/11/2026	Prudential Overall Supply dba Prudential Cleanro			
	20-59-6339	Laundry	\$2,603.55	Uniform Services	
		Distribution Total:	<u>\$2,603.55</u>		
788	6/11/2026	RingCentral Inc.			
	20-98-6920	Communications & Data	\$1,164.47	Communications	
		Distribution Total:	<u>\$1,164.47</u>		
789	6/18/2026	APPLE Administrator			
	20-00-2045	Payroll Liabilities	\$187.50	APPLE Contributions	
		Distribution Total:	<u>\$187.50</u>		

790	6/18/2026	Clinical Laboratory of San Bernardino Inc			
	20-50-6400	Professional Services	\$6,260.00	Water Quality Testing	
		Distribution Total:	<u>\$6,260.00</u>		
791	6/18/2026	SB County Employees Retirement Association			
	20-00-2045	Payroll Liabilities	\$62,814.17	Emp Pension 06/18/26	
		Distribution Total:	<u>\$62,814.17</u>		
792	6/18/2026	Water Systems Consulting, Inc.			
	20-00-1799	Construction In Progress	\$6,310.00	Division Well 9	Division Well 9
		Distribution Total:	<u>\$6,310.00</u>		
793	6/24/2026	Colleen Barrette			
	20-98-6930	Special Dept Expense	\$137.98	Costco Membership Reimbursement	
		Distribution Total:	<u>\$137.98</u>		
794	6/24/2026	Cricket Scada LLC			
	20-50-6245	Maintenance - Telemetry	\$10,243.89	SCADA Services	
		Distribution Total:	<u>\$10,243.89</u>		
795	6/24/2026	PBK			
	20-00-1799	Construction In Progress	\$2,880.00	Construction Administration	Garstin Water Operations Facility
		Distribution Total:	<u>\$2,880.00</u>		
DFT0001056	6/4/2026	Verizon Wireless			
	20-59-6920	Communications & Data	\$142.11	Cell Data Plan	
	20-59-6920	Communications & Data	\$77.04	Cell Data Plan	
	20-51-6920	Communications & Data	\$196.27	Cell Data Plan	
	20-98-6920	Communications & Data	\$72.18	Cell Data Plan	
	20-95-6920	Communications & Data	\$364.61	Cell Data Plan	
	20-55-6920	Communications & Data	\$68.12	Cell Data Plan	
		Distribution Total:	<u>\$920.33</u>		
DFT0001057	6/11/2026	Lance Soll & Lunghard, LLP			
	20-98-6400	Professional Services	\$4,701.00	2026 Audit Internal Control Assessment	
		Distribution Total:	<u>\$4,701.00</u>		

DFT0001058	6/11/2026	Grainger Inc		
	20-59-6180	Small Tools	\$4,429.92	Pole Tamper
	20-59-6180	Small Tools	\$1,615.18	Sand Rammer
	20-59-6180	Small Tools	\$517.20	Saw Blades
	20-59-6180	Small Tools	\$4,454.44	Pole tamper, Sand Rammer
	20-59-6996	Maintenance - Equipment	\$20.86	Square Jack Handle
	20-98-6220	Maintenance Buildings/Grounds	\$77.26	Paper Towels
	20-59-6130	Safety Supplies	\$336.90	Handwrap Dispenser
	20-59-6130	Safety Supplies	\$108.72	Chain Saw Chaps
	20-59-6180	Small Tools	\$45.90	Drilling Screw
	20-98-6114	Office Supplies	\$99.71	Packing Tape
	20-59-6180	Small Tools	\$343.97	Hand ratchet
	20-98-6220	Maintenance Buildings/Grounds	\$106.91	Coffee Filters
	20-98-6114	Office Supplies	\$122.69	Packing Tape
	20-59-6996	Maintenance - Equipment	\$62.00	Pressure Washer Sprayer
	20-59-6180	Small Tools	\$119.69	Supplies
	20-59-6180	Small Tools	\$72.81	Saw Chain
	20-98-6220	Maintenance Buildings/Grounds	\$442.29	Trash Bags
	20-98-6220	Maintenance Buildings/Grounds	\$508.61	Paper Towels, Disposable Cups, Restroom Su
	20-98-6220	Maintenance Buildings/Grounds	\$87.12	Water Dispenser Filter
	20-59-6180	Small Tools	\$27.73	Hose Adapter
	20-59-6180	Small Tools	\$27.75	Quick Connect Coupler
	20-59-6180	Small Tools	\$76.29	Supplies
	20-59-6180	Small Tools	\$344.29	Penetrometer
	20-50-6235	Maintenance - Pressure Valves	\$201.63	Brass Pipe
Distribution Total:			<u>\$14,249.87</u>	

DFT0001059	6/18/2026	Bear Valley Electric		
	20-50-5560	Utilities - Electric	\$650.28	Cline Miller PI Reservoir
	20-50-5560	Utilities - Electric	\$71.59	Well Monte Vista Dr
	20-50-5560	Utilities - Electric	\$612.84	Cherokee Well
	20-50-5560	Utilities - Electric	\$1,794.75	40751 N Shore Dr DWP mant
	20-50-5560	Utilities - Electric	\$16.58	North End of A Lane
	20-50-5560	Utilities - Electric	\$32.69	Onyx Way
	20-50-5560	Utilities - Electric	\$46.11	Coontank N pineyridge
	20-50-5560	Utilities - Electric	\$61.66	39218 1/2 Cedar Dell
	20-50-5560	Utilities - Electric	\$21.30	East End Yosemite x Angels Camp
	20-50-5560	Utilities - Electric	\$18.57	Skyview Well Deadman Lk
	20-50-5560	Utilities - Electric	\$10,608.33	500 Sawmill Canyon Dr
	20-50-5560	Utilities - Electric	\$659.28	Lake Plant Well #5 Behind
	20-50-5560	Utilities - Electric	\$564.35	Mcalister Rd & Foxfarm
	20-50-5560	Utilities - Electric	\$1,926.87	42136 1/2 Big Bear Blvd
	20-50-5560	Utilities - Electric	\$26.85	PRV Station Moonridge
	20-50-5560	Utilities - Electric	\$584.33	Seminole Well
	20-50-5560	Utilities - Electric	\$1,470.78	Arrastre Creek Pump Station
	20-50-5560	Utilities - Electric	\$65.54	Wolf-Coyote Ct
	20-50-5560	Utilities - Electric	\$101.75	Clover/Club View Pump
	20-50-5560	Utilities - Electric	\$2,182.46	Klamath Rd Pump Station
	20-50-5560	Utilities - Electric	\$564.35	Mcalister Rd & Foxfarm
	20-50-5560	Utilities - Electric	\$1,317.16	366 Glenwood Dr
	20-50-5560	Utilities - Electric	\$16.94	Dogwood Chlorination Station
		Distribution Total:	<u>\$23,415.36</u>	

DFT0001060	6/18/2026	AutoZone Parts, Inc.			
	20-59-6360	Automotive Expense	\$581.26	Automotive Supply Statement	
		Distribution Total:	<u>\$581.26</u>		
DFT0001061	6/18/2026	Lance Soll & Lunghard, LLP			
	20-98-6400	Professional Services	\$2,500.00	2026 GASB 103 Implementation Services	
		Distribution Total:	<u>\$2,500.00</u>		
DFT0001062	6/18/2026	Orange County Winwater Works			
	20-00-1799	Construction In Progress	\$21,762.86	Garstin Project Supply	Garstin Water Operations Facility
	20-00-1799	Construction In Progress	\$4,264.15	Garstin Project Supply	Garstin Water Operations Facility
		Distribution Total:	<u>\$26,027.01</u>		
DFT0001063	6/18/2026	San Bernardino County Fire Protection District			
	20-59-6366	Licenses & Permits	\$479.00	Pontell Booster HAZMAT Permit	
		Distribution Total:	<u>\$479.00</u>		
DFT0001064	6/18/2026	Southwest Gas Corp			
	20-98-6325	Utilities - Gas	\$761.66	41972 Garstin Gas	
		Distribution Total:	<u>\$761.66</u>		
DFT0001065	6/25/2026	Adobe			
	20-51-6930	Special Dept Expense	\$49.99	Adobe Stock Images	
		Distribution Total:	<u>\$49.99</u>		
DFT0001066	6/25/2026	Amazon			
	20-98-6930	Special Dept Expense	\$20.46	Breakroom Supplies	
	20-98-6930	Special Dept Expense	\$172.39	Breakroom Supplies	
	20-98-6114	Office Supplies	\$477.90	Office Supplies	
	20-98-6114	Office Supplies	\$13.96	Copy Paper	
	20-98-6114	Office Supplies	\$46.71	Office Supplies	
	20-98-6114	Office Supplies	\$49.05	Office Supplies	
		Distribution Total:	<u>\$780.47</u>		

DFT0001067	6/25/2026	American Water Works Assoc		
	20-59-6926	Education / Training	\$840.00	Water Sampling Workshop
		Distribution Total:	<u>\$840.00</u>	
DFT0001069	6/25/2026	Big Bear Connection Media		
	20-51-6910	Public Outreach	\$395.00	Public Outreach
		Distribution Total:	<u>\$395.00</u>	
DFT0001070	6/25/2026	Big Bear Disposal, Inc.		
	20-51-6930	Special Dept Expense	\$86.10	Storage Container
		Distribution Total:	<u>\$86.10</u>	
DFT0001071	6/25/2026	CDW Government LLC		
	20-98-6315	Computer Equipment / Software	\$3,241.46	Adobe Licenses
	20-98-6315	Computer Equipment / Software	\$1,086.78	Backup Software
	20-98-6315	Computer Equipment / Software	\$10,199.61	Autodesk InfoWater Pro Subscription
		Distribution Total:	<u>\$14,527.85</u>	
DFT0001072	6/25/2026	Costco Wholesale		
	20-98-6930	Special Dept Expense	\$49.19	Breakroom Supplies
	20-98-6930	Special Dept Expense	\$153.12	Breakroom Supplies
	20-98-6114	Office Supplies	\$65.24	Copy Paper
	20-98-6930	Special Dept Expense	\$143.94	Coffee for Boardroom
	20-98-6930	Special Dept Expense	\$507.84	Breakroom Supplies
		Distribution Total:	<u>\$919.33</u>	
DFT0001075	6/25/2026	Home Depot		
	20-50-6232	Maintenance - Pump & Wells	\$972.98	Well House Door
		Distribution Total:	<u>\$972.98</u>	
DFT0001076	6/25/2026	Kinetic Solutions Inc, dba Rabbit Air		
	20-98-6220	Maintenance Buildings/Grounds	\$808.07	Air Purifier
		Distribution Total:	<u>\$808.07</u>	

DFT0001077	6/25/2026	Laura's Cleaning Personnel Service		
	20-98-6220	Maintenance Buildings/Grounds	\$3,843.44	Janitorial Services
		Distribution Total:	<u>\$3,843.44</u>	
DFT0001078	6/25/2026	Nick's Auto Center, Inc.		
	20-59-6362	Fuel	\$193.95	Forklift Fuel
		Distribution Total:	<u>\$193.95</u>	
DFT0001079	6/25/2026	OJs Donut House		
	20-98-6930	Special Dept Expense	\$113.88	Donuts for Employee Meeting
		Distribution Total:	<u>\$113.88</u>	
DFT0001080	6/25/2026	OpenAI		
	20-98-6315	Computer Equipment / Software	\$120.00	OpenAI Subscription
		Distribution Total:	<u>\$120.00</u>	
DFT0001081	6/25/2026	Tractor Supply		
	20-00-1799	Construction In Progress	\$370.16	Garstin Project Supply Garstin Water Operations Facility
		Distribution Total:	<u>\$370.16</u>	
DFT0001082	6/25/2026	Tri-State Seminar, LLC		
	20-98-6926	Education / Training	\$1,368.00	Tri State Seminar Registrations
		Distribution Total:	<u>\$1,368.00</u>	
DFT0001083	6/25/2026	Vons		
	20-98-6930	Special Dept Expense	\$43.55	Fruit for Meetings
	20-98-6930	Special Dept Expense	\$106.61	Employee Luncheon Supplies
	20-98-6930	Special Dept Expense	\$44.66	Employee Luncheon Supplies
		Distribution Total:	<u>\$194.82</u>	
DFT0001084	6/25/2026	Zoom Communications, Inc.		
	20-98-6315	Computer Equipment / Software	\$16.99	Zoom Workplace Pro Monthly
		Distribution Total:	<u>\$16.99</u>	
DFT0001085	6/24/2026	Bear Valley Electric		
	20-50-5560	Utilities - Electric	\$2,439.97	839 Knickerbocker Rd
	20-50-5560	Utilities - Electric	\$536.44	Goldmine Boosters

20-50-5560	Utilities - Electric	\$956.83	43270 1/2 Sheephorn Rd
20-50-5560	Utilities - Electric	\$619.11	Sand Canyon Well
20-50-5560	Utilities - Electric	\$607.99	Oak Well / Jeffries
20-50-5560	Utilities - Electric	\$161.11	200 S/Oak Conklin Rd
20-50-5560	Utilities - Electric	\$269.83	East end of Oak Road
20-50-5560	Utilities - Electric	\$17.13	10th Ln W/End
20-50-5560	Utilities - Electric	\$162.13	Magnolia Ln & Sunset Ln
20-50-5560	Utilities - Electric	\$457.40	Lakewood #7
20-50-5560	Utilities - Electric	\$73.06	Cedar Lake Reservoir
20-50-5560	Utilities - Electric	\$12,308.95	468 Magnolia Ln
20-50-5560	Utilities - Electric	\$17.13	10th Ln North
20-50-5560	Utilities - Electric	\$44.43	Lakewood #6 Well
20-50-5560	Utilities - Electric	\$429.01	40751 N Shore Dr Pump
20-50-5560	Utilities - Electric	\$564.97	Booster Santa Barbara
20-50-5560	Utilities - Electric	\$597.81	Barton Ln Pump S/W Pine
20-50-5560	Utilities - Electric	\$1,355.97	43511 Bow Canyon Rd
20-50-5560	Utilities - Electric	\$3,058.25	561 Maple Ln
20-50-5560	Utilities - Electric	\$183.30	Ironwood Boosters A&B
20-50-5560	Utilities - Electric	\$83.32	Magnolia Ln Booster N/W Sun

Distribution Total: \$24,944.14

DFT0001086	6/24/2026	Laura's Cleaning Personnel Service	
	20-98-6220	Maintenance Buildings/Grounds	\$1,904.24
			Janitorial Services

Distribution Total: \$1,904.24

DFT0001087	6/25/2026	Asco Enterprises Inc., Big Bear Arco AMPM	
	20-59-6362	Fuel	\$1,923.75
			Fuel

Distribution Total: \$1,923.75

DFT0001088	6/25/2026	GoDaddy		
	20-98-6910	Public Notices/Outreach	\$323.88	Website Hosting
		Distribution Total:	<u>\$323.88</u>	
DFT0001089	6/25/2026	Asco Enterprises Inc., Big Bear Arco AMPM		
	20-59-6362	Fuel	\$1,458.46	Fuel
		Distribution Total:	<u>\$1,458.46</u>	
DFT0001090	6/25/2026	GoDaddy		
	20-98-6315	Computer Equipment / Software	\$225.87	Website & Marketing
		Distribution Total:	<u>\$225.87</u>	
DFT0001091	6/25/2026	Hacienda		
	20-98-6930	Special Dept Expense	\$175.96	Lunch w/ State Inspector
		Distribution Total:	<u>\$175.96</u>	
DFT0001092	6/25/2026	Bear Valley Electric		
	20-98-6326	Utilities - Electric	\$2,051.38	Division Wells
	20-98-6326	Utilities - Electric	\$69.36	41972 Garstin Dr
		Distribution Total:	<u>\$2,120.74</u>	
DFT0001093	6/29/2026	Adobe		
	20-51-6930	Special Dept Expense	\$49.99	Adobe stock Images
		Distribution Total:	<u>\$49.99</u>	
DFT0001094	6/29/2026	Amazon		
	20-98-6114	Office Supplies	\$205.54	Chair mats
	20-98-6114	Office Supplies	\$9.69	Office Supplies
	20-98-6114	Office Supplies	\$51.19	Office Supplies
	20-98-6114	Office Supplies	\$102.77	Desk mats
	20-98-6114	Office Supplies	\$190.77	Computer Monitors
	20-98-6114	Office Supplies	\$285.53	Office Equipment
	20-98-6114	Office Supplies	\$286.57	Office Supplies
		Distribution Total:	<u>\$1,132.06</u>	

DFT0001095	6/29/2026	Anthropic, PBC			
	20-98-6315	Computer Equipment / Software	\$125.00	Software Renewal	
		Distribution Total:	<u>\$125.00</u>		
DFT0001096	6/29/2026	Asco Enterprises Inc., Big Bear Arco AMPM			
	20-59-6362	Fuel	\$1,210.83	Fuel	
	20-59-6362	Fuel	\$2,507.98	Fuel	
		Distribution Total:	<u>\$3,718.81</u>		
DFT0001097	6/29/2026	Big Bear Disposal, Inc.			
	20-51-6930	Special Dept Expense	\$70.92	Storage Container	
		Distribution Total:	<u>\$70.92</u>		
DFT0001098	6/29/2026	City of Big Bear Lake			
	20-00-1799	Construction In Progress	\$277.16	Building Permit Fee	Garstin Water Operations Facility
		Distribution Total:	<u>\$277.16</u>		
DFT0001099	6/29/2026	Holiday Inn Express			
	20-59-6926	Education / Training	\$675.39	Hotel for Cla-Val Training	
		Distribution Total:	<u>\$675.39</u>		
DFT0001100	6/29/2026	Laura's Cleaning Personnel Service			
	20-98-6220	Maintenance Buildings/Grounds	\$3,100.96	Janitorial Services	
		Distribution Total:	<u>\$3,100.96</u>		
DFT0001101	6/29/2026	Mama Bear & Postal Plus			
	20-98-6320	Postage Charges	\$144.95	Return Shipping to Grainger	
		Distribution Total:	<u>\$144.95</u>		
DFT0001102	6/29/2026	OpenAI			
	20-98-6315	Computer Equipment / Software	\$83.86	Open AI Subscription	
		Distribution Total:	<u>\$83.86</u>		
DFT0001103	6/29/2026	Sam's Club			
	20-98-6114	Office Supplies	\$253.69	Copy Paper	
		Distribution Total:	<u>\$253.69</u>		

DFT0001104	6/29/2026	Special Districts Dept San Bernardino County		
	20-50-6275	Maintenance - Water Treatment	\$274.76	Seminole Sewer Charge
		Distribution Total:	<u>\$274.76</u>	
DFT0001105	6/29/2026	Stater Bros. Markets		
	20-98-6930	Special Dept Expense	\$21.99	Fruit for Meeting
	20-98-6930	Special Dept Expense	\$36.13	Fruit for Meetings
	20-98-6930	Special Dept Expense	\$43.96	Coffee for Board Room
		Distribution Total:	<u>\$102.08</u>	
DFT0001106	6/29/2026	Vons		
	20-98-6930	Special Dept Expense	\$107.14	Breakroom Supplies
		Distribution Total:	<u>\$107.14</u>	
DFT0001107	6/29/2026	Zoom Communications, Inc.		
	20-98-6315	Computer Equipment / Software	\$16.99	Zoom Workplace Pro Monthly
		Distribution Total:	<u>\$16.99</u>	
DFT0001108	6/30/2026	Bear Valley Electric		
	20-50-5560	Utilities - Electric	\$1,248.10	Lassen Well - A Booster
		Distribution Total:	<u>\$1,248.10</u>	
DFT0001110	6/30/2026	Verizon Wireless		
	20-50-6920	Communications & Data	\$58.03	Cell Data Plan
	20-51-6920	Communications & Data	\$76.74	Cell Data Plan
	20-59-6920	Communications & Data	\$64.04	Cell Data Plan
	20-98-6920	Communications & Data	\$38.01	Cell Data Plan
	20-95-6920	Communications & Data	\$194.05	Cell Data Plan
	20-55-6920	Communications & Data	\$87.12	Cell Data Plan
	20-95-6920	Communications & Data	\$440.41	Cell Data Plan
		Distribution Total:	<u>\$958.40</u>	
DFT0001114	6/30/2026	Grainger Inc		
	20-59-6180	Small Tools	\$382.73	Pressure Gauge
	20-98-6220	Maintenance Buildings/Grounds	\$61.12	Thermostat

20-98-6220	Maintenance Buildings/Grounds	\$86.74	Paper Towels
20-98-6220	Maintenance Buildings/Grounds	\$198.82	Trash Bags
20-98-6220	Maintenance Buildings/Grounds	\$202.76	Trash Bags
20-98-6220	Maintenance Buildings/Grounds	\$324.25	Disposable Cups, Paper Towels, Toilet Paper
20-59-6130	Safety Supplies	\$87.28	Hard Hats
20-59-6114	Office Supplies	\$193.24	Disposable Cups
20-59-6996	Maintenance - Equipment	\$315.92	Trailer Hitch
20-59-6996	Maintenance - Equipment	\$315.92	Trailer Hitch
20-59-6180	Small Tools	\$389.00	Hand Torches
20-59-6130	Safety Supplies	\$436.69	Hard Hats, Vests, Tool Box
20-59-6114	Office Supplies	\$34.38	Office Supplies
20-59-6130	Safety Supplies	\$332.10	Electrical Gloves
20-59-6130	Safety Supplies	\$181.91	Hip Waders
20-59-6130	Safety Supplies	\$393.09	Mechanics Gloves
20-59-6130	Safety Supplies	\$103.36	Bandages
20-59-6130	Safety Supplies	\$65.51	Mechanics Gloves
20-59-6130	Safety Supplies	\$165.27	Caution Signs, Hard Hats
20-59-6180	Small Tools	\$161.58	Paint Markers
20-59-6180	Small Tools	\$153.83	Shovels
20-59-6180	Small Tools	\$145.15	Infrared Thermometer
20-59-6180	Small Tools	\$45.00	Utility Hand Torch
20-59-6114	Office Supplies	\$89.55	Office Supplies

Distribution Total: \$4,865.20

DFT0001117	6/30/2026	Laura's Cleaning Personnel Service	
20-98-6220	Maintenance Buildings/Grounds	\$357.00	Janitorial Services

Distribution Total: \$357.00

DFT0001119	6/30/2026	Spectrum (formerly Charter)		
	20-98-6920	Communications & Data	\$149.99	Data Communications
	20-98-6920	Communications & Data	\$1,076.06	Data Communications
	20-98-6920	Communications & Data	\$135.37	Data Communications
		Distribution Total:	<u>\$1,361.42</u>	
DFT0001120	6/30/2026	Verizon Wireless		
	20-98-6920	Communications & Data	\$16.95	Cell Data Plan
	20-59-6920	Communications & Data	\$194.05	Cell Data Plan
	20-59-6920	Communications & Data	\$64.04	Cell Data Plan
	20-51-6920	Communications & Data	\$76.74	Cell Data Plan
	20-55-6920	Communications & Data	\$87.12	Cell Data Plan
	20-50-6920	Communications & Data	\$58.03	Cell Data Plan
	20-95-6920	Communications & Data	\$440.41	Cell Data Plan
		Distribution Total:	<u>\$937.34</u>	
DFT0001121	6/30/2026	Frontier		
	20-59-6920	Communications & Data	\$1,514.25	Internet Connectivity
		Distribution Total:	<u>\$1,514.25</u>	
DFT0001122	6/30/2026	Safe & Sound Security, Inc.		
	20-98-6220	Maintenance Buildings/Grounds	\$115.09	Alarm & Monitoring Services
		Distribution Total:	<u>\$115.09</u>	

Check Number	Check Date	Customer Name	Service Address	Refund Amount	Refund Description
30857	6/4/2026	JENNIFER YANOVSKI	795 PINE/SGLF	\$370.32	Refunds 021&23 UBPKT13136 Disconnect
30858	6/4/2026	STEPHEN AND EILEEN ASHWAL	43131 GRIZZLY RD	\$56.12	Refunds 021&23 UBPKT13136 Disconnect
30887	6/18/2026	MARJORIE LOPEZ	843 VICTORIA LN	\$25.87	Refunds 029 UBPKT13230 Disconnect
30888	6/18/2026	ESTATE OF ILGVARS DIZGALVIS	39931 GLENVIEW RD	\$387.74	Refunds 029 UBPKT13230 Disconnect
30889	6/18/2026	DAVID & KIMBERLY BOAL	268 CRATER LAKE RD	\$982.86	Refunds 029 UBPKT13230 Disconnect
30890	6/18/2026	THOMAS POWELL	42637 LA PLACIDA AV	\$1.43	Refunds 029 UBPKT13230 Disconnect
30891	6/18/2026	CMAX COMMERCIAL MAINTENAN	16070563 HYDRANT METER	\$1,134.74	Refunds 029 UBPKT13230 Disconnect

Report Summary

Payments	Count	Total
Accounts Payables:	127	\$1,618,434.34
Customer Refunds	7	\$2,959.08
Total:	134	\$1,621,393.42
Bank Drafts		
Payroll Liabilities:	6	\$174,353.88
Debt Service:		0.00
Bank & Credit Card Fees:	6	\$18,581.11
Total:	12	\$192,934.99
Grand Total:	146	\$1,814,328.41

AGENDA REPORT



Service, Quality, Community

DATE: July 28, 2026
TO: Board of Commissioners
FROM: Reginald A. Lamson, General Manager
PREPARED BY: Nathan Statham, CFO
RE: **Resolution No. DWP 2026-07 – Carryover Encumbrances for Fiscal Year 2027**

Background:

On May 26, 2026, the Board adopted Resolution No. DWP 2026-03, approving the budget for FY 2027. The budget included expected expenses and outlays for FY 2027. Expenses and outlays budgeted in FY 2026 but not completed before year-end, represent additional expenses in FY 2027 that were not budgeted. These expenses are represented by outstanding encumbrances.

Outstanding encumbrances are tracked through purchase orders. Since carryover encumbrances result from unspent funds in the previous fiscal year, a budget surplus is created in the previous fiscal year which increases reserve balance available in the next fiscal year. There is no net change in available funds as a result.

Carryover encumbrances from FY 2026 that are expected to occur in FY 2027 can be broken down into two categories as summarized below:

Operational Encumbrances	\$ 100,300
CIP Encumbrances	3,511,100
Total Carryover Balance	<u><u>\$ 3,611,400</u></u>

Operational Encumbrances

Operational expenses include products ordered in FY 2026 that were budgeted in fiscal year 2026 but did not ship until FY 2027 or services that were started and budgeted in FY 2026 that will be completed in FY 2027. These need to be carried forward so sufficient funds are available in FY 2027. Outstanding FY 2026 operational encumbrances are listed in detail below:

Carryover of Encumbrances and Funding

July 28, 2026

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PO #	Issue Date	Vendor	Description	Outstanding
14828	3/30/2026	Aqua Metric	Smart Meter Access	\$ 8,400
24-14811	6/26/2025	Tyler Technology	ERP Pro Smart Meter Access	27,400
24-14727	8/18/2023	Romans Construction	Paving Services	6,500
CME	1/23/2026	Fairview Ford	Replacement F-150	58,000
			Total	<u><u>\$ 100,300</u></u>

Capital Improvement Program (CIP) Encumbrances

The largest component of carryover encumbrances is for Capital Improvement Program (CIP) projects. FY 2026 CIP ongoing project outlays were budgeted at \$9,659,400. Actual outlays for these projects were \$6,148,300. Leaving \$3,511,100 in unused encumbrances. These encumbrances need to be carried forward to provide funding for the projects in FY 2027 as detailed below:

Project	PO #	Vendor	Description	Outstanding
Wolf	24-14784	Motive Energy	Site Solar	\$ 97,800
Wolf	24-14810	Tennyson Pipeline	Booster Construction	556,500
				<u>654,300</u>
Garstin	14821	FBE	Admin Building Constrction	1,803,400
Garstin	24-14807	PBK	Design & CM Services	150,500
				<u>1,953,900</u>
Division 9	14817	WSC	Engineering	902,900
			Total	<u><u>\$ 3,511,100</u></u>

Financial Impact:

Funding of \$3,611,400 will be unappropriated in FY 2026 and appropriated in FY 2027. This action will have no effect on projected June 30, 2027 reserve balances.

Recommendation:

Adopt Resolution No. DWP 2026-07 increasing appropriations by \$3,611,400 for FY 2027.

RESOLUTION NO. DWP 2026-07

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF BIG
BEAR LAKE, DEPARTMENT OF WATER AND POWER, COUNTY OF SAN
BERNARDINO, STATE OF CALIFORNIA, APPROVING CARRYOVER
ENCUMBRANCES FOR FY 2027**

WHEREAS, the City of Big Bear Lake was incorporated on November 28, 1980 with a Charter amendment in 1985 which created the Department of Water and Power (DWP); and

WHEREAS, the DWP Board adopted the FY 2026 budget, on May 27, 2025; and

WHEREAS, the DWP Board adopted the FY 2027 budget, on May 26, 2026; and

WHEREAS, there is a need to carryover encumbrances from FY 2026 for expenses initially anticipated and budgeted in FY 2026 that were not incurred in FY 2026 but are expected to be incurred in FY 2027 and appropriate them in FY 2027;

NOW, THEREFORE BE IT RESOLVED that the Board of Commissioners of the City of Big Bear Lake, Department of Water and Power, does hereby modify and adopt a budget adjustment to DWP's FY 2027 budget appropriating encumbrance balances of \$3,611,400 in FY 2027.

PASSED, APPROVED, and ADOPTED this 28th day of July 2026.

AYES:

NOES:

ABSTAIN:

ABSENT:

Bob Tarras, Chair

DWP Board of Commissioners

ATTEST:

Sam Armstrong, Secretary
DWP Board of Commissioners

AGENDA REPORT



Service, Quality, Community

DATE: July 28, 2026
TO: Board of Commissioners
FROM: Reginald A. Lamson, General Manager
PREPARED BY: Nathan Statham, Chief Financial Officer
RE: **Updates to DWP Administrative Policy Process**

Background:

DWP's Board currently approves individual policies proposed by staff on an as needed basis for topical areas such as purchasing or cross-connections. While a policy listing is maintained for all policies, the current policy process does not allow staff or members of the public to review a comprehensive repository containing all policies. It also requires updated versions to each policy that don't indicate they are the most current. The current method has led to significant confusion in instances where staff was unaware a topic was covered with an existing but not clearly related policy. In other words, the current approach requires that the reader knows there is a policy to look for as opposed to searching for what they need to see if it is covered.

Proposed Policy Re-Alignment Approach

Admin staff is undertaking a comprehensive re-alignment initiative to consolidate all DWP Board policies into a comprehensive administrative policy manual or into three separate topical manuals. Having a comprehensive policy manual would allow staff to propose changes to specific sections of the overall policy. This would eliminate current references within policies to other policies and would ensure that the policy reader has the full current policy set.

Admin staff has identified three broad policy sets: personnel policies, admin policies and rules and regulations. Staff's initial approach was to simply combine all existing policies into a comprehensive administrative policy manual; however, when drafting the combined policies, admin staff noted that the rules and regulations in effect are significantly out of date with DWP practices and that there were conflicts and overlaps with DWP's connection policy. It was also noted that the rules and regulations are propagated to customers and developers on a regular basis, so removing conflicts within the policies was prioritized.

As a first step, staff has drafted an updated Rules and Regulations Policy for the Board's consideration. The updated Rules and Regulations incorporate DWP's connection policy and updates to the existing Rules and Regulations Policy for consistency with DWP practices. The changes were so significant that an exact redline comparison was not possible. The existing connection policy and rules and regulations are attached with annotations to provide some guidance on how the sections were incorporated into the updated Rules and Regulations draft.

This update is considered a first step in the overall update to DWP's policy adoption and maintenance process. Staff expects to bring additional combinations and updates to upcoming Board meetings for Board consideration.

Updates to DWP Administrative Policy Process

July 28, 2026

Page 2 of 2

Financial Impact:

None Expected

Recommendation:

Adopt DWP Resolution Nos. 2026-08 approving the proposed changes to DWP's Rules and Regulations Policy.

Attachments

- a. Proposed Updated Rules and Regulations
- b. Current Connection Policy - Annotated
- c. Current Rules and Regulations - Annotated

RESOLUTION NO. DWP 2026-08

**A RESOLUTION OF THE BOARD OF COMMISSIONERS
OF THE DEPARTMENT OF WATER & POWER
OF THE CITY OF BIG BEAR LAKE,
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA
REVISING THE DWP RULES AND REGULATIONS POLICY**

WHEREAS, the Board of Commissioners maintains various operating policies; and

WHEREAS, from time-to-time DWP operating policies need to be revised and updated to facilitate operating efficiencies and implement restrictions to protect DWPs interest; and

WHEREAS, the Board of Commissioners have implemented a Rules and Regulations policy; and

WHEREAS, changes in DWP operations and practices necessitate significant policy updates to ensure DWP is providing safe equitable system access to customers; and

WHEREAS, the Board of Commissioners wishes to update DWP's Rules and Regulations Policy;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the City of Big Bear Lake, Department of Water and Power that DWP's Rules and Regulations Policy is amended as shown in Exhibit A attached here to and that this updated policy incorporates and supersedes DWP's Connection Policy (2006-02);

PASSED, APPROVED, AND ADOPTED this 28th day of July 2026.

AYES:

NOES:

ABSTAIN:

ABSENT:

Robert Tarras, Chair
DWP Board of Commissioners

ATTEST:

Sam Armstrong, Secretary
DWP Board of Commissioners

Attachment A**Big Bear Lake, Department of Water and Power Rules and Regulations****General**

The City of Big Bear Lake, Department of Water and Power (DWP) provides water services to properties within its service area. These Rules and Regulations set forth the terms and conditions under which DWP will provide water service to property owners. The provision of, and continuation of, water service is contingent upon property owners accepting these Rules and Regulations as conditions of water service. By accepting service, property owners explicitly and implicitly agree to be bound by these Rules and Regulations and to hold harmless DWP, its employees, members of DWP's Board of Commissioners (Board), DWP agents, DWP representatives and the City of Big Bear Lake from any liability associated with the implementation of or interpretation of these Rules and Regulations. Failure to abide by these Rules and Regulations will be considered grounds for terminating water service and may subject the individual(s) responsible to additional fees and charges.

If any section of these Rules and Regulations is found to be invalid, such determination will not affect the validity of all remaining portions of these Rules and Regulations.

Connections for Water Service

1. Connection availability is subject to system capacity and other limitations that may be imposed by the Board. Connections are approved on a first come, first serve basis.
2. A property owner or their designated representative must obtain a water availability determination from DWP for the specified parcel to ensure service is available prior to undertaking development. DWP may require the construction of facilities to serve water which will be included in the availability determination.
3. A property owner can request their property be connected to DWP's system at any time. Once DWP connects the property to the system, the property is considered permanently connected to the system. A service can only be abandoned if future development is precluded by physical impediment or by function of law.
4. A water service account must be established by the owner of the property at the time fees are paid or a connection is established.
5. All applicable fees must be paid and water service fees applicable to the connection will accrue from the meter installation date forward. All fees incurred are deemed to be owed upon connection of the property to DWP's system.
6. All units that can be sold individually require separate connections and dedicated water meters and service lines unless billed through a homeowner's association or equivalent common interest arrangement. At its discretion, DWP may require individual or multiple grouped connections when two or more buildings are located on the same lot or parcel. All such connections will be installed at the owner's expense. Exceptions can be made when physical limitations require.

7. When property provided with a service connection is subdivided, the existing service connection will be assigned to the lot or parcel of land nearest the meter or service terminus.
8. All dwellings and structures where automatic fire sprinkler systems will be installed require a fire service with a minimum meter size of 1", along with a reduced pressure principal backflow assembly (RPP).
9. When a water service is required for fire protection (i.e. fire sprinklers), the service line will be designed to carry adequate fire flow. The owner's engineer is responsible for providing DWP with calculations supporting sizing of the service line.
10. In certain circumstances, the property owner may pay for improvements that accrue to the benefit of DWP or are covered under capacity charges from other properties. In such cases DWP may enter into an agreement with a property owner that equitably assesses costs between DWP rate payers and the property owner.
11. For new services, the customer must provide construction plans that show all proposed plumbing fixtures and the proposed location of the new service. The plans must be submitted to DWP for review prior to approval unless otherwise stated by DWP engineering staff.
12. DWP will furnish and install and thereafter maintain all meters, pipes, equipment, and materials for the water service and title to all such meters, pipe, equipment, and materials remains with DWP. DWP's title and responsibility end at the outlet side of the meter box, except for private fire services or other connections not contained in a meter box where DWP's title and responsibility end at the property line. For large meters where the customer is required to install a meter, the meter will be approved and inspected by DWP.
13. Only authorized representatives of DWP are allowed to connect a water service or to disconnect the same from DWP's water mains.
14. Water meter boxes will not be installed in driveways or sidewalks except at the option of DWP for its operating convenience.
15. Nothing may be stored inside a connected meter box, which is owned exclusively by DWP. Any equipment or apparatus found inside the meter box will be removed and disposed of at DWP's discretion.
16. For connections with high water pressure, DWP staff may recommend or require the property owner to install an approved pressure regulator at the property owner's expense.
17. Where service may be provided from more than one water main fronting a property, the meter location will be at DWP's discretion.
18. DWP reserves the right to require mainline replacement if a development or redevelopment would demand more mainline capacity for consumption or fire suppression than existing facilities could adequately supply, or if the existing mainline does not meet current water system standards. DWP has the sole authority for making the determination of existing mainline capacity and the demand for capacity imputed to the development or redevelopment. The cost of any mainline replacement required to serve the development, or redevelopment is the responsibility of the property owner.

Meter Installations

19. Residential meters will be installed, as scheduling allows after the property owner has established a service account.
20. All installed meters will remain locked until the customer's service line or yard hydrant is connected to the meter according to DWP's Standard Specifications and Drawings (SS&D's). Customers must contact DWP to schedule inspection and activation.
21. The property owner must install a suitable stop and drain valve with no tap or branch between this valve and the meter. The stop and drain valve is required to turn off water to the property for necessary repairs to on-site plumbing and to drain the lines to prevent freezing pipes (winterizing).
22. Meter shut-off valves installed by DWP on the inlet side of the water meter are for the exclusive use of DWP and should only be operated by DWP or those authorized by DWP. Unauthorized use of this valve may result in fees and/or discontinued service.

Development Required System Improvements

23. In some instances, a property may not have direct mainline access to DWP's system. In these instances, system improvements are required. In some instances, system improvements are already accounted for in DWP's future plans and paid for by capacity charges. When system improvements are already covered by the capacity charge nexus study, additional charges do not accrue to the developer. When the necessary improvements are not so covered, costs are the responsibility of the developer.
24. System facilities may be designed by either the developer or DWP. When facilities are designed by the developer, the facilities must be designed in accordance with DWP's SS&Ds and all plans must be submitted to DWP for review and approval prior to beginning construction. All water system improvement plans need to be stamped and signed by a Registered Civil Engineer, in accordance with State Law.
25. The developer may be required to pay for a water feasibility study as determined by DWP engineering staff. The water feasibility study will identify the required on-site and off-site facilities needed to provide service to the development.
26. All construction must conform to DWP's SS&Ds.
27. A performance bond or equivalent performance deposit may be required up to the estimated cost of such facilities to ensure that the construction is completed according to DWP's requirements.
28. All mainline extensions must use pipeline equal to or greater than the diameter size necessary to meet fire flow requirements at the time of the extension, as set forth by the overseeing fire authority, and the diameter necessary to maintain consistency with existing or planned system mainlines. The main line extension will extend the full frontage of the parcel for which water service has been requested.
29. A deposit may be required based on estimated amount of the cost of extending a main line to provide service to a property, including inspections, administration and overhead.
30. Dead-end lines are not permitted except were deemed necessary by DWP engineering staff. An approved flush out may be required if a dead-end line is deemed necessary. In cases where

circulation lines are necessary, the circulation lines shall be designed and installed in accordance with DWP's SS&Ds and requirements.

31. Service presets may be required for mainline extensions as part of onsite facilities at the discretion of DWP engineering staff and at the expense of the developer. Service presets will be installed in accordance with DWP's SS&D's
32. DWP inspection is required for all system improvements. These costs are billed to the developer based on hourly rates developed by DWP to recover actual costs.
33. All water system facilities installed under this section are owned and under the responsibility of the developer until such time as the facilities are completed and approved by DWP. Upon completion of the facilities and acceptance by DWP, the facilities will become the sole property of DWP and all parties making payment under this section for the design, construction or inspection of water system facilities have no right, title or interest in such facilities.

Easement, Rights of Way & Facility Access

34. DWP owns and operates water distribution facilities. These DWP facilities may be in the public right-of-way or on private property. To maintain these facilities, DWP requires easements and rights-of-ways to build and maintain water system facilities.
35. No structure or improvement, whether permanent or temporary, can be located within a water line easement or right-of-way, or placed in such a position as to interfere with ready and easy access to any DWP facility. Any such obstruction must be immediately removed by the owner upon notification from DWP. Any removal or replacement costs shall be at the expense of the owner.
36. When requesting service, the property owner must provide DWP with any necessary recorded easements required for DWP facilities, at no cost to DWP. This easement must be in a form acceptable to DWP prior to establishing water service.
37. Any part of the water service connection that is located wholly or partially upon a Customer's premises is the property of DWP. No rent or other charge will be paid by DWP for these facilities. By accepting service, the Customer grants permission to DWP and its authorized agents to enter the premises at all times to access or modify DWP facilities.

Provision of Service

38. DWP is not obligated to provide water service to any applicant until all fees, charges and past due assessments owed to DWP have been paid in full, and all documents associated with the development for which the water service is being sought have been signed and recorded. DWP reserves the right to terminate service if fees agreed to for future payment are not paid and place applicable liens or levies on the property to secure such fees.
39. A Water Service Connection cannot be used to supply water service to any property other than where the water service connection is assigned unless authorized in writing by DWP. Unauthorized delivery from one parcel to another will result in termination of service, in addition to such other remedies as are available by law.
40. DWP reserves the right to refuse service to any premises and at any time to discontinue service if DWP determines that it is necessary or appropriate to prevent abuse or fraud.

41. Any unauthorized person found taking water from or through any of DWP's facilities will be liable for charges and/or prosecuted to the full extent of the law.
42. If DWP has knowledge that a customer failed to comply with any of the Rules and Regulations, DWP will notify the Customer of such failure. If the Customer does not remedy the same within the time required by DWP, DWP may discontinue service to the Customer. In the event of discovery of a dangerous condition on a customer's premises or in the case of a Customer utilizing the service in such a manner as to make it dangerous for occupants of the premises or other Customers, no notice is required.
43. DWP retains the discretion to deny Water Service to any premises where it determines that such service will be detrimental to DWP's facilities or to the service rendered by DWP to other Customers.
44. A Customer making any material change in the size, character or extent of the equipment, operations, or use of the Customer's premises should immediately provide DWP with written notice of the nature and extent of the change. Any such change may result in additional charges.
45. DWP is not responsible for pressure conditions or changes in pressure within the Water System, or for interruptions in service regardless of the cause. Pressure regulators should be properly utilized on the customer side of the meter to protect against pressure fluctuation.
46. During times of threatened or actual water shortages, or in response to a water shortage condition, DWP may apportion its available supplies among its customers. DWP will not be liable for claims of damage or injury arising from such apportionments of supply.
47. Unmetered water use is not allowed except in specific exigent circumstances such as fire prevention efforts.
48. DWP will require payment for services rendered, intended or not, based on received benefit of service.

Establishment of Service

49. The property owner must provide required information sufficient to meet DWP needs to maintain a billing account.
50. Property owners are jointly and severally liable for charges against the property.
51. To authorize a property manager or other user on an account, the property owner must authorize the additional user to access account information, make decisions about water services and provide sufficient information and documentation for authorization.
52. Property owners may request that DWP provide a bill to their tenant. The owner remains responsible for all charges on the account. A notice of delinquent account will be sent to the owner if the account balance is past due.
53. The owner is responsible for informing DWP when the tenant vacates the property.
54. DWP reserves the right to place a lien on the owner's property in the event of default by the tenant and/or failure to pay by the property owner.

Billing and Collection

55. DWP will render bills to customers using available methods at established billing intervals.

56. Bills are due and payable within fifteen days of issuance.
57. If a bill is not received by a Customer at the anticipated interval, it is incumbent upon the Customer to inquire as to the whereabouts of the bill or access a copy of the bill. Not receiving a bill does not alleviate a customer's responsibility for prompt payment.
58. DWP may deny or discontinue water service, in accordance with applicable law, for non-payment of a delinquent bill. DWP may deny or discontinue water service if a customer has any unpaid balance with DWP including from prior addresses, fines or on other properties owned within the service area.
59. Upon receipt of a returned payment taken as remittance of water billing or other charges, DWP will consider the account not paid.
60. Customers may request a leak adjustment to an unusually high bill resulting from water loss at the property. Corrective action must be taken to repair the leak or ensure that the unexpected flow of water will be prevented in the future. Adjustment requests must be supported by a cumulative analysis of activities at the property, the result of which must indicate that continued leaks are not the result of actions taken or not taken by the customer representing careless use and upkeep of plumbing facilities on the customer's property.
61. Customers may request an adjustment to their service charge after a catastrophic event which renders the property uninhabitable. The event must be verifiable. The adjusted rate may last for a period of up to one year, or until the property is habitable, whichever occurs first. The meter will remain locked for the duration of the adjusted rate period. The adjustment is applicable to any portion of the service charge that represents water usage and not the fixed portion representing fixed system costs.
62. In the event any bill for service or fees is not paid in accordance with the provisions of these Rules and Regulations, the amount of any unpaid bill(s) may become a lien upon the property in the manner provided by law.
63. If payment for a billing period is not made on or before the due date, the account is subject to collection activity.
64. In the event a customer's account becomes delinquent, DWP reserves the right to transfer all the charges to any other open account of the same Customer. The account to which charges were transferred is subject to all collection actions including liens.
65. Customers may request a payment arrangement if they are unable to render timely payment. Payment arrangements will be structured by DWP staff based on the circumstances to facilitate the customer's ability to pay.

Service Shutoff/ Turn on

66. A customer's water service may be terminated by DWP and notice of such termination will be made in accordance with all statutory requirements. For dedicated fire services, both the fire department and the customer will be notified of the termination of service.
67. A customer's water service may be terminated by DWP for various reasons, examples of which follow. Such involuntary disconnections are performed by turning off and locking out the meter.
 - o Non-payment of amount owed.

- o Non-compliance with DWP rules and regulations.
 - o DWP may terminate a service without notice if unsafe, nuisance or hazardous conditions are found to exist on the customer's premises. DWP will immediately notify the customer of the reasons and the necessary corrections required before reconnection.
 - o Service connection is obtained through fraudulent means.
68. If a person, or legal entity, takes possession of premises in the service area, they must notify DWP within 24 hours to have the service transferred into their name.
69. Customers vacating a property serviced by DWP must give notice of their intent to vacate or expected change in ownership, specifying the date service is to be discontinued; otherwise, the Customer will be held responsible for water service furnished to such premises until DWP receives valid notice that the property has been vacated or legal ownership has transferred.
70. In accordance with applicable bankruptcy laws, DWP will not alter, refuse or discontinue service to, or discriminate against, a customer or a trustee of a customer, solely on the basis that a debt that is subject to the jurisdiction of the bankruptcy court was not paid when due. It is the responsibility of the customer to supply DWP with a copy of any applicable order for relief.
71. Customers can request courtesy turn on/off. When requests are considered reasonable and in the best interest of DWP's rate payers collectively, the turn on/off can be considered a courtesy and turn on/off fees will not apply.
72. Property owners are billed the fixed readiness-to-serve-charge, whether the meter is on or off.
73. A customer or their designated representative may be required to meet DWP at the property for the meter unlock and turn on.
74. The use of water on any premises which may cause water or other matter to enter or be forced into DWP's water distribution system or if apparatus is connected to the service which may in any way be detrimental to the service rendered by DWP, to its other Customers or to the general public is prohibited and DWP reserves the right to disconnect Water Service until the problem is corrected.

Discontinuation of Service for Non-Payment

75. Residential Discontinuation
- o Service discontinuation will occur when a bill has become at least sixty (60) days delinquent.
 - o Twenty-one (21) days after the payment due date, DWP will provide notice of delinquency.
 - o At least eleven (11) days before discontinuation of water service, DWP will visit the residence and make a reasonable, good faith effort to contact an adult person living at the service address. DWP will leave with the adult or in a conspicuous place, final notice of imminent discontinuation of residential service for nonpayment, including DWP's policy for discontinuation of residential water service for nonpayment as required by law. DWP will also attempt to provide a final notice of imminent discontinuation of residential service for nonpayment to the customer of record by standard notification methods.
76. Master Metered Residential Discontinuation
- o Service discontinuation will occur when a bill has become at least sixty (60) days delinquent.
 - o Five (5) days after the payment due date, DWP will provide notice of delinquency.
 - o At least fifteen (15) days before discontinuation of water service, DWP will visit the master metered residential structure or mobile home park and make a reasonable, good faith effort to contact property management personnel. DWP will post copies of the final notice of

imminent discontinuation of master metered residential service for nonpayment in a visible space or spaces so that residents of the master metered facility are made aware, including DWP's policy for discontinuation of master metered residential water service for nonpayment as required by law.

- o If a public health or building officer certifies that termination would result in a significant threat to the health or safety of the master metered residential occupants or the public, DWP will not discontinue service.

77. Commercial Discontinuation

- o Service discontinuation will occur when a bill has become at least nineteen days delinquent.
- o Five (5) days after the payment due date, DWP will provide notice of delinquency.
- o At least seven (7) days before discontinuation of water service, DWP will visit the property and make a reasonable, good faith effort to inform the occupants. DWP will leave with the occupant or in a conspicuous place, final notice of imminent discontinuation of commercial water service for nonpayment.

78. If the customer seeks review or appeal of their bill, the customer should contact DWP before the payment due date. DWP customer service staff will investigate. If the investigation does not result in a resolution acceptable to the customer, the customer may seek review by the CFO.

79. DWP will not discontinue water service for nonpayment on a Saturday, Sunday, legal holiday, or at any time during which DWP office is not open to the public.

Property Damage

80. DWP is not responsible for any loss or damage caused by any negligence or wrongful act of a customer or of a customer's authorized representatives in installing, maintaining, operating or using any or all appliances, facilities or equipment. DWP is not responsible for any damage occurring on the premises served, or elsewhere, because of open faucets, faulty fixtures, or broken pipes on such premises when service is turned on, nor for any damage resulting from the turning off water service.

81. The customer will be held responsible for damage to DWP meters and other property or facilities resulting from the unauthorized use or operation of appliances and facilities on customer's premises. The customer should exercise reasonable care to prevent DWP equipment on the customer's premises from being tampered or interfered with, damaged, or destroyed.

82. If a customer, developer, or other person is responsible for any damage done to DWP property because of intentional or negligent act, or failure to act, the cost of such damage shall be paid to DWP. If responsibility is not known, charges may be made to the current property owner and either billed separately or added to the regular billing for collection.

83. If a customer's property is damaged by DWP personnel, the General Manager and DWP admin staff are authorized to take immediate actions to limit safety, health and/or economic losses and to restore damaged property.

84. The customer must, at their own risk and expense, furnish, install, and keep in good and safe condition all apparatus and appliances which may be required for receiving, controlling, applying and utilizing water furnished by DWP, including devices for controlling or adjusting water pressure. DWP is not responsible for any loss or damage caused by the improper installation of such apparatus and appliances, negligence, want of proper care, or wrongful act of the customer or their agents, employees or licensees.

85. Any damage occurring to meters or other appliances or pipes owned by DWP caused by carelessness or neglect of the Customer, will be paid for by the Customer on presentation of a bill/demand from DWP.
86. When any Customer or other person is determined to be the responsible party that has caused damage to a fire hydrant, fire service, blow off, or other aboveground or underground appurtenance, DWP will charge that party the cost of repair plus the cost of water loss computed on the basis of duration of flow and the estimated flow rate in the pressure zone.

Temporary Connections

87. Temporary connections may be made through a DWP fire hydrant or installed meter not yet connected to the customer service line.
88. DWP reserves the right to revoke the customer's use of a hydrant if the use is causing a disturbance to the water system.
89. Temporary connections are subject to maintenance and usage fees.
90. A deposit may be required by DWP staff to cover or offset the costs associated with a temporary connection and associated water used.
91. An approved backflow prevention or air gap is required for all temporary connections unless otherwise authorized by DWP engineering staff.
92. Proof of insurance or proper collateralization may be required.

Public Hydrants

93. Hydrants are provided for the primary purpose of extinguishing fires and are authorized for use only by the Fire Department, DWP or authorized representatives, or others granted a permit by DWP.
94. In all cases where DWP grants a permit to take water from a fire hydrant, the permitted Customer must use the eddy valve on the hydrant meter assembly to regulate the delivery of water. The fire hydrant valve is a main supply valve and must be fully opened or fully closed. A special hydrant wrench must be used to operate the hydrant valve. Use of the fire hydrant valve for functions of an eddy valve will be sufficient cause to prohibit further use of the hydrants and the refusal to grant subsequent permits for the use of fire hydrants.
95. A metered backflow assembly (type RPP) is required for authorized fire hydrant usage.

Attachment B



Service, Quality, Community

City of Big Bear Lake, Department of Water and Power
Policy

Policy #2006-02
Connection Policy (water service connections, extensions for new development, and subdivisions)

Date Established: 10/15/06
Date Last Amended: 08/31/2021

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Article II. PURPOSE

This policy is intended as a guidance document for internal use at the DWP, and may be changed at any time for any reason at the discretion of the DWP.

Article III. DEFINITIONS

CCF(s) – one hundred cubic feet of water or 748 gallons.

Capacity Charge – a portion of the Connection Fee used for system improvements to meet water requirements of new development.

Commercial Connection - Commercial use includes any use by a business within the DWP's Service Area, whether for profit or non-profit, whose predominant purpose is to provide goods and/or services to consumers. For purposes of this Resolution, multi-family housing complexes served through a master meter and public entities, including without limitation schools, parks and special districts, are considered commercial users. Commercial users also include hotels, motels, inns, bed and breakfasts or any other transient lodging establishment primarily engaged in providing overnight or otherwise temporary lodging for the general public where meals may be served to transient occupants under applicable laws or regulations.

Connection – the physical attachment of a water service meter to the DWP's water system for the purpose of delivering potable water to a customer.

Connection Fee – a fee charged to obtain water service from the DWP. This fee includes a Capacity Charge and a Meter Installation Fee.

Construction Inspection Fee – a fee charged for an inspection performed by the DWP or by a DWP-hired contractor to inspect new water facilities. In cases where the DWP uses its in-house inspector for the construction inspection, the developer shall pay Time and Materials. Expenses included in Time and Materials for the DWP's in-house inspector shall include a Vehicle Expense Allocation.

In cases where the DWP's in-house inspector is not available, the developer will pay the DWP the cost to hire the inspector, including the Time and Materials involved in hiring the inspector and administering the contract.

Dead-end Line – a Mainline that dead ends and does not allow circulation in a portion of the water system, potentially causing stagnant water conditions.

Developer Services – Services performed by the DWP in relation to design and construction of water system improvements, including but not limited to negotiating and preparing agreements, preparing and submitting conditions of water service letters, reviewing development plans, reviewing the DWP's existing infrastructure capabilities, identifying applicable DWP regulations, managing and processing preparation of a Water Feasibility Study, and meeting with the developer and engineer to discuss study results.

Development Service Fees – fees charged to recover DWP Time and Materials incurred to provide Developer Services plus any costs incurred for outside advisory services necessary to provide Developer Services.

DWP or City of Big Bear Lake, Department of Water and Power – a department of the City of Big Bear Lake that provides water service to the areas of Big Bear Lake, Fawnskin, Moonridge, Lake William, Sugarloaf, and portions of Big Bear City, and Erwin Lake.

Eligible for Connection - a term used when connections are assigned to a property in advance to determine the month in which a new customer is eligible for meter installation and connection to the system. The specific month in which the new customer is Eligible for Connection is assigned at the time the Connection Fee is paid.

Equivalent Dwelling Unit or EDU - One EDU is equal to 20 Plumbing Fixture Units.

Fully Burdened Labor Rate – the fully burdened rate for a DWP employee shall consist of an hourly labor rate plus the value of the employee's benefits expressed on an hourly basis plus an Overhead Allocation amount expressed on an hourly basis.

GM – the DWP General Manager or designee.

Hydraulic Modeling – computer simulation and analysis of a water system to determine operating pressures, water levels at reservoirs, flows and pipeline velocities. Hydraulic modeling is commonly performed to determine if a water system needs to be upgraded to provide reliable service to existing customers and/or new developments.

Landscape Area – the entire parcel area less the areas associated with the building footprint, driveways, non-irrigated portions of the parking lots, hardscapes, and other non-porous areas.

Long-Side Service – a water meter installation in which 1) the water meter is located on the opposite side of the street from the Mainline or 2) the distance from the water meter to the Mainline is greater than 15 feet.

Mainline - primary transmission and distribution pipeline used to move water from the water source to a service area or from portions of a service area to another.

Mainline Extension – extending a Mainline to provide water service to an area that previously did not have water service.

Meter – a device installed and owned by the DWP which measures the quantity of water delivered to a customer.

Meter Installation Fee – a fee charged to physically install a water meter and service line including labor, equipment, and materials.

New Water Source – groundwater that is currently not available for extraction by the DWP.

Off-site Facilities – water facilities located outside the boundaries of a new development that must be designed and constructed to provide water service to the new development or subdivided parcel.

On-site Facilities – water facilities located within a new development or subdivided parcel.

Overhead Allocation – an allocation of the general, fixed costs of running a business, such as rent, lighting, and heating expenses, which cannot be directly charged or attributed to a specific product or part of the work operation.

Perennial Yield – the maximum quantity of ground water perennially available for extraction and utilization. This quantity depends on the amount of water economically, legally, and politically available (*Todd, 1980*).

Plumbing Fixture Unit or PFU – a unit assigned to a plumbing fixture to estimate the water use of the fixture and published in the Uniform Plumbing Code. Used commonly to determine EDUs, 20 PFUs = 1 EDU.

Pre-sets – service lines constructed from the property line or curb stop to the Mainline in the street or right-of-way and/or meter boxes installed on the property at the time a parcel is subdivided.

Quitclaim - a process whereby a property owner or grantor disclaims an interest in a piece of real property and transfers that interest to another person or organization (the grantee).

Retainer – money paid in advance by an Applicant to secure Developer Services from the DWP.

Reimbursement Agreement – a written agreement between a developer and the DWP that provides for reimbursement payments for water system improvements.

Service Charges - a readiness to serve charge. The Service Charge varies according to the meter size, type, and customer class and is applicable regardless of water usage or whether the service is turned on or off.

Short-Side Service – a water meter installation in which 1) the water meter is located on the same side of the street as the Mainline or 2) the distance from the water meter to the Mainline is less than or equal to 15 feet.

SS&Ds or Standard Specifications and Drawings – specifications and drawings prepared by the DWP's engineer, detailing material and construction standards for DWP facilities.

Time and Materials – a fee charged customers to cover the DWP's actual labor, material, and equipment expenses incurred. Labor expenses included in the calculation of time and materials shall be calculated at Fully Burdened Labor Rates.

Vehicle Expense Allocation – a dollar amount reflecting the hourly rental rate most recently published by the California Department of Transportation for a passenger vehicle that is equal in weight to 680 kg (¾ ton) or lighter.

Water Feasibility Study – an engineering evaluation conducted to determine the potential impacts and requirements of new development on an existing water system. The study establishes the water supply, distribution, storage, and fire flow requirements for new development and identifies all system improvements required to meet the estimated water demand of the new development including both On-site Facilities and Off-site Facilities.

Article IV. CONNECTIONS FOR WATER SERVICE

- a) Availability of connections is subject to connection limitations that may be imposed by the Board of Commissioners. Connections are assigned on a first come, first served basis.
- b) A connection, once assigned and paid for, remains assigned to the property for which the Connection Fees have been paid and may not be transferred to another property.
- c) Connections will be assigned to developers of single family residential projects subsequent to the issuance of a building permit from the City of Big Bear Lake or County of San Bernardino.
- d) Connections will be assigned to developers of multifamily residential or commercial projects subsequent to project approval by the City of Big Bear Lake or County of San Bernardino Planning Commissions.
- e) The Connection Fee is based on the number of estimated EDUs required by facilities at the new connection. EDUs are calculated based on the number of Plumbing Fixture Units or, in the case of large projects, based on approved engineering calculations for the number of EDUs required by the project.
- f) All units that can be sold individually require separate connections and dedicated water meters and service lines. This includes, but is not limited to, condominium units, condominium conversion units, and fractional share ownership units. Each house or building under separate ownership shall require a separate service connection or connections. Two or more buildings under one ownership, and located on the same lot or parcel, may be supplied through a single connection, or the DWP in its discretion may require a separate service connection for each house or building. The DWP reserves the right to limit the number of houses or buildings, or the area of land under one ownership, which may be supplied by a single service connection. All such connections shall be installed at the owner's expense.

Commented [NS1]: The customer can request a refund up to the time the meter is installed, so transferability of fees is irrelevant. Not Included in update.

Commented [NS2]: A property owner can pay for and install a meter at a property prior to issuance of a building permit. Current practice required by City. Not moved.

Commented [NS3]: All fees are separately approved by the Board. There is no need to reference fees here.

Commented [NS4]: Modified for joint billing through HOAs in update.

When property provided with a service connection is divided, the existing service connection shall be assigned to the lot or parcel of land nearest the meter or service terminus. A service connection shall not be used to supply property of the same owner on opposite sides of a public street, alley or right-of-way.

- g) All applicants for Commercial Connections in which the Landscape Area is 1,000 square feet or greater are required to install an irrigation meter and shall pay the appropriate Connection Fees based on the estimated EDUs required by the Landscape Area. All irrigation meters shall have a separate account and shall be charged a Service Charge in addition to usage fees.

Commented [NS5]: No need to describe one fee. Reference made to all fees in update. In DWP's current system, accounts are per location/customer, not per meter. Domestic, fire flow and irrigation are on the same account.

- h) Developers, when expanding facilities on properties with existing connections that will not adequately serve the expanded project, will be given credit for existing paid connections when paying Connection Fees for the new development. To receive full credit, the connection must be active and all fees must be current. The credit will be based on the number of EDUs used to calculate the Connection Fee for each existing connection or the current plumbing fixture count. If this information is unavailable, the EDUs associated with the existing connections will be determined based on meter size. A 5/8" meter will be provided a credit of one EDU, and will reduce the basis for the Connection Fees by one EDU. For meter sizes greater than 5/8", EDUs will be determined based on average water use during the most recent one-year period in which the property was actively using water. The new Connection Fee in this case will be based on the number of EDUs determined by subtracting the EDUs associated with the existing meters from the EDUs required by the expanded project.

Service Charges begin to accrue on the day a meter is activated.

- i) All single-family dwellings where automatic fire sprinkler systems will be installed require a fire service with a minimum meter size of 1". Exceptions to this rule are when water demand of the sprinkler system exceeds the flow capacity of a 1" water meter or when self-contained sprinkler systems will be installed, which are not connected to the DWP's water system. Additional information on meter sizes and their recommended ranges of Plumbing Fixture Units can be found in Table 1.

Commented [NS6]: This is inherent in capacity charges which are charge per EDU of new capacity connected to the system. There is not a refund involved.

Commented [NS7]: Uses meter installation date on update to avoid confusion.

Commented [NS8]: Not necessary to state since 1" minimum is unrelated to exceptions.

Article V. LIMITATIONS ON CONNECTIONS

During any period in which the Board of Commissioners has imposed connection limitations, the following shall apply:

- a) Connections assigned to any individual or entity will be limited to two per month.
- b) Connections not assigned during a particular month will accrue to the next month. At the end of each quarter, a developer requiring more than the allowable two connections per month may apply for any unsold connections that accrued during the quarter. Unassigned connections will be available on a first come, first served basis. Any unassigned connections at the end of each year may be carried-over and made available for assignment in subsequent years.

Commented [NS9]: This is arbitrary and may not be consistent with Board restrictions, excluded in update.

- c) Connections become available on the first business day of each month and may be assigned up to three months in advance of installation of the property's foundation. Connections assigned in advance are Eligible for Connection on the first business day of the month assigned at the time of purchase.
- d) For multi-unit developments, where more than one unit will use water from a single meter, the number of connections required by the development will be determined based on the estimated EDUs associated with the development.

Exemptions from connection limitations may be granted on a case-by-case basis.

Commented [NS10]: Connections are regularly made prior to foundation pours. Conflicts with established standard practice. Is arbitrary in nature. Not in update.

Commented [NS11]: There are several other practical considerations to establish meter size and number, such as size of units, local pressure and distances between units that are more relevant than EDUs. Not transferred.

Commented [NS12]: All done on a case by case basis. Precludes the need for limits. Updated.

Article VI. METER INSTALLATIONS

- a) Residential meters will be installed, as scheduling allows, after the Connection Fee is paid and the customer has completed a Water Service Agreement.
- b) If Meter Installation Fees increase after the Connection Fee is paid and before the meter is installed, then the applicant shall be responsible for paying the increase in the Meter Installation Fees prior to meter installation.
- c) Meter Installation Fees are based on fees set for a Short-side Service or Long-side Service and meter size. Meter installations for meters greater than 2" will be charged Time and Materials, or installed by the developer according to DWP's SS&Ds, at DWP's discretion.
- d) Meter Installation Fees for subdivision Pre-sets will be charged on a Time and Materials basis except for those Pre-sets installed prior to January 1, 2005, which are subject to pre-existing contractual rates.
- e) All installed meters will remain locked and inactive until the customer's service line (sometimes referred to as a consumer line) or yard hydrant has been connected to the meter according to DWP's SS&D's. Customers must contact DWP to schedule inspection and activation.

Commented [NS13]: The described delay is due to DWP staff availability and not fault of the customer. Excluded from update.

Commented [NS14]: Fees were separately adopted by the Board and subject to change separate from policy updates. Excluded from update.

Commented [NS15]: This is not applicable currently and would be negotiated with a subdivision developer for future projects. Excluded from update.

Article VII. WATER SYSTEM IMPROVEMENTS

Section 7.01 Design and Construction

a) Developer Services

- i. Pursuant to Resolution 2014-09 Section 3, the DWP shall charge Development Service Fees for Developer Services. Prior to providing Developer Services to any developer, the developer shall enter into a Development Service Fee Reimbursement Agreement with the DWP in a form consistent with Exhibit I hereto, and remit the applicable Retainer as outlined in Exhibit II and Exhibit III.

Commented [NS16]: The specifics here have been superceded by rate updates. Agreements are project specific. Generalized in update.

b) Design

- i. System facilities may be designed by either the developer or the DWP. When facilities are designed by the developer, the facilities must be designed in accordance with DWP's SS&Ds and all plans must be submitted to the DWP for review and approval prior to beginning construction.
- ii. The developer will be required to pay for a Water Feasibility Study. The Water Feasibility Study shall identify the required On-site and Off-site Facilities needed to provide service to the development. For developments with anticipated water demand less than six EDUs, the developer may not be required to pay for a Water Feasibility Study or Hydraulic Modeling. These projects will be evaluated on a case-by-case basis.

Commented [NS17]: Six EDUs if arbitrary. Revised to determined by engineering staff.

c) Construction and Inspection

- i. All construction must conform to the DWP's SS&Ds.
- ii. If a developer or applicant plans to construct water facilities, the developer or applicant must provide a performance bond(s), to the County of San Bernardino, City of Big Bear Lake or DWP, equal to the estimated cost of such facilities to ensure that the construction of the water facilities is completed according to the DWP's SS&Ds and to ensure that the service extensions are completed.
- iii. All Mainline extensions must use pipeline equal to or greater than the diameter size necessary to meet fire flow requirements at the time of the extension.
- iv. No Dead-end Lines shall be permitted except at the discretion of the GM. In cases where circulation lines are necessary, the circulation lines shall be designed and installed in accordance with DWP's SS&Ds, as part of the mainline extension.
- v. If a Dead-end Line is permitted by the GM, it shall be completed with an approved flush-out in accordance with the DWP's SS&Ds.
- vi. When the developer is responsible for constructing Mainlines as part of the On-site Facilities, Pre-sets shall be constructed at the developer's expense in accordance with the DWP's SS&Ds. When practical, pre-sets shall be placed as close as possible to a property corner.
- vii. All facilities require construction inspections. The DWP shall use its in-house inspector or hire an inspector to complete the construction inspection. The DWP shall charge the developer a Construction Inspection Fee for the construction inspection.

d) Ownership

All water system facilities installed under this section are owned and under the responsibility of the developer until such time as the facilities are completed and approved by the DWP. Upon completion of the facilities and acceptance by the DWP, the facilities shall become the sole property of the DWP and all parties making payment under this section for the design, construction or inspection of water system facilities shall have no right, title or interest in such facilities.

Section 7.02 Developer Cost Sharing

The following developer cost sharing guidelines may be subject to modification based on circumstances. The guidelines are intended to ensure that the capital costs associated with water service extension to new development are paid for by the entities that will most benefit from the water service extension.

a) Developer Costs

- i. For new developments on undeveloped parcels or where no infrastructure improvements exist (i.e. streets, sewer, electric, gas or water), the developer will pay for the design, materials, construction, inspection and testing costs of all water system improvements including both On-site Facilities and Off-site Facilities.
- ii. The establishment of fire hydrants, fire services, and the cost of over-sizing Mainlines, service lines or reservoirs for fire service needed by the development shall be paid for by the developer.
- iii. The developer will be responsible for all costs of the On-site Facilities unless the DWP requires the On-site Facilities to be oversized. In these cases, the DWP shall follow the payment and reimbursement guidelines of Section 8.03.
- iv. If the DWP determines that the Off-site Facilities benefit the developer or applicant, then the costs associated with the Off-site Facilities shall be borne by the developer.

b) Reimbursement

- i. If the developer is required to pay for Off-site Facilities that benefit the system, then the DWP may reimburse the developer through a portion of the revenues collected from Connection Fees associated with customers connecting to the system in the new service area and / or where appropriate, through other revenues that are collected by the DWP to construct facilities that benefit the entire system. In cases where the DWP has invested in the Off-site Facilities, the DWP's investment shall be reimbursed in full from the Connection Fees and / or other appropriate revenue sources referenced above prior to reimbursing the developer. The developer shall be reimbursed during a period not to exceed 10 years from the date of map recordation and in an amount not to exceed the developer's

investment in the Off-site Facilities. If the developer has not been fully reimbursed within 10 years, no further reimbursement will be provided.

Section 7.03 Reimbursement for Over-sizing Facilities and Adding Capacity

To accommodate system planning, the DWP may require developers to add capacity beyond the requirements of their particular development. When this occurs, the DWP shall pay for the additional capacity or over-sizing costs by fully reimbursing the developer through a predetermined portion of the revenues collected from 1) Connection Fees from customers benefitting from the oversized facilities and / or, where appropriate, 2) other revenues that are collected by the DWP to construct facilities that benefit the entire system. The amount reimbursed to the developer shall be based on the actual costs of the additional capacity or oversized facilities.

Commented [NS18]: This causes long term arrangements that are not necessary in most instances. In practice DWP staff equitably adjusts the values between current capacity fees and system improvements made by the developer. There is no need to set arbitrary time lines since situations are extremely varied. Condensed in update.

Article VIII. EASEMENTS

- a) No structure, whether permanent or temporary, shall be located on a water line easement, or placed in such a position as to interfere with the ready and easy access to any DWP facility. Any such obstruction, upon request of the GM, shall be immediately removed by the owner. Any removal or replacement costs shall be at the expense of the owner.
- b) A developer or applicant for water service shall provide the DWP with any necessary recorded easements required for DWP facilities, at no cost to the DWP. This easement must be in a form acceptable to the DWP prior to establishing water service for the developer or applicant.
- c) Unless otherwise approved by the GM, all easements shall be 20 feet in width.

Article IX. PROVISION OF SERVICE

The DWP will not be obligated to provide water service to any applicant until all fees, charges and past due assessments owed to the DWP have been paid in full, and legal documents associated with the development for which the water service is being sought have been signed and recorded.

Article X. CONDITIONS OF WATER SERVICE

- a) A Conditions of Water Service Letter is a nonbinding document which provides an outline of the conditions that need to be met by the developer or the DWP prior to establishing water service for the development. The GM may issue a Conditions of Water Service Letter upon request of the developer and subsequent to entering into a Development Service Fee Reimbursement Agreement with the developer.
- b) If the location of the development is outside the water service jurisdiction of the DWP, the DWP's ability to provide service may be conditioned upon the approval by the Local Agency Formation Commission (LAFCO), in accordance with the provisions of Government Code Section 56133, a formal annexation of the development service area, a joint powers agreement, or other means of establishing the area as a DWP service area.

Article XI. REIMBURSEMENT AGREEMENTS

- a) Any reimbursements pursuant to Article VIII Sections 8.02 and 8.03 shall be governed by a Reimbursement Agreement executed by both the DWP and the developer.
- b) All reimbursements, including any to the DWP, shall be funded from Capacity Charges or where appropriate, through other revenues that are collected by the DWP, at the rates effective as of the date of the Reimbursement Agreement.
- c) On projects where both the DWP and the developer will receive reimbursements, the DWP shall be paid, in full, prior to reimbursing the developer.

Commented [NS19]: Already addressed in 8.02 & 8.03.

Commented [NS20]: DWP doesn't account for each dollar based on fee type. The source of reimbursement is not relevant. Excluded in update.

Table 1. Recommended meter sizes to serve estimated Plumbing Fixture Units for projects.								
Meter Size	5/8" & 3/4"	1"	1 1/2"	2"	3"	4"	6"	8"
Allowable Plumbing Fixture Units (PFU)	35	50 ^{1,2}	150	350	900	1700	3500	6500
Max Continuous Flow (gpm)	15	35	50	80	160	250	500	800

Notes:

¹⁾ Water Services with one inch meters serving 35, or fewer, plumbing fixture units pay the special one inch service charge, if a fire sprinkler system is required.

²⁾ Water Services with one inch meters serving more than 35 fixture units pay the normal service charge for one inch meters.

3) At water services where system pressure is less than 45 psi, the DWP will inform the customer of proper water service size considerations for fire sprinkler systems.

4) At water services served by a one inch meter, serving more than 35 FU's, the DWP recommends a minimum service line size of 1 1/4" from the meter to the house.

5) The DWP recommends that the service line from the meter to the house be at least the same diameter as the meter size. Example: 1" meter = 1", or larger, diameter service line from the meter to the house.

(Exhibit I)

DEVELOPMENT SERVICE FEE REIMBURSEMENT AGREEMENT

Commented [NS21]: Exact form does not conform to varied situations in practice. Terms are properly agreed to with developers based on the relevant specifics.

This Development Service Fee Reimbursement Agreement (Agreement) is entered into and shall become effective this _____ day of _____, 20 __, between CITY OF BIG BEAR LAKE, DEPARTMENT OF WATER AND POWER (“DWP”) and [“Applicant”].

RECITALS

- A. [Applicant] wishes to purchase one or more water service connections (“Connection(s)”) from the DWP, or develop lots within DWP’s service area, in relation to [short description of project].
- B. In accordance with Article III of the Connection Policy, the DWP will perform Developer Services necessary for processing [Applicant’s] request for Connection(s) or development activities, including but not limited to the following: design and construction of water system improvements, negotiation and preparation of agreements, preparation of a conditions of water service letter, review of development plans, review of DWP’s existing infrastructure capabilities, management and processing of a water feasibility study, and meeting with [Applicant] and/or consultants.
- C. Through this Agreement DWP wishes to establish the terms under which DWP will be reimbursed for its costs in connection with Developer Services.

AGREEMENT

1. Retainer. Applicant shall pay a refundable Retainer to the DWP in the amount of [amount] against which the DWP’s time and material costs shall be charged until the Retainer is exhausted. In the event the DWP’s time and material costs exceed the Retainer the DWP will bill applicant for said costs on a monthly basis as outlined in paragraph 2, below. In the event the Retainer

exceeds the DWP's time and material costs any unused Retainer funds will be refunded to applicant within 30 days of completion of Developer Services. Retainer is due upon execution of Agreement.

2. Reimbursement: [Applicant] agrees to reimburse DWP for all reasonable costs of labor, materials, equipment, legal, engineering, consulting, administrative (including clerical), and other expenses actually incurred in connection with Developer Services for [Applicant's] requested Connection(s) or development. Invoices are due and payable to DWP upon receipt. Invoices shall include a schedule of charges itemizing the DWP's costs. Failure by [Applicant] to reimburse DWP within 60 days of receipt of invoice will result in the termination of Developer Services by DWP.
2. Information: Upon request, the DWP shall promptly provide to [Applicant] copies of all documents, data, or information (including, but not limited to, draft reports or other documents) related to Developer Services.
3. Dispute Resolution: In the event of any claim or dispute relating to this Agreement or allegations of breach hereof, the parties agree to meet in good faith and seek to resolve said matter by negotiation or through mediation. In any such matter that results in litigation that leads to a judgment of a court of competent jurisdiction, the prevailing party shall be entitled to recover from the losing party reasonable attorneys' fees and costs related to experts.
4. Successors: This Agreement shall be binding upon and inure to the benefit of each of the parties and to their respective successors.
5. Entire Agreement: This Agreement contains the entire understanding of the parties related to their interests, obligations, and rights in connection with the subject matter of this Agreement.

IN WITNESS WHEREOF, the duly authorized representatives of DWP and [Applicant] have executed this Agreement as of the day and year first written above.

CITY OF BIG BEAR LAKE, DEPARTMENT OF WATER AND POWER

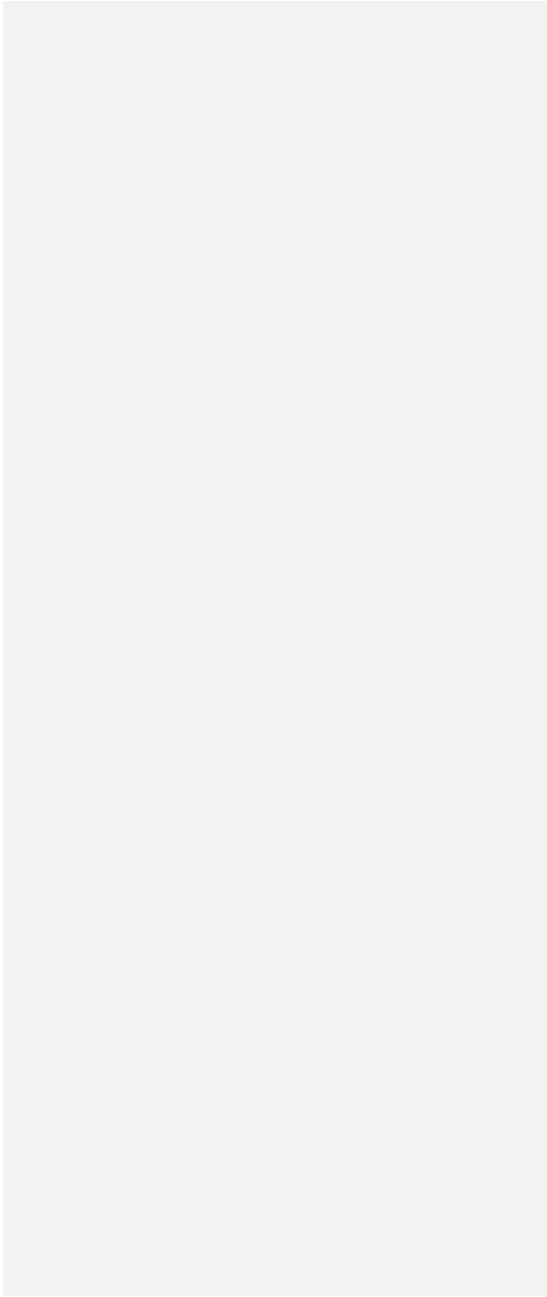
By _____

Address

[APPLICANT]

By_____

Address



(Exhibit II)

DEVELOPMENT SERVICE FEE SCHEDULE OF CHARGES
(DUE ON RECEIPT)

Commented [NS22]: Done based on project information and payroll records. An additional form is not needed (or used) for this calculation.

Development Project: _____

Monthly Period Ending: _____

<u>ITEM</u>	<u>TOTAL CHARGE</u>
Retainer	_____
Less:	
Time (hours billed x Fully Burdened Labor Rate, please see attached Schedule I)	_____
Consulting Fees (please see attached invoice)	_____
Legal Fees (please see attached invoice)	_____
Retainer Balance	_____
Balance Due	_____
Other:	
1. _____	_____
2. _____	_____
3. _____	_____

4. _____

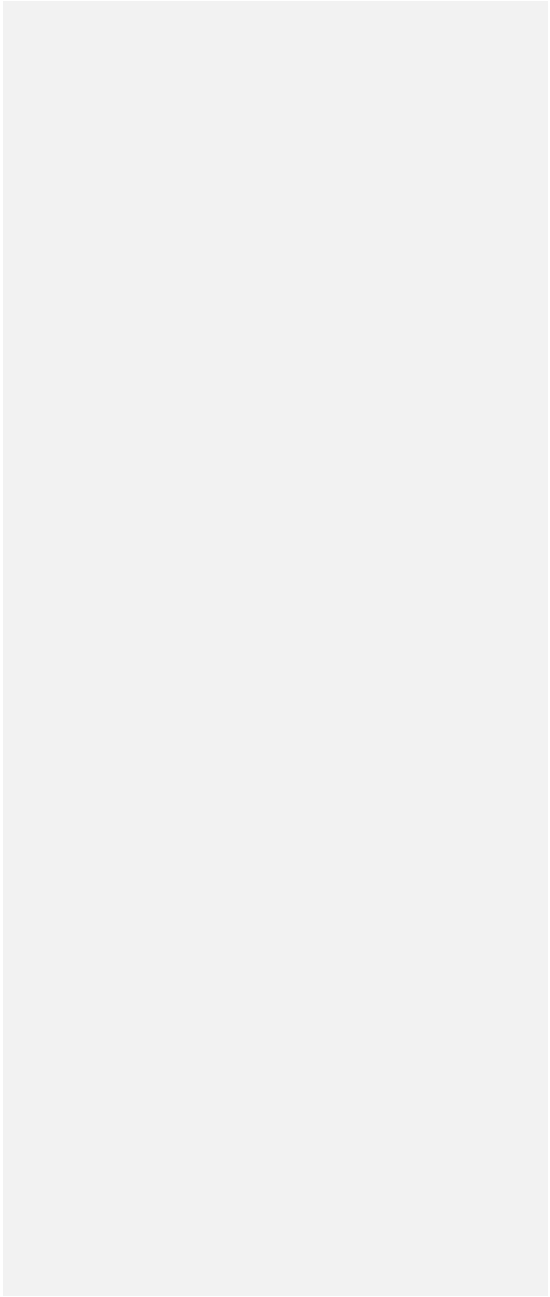
TOTAL CHARGES \$ _____

SCHEDULE I
TIME BILLED

Commented [NS23]: This calculation is determined using work orders and payroll data. A standard form is not necessary.

Month: _____
Year: _____

Date	Project	DWP Employee	Fully Burdened Labor Rate	Hours Billed



(EXHIBIT III)

SCHEDULE OF RETAINER REQUIREMENTS

# EDUs	REQUIRED RETAINER
1-5	\$2,000
6-10	\$5,000
11-15	\$8,000
Over 15	\$10,000

Commented [NS24]: These amounts are inconsistent with current practices. Retainers (called deposits) are determined by staff based on the expected costs. The deposit balance is expected to be maintained at current levels and replenishment is required from the developer if additional costs are incurred.

Attachment C

City of Big Bear Lake

Department of Water and Power

Rules and Regulations for Water Service

July 30, 2021

CHAPTER 1 RULES AND REGULATIONS FOR WATER SERVICE

1.00 GENERAL

The DWP provides Water Service to properties within the City boundaries and in certain unincorporated areas of the County of San Bernardino. These Rules and Regulations set forth how the DWP shall govern and administer its services and are designed to regulate the affairs of the DWP in such a way as to enable the DWP to consistently and cost effectively deliver quality water to meet the needs of our current and future Customers. The General Manager of the DWP is authorized to interpret these Rules and Regulations and to rule on any point which is not specifically covered herein. These Rules and Regulations set forth the terms and conditions under which the DWP will provide Water Service to Customers. The provision of, and continuation of, Water Service is contingent upon Customers accepting these Rules and Regulations as conditions of Water Service. By accepting service, Customers explicitly and implicitly agree to be bound by these Rules and Regulations and to hold harmless the DWP, its employees, members of the Board, DWP agents, DWP representatives and the City from any liability associated with the implementation of or interpretation of these Rules and Regulations. Failure to abide by these Rules and Regulations will be considered grounds for terminating water service and may subject the individual(s) responsible to additional fees and charges as set forth herein.

Commented [NS1]: Condensed in update.

1.01 GOAL STATEMENT

It is the mission of the DWP to consistently and cost effectively deliver quality water to meet the needs of our current and future Customers. The DWP strives to provide continuity of service with as few interruptions as possible, recognizing that Water Service is a valuable resource for the community and local economy. The DWP strives to promote conservation and wise use of natural resources, both by our Customers and by our own activities.

Commented [NS2]: This is the organizational goal, not necessary to quote in policies. Not included in update.

1.02 DOCUMENT FORMAT AND AVAILABILITY

1.02 (a) Copies of these Rules and Regulations will be kept on file in the DWP Offices and will be available to the public upon request. A copy of these Rules and Regulations may be provided at a reasonable cost in accordance with the California Public Records Act. In addition, a copy of the Rules and Regulations will be posted on the DWPs website, www.bbldwp.com. Reasonable effort will be made to keep the online version up to date.

1.02 (b) Changes may be made to these Rules and Regulations periodically by the Board. Applicants, Customers, or others contemplating any expenditures or activities governed by these Rules and Regulations should confirm that they have the most current information.

1.02 (c) Proposed changes to the Rules and Regulations should be addressed to: General Manager, City of Big Bear Lake, Department of Water and Power, P.O. Box 1929, Big Bear Lake, CA 92315-1929.

Commented [NS3]: There is no point in adding this to the policy since the reader must have a copy to read it.

1.03 APPLICABILITY AND AUTHORITY

1.03 (a) Rules and Regulations are effective for all DWP Applicants, Customers and property owners within the DWP's Service Area.

1.03 (b) These Rules and Regulations are authorized under the City of Big Bear Lake Municipal Code and are subject at all times to revision by action of the Board.

1.03 (c) Water Service is subject to regulatory control by other governmental agencies, including the State of California and the United States of America. Such agencies may mandate immediate changes to water operations and practices. The DWP reserves the right to implement such changes on an interim basis until such time as the Board acts to change these Rules and Regulations or on a permanent basis if Board action is not required.

Commented [N54]: Since this references laws that supersede DWP, there is no need to stipulate this.

1.03 (d) The General Manager is empowered to interpret the meaning of the Rules and Regulations and to resolve any conflicts among the Rules and Regulations. Customers and Applicants who wish to meet with the General Manager to discuss an interpretation of the Rules and Regulations may do so in a written request mailed or delivered to the DWP which identifies the provision to be interpreted, explains the facts or circumstances giving rise to the inquiry, and provides a mailing address for a reply. The DWP will then schedule an opportunity to meet with the General Manager to discuss the inquiry. Within seven days after the meeting, the General Manager will issue his/her interpretation in writing, a copy of which shall be mailed to the Customer or Applicant at the mailing address provided for a reply. Within seven days after the date of mailing the written interpretation, the Customer or Applicant may file with the DWP a written request to appeal the interpretation to the DWP's Board of Commissioners. Upon receipt of such request, the matter will be scheduled for consideration at a regular or special meeting of the Board of Commissioners, with at least seven days' advance notice thereof provided to the Customer or Applicant who has requested the appeal. At such meeting the Customer or Applicant shall be afforded an opportunity to present to the Board the basis for his or her appeal. Upon conclusion of its deliberations on the matter, at that meeting or at a subsequent meeting, the Board of Commissioners shall render its decision, which shall be communicated to the appealing party in writing, and such decision shall be final.

Commented [N55]: This is true of all admin staff within their area of oversight and is true of all policies since they are implemented by DWP staff.

1.04 SEVERABILITY

1.04 (a) If any section, sub-section, sub-division, paragraph, sentence, clause, or phrase of these Rules and Regulations is found to be invalid, such determination shall not affect the validity of all remaining portions of these Rules and Regulations. The Board hereby declares that it would have passed each section, sub-section, sub-division, paragraph, sentence, clause, or phrase thereof, irrespective of the fact that any one or more sections, sub-sections, sub-divisions, paragraphs, sentences, clauses, or phrases are declared invalid.

1.05 DEFINITIONS

The following terms and expressions, when used in these Rules and Regulations, shall have the indicated meanings:

1.05 (a) Account: The record kept by the DWP of the experience with a Customer including financial and physical data, service history, and/or consumption history.

1.05 (b) Applicant: Person who makes an Application for Water Service from the DWP.

1.05 (c) Application: Written request submitted to the DWP, on form(s) established by the DWP, for Water Service.

1.05 (d) Authorized Administrator: The General Manager or his/her duly Authorized Representative.

1.05 (e) Authorized Representative: A staff person or other individual or contractor duly authorized by the Authorized Administrator.

1.05 (f) Air Gap (AG): A physical separation between the free-flowing discharge end of

Commented [N56]: These definitions are generic and can be followed by even unfamiliar readers. It is more confusing with the definitions, not included in update.

a potable water supply pipe and an open or non-pressure receiving vessel. An approved "Air Gap" shall be at least twice the diameter of the supply pipe, shall be measured vertically above the overflow rim of the receiving vessel and in no case be less than one (1) inch.

1.05 (g) Auxiliary Water Supply: A water supply, on or available to, a Consumer other than the Water Supplier's approved Public Potable Water System. The Auxiliary Water Supply may include water from another purveyor's Public Potable Water System or any source such as a well, spring, river, stream or lake.

1.05 (h) Backflow: The undesirable reversal of flow of water or other liquids, gases, or other substances into the Public Potable Water System.

1.05 (i) Bill: Written or electronic demand for payment for services rendered to the Customer.

1.05 (j) Billing period: The time interval between two consecutive meter readings that are taken for billing purposes.

1.05 (k) Board: The Board of Commissioners of the City of Big Bear Lake, Department of Water and Power.

1.05 (l) Capacity Charges: Charges paid at the time of, or prior to, connection to the water system, or when installing additional plumbing fixture units to an existing Water Service Connection, to finance construction of or recover the cost of constructing public facilities needed to provide service, including, but not limited to, wells, transmission and distribution pipelines, pumps, reservoirs and chemical treatment facilities, as well as developing alternative sources of water supply.

1.05 (m) CCF: One hundred cubic feet of water or 748 gallons.

1.05 (n) City: The City of Big Bear Lake, California.

1.05 (o) Commercial Use: Any use by a business within the DWP Service Area, whether for profit or non-profit, whose predominant purpose is to provide goods and/or services to Consumers. For purposes of the Rules and Regulations, multi-family housing complexes served through a master meter and public entities, including without limitation schools, parks and special districts, are considered commercial users. Commercial users also include hotels, motels, inns, bed and breakfasts or any other transient lodging establishment primarily engaged in providing overnight or otherwise temporary lodging for the general public where meals may be served to transient occupants under applicable laws or regulations.

1.05 (p) Commercial Compound Meter Service Charge: The service charge associated with large commercial properties that use water at high rates of flow, requiring compound meters.

1.05 (q) Commercial Usage Charges: The rates charged to Commercial Customers by the DWP for metered water usage, currently expressed as a rate per CCF.

1.05 (r) Connection Policy: Policy No. 2006-02 adopted by the Board to clarify rules and regulations for connection to the Water System, as it may be amended or replaced by the Board from time to time, attached hereto and incorporated herein as Appendix G,.

1.05 (s) Council: City Council of the City of Big Bear Lake, California.

1.05 (t) Consumer: Any person or organization receiving Water Service from the DWP.

1.05 (u) Consumer's (or Customer's) Water System(s): Any water system located on the Consumer's premises whether supplied by the DWP or an Auxiliary Water Supply. The system(s) may be either a Potable Water System or other water system(s).

1.05 (v) Cross-Connection Control Program: A program adopted by the Board pursuant

to Policy No. 2014-01 Cross-Connection Control Program, as it may be amended or replaced from time to time, which codifies rules and regulations for the prevention of cross-contamination of the water supply by any actual or potential connection between a Public Potable Water System and Auxiliary Water Supply, attached hereto and incorporated herein as Appendix E.

1.05 (w) Customer: Person in whose name service is rendered as evidenced by telephone, fax, internet, or other application and/or by signature on the application, contract, or agreement for that service, or, in the absence of a signed instrument, by the receipt and payment of bills regularly issued in the Customer's name regardless of the identity of the actual user of the service, or by a person benefiting directly from the service.

1.05 (x) Customer's mailing address: The address specified in a Customer's application, or any other address given in writing, by telephone, fax or internet to DWP Staff by the Customer or Customer's authorized agent, to which any notice or other communication is to be mailed, sent, or delivered.

1.05 (y) Delivered: Any notice or communication shall be considered delivered by the DWP when it is: 1) mailed, postage prepaid, to the Customer to whom the service is billed; 2) communicated via telephone conversation with the Customer or his/her authorized representative; 3) given in person or by posting in a conspicuous location at the premises served; 4) transmitted by electronic means including, but not limited to, facsimile (FAX) machine, e-mail; or 5) transmitted to a Customer's voice mail box.

1.05 (z) Department of Water and Power, Department, or the DWP: The Department of Water and Power, a department of the City of Big Bear Lake. 1.05 (aa) The DWP Offices: The DWP's office is located at 41972 Garstin Drive, Big Bear Lake, California, 92315 1.05 (ab) The DWP's Operating Convenience: The utilization, under certain circumstances, of facilities or practices not ordinarily employed which contribute to the overall efficiency of the DWP's operations. The term shall not refer to Customer convenience nor to the use of facilities or adoption of practices required to comply with applicable laws, ordinances, rules or regulations, or similar requirements of public authorities. 1.05 (ac) Distribution main: Pipelines used to distribute potable water to Customers. 1.05 (ad) Failure to Comply Procedures: Procedures established to ensure compliance

with DWP Rules and Regulations, attached hereto and incorporated herein as Appendix D, as they may be amended or replaced from time to time. 1.05 (ae) Mail: Any notice or other communication shall be considered mailed when it is enclosed in a sealed envelope, addressed to the Customer's mailing address, and deposited in a U.S. Postal Service box or delivered directly to a U.S. Post Office, postage prepaid by the DWP. 1.05 (af) Meter: The instrument, installed and owned by the DWP, used for measuring Water Service delivered to the Customer. 1.05 (ag) Minimum Bill: The minimum amount charged to each account based upon the Customer class. The Minimum Bill may be issued monthly or bi-monthly as determined by Customer class and may include a non-refundable allowance for a minimum amount of water usage. 1.05 (ah) Multi-family accommodation: An apartment building, duplex, court group, or any other group of residential units located upon a single premise, providing the residential units therein meet the requirements for a Commercial use. 1.05 (ai) Payment: Any recognized tender provided in exchange for service: cash, check, credit card, debit card, whether in person, by mail or in electronic form. 1.05 (aj) Person: Any individual, partnership, corporation, public agency, or other organization operating as a single entity. 1.05 (ak) Potable Water: Water from any source which has been approved for human consumption. 1.05 (al) Private Fire Service Connection: The terminal end of a Fire Service Connection from the Water System where the DWP's jurisdiction and control of the water ends and the Consumer's Fire Service System begins. The Consumer's Fire Service System begins at the gate valve connecting the the service to the DWP's water main. 1.05 (am) Property Owner: The owner of record as recorded with the San Bernardino County

Assessor's Office or as evidenced by a recorded deed. 1.05 (an) Public Potable Water System: The DWP's water systems, operated as a public utility, under permit from the California State Water Resources Control Board, Division of Drinking Water ("DDW") to supply water for domestic purposes, including all sources, facilities, and appurtenances. 1.05 (ao) Public Right-of-Way: Public utility access, typically dedicated for public use upon recordation of a subdivision or parcel map, or an easement or other conveyance of right to occupy the property for public utility use. 1.05 (ap) Rate Ordinance: The ordinance or ordinances adopted by Council which establish rates and charges for Water Service, as amended from time to time. The current rate ordinance is attached hereto and incorporated herein as Appendix A. 1.05 (aq) Rate schedule: A schedule or other document setting forth the charges and conditions for a particular class or type of service at a given location. 1.05 (ar) Reduced Pressure Principle Backflow Prevention Assembly (RPP): An assembly containing two independently acting, approved check valves together with a hydraulically operating, mechanically independent pressure differential relief valve located between the check valves and below the first check valve. The assembly shall include tightly closing resilient seated shutoff valves attached at each end of the assembly and resilient seated test cocks installed horizontally. 1.05 (as) Residential Use: Use primarily for purposes of habitation and not included within the definition of Commercial Use. A private residence that includes a home office shall be considered a residential use. 1.05 (at) Residential Usage Charges: Charges to Residential Customers by the DWP for metered water usage, currently expressed as a rate per CCF. 1.05 (au) Rules and Regulations: These Rules and Regulations. 1.05 (av) Service Area: Area in which the DWP is authorized to provide Water Service by the Local Agency Formation Commission for San Bernardino County. A map of the Service Area is attached hereto and incorporated herein as Appendix K. 1.05 (aw) Service Charge: A readiness to serve charge applicable to every property for which a meter has been installed, regardless of the quantity of water used or whether the service is turned on or off. 1.05 (ax) Staff: Personnel employed by the DWP. 1.05 (ay) Stop and Drain Valve (Consumer Shut-Off Valve): A required water supply shut-off valve installed on the Consumer's Water System in accordance with DWP standard drawing #17, as it may be amended from time to time, attached hereto and incorporated herein as Appendix H. 1.05 (az) Tract or subdivision: An area for dwellings which may be identified by filed subdivision plans or as an area in which a group of dwellings may be constructed about the same time, either by a large scale builder or by several builders working on a coordinated basis. 1.05 (ba) Usage Charges: The rate charged by the DWP, in addition to the Service Charge, for metered water usage, currently expressed as a rate per CCF. 1.05 (bb) Utility: The City of Big Bear Lake, Department of Water and Power. 1.05 (bc) Water Conservation Program: A program adopted by the Board to implement water conservation measures and requirements, as it may be amended from time to time, a copy of which is attached hereto and incorporated herein as Appendix F. 1.05 (bd) Water Service: Services provided by the DWP-owned equipment up to and including the meter and governed by these Rules and Regulations. 1.05 (be) Water Availability Letter: A letter provided by the DWP at the request of the Applicant, to an Applicant, for a new Water Service Connection which states the conditions under which the DWP may provide Water Service to the Applicant's Parcel. 1.05 (bf) Water Service Agreement: An agreement executed by the Applicant as a condition of receiving Water Service from the DWP. 1.05 (bg) Water Service Connection: The terminal end of a water service connection from the Water System where the DWP's jurisdiction and control of the water ends and the Consumer's Water System begins. The Consumer's Water System begins where piping exits the water meter. 1.05 (bh) Water Supplier: The DWP.

1.06 COMMUNICATION

1.06 (a) Staff is available to Applicants and Customers for consultation and guidance

Commented [NS7]: Items in this section change over time. Reference is made in the body of the update to current and applicable processes. This allows flexibility for future developments.

regarding interpretation of these Rules and Regulations. Oral consultation by Staff shall not be considered binding.

1.06 (b) Any notice or bill or other communication from the DWP to a Customer shall be made in writing or electronic format or shall be given in person at the DWP's offices, delivered, sent through the mail, or sent electronically.

1.06 (c) Any notice from a Customer may be given to the DWP in person at the DWP Office, by telephone, fax, e-mail, by the Customer's authorized agent, or mailed postage prepaid by the Customer.

1.06 (d) Emergency after-hours service is available by calling the DWP at 909-866-5050.

1.07-1.08 Intentionally left blank.

1.09 APPLICATION FOR WATER SERVICE

1.09 (a) An Application for Water Service shall constitute acceptance of such conditions of pressure and Water Service as may from time to time exist, and agreement to hold the DWP and the City harmless from, or on account of, any damage caused by, or arising out of, low pressure or high pressure, fluctuations of pressure, or interruptions of service.

1.09 (b) It shall be the Applicant's responsibility to ascertain the pressure at the premises, and to install and maintain any pressure booster pumps, pressure regulators, and relief valves as may be needed or prudent. Applicant shall notify the DWP if a booster pump is installed on the Customer's Water System prior to the initiation of, or resumption of, Water Service.

1.09 (c) All requests for construction water or the use of the DWP facilities for other temporary purposes shall be made on an approved application form. A deposit is required for the use of a fire hydrant meter in accordance with Section 1.20. Charges associated with supplying such connections will be paid by the Applicant and charges for water consumed shall be paid in conformance with these Rules and Regulations and applicable rate schedules.

1.10 PROVISION OF SERVICE

1.10 (a) The DWP will furnish Water Service only to the premises specified in the Application. A Water Service Connection shall not be used to supply Water Service to any parcel of land other than the parcel for which the Water Service Connection is assigned unless authorized in writing by the DWP. Unauthorized delivery from one parcel to another shall be cause for termination of service, in addition to such other remedies as are available by law.

1.10 (b) When property provided with a Water Service Connection is subdivided, the Water Service Connection shall be considered as serving the lot or parcel of land which it directly enters, unless the Water Service Connection is assigned to another parcel, at the discretion of the DWP.

1.10 (c) Each parcel created as a result of the Customer's parcel subdivision will require a separate meter and connection, pursuant to the Connection Policy.

1.10 (d) Any plumbing connections between the sub-divided parcels must be severed and abandoned within 30 days of recording the subdivision map, or service may be discontinued to all related parcels, pursuant to the DWP's Failure to Comply Procedures. Additional fees may be applied, including but not limited to, Lock-off and/or Reconnect fees as established in Appendix "C".

1.10 (e) The DWP shall have the right to refuse to provide service to any premises and at

Commented [NS8]: Since DWP considers water service to run with the property (allowing for liens) regardless of whether the customer signs up or not, the sign up process is not called an application.

Commented [NS9]: Several disjointed items presented here. DWP would not disconnect service because a booster pump was installed on the customer's side of the meter. Pressure at the premise is provided by DWP in will serve letters.

Commented [NS10]: This is covered under the requirement that all parcels that can be sold separately must have a connection.

Commented [NS11]: The connection policy says the connection stays with the parcel closes to the meter. Used connection policy language in update.

any time to discontinue service if the DWP determines that it is necessary or appropriate in order to prevent abuse or fraud.

1.10 (f) Any unauthorized person found taking Water Service from or through any of the DWP's facilities will be liable for charges and/or prosecuted to the full extent of the law. Any unauthorized equipment or apparatus found connected to the DWP's facilities will be removed by Staff and retained by the DWP. The equipment or apparatus may be redeemed upon full payment of all penalties, fees, or charges due. After 30 days, unclaimed equipment or apparatus may be disposed of at the DWP's discretion.

1.10 (g) If the DWP has knowledge that a Customer failed to comply with any of the Rules and Regulations, the DWP will notify the Customer of such failure. If the Customer does not remedy same within the time required by the DWP, the DWP shall have the right to discontinue service to the Customer pursuant to the Failure to Comply Procedures. Notwithstanding the Failure to Comply Procedures, in the event of discovery of a dangerous condition on a Customer's premises or in the case of a Customer utilizing the service in such a manner as to make it dangerous for occupants of the premises or other Customers, no notice shall be required.

1.10 (h) The DWP retains the discretion to deny Water Service to any premises where it determines that such service will be detrimental to the DWP's facilities or to the service rendered by the DWP to other Customers.

1.10 (i) A Customer making any material change in the size, character or extent of the equipment, operations, or use of the Customer's premises shall immediately provide the DWP with written notice of the nature and extent of the change.

1.11 CONTINUITY OF SERVICE

1.11 (a) The DWP shall endeavor to render a dependable supply of potable water in quantities adequate to meet the reasonable needs of its Customers. The DWP shall endeavor to maintain operating pressures at the Water Service Connection of not less than 20 pounds per square inch. Pressures may be lower at times of maximum demand or because of unusual elevations or other special conditions. The DWP will exercise diligence and make all reasonable efforts to furnish and deliver a continuous and sufficient supply of Water Service to avoid any shortage and prevent interruptions to service. When such interruptions occur, the DWP will endeavor to re-establish service with the shortest possible delay consistent with the safety of its Staff, its Customers and the general public. However, the DWP shall not be responsible for pressure conditions or changes in pressure within the Water System, or for interruptions in service regardless of the cause therefor.

1.11 (b) When the DWP finds it necessary to schedule an interruption of service, it will, where feasible, endeavor to notify all Customers to be affected by the interruption, stating the approximate time and anticipated duration of the interruption. The DWP will attempt to provide reasonable notice to Customers of such suspension when feasible, but shall not be liable for failure

to do so. The DWP will endeavor to ensure that scheduled interruptions impose the least inconvenience possible to Customers, consistent with reasonable Water Service operations. When the DWP finds it necessary to repair or improve the water system, it has the absolute right to temporarily suspend the delivery of water. The making of such repairs or improvements will be completed as rapidly as is practicable and at such times as will cause the least inconvenience to Customers.

1.11 (c) During times of threatened or actual water shortages, or in response to a water

Commented [NS12]: It is not necessary to state what DWP will endeavour to do in a policy, not included in update.

shortage condition, the DWP will may apportion its available supplies among its Customers in the manner authorized by law. The DWP will not be liable for claims of damage or injury arising from such apportionments of supply.

1.11 (d) Customers are advised that to protect public water supplies, certain acts are by state law misdemeanors and in some instances punishable by imprisonment in the county jail or state prison. State law in this regard includes, but is not limited to, the following: Section 498 Penal Code: This section prohibits tampering with DWP facilities, including meters, stealing water, taking water after service has been disconnected, and unauthorized connection to fire hydrants. Section 488 Penal Code: This section prohibits willful or neglectful seepage or overflow of water on adjacent lands, public or private roads or highways. Sections 4450 to 4457 Health and Safety Code: These sections address acts which lead to the pollution of any conduit or reservoir. DWP will not hesitate to report Customers who violate provisions of state or federal law to law enforcement authorities.

Commented [NS13]: This is informational, not a policy. Not moved to update.

1.12 FACILITIES AND ACCESS

1.12 (a) To serve Customers, the DWP owns and operates facilities. The DWP facilities may be located in the public right of way or on private property.

1.12 (b) Any part of the Water Service Connection that is located wholly or partially upon a Customer's premises is the property of the DWP. No rent or other charge will be paid by the DWP where DWP-owned service facilities are located on a Customer's premises. By accepting service, pursuant to Section 1.00 of these Rules and Regulations, the Customer grants permission to the DWP and its authorized agents to enter upon the premises at all times to access DWP facilities.

1.12 (c) For routine work, the DWP shall, at all reasonable hours, have access to meters, Water Service Connections, and other property owned by the DWP which may be located on Customer's premises for purposes of installation, maintenance, meter readings, operation or removal of the facilities at the time service is to be terminated. During an emergency the DWP shall, at any time and with minimal notice, have access to meters, Water Service Connections and other property owned by it which may be located on Customers' premises for purposes of installation, maintenance, meter readings, operation or removal of the DWP property at the time service is to be terminated. Customers must provide access to all water meters upon request for billing purposes. Failure to provide access may result in an estimation of water usage, which may substantially exceed the Customer's actual usage. Anyone refusing access or blocking access to any DWP equipment or facilities, including the meter box, will be prosecuted to the fullest extent under the law. Any items blocking access to DWP equipment or facilities will be removed at the Customer's expense.

1.12 (d) The Customer's Water System shall be open for inspection at all reasonable times to authorized representatives of the DWP. The Customer's failure to do so within a reasonable period of time may result in disconnection.

Commented [NS14]: Fully covered in previous paragraph. Added to Easements, Rights of Way & Facility Access.

Commented [NS15]: The term customer's water system is extremely confusing since Camp Oaks is the only customer with a regulated water system. Also covered above.

1.13 Intentionally left blank.

1.14 PROPERTY DAMAGE

1.14 (a) The DWP shall not be responsible for any loss or damage caused by any negligence or wrongful act of a Customer or of a Customer's authorized representatives in installing, maintaining, operating or using any or all appliances, facilities or equipment. The DWP shall not be responsible for any damage occurring on the premises served, or elsewhere, by reason of

open faucets, faulty fixtures, or broken pipes on such premises when service is turned on, nor for any damage resulting from the turning off of Water Service.

1.14 (b) The Customer will be held responsible for damage to DWP meters and other property or facilities resulting from the unauthorized use or operation of appliances and facilities on Customer's premises, including but not limited to damage caused by electricity, steam, hot water or chemicals and may be subject to penalties as set forth in California Penal Code Section 594 and any other applicable law. The Customer shall exercise reasonable care to prevent DWP equipment on the Customer's premises from being tampered or interfered with, damaged, or destroyed. This includes, but is not limited to, the turn off valve attached to the meter.

1.14 (c) If a Customer, new Applicant, developer, or other person is responsible for any damage done to DWP property as a result of intentional or negligent act, or failure to act, the cost of such damage shall be reimbursed to the DWP. If responsibility is not known, charges may be made to the current Customer or property owner and either billed separately or added to the regular billing for collection.

1.14 (d) If a Customer's property is damaged by the DWP personnel and it is determined that the DWP was in fact responsible for the damage, it may be necessary for safety, health and or economic necessity to restore damaged property. Under those circumstances the General Manager shall be authorized to proceed without permission or delay.

1.14 (e) The Customer shall at his/her own risk and expense, furnish, install, and keep in good and safe condition all apparatus and appliances which may be required for receiving, controlling, applying and utilizing water furnished by the DWP, including devices for controlling or adjusting water pressure. The DWP shall not be responsible for any loss or damage caused by the improper installation of such apparatus and appliances, negligence, want of proper care, or wrongful act of the Customer or any of his/her agents, employees or licensees on the part of the Customer in installing, maintaining, using, operating or interfering with any such apparatus or appliances.

1.14 (f) The DWP shall not be responsible for any damage occurring on the premises served, or elsewhere, by reason of open faucets, faulty fixtures, or broken pipes on such premises when service is turned on whether or not at that time there was any responsible interested person on the premises, nor for any damage resulting from the turning off of Water Service.

1.14 (g) Any damage occurring to meters or other appliances of pipes owned by the DWP caused by carelessness or neglect of the Customer, including any damage which may result from hot water or steam from any boiler or heater on the Customer's premises, shall be paid for by the Customer on presentation of a bill by the DWP.

1.14 (h) When any Customer or other person is determined to be the responsible party that has caused damage to a fire hydrant, fire service, blow off, or other aboveground or underground appurtenance, the DWP shall charge that party the cost of repair plus the cost of water loss computed on the basis of duration of flow and the estimated flow rate in the pressure zone.

1.15 CONNECTION

1.15 (a) New Water Service Connections:

- (1) New Water Service Connections may incur fees, pursuant to the Connection Policy.
- (2) The Applicant or his/her designated representative must apply for a Water Availability Letter from the DWP office for the specified parcel to ensure service is available.
- (3) Proof of both identity and property ownership (e.g. grant deed) are required.

Commented [NS16]: Repetitive of 1.14(b).

Commented [NS17]: Generally expected of all supervisors, managers and the GM. Broadened requirement in updated version.

Commented [NS18]: Covered in 1.14 a. Not moved to update.

Commented [NS19]: In practice this is a public document and determinations are retained on file. Not included in update.

- (4) Upon receipt of application for Water Availability Letter, DWP will inspect and determine the authorized location for meter installation.
- (5) Additional conditions may arise from the inspection including, but not limited to, a mainline extension.
- (6) All applicable connection fees and Capacity Charges must be paid prior to Water Service connection and installation.
- (7) A Water Service Agreement must be completed by the owner of the property at the time fees are paid.
- (8) Pursuant to the Connection Policy, connection limitations may exist. Ability to acquire a Water Service Connection is not guaranteed.

1.15 (b) The DWP's Operating Convenience or necessity may require the use of more than one meter to serve a premise.

1.15 (c) The DWP's Operating Convenience or necessity may require the construction of facilities in order to make connection to an Applicant's premises. The DWP may require that a portion or all of the costs of such construction be paid or contracted for by the Applicant prior to connection.

1.15 (d) Each Water Service and meter which has been disconnected and unused may be evaluated for its continuing integrity. From time to time the DWP may find a service, meter, vault or other appurtenance to be substandard and no longer suitable for continued use. In such a case, construction of new facilities may be required by the DWP. The DWP may require that a portion or all of the costs of such construction be paid or contracted for by the Applicant prior to construction.

1.15 (e) In all cases where a water meter is to be set, the DWP will, insofar as is practicable, locate the meter at a point designated by the Customer.

1.15 (f) When the location of a water meter is to be changed at the Customer's request and as authorized by the DWP, the change will be made by the DWP at the Customer's expense, including payment for actual cost of relocation plus administrative and overhead charges, prepaid by the Customer.

1.15 (g) The DWP's accommodation of same day service requests may be subject to additional fees or charges.

1.15 (h) Requests for Water Service Connections during winter months or other severe weather may be deferred by the DWP for six weeks or more depending upon the circumstances.

1.15 (i) When Application is made for service to premises to which a Water Service Connection has not already been installed, upon payment of the applicable fees and charges, including a Capacity Charge (for production, transmission and storage system capacity) and a Meter Installation Fee (for the installation and materials expense of the service and meter), the DWP will furnish and install service pipe of suitable capacity as determined by the DWP from its water mains to the curb line or property line of the premises abutting upon a public street, highway, alley, lane or road along which the DWP already has installed or will install water mains. Where location of the meter box or vault on the DWP's side of the property line is not practicable, the meter box or vault shall be located on the Customer's premises at a point adjacent to the crossing of the service pipe with the property line or such other location that may be agreed upon by the DWP at its option. Customer must provide construction plans that show all proposed plumbing fixtures and location of the new service. The plans must be submitted to the DWP for review prior to approval. No work by the DWP will proceed prior to the Applicant's payment of the applicable fees.

Commented [NS20]: Covered in more detail in update.

Commented [NS21]: Since all damages caused by the customer have been addressed and lack of use is not a customer problem, this item was not entirely moved to the update.

Commented [NS22]: This is subject to discussion with the customer and the topography of the property. Not included in update.

Commented [NS23]: This is covered in the separately approved administrative fee schedule.

1.15 (j) A Customer may request that the Water Service and meter be changed to a larger or smaller size. The Water Service and meter must be of the size approved by the DWP. A Customer requesting a change to a larger size, shall pay the Meter Installation Fee associated with the larger size. A Customer requesting a change to a smaller size shall pay the Meter Installation Fee associated with the smaller size. The construction plans must show both existing and new plumbing fixtures and the location of the proposed service. The addition of plumbing fixtures may result in additional Capacity Charges payable by the Customer. The plans must be submitted to the DWP for review prior to permit approval. No work by the DWP will proceed prior to the Applicant's payment of the applicable fees.

Commented [NS24]: Separately approved in admin fee resolution. Not included in update.

1.15 (k) The Customer shall be responsible for the expense of installation and maintenance of the Customer's Water System connected to the DWP's meter outlet.

Commented [NS25]: No need to state. The policy needs to include responsibility, not exclude unrelated items.

1.15 (l) The DWP will furnish and install and thereafter maintain all meters, pipes, equipment, and materials for the Water Service and title to all such meters, pipe, equipment, and materials shall remain with the DWP. The DWP's title and responsibility shall end at the outlet side of the meter, except for Private Fire Services where the DWP's title and responsibility shall end at the outlet side of the gate valve located on the connection to the DWP's water main.

1.15 (m) Only Authorized Representatives of the DWP are allowed to connect the Customer's service or to disconnect same from the DWP's water mains. Unauthorized connections or disconnections violate State law and shall constitute a violation of these Rules and Regulations.

1.15 (n) The DWP shall not be required to install or allow to remain installed a meter which in the DWP's opinion will not accurately measure normal water flows.

Commented [NS26]: Already stipulated that DWP installs and approves installed meters.

1.15 (o) Water meter boxes shall not be installed in driveways except at the option of the DWP for its Operating Convenience.

1.15 (p) Nothing may be stored inside the meter box, which is owned exclusively the the DWP. Any equipment or apparatus found inside the meter box will be removed and may be claimed at DWP's office during regular business hours, within 30 days. After 30 days, unclaimed items will be disposed of at DWP's discretion.

Commented [NS27]: DWP may not want to sore items for health and safety reasons. Commitment to hold property is removed in update.

1.15 (q) If the DWP finds that the Customer has caused damage to the public right of way as a result of Customer's construction on his/her own premises, such as due to trench slope, the DWP shall notify the City's or the County's - Public Works Department.

1.15 (r) Where static water pressure is in excess of eighty (80) pounds per square inch, or other pressure as may be stipulated by the DWP's adopted version of the Uniform Plumbing Code Section 1007 (b), an approved-type pressure regulator shall be installed and paid for by the Customer and the pressure reduced to eighty (80) pounds per square inch or less.

1.15 (s) All angle meter valves (meter shut-off valve) installed by the DWP on the inlet side of the water meter shall be for the exclusive use of the DWP and shall not be operated by anyone other than authorized employees of the DWP. Unauthorized use of that valve violates State law and shall constitute a violation of these Rules and Regulations.

1.15 (t) The Customer must install a suitable consumer Stop and Drain Valve and there shall be no tap or branch between this valve and the meter. The Customer shall use the Stop and Drain Valve to turn off the water for necessary repairs to the Customer's on-site plumbing and to drain the lines to help prevent freezing pipes (winterizing).

1.15 (u) The Customer shall pay for a traffic rated vault and cover when the Water Service is within 3' of the driveway or any other area subject to traffic loads.

1.16 CONNECTION TO EXISTING WATER MAINS

1.16 (a) An Applicant applying for Water Service to a lot with no prior service, which is adjacent to a water distribution main installed by or at direct cost to the DWP according to the DWP records, shall, before such application is accepted, pay to the DWP a Capacity Charge and Meter Installation Fee in accordance with the Connection Policy and other applicable Board or Council enactments. When the Water Service is required for fire protection, the supply line shall be designed to carry adequate fire flow.

1.16 (b) Where service may be provided from more than one water main fronting Applicant's property, the meter location will be at the DWP's discretion.

1.16 (c) The Customer shall pay for the abandonment of services no longer necessary to serve the property.

Commented [NS28]: This implies the customer can abandon a service at their property. Abandonment is not allowed if property has future buildable aspects. Such wording added to update.

1.17 MAIN EXTENSIONS

1.17 (a) An Applicant applying for Water Service where no water distribution main exists shall, before such application is accepted, pay the estimated cost of a main extension to the property to be served, based on the DWP's estimate of the costs to extend a distribution main to the Applicant's property. The main extension shall extend the full frontage of the parcel for which water service has been requested.

1.17 (b) The Applicant shall deposit with the DWP the estimated amount of the cost to the DWP of extending the distribution main to provide service to the Applicant's property, including administration and overhead. Upon receipt of this deposit, the DWP will proceed with the plans for the installation of the water main extension. If upon completion of the installation, the actual cost including administrative and overhead costs is greater than the amount deposited, the Applicant shall pay the difference to the DWP. If the actual cost, including administration and overhead cost, is less than the estimated amount deposited the difference will be refunded by the DWP. The DWP shall then enter into a contract with the Applicant for a reimbursement of a portion of the money deposited as set forth in Section 1.18 of these Rules and Regulations.

1.18 REIMBURSEMENT AGREEMENT

1.18 (a) In the event that an Applicant is required by the DWP to deposit an amount of money for water main extensions pursuant to the Connection Policy, the DWP may enter into a reimbursement agreement with the Applicant for that amount of money providing for the reimbursement of a portion of the money which the DWP may collect as Capacity Charges from subsequent Customers connecting to that water main.

1.18 (b) The reimbursement agreement shall be in effect for a period of ten years from the date the main is placed in service after which time the DWP shall be released of any further obligations to make reimbursements to the Applicant. No interest cost shall accrue to the unpaid balance of the DWP.

Commented [NS29]: 10 years is not always an applicable reimbursement period. Updated to allow for project specific periods.

1.19 MAINLINE REPLACEMENTS

1.19 (a) The DWP reserves the right to require mainline replacement if a development or redevelopment/tenant improvement would demand more mainline capacity for consumption or fire suppression than existing facilities could adequately supply, or if the existing mainline does not meet current Water System standards. The DWP shall have the sole authority for making the determination of existing mainline capacity and the demand for capacity imputed to the

development or redevelopment. The cost of any mainline replacement required to serve the development or redevelopment shall be borne entirely by the Applicant.

1.19 (b) All new water mains constructed in a residential zone will be 8-inches in diameter unless determined otherwise by the DWP.

1.19 (c) The DWP shall determine if the replacement main is required to be replaced at the time of development.

1.19 (d) The DWP may enter into a contract with the Developer for reimbursement of a portion of the costs for main replacement as set forth in Section 1.18 of the Rules and Regulations.

Commented [NS30]: The size depends on needs of the development. Not specified in update.

Commented [NS31]: Covered under the reserved right to require previously discussed.

1.20 TEMPORARY CONNECTION (HYDRANT METERS)

1.20 (a) Temporary connections to the DWP's water system must be in accordance with the Connection Policy, including the requirement for application and payment of a deposit and applicable fees.

1.20 (b) Temporary connections requiring use of public fire hydrants shall be made in conformance with the provisions of Section 1.60.

1.20 (c) The DWP reserves the right to revoke the Customer's privilege to use a fire hydrant if the use is causing a disturbance to the water system.

1.20 (d) Fire hydrant meters shall be subject to service charges and usage fees as specified in the Connection Policy to cover the cost of obtaining a correct reading, wear and tear on the equipment, and the privilege of using water.

1.20 (e) A deposit shall be collected prior to issuance of a fire hydrant meter. Return of the deposit is subject to the payment for water used at the applicable rate and return of the fire hydrant meter in satisfactory condition. The cost of damages to the hydrant meter shall be deducted from the deposit and if damages exceed the deposit the balance shall be paid for by the Customer.

1.20 (f) An approved RPP device or air gap is required to be used with fire hydrant meters.

1.20 (g) In addition to other conditions of such temporary connections, proof of insurance may be required.

Commented [NS32]: Not specifically outlined in connection policy. Clarified in update.

1.21 CONDITIONS FOR CONTINUED WATER SERVICE

1.21 (a) Each Applicant shall furnish and maintain satisfactory credit for payment of bills or charges in connection with the DWP service.

1.21 (b) A Water Service Agreement must be completed and signed by all new Customers prior to beginning service. An account setup fee may be charged on the first billing statement. Failure of the seller to notify DWP of a verifiable change in ownership may result in additional charges to the seller's account. All deeds must be recorded before an account is established for the buyer (new Customer). Such application may include:

- (9) Location of premises to be served.
- (10) Name of Applicant.
- (11) Customer's mailing address.
- (12) Date Applicant will be ready for service.
- (13) Whether the premises has been previously supplied, if known.
- (14) Date of application.
- (15) Whether Applicant is owner, tenant, or agent for the premises.

Commented [NS33]: DWP does not track credit. Charges are collateralized by property liens.

Commented [NS34]: DWP currently maintains a web for to sign up for service. All references to charges are redundant since charges are separately approved. Deed recordation is not required for title transfer in CA. Added as must provide required information in update.

- (16) Information to establish credit of Applicant and/or deposit.
- (17) Signature of Applicant.
- (18) Current telephone number.
- (19) E-mail address.
- (20) Names of all adults or tenants.
- (21) Such other information as the DWP may reasonably require.

1.21 (c) Individual Liability for Joint Service

- (22) Where two or more persons join in one Application or contract for Water Service, they shall be jointly and severally liable thereunder and shall be billed by means of a single bill mailed to the person designated on the application to receive the bill.
- (23) Whether or not the DWP obtains a joint Application, all adults who occupy a premise and receive the benefit of Water Service are responsible jointly and severally for the payment of the bills for Water Services used, unless the DWP, in writing, acknowledges that one or more of the adult occupants is not responsible.
- (24) Those receiving benefit of service at a premise may include the Applicant, the Customer, and/or a number of other adults, such as in the case with multiple roommates. When the Applicant or Customer vacates the premises, the remaining adults, who benefited from the Water Services, may be held liable for the water billings incurred during the period they resided at the premises.
- (25) The DWP may deny or discontinue Water Service, in accordance with applicable law, for non-payment of a delinquent bill when determined that the Applicant or one or more of the adults, or roommates continues to occupy the premises.
- (26) The DWP may deny or discontinue Water Service to an Applicant or a Customer at a new address, if a delinquent water billing remains unpaid from a prior service address.

Commented [NS35]: DWP does not open accounts for tenants. Unpaid balances are assessed to the property owner(s).

Commented [NS36]: Broadened to include all charges owed to DWP.

1.21 (d) Fire Service: The owner of the premises to be served must sign the application for Fire Service and will remain responsible for the charges on the account even when a tenant assumes responsibility for the payment of periodic billing. The owner will remain on the account and pay the monthly billings when the tenant vacates and drops responsibility for the service.

Commented [NS37]: Tenants do not open accounts.

1.21 (e) Minimum Bill. The Customer is obligated to pay the Minimum Bill as a readiness-to-serve charge as long as the Customer owns the property.

Commented [NS38]: Part of approved fees, removed.

1.21 (f) Identity Verification. The Customer is required to provide proof of identification, in accordance with the DWP's Identity Theft Prevention Program as it may be revised from time to time (Exhibit 2-5) and the Federal Fair and Accurate Credit Transactions (FACT) Act of 2003, as it may be amended from time to time.

1.21 (g) Compliance with the DWP's Water Conservation Program is a condition of Water Service. Failure to comply may result in termination of Water Service.

1.21 (h) Additional conditions

- (27) A Water Conservation Certificate may be required in accordance with the Water Conservation Program.
- (28) Accounts requiring a backflow prevention device must be in compliance with the Cross-Connection Control Program.
- (29) Any other conditions resulting from the DWP's inspection.
- (30) The DWP reserves the right to release information regarding the Customer's water usage, as the DWP may determine in its discretion.

1.22 RENTAL PROPERTIES

1.22 (a) Authorization of Property Management

- (31) To authorize a property manager to act on his/her behalf, the owner may: i. Provide a copy of his/her property management agreement, or ii. Complete the property management information in the "rental information"

section of the Water Service Agreement.

1.22 (b) Owner May Request Tenant Billing

- (32) Property owners may request that DWP mail a bill to their tenant, as a courtesy.
- (33) The owner remains responsible for all charges on the account.
- (34) A notice of delinquent account will be sent to the owner if the account balance is past due.
- (35) The owner or his/her authorized representative must complete the "rental information" on the Water Service Agreement.
- (36) A fee may be charged for processing changes in renter information.
- (37) The owner is responsible for informing the DWP when the tenant vacates the property. Failure to notify the DWP may result in additional charges to the owner's account.
- (38) The DWP reserves the right to place a lien on the owner's property in the event of default by the tenant and failure to pay by the property owner.

Commented [NS39]: We don't care who provides the info.

1.23 DEPOSIT

1.23 (a) A deposit may be required of the Applicant before the DWP establishes or reconnects service. The deposit amount may be required to accompany the application for service or request for reconnection. If a deposit is required for reconnection under Section 1.50 (g) of these Rules and Regulations, the Customer may be required to tender cash or other guaranteed funds. The deposit amount required may be equal to double the estimated average billing for a one-month period, for service to the subject service address.

1.23 (b) If a deposit is required to activate an existing service, payment may be made by cash, check, or credit card. Deposits required for construction of new facilities and/or services shall be paid by cash or check.

1.23 (c) The deposit is received as a guarantee that all Water Service Bills contracted at the Customer's premises set forth in the Application will be paid in the time and manner as provided in Section 1.40 of these Rules and Regulations.

1.23 (d) The DWP shall charge a fee if an Applicant tenders a payment for deposit which is returned to the DWP by its financial institution due to Applicant's insufficient funds. Cash or a cashier's check shall be required to clear the originally tendered check, and associated fees. The DWP reserves the right to require future payments be made with guaranteed funds (cash, money order, or certified check).

1.23 (e) If at any time the DWP determines that the amount of an existing deposit, or the lack of a deposit, no longer equals the amount of deposit required, it may require the Customer to provide an additional deposit or other guarantee of the amount required.

1.23 (f) The deposit may be refunded to the Customer, by crediting the Customer's bill, after a period of twelve (12) months if credit, satisfactory to the DWP, has been established and maintained for that period.

1.23 (g) When termination of Water Service is requested by the Customer, the deposit may be refunded to the Customer or it may be transferred to other accounts under the same Customer's

Commented [NS40]: DWP does not require or maintain deposits for customer accounts. Liens are used to secure DWP's fiscal interests.

name, as the DWP determines in its discretion. When there are charges due to the DWP from the Customer and there are no other accounts in the same Customer's name, the deposit will be first applied to outstanding charges and the balance refunded to the Customer.

1.23 (h) A deposit or credit balance due will be refunded only to the billing name as it appears on the account.

1.23 (i) The Customer shall be entitled to interest earnings on funds deposited with the DWP. Interest earned will be calculated at the Local Agency Investment Fund (LAIF) rate for the most recent calendar year quarter and credited to the Customer's account or refunded periodically.

1.24 ESTABLISHING CREDIT

1.24 (a) Initial credit satisfactory to the DWP shall be considered as established by the payment of deposit upon application. Subsequent credit satisfactory to the DWP shall be considered as established when an account has not been delinquent within a period of twelve (12) consecutive months immediately prior to the date of eligibility for deposit refund. Property owners may be exempt from establishing initial credit.

1.24 (b) If the Customer maintains a deposit with the DWP, or where the Customer has not been delinquent in payment of bills for a period of one year, it shall be deemed that established credit has been maintained.

1.24 (c) The requirement for establishing and maintaining credit may not be waived except by the General Manager.

1.24 (d) Customer consents to the DWP's release of Customer's contact information to the DWP's collection agency upon signing the Water Service Agreement.

1.24 (e) Any Customer may be required to re-establish credit for any of the following reasons:

- (39) If the Customer's deposit has been applied by the DWP in whole or in part to the payment of any bills or charges owed to the DWP;
- (40) If the Applicant has been a Customer of the DWP and its service to the Customer has been discontinued for cause;
- (41) If the Customer's credit has not been maintained; or
- (42) If the billing name used by a Commercial Customer changes. 1.25-1.29 Intentionally left blank.

1.30 UNMETERED WATER

1.30 (a) It is generally the policy of the DWP to not allow unmetered usage of water except for special uses such as for extinguishing fires, or distribution system flushing.

1.30 (b) In unusual circumstances whereupon the DWP accepts an application for unmetered water usage, such usage shall be carefully applied to minimize waste and shall conform to the requirements of these Rules and Regulations including payment of fees. 1.31-1.39 Intentionally left blank.

1.40 BILLING AND COLLECTION

1.40 (a) The charges billed by and payable to the DWP for Water Service will be according

Commented [NS41]: DWP does not look at credit. DWP fiscal interests are secured with liens.

to rates legally adopted by the Council and/or the Board. Complete sets of rates will be kept in the DWP's offices where they will be available for public inspection and are also available on the DWP's website.

Commented [NS42]: This is mandated in the rate approval. Not necessary as part of rules & regs.

1.40 (b) Upon adoption of new schedules of rates by the Council or the Board, the DWP will publish them once on a bill insert included with Customer's bill, on the DWP's website, in a newspaper of general circulation published in the DWP's Service Area, or as otherwise required by law. The DWP shall not be liable in any manner for not giving any additional or further notice to any Customer of such new rates.

Commented [NS43]: Covered under prop 218 rate setting requirements. New rates are included in the bill.

1.40 (c) The General Manager may establish and enforce charges for furnishing and supplying Water Service to any installation of a character not adequately provided for in these Rules and Regulations, provided that such charges shall be consistent with rates and charges prescribed herein.

Commented [NS44]: This is implied in all administrative capacities. Broader references used to include all situations in update.

1.40 (d) Bills for Water Service will be rendered according to registration of the meter as stipulated by rate schedules. Meters will be read as nearly as possible at regular intervals. Such regular meter readings will normally be at monthly or bi-monthly intervals as determined by the rate classification but may be at other intervals as established at the discretion of the DWP.

Commented [NS45]: Not sure what this is describing. Covered in approved rates.

1.40 (e) The DWP shall mail bills for service to the Customer. At its discretion the DWP may deliver, fax, or send via email or internet bills for service to the Customer.

1.40 (f) Bills for Residential Service are due and payable within fifteen (15) days of presentation. Water usage is billed by hundred-cubic-feet (ccf) measurements as referenced in the Rate Ordinance.

1.40 (g) Bills for Commercial Water Service are due and payable within fifteen (15) days of presentation. Water usage is billed by hundred-cubic-feet (ccf) measurements as referenced in the Rate Ordinance.

1.40 (h) If a bill is not received by a Customer at the anticipated interval, it shall be incumbent upon the Customer to inquire as to the whereabouts of the bill. Not receiving a bill does not alleviate a Customer's responsibility for prompt payment.

1.40 (i) Closing or final bills, or bills rendered to Customers discontinuing service are payable within 21 days of presentation. The Service Charge and any water consumption provided for in the Service charge shall be prorated for the number of days service was rendered to the Customer.

1.40 (j) Payment shall be made by mail, electronically, or at the DWP's offices.

Commented [NS46]: Not necessary to specify all possible methods with a location.

1.40 (k) Any amount unpaid by the due date stated on the bill causes the entire amount to become delinquent. All delinquent amounts are subject to a late payment fee.

Commented [NS47]: DWP does not have a late payment fee.

1.40 (l) Estimations

(43) When necessary, DWP may estimate usage on an account. The estimate is based on the previous year's usage on the account. Customer must pay service charge, plus estimated usage.

(44) If the meter is found to be non-registering, the DWP may bill the Customer according to an estimate of consumption while the meter was not registering, but not to exceed a period of one year. The estimate will be based on the Customer's prior use during the same season of the previous year if conditions were unchanged during the year, or on a reasonable comparison of consumption of other similar Customers during the same period. The Customer is obligated to notify DWP when they continue to have water usage but said usage does not appear on their billing statement.

1.40 (m) Upon receipt of a returned payment taken as remittance of water billing or other charges, the DWP will consider the account not paid.

1.40 (n) The DWP may charge a fee if an Applicant tenders a check which is returned to the DWP by its financial institution due to Applicant's insufficient funds. This fee may be waived if the returned check has been verified as a bank error. The DWP reserves the right to require future payments be made with guaranteed funds (cash, money order, or certified check).

Commented [NS48]: Approved in the admin fee item. Not included in update.

1.40 (o) Recognition and allowance for unusual circumstances:

(45) Leaks i. Customer may request an adjustment to an unusually high bill resulting from water loss at his/her property. ii. Customer must take corrective action to repair the leak or ensure that the unexpected flow of water will be prevented in the future. iii. Customer must submit proof of repair to DWP, accompanied by a written request to receive a leak adjustment to his/her billing. iv. DWP staff may approve up to a total of three adjustments per property per property owner. Any additional adjustment requests must be submitted to the Board of Commissioners, as per the DWP's Water Loss or Leak Adjustment Policy, as amended from time to time, attached hereto and incorporated herein as Appendix I.

(46) Catastrophic Events i. Customer may request an adjustment to his/her service charge after a catastrophic event which renders the property uninhabitable for a period of time. ii. The event must be verifiable. iii. The adjusted rate may last for a period of up to one year, or until the property is habitable, whichever occurs first. iv. The meter will remain locked for the duration of the adjusted rate period. v. The Customer must notify DWP when he/she is ready for the meter to be unlocked and turned on.

1.41 DISPUTED BILLS

1.41 (a) When the accuracy of any bill for service is questioned by the Customer within fifteen (15) days of presentation, the DWP will investigate. If this investigation does not result in a resolution deemed acceptable to the Customer, the Customer shall have the right to seek review by the General Manager's office. If after such review the dispute is not resolved, the Customer may request an appeal to the Board. The Customer complaint should be in writing and should be addressed to the Secretary of the Board. The Board will review the appeal at its next regularly scheduled Board Meeting provided the Customer's letter is received by the Secretary to the Board at least two weeks prior to the next regularly scheduled Board meeting. The Customer or his/her representative may attend the meeting; however, attendance is not required.

1.41 (b) Inaccuracies of meter readings or bills reflecting clerical or meter errors shall be adjusted to reflect actual deliveries as determined by the DWP's investigation. The DWP may credit or bill the Customer for the amount overbilled or undercharged based on corrected meter readings or clerical data for the period the meter was in use and determined to be incorrect, but not to exceed a period of one year prior to the date the error is formally brought to the attention of the DWP.

1.41 (c) In cases where meter readings, dates, or other required factors cannot be determined, the DWP shall establish such factors by tests, analyses, and investigations to determine the proper basis for making an adjustment, if any.

1.41 (d) Adjustments to bills may be authorized by the General Manager or his/her designee.

1.41 (e) In the event that a Customer questions a water bill pursuant to this Section and requests a meter test, the DWP shall perform the test at the Customer's expense, with a deposit required from the Customer in the amount estimated by the DWP to cover the anticipated cost of performing the test. If the water meter is found to register between 98 percent and 102 percent of

correct, the meter shall be conclusively deemed accurate and the Customer will be charged for the costs incurred for testing the meter. If the meter is found to register outside of that range, the entire amount of the deposit will be returned to the Customer.

1.42 DELINQUENCY

1.42 (a) In the event any bill for service or fees is not paid in accordance with the provisions of these Rules and Regulations, the amount of any unpaid bill(s) may become a lien upon the property in the manner provided by law.

1.42 (b) If payment for a billing period is not made on or before the due date, the account is subject to collection activity.

1.42 (c) Minimum arrears must be paid on or before 4:30 p.m. on the notice expiration date to avoid further collection action or service disconnection.

1.42 (d) The DWP will notify the Customer in person, by telephone, e-mail, or mail of discontinuation of service due to a returned check or electronic payment. Service may be disconnected if the amount of the returned payment and returned payment charge are not paid by the expiration date as indicated on the notice. The DWP may require all amounts paid to redeem a returned item be made in the form of cash or certified check.

1.42 (e) For each notice made to a Customer for the purpose of collecting a delinquent account, whether in person, by telephone, e-mail, or mail, the DWP may charge and collect a collection fee. The DWP may require payment of delinquent account be made in the form of cash or certified check.

1.42 (f) In the event a Customer's account becomes delinquent, the DWP reserves the right to transfer all the charges to any other open account of the same Customer. The account to which charges were transferred shall be subject to all collection actions provided for in these Rules and Regulations.

Commented [NS49]: DWP staff flexes on the times based on when the notice is given and other practical considerations.

Commented [NS50]: In practice we charge a returned item fee and disconnect fees for returned items as applicable. We don't really care if there are multiple returned items and don't want to not accept a certain payment type. Not added to update.

Commented [NS51]: Covered in admin fee item.

1.43 PAYMENT ARRANGEMENTS

1.43 (a) UNEXPECTED HIGH BILL

(47) Customer (account holder) may request a payment plan for an unexpected high bill, if the Customer is not able to pay the full balance by the bill due date. Plans will only extend two additional bill periods. The first payment must include the Customer's regular charge for ongoing service, plus one-third of remaining balance, and is due on the bill due date. The remaining balance will be divided evenly over the next two billing periods and will be due with regular charges on the statement due dates.

(48) The payment plan agreement form must be signed by the account holder and a DWP representative to be valid.

(49) Customers who default on a payment plan will not be granted another payment plan for a 12-month period. Upon default the balance shall become due in full immediately and the account shall become subject to late charges, service interruption, and other related charges.

(50) All payment plan requests are subject to review and approval by the DWP. Each account is limited to one payment plan in a 12-month period. The General Manager may waive this limitation at his/her discretion if he/she deems it is fair to do so.

1.43 (b) EXTENSION OF SERVICE TERMINATION DATE

Commented [NS52]: Payment arrangements are required by law with established guidelines. The goal is to maximize DWP's ability to obtain payment. The update is open as to how the arrangements are administered by staff.

- (51) Customer (account holder) may request an extension of a scheduled service termination date, if the Customer is unable to pay his/her bill before the shut-off date. Each account is limited to a maximum of two requests in a 12-month period.
- (52) The extension may be no more than three business days after the original service termination date.
- (53) The payment extension form must be signed by the account holder and a DWP representative to be valid.
- (54) The extension will apply only to the delinquent charges as shown on the payment extension form.
- (55) Customers who fail to remit payment in full of the delinquent charges, on or before the new service termination date, as specified on the payment extension agreement, will be subject to termination of service (and associated charges) the next business day. If service is terminated, all charges on the account must be paid before service will be restored.
- (56) All payment extension requests are subject to review by DWP management. 1.44-1.49 Intentionally left blank.

Commented [NS53]: In the update this is just left under the general concept of a payment arrangement.

Commented [NS54]: This is not practical. There are reasons to extend beyond three days due to the circumstances at hand.

Commented [NS55]: Redundant since covered in termination for non payment provisions.

1.50 DISCONNECTION/RECONNECTION

1.50 (a) A Customer's Water Service may be discontinued by the Department and notice of such termination will be made in accordance with all statutory requirements. If notice is required, the Customer will be notified of termination by mail, phone, or by placement of a notice of termination of service on the premises served by the meter to be disconnected. For Dedicated Fire Services the Fire Department will be notified of termination of service.

1.50 (b) A Customer's Water Service may be discontinued by the DWP for various reasons, examples of which follow. Such involuntary disconnections are performed by turning off and locking out the meter.

- (57) A Customer's Water Service may be discontinued for non-payment of a bill for service rendered by the DWP. Before service is disconnected, the Customer will be notified.
- (58) In the event a returned check is tendered as payment for Water Service disconnected for non-payment, and as a result the DWP restores service, the DWP may again promptly disconnect service without providing further notice. No 48-hour notice of discontinuance need be made in the case of a returned check tendered for payment of charges that were subject to discontinuance.
- (59) A Customer's Water Service may be discontinued for non-compliance with the DWP's Rules and Regulations. The DWP may discontinue service to any Customer for violation of the Rules and Regulations after it has given the Customer at least one working day written notice of such intention.
- (60) The DWP may disconnect a service without notice if unsafe, nuisance or hazardous conditions are found to exist on the Customer's premises. The DWP will immediately notify the Customer of the reasons and the necessary corrections required before reconnection. Such unsafe, nuisance or hazardous conditions may exist due to defective appliances or equipment that may be detrimental to either the Customer, the DWP, or to the DWP's other Customers.
- (61) A Customer's Water Service may be discontinued for fraudulent use of service. When the DWP determines that a Customer has obtained service by fraudulent means or has diverted Water Service from another Water Service Connection without authorization

Commented [NS56]: Already covered under non-payment since a returned check does not constitute payment.

from the DWP, the service may be discontinued without notice. The DWP will not restore service to such Customer until that Customer has complied with all Rules and Regulations and the DWP has been reimbursed for the full amount of the service rendered and the actual cost to the DWP, including administrative, legal fees, and overhead, incurred by reason of the fraudulent use.

- (62) A property owner may request that service be disconnected permanently if no structures exist on the parcel. The DWP will remove the meter and notify County and/or City Departments of Building and Safety of the change in conditions at the property. The Customer must pay all costs associated with the removal of the meter in advance. Connection Fees may be incurred by any property owner who wishes to reinstall a meter. The request must allow at least two weeks advance notice to the DWP. If such notice is not given, the Customer will be billed for service until one working day after the DWP acquires knowledge that the Customer has vacated premises or otherwise has discontinued service. The DWP shall require payment for services rendered, intended or not, based on received benefit of service.

1.50 (c) The DWP will not discontinue Water Service to enable a Customer to avoid payment of minimum charges.

1.50 (d) If a person, or legal entity, takes possession of a premises in the Service Area, he/she shall notify the DWP within 24 hours to have the service transferred into his/her name. The DWP shall require payment for services rendered, intended or not, based on received benefit of service.

1.50 (e) Each Customer about to vacate any premises supplied with service by the DWP shall give notice of his/her intent to vacate or expected change in ownership, specifying the date service is desired discontinued; otherwise, the Customer will be held responsible for Water Service furnished to such premises until the DWP receives valid notice that the property has been vacated or legal ownership has transferred.

1.50 (f) Connection or disconnection of Water Services which result in the DWP incurring costs in excess of typical operating costs may be subject to additional charges or fees.

1.50 (g) Charges for reconnection of service and payments for deposits or to reinstate deposits shall be paid before service will be reconnected.

1.50 (h) In accordance with applicable bankruptcy laws, the DWP will not alter, refuse or discontinue service to, or discriminate against, a Customer or a trustee of a Customer, solely on the basis that a debt that is subject to the jurisdiction of the bankruptcy court was not paid when due. It shall be the responsibility of the Customer to supply the DWP with a copy of any applicable order for relief. The DWP shall discontinue service if neither the Customer nor the trustee within twenty (20) days (or later if required by law) after the date of the order for relief furnishes adequate assurance of payment in the form of an advance payment for service after such date and submits a new application for service, to cover services provided after initial filing. As used herein, "adequate assurance of payment" shall mean an advance payment in an amount equal to twice the average monthly bill for the prior twelve months. As used herein, "order for relief" shall have the same meaning as given to it in the bankruptcy laws. Service may be discontinued in accordance with the Rules and Regulations of the DWP upon non-payment for service rendered after the order of relief, unless otherwise ordered by the court and presented to the DWP.

1.50 (i) When the Customer's Stop and Drain Valve is not working and needs repair, and the Customer wants the meter turned off, the Customer must contact DWP to request a courtesy turn off at the meter valve. The DWP shall not restore water service until repairs are completed.

1.50 (j) If the Customer requests that the water be turned off at the meter for any reason

Commented [NS57]: This has been revised, since removing the service transfers costs back to remaining rate payers and requires onerous accounting requirements or the forfeiture of capacity fees.

Commented [NS58]: This goes to the previous item.

Commented [NS59]: Connection costs are already specified elsewhere.

Commented [NS60]: Staff checked with legal. Cannot inspect on customer premise without proper permission. Not included in update.

other than repairs to the Customer's Stop and Drain Valve, a charge may be applied to the account, pursuant to Resolution 2014-09, as it may be amended from time to time, attached hereto and incorporated herein as Appendix C.

1.50 (k) The Customer will continue to be billed the Readiness-to-Serve-Charge, whether the meter is on or off.

1.50 (l) The Customer must contact DWP to request that the water service be restored after he/she has brought the account balance to current status, or otherwise brought the account into compliance.

1.50 (m) Customer or his/her designated representative may be required to meet DWP at the property for the meter unlock and turn on.

1.50 (n) The use of water on any premises which may cause water or other matter to enter or be forced into the DWP's water distribution system or if apparatus is connected to the service which may in any way be detrimental to the service rendered by the DWP, to its other Customers or to the general public is prohibited and the DWP reserves the right to disconnect Water Service until the problem is corrected.

Commented [N561]: DWP can at its discretion turn on its meter without a request.

1.51 DISCONTINUATION OF INDIVIDUALLY METERED RESIDENTIAL WATER

SERVICE FOR NONPAYMENT

1.51 (a) The DWP will not discontinue residential service for nonpayment until a payment by a Customer has been delinquent for at least sixty (60) days.

1.51 (b) Twenty-one (21) days after the payment due date, the DWP will mail a late notice to the customer of record.

1.51 (c) At least eleven (11) days before discontinuation of water service, the DWP will visit the residence and make a reasonable, good faith effort to contact an adult person living at the service address. The DWP will leave with the adult or in a conspicuous place, final notice of imminent discontinuation of residential service for nonpayment, including DWP's policy for discontinuation of residential water service for nonpayment, in multiple languages as required by law.

(63) The notice will inform the residential occupants that they have the right to become customers if they are not the account holder, to whom the service will then be billed, and that they may not be required to pay the delinquent amount on the account.

(64) The DWP will not make service available to residential occupants unless the residential occupants agree to the terms and conditions of service and meet the requirements of law.

(65) The DWP will also mail final notice of imminent discontinuation of residential service for nonpayment to the customer of record.

1.51 (d) If the customer seeks review or appeal of their bill, the customer shall contact the DWP before the payment due date. DWP will investigate. If the investigation does not result in a resolution acceptable to the customer, the customer may seek review to the General Manager and subsequently may appeal to the Board. The DWP will provide written notice of the time and place of the appeal at least seven (7) days before the Board meeting. The decision of the Board is final. The DWP will not discontinue residential service for nonpayment while an investigation or appeal is pending.

1.51 (e) If the customer cannot make their payment within sixty (60) days after the

payment due date, the customer may contact the DWP by telephone or in person prior to the due date on the final notice and request:

- (66) An extension of time to make their payment: i. A customer is limited to a maximum of two extension requests in a 12- month period. ii. The extension may be no more than three (3) days after the termination date. iii. The payment extension form must be signed by the account holder and a DWP representative to be valid.
- (67) A deferred, reduced, or alternative payment schedule, including an amortization of the delinquent residential service charges.
- (68) The alternative payment schedule must be signed by the account holder and a DWP representative to be valid.
- (69) However, if the customer fails to comply with an extension or other alternative payment arrangement granted under this section, and the original amount due has been delinquent for more than sixty (60) days, the DWP will post a final notice of intent to disconnect service in a prominent and conspicuous location at the service address at least five (5) days before discontinuation of service. The final notice will not entitle the customer to any investigation or review by the DWP.

1.51 (f) For Primary Care Providers, the DWP will not discontinue residential service for nonpayment if ALL the following conditions are met:

- (70) The customer, or tenant of the customer, submits to the DWP certification of being a primary care provider, that discontinuation of residential service would be life threatening or pose a serious threat to the health and safety of a resident of the premises where the residential service is provided; and
- (71) The customer states that they are financially unable to pay for residential service within DWP's normal billing cycle; and
- (72) The customer is willing to enter into an alternative payment schedule.

1.51 (g) If conditions in 1.51(f) are met, DWP will offer the customer an alternative payment schedule once in a twelve (12) month period.

- (73) The alternative payment schedule must be signed by the account holder and a DWP representative to be valid.
- (74) However, if the customer fails to comply with an extension or other alternative payment arrangement granted under this section, and the original amount due has been delinquent for more than sixty (60) days, the DWP will post a final notice of intent to disconnect service in a prominent and conspicuous location at the service address at least five (5) days before discontinuation of service. The final notice will not entitle the customer to any investigation or review by the DWP.

1.51 (h) The DWP will make available to its residential customers who are 65 years of age, or who are dependent adults who have physical or mental limitations that restrict their ability to carry out normal activities or to protect their rights, a third-party notification service whereby the DWP will attempt to notify a person designated by the customer to receive notification when the customer's account is past due and subject to discontinuation.

1.51 (i) The DWP will not discontinue water service for nonpayment on a Saturday, Sunday, legal holiday, or at any time during which the DWP office is not open to the public.

1.51 (j) For customers whose water service has been discontinued or for questions and assistance on avoiding discontinuation of water service, DWP's Customer Service staff can be reached at (909) 866-5050 or in person at 41972 Garstin Drive, Big Bear Lake, Monday through Friday from 8:00 a.m. to 4:30 p.m. except on legal holidays.

Commented [NS62]: This is covered under payment arrangements. Not added to update to avoid duplication.

Commented [NS63]: Since a payment arrangement is a requirement regardless of primary care provider status, this section is not additive. Not added to update.

Commented [NS64]: This is implied standard practice for a payment arrangement. Not added to update.

Commented [NS65]: DWP allows customers to add care of representatives to their account regardless of age.

1.52 DISCONTINUATION OF MASTER METERED RESIDENTIAL WATER

SERVICE FOR NONPAYMENT

1.52 (a) The DWP will not discontinue master metered residential service for nonpayment until a payment by a Customer has been delinquent for at least sixty (60) days.

1.52 (b) Five (5) days after the payment due date, the DWP will mail a late notice to the customer of record.

1.52 (c) At least fifteen (15) days before discontinuation of water service, the DWP will visit the master metered residential structure or mobile home park and make a reasonable, good faith effort to contact an adult person living at the service address. The DWP will post copies of the final notice of imminent discontinuation of master metered residential service for nonpayment, including DWP's policy for discontinuation of master metered residential water service for nonpayment, in multiple languages as required by law.

(75) The notice will inform the master metered residential occupants that they have the right to become customers, individually or together with any or all of the other tenants of the property, to whom the service will then be billed, and that they may not be required to pay the delinquent amount on the account.

(76) The DWP will not make service available to master metered residential occupants unless the master metered residential occupants agree to the terms and conditions of service and meet the requirements of law.

(77) The DWP will also mail final notice of imminent discontinuation of residential service for nonpayment to the customer of record. 1.52(d) The DWP will not discontinue master metered residential water service for nonpayment under the following circumstances:

(78) When the customer's indebtedness is owed to another public agency or utility;

(79) If a delinquent account relates to another property owned, managed, or operated by the customer of record; or

(80) If a public health or building officer certifies that termination would result in a significant threat to the health or safety of the master metered residential occupants or the public.

1.52 (e) If the customer cannot make their payment within sixty (60) days after the payment due date, the customer may contact the DWP by telephone or in person prior to the due date on the final notice and request:

(81) An extension of time to make their payment: i. A customer is limited to a maximum of two extension requests in a 12- month period. ii. The extension may be no more than three (3) days after the termination date. iii. The payment extension form must be signed by the account holder and a DWP representative to be valid.

(82) A deferred, reduced, or alternative payment schedule, including an amortization of the delinquent master metered residential service charges.

(83) The alternative payment schedule must be signed by the account holder and a DWP representative to be valid.

(84) However, if the customer fails to comply with an extension or other alternative payment arrangement granted under this section, and the original amount due has been delinquent for more than sixty (60) days, the DWP will post a final notice of intent to disconnect service in a prominent and conspicuous location at the service address at least

five (5) days before discontinuation of service. The final notice will not entitle the customer to any investigation or review by the DWP.

1.52 (f) If the customer seeks review or appeal of their bill, the customer shall contact the DWP before the payment due date. DWP will investigate. If the investigation does not result in a resolution acceptable to the customer, the customer may seek review to the General Manager and subsequently may appeal to the Board. The DWP will provide written notice of the time and place of the appeal at least seven (7) days before the Board meeting. The decision of the Board is final. The DWP will not discontinue master metered residential service for nonpayment while an investigation or appeal is pending.

1.52 (g) The DWP will not discontinue master metered residential service for nonpayment if ALL the following conditions are met:

- (85) The customer, or tenant of the customer, submits to the DWP certification of a primary care provider, that discontinuation of master metered residential service would be life threatening or pose a serious threat to the health and safety of a resident of the premises where the master metered residential service is provided; and
- (86) The customer states that they are financially unable to pay for master metered residential service within DWP's normal billing cycle; and
- (87) The customer is willing to enter into an alternative payment schedule.

1.52 (h) If conditions in 1.52(f) are met, DWP will offer the customer an alternative payment schedule once in a twelve (12) month period.

- (88) The alternative payment schedule must be signed by the account holder and a DWP representative to be valid.
- (89) However, if the customer fails to comply with an extension or other alternative payment arrangement granted under this section, and the original amount due has been delinquent for more than sixty (60) days, the DWP will post a final notice of intent to disconnect service in a prominent and conspicuous location at the service address at least five (5) days before discontinuation of service. The final notice will not entitle the customer to any investigation or review by the DWP.

1.52 (i) The DWP will make available to its master metered residential customers who are 65 years of age, or who are dependent adults who have physical or mental limitations that restrict their ability to carry out normal activities or to protect their rights, a third-party notification service whereby the DWP will attempt to notify a person designated by the customer to receive notification when the customer's account is past due and subject to discontinuation.

1.52 (j) The DWP will not discontinue water service for nonpayment on a Saturday, Sunday, legal holiday, or at any time during which the DWP office is not open to the public.

1.52 (k) For customers whose water service has been discontinued or for questions and assistance on avoiding discontinuation of water service, DWP's Customer Service staff can be reached at (909) 866-5050 or in person at 41972 Garstin Drive, Big Bear Lake, Monday through Friday from 8:00 a.m. to 4:30 p.m. except on legal holidays.

1.52 (l) If you need legal aid services, you may contact Inland Counties Legal Services, Inc. in person at 455 N. D Street, San Bernardino, CA 92401 or by phone at (888) 245-4257.

1.53 DISCONTINUATION OF COMMERCIAL WATER SERVICE FOR NONPAYMENT

1.53 (a) The DWP will not discontinue commercial service for nonpayment until a

payment by a Customer has been delinquent for at least nineteen (19) days.

1.53 (b) Five (5) days after the payment due date, the DWP will mail a late notice to the customer of record.

1.53 (c) At least seven (7) days before discontinuation of water service, the DWP will visit the property and make a reasonable, good faith effort to inform the occupants. The DWP will leave with the occupant or in a conspicuous place, final notice of imminent discontinuation of commercial water service for nonpayment.

1.53 (d) If the customer seeks review or appeal of their bill, the customer shall contact the DWP before the payment due date. DWP will investigate. If the investigation does not result in a resolution acceptable to the customer, the customer may seek review to the General Manager and subsequently may appeal to the Board. The DWP will provide written notice of the time and place of the appeal at least seven (7) days before the Board meeting. The decision of the Board is final. The DWP will not discontinue commercial service for nonpayment while an investigation or appeal is pending.

1.53 (e) The DWP will not discontinue water service for nonpayment on a Saturday, Sunday, legal holiday, or at any time during which the DWP office is not open to the public.

1.53 (f) For customers whose water service has been discontinued or for questions and assistance on avoiding discontinuation of water service, DWP's Customer Service staff can be reached at (909) 866-5050 or in person at 41972 Garstin Drive, Big Bear Lake, Monday through Friday from 8:00 a.m. to 4:30 p.m. except on legal holidays. 1.54-1.59 Intentionally left blank.

1.60 PUBLIC FIRE HYDRANTS

1.60 (a) Fire hydrants are provided for the primary purpose of extinguishing fires and shall be used only by the Fire Department or the DWP or their Authorized Representatives, or such other person as may be granted a permit by the DWP to take water from a fire hydrant.

1.60 (b) In all cases where the DWP grants a permit to take water from a fire hydrant, the permitted Customer shall use the eddy valve on the hydrant meter assembly to regulate the delivery of water. The fire hydrant valve shall be used only as a main supply valve and shall be fully opened or fully closed. A special hydrant wrench shall be used to operate the hydrant valve. Use of the fire hydrant valve for functions of an eddy valve will be sufficient cause to prohibit further use of the hydrants and the refusal to grant subsequent permits for the use of fire hydrants.

1.60 (c) A backflow assembly (type RPP) may also be required for authorized fire hydrant usage.

1.60 (d) A permit to take water from a fire hydrant will specify the rate at which water from the hydrant will be sold. The charge will include the rental of a fire hydrant meter assembly and hydrant wrench.

1.60 (e) Public fire hydrants shall be installed where required, shall be paid for by the Customer or developer requesting their installation, and shall remain the property of the DWP. Specifications for such service shall be established by the DWP and shall provide for the installation of a mainline valve and fire hydrant assembly in accordance with the DWP's standards.

1.60 (f) The cost of maintaining fire hydrants shall be paid by the DWP.

1.60 (g) A fire hydrant flow test may be requested for sprinkler system design, insurance

Commented [NS67]: DWP doesn't issue physical permits. Rates are consistent with variable costs and are established. .

rating, or other purposes. The DWP will perform the test or provide the flow test data off the computer hydraulic model upon payment of the appropriate fee. 1.61-1.64 Intentionally left blank.

1.65 PRIVATE FIRE SERVICES

1.65 (a) Private fire services shall be installed where required and shall be paid for by the Customer.

1.65 (b) Private fire services are subject to the Cross-Connection Control Program.

1.65 (c) The use or attempted use of water through any hydrant, sprinkler head, hose rack, or any other fire prevention device for any purpose other than directly in connection with fire protection purposes, without the prior written consent of the DWP in each case, shall constitute illegal use and shall be cause for immediate discontinuance of the fire service. The DWP will make no further deliveries of water through such service and the DWP will not maintain the service until a suitable meter of the type and size approved by the DWP is installed in place of the existing backflow device and by-pass meter. The cost and expense of the installation of such meters shall be borne by the Customer and shall be paid to the DWP, based on the time and materials required by the DWP of the cost of such installation.

1.65 (d) If backflow prevention is deemed necessary by the DWP for the fire service pursuant to the Cross-Connection Control Program, the cost of the backflow prevention device shall be paid by the Customer.

1.66 CONSTRUCTION STANDARDS

1.66 (a) All construction associated with the Water System shall be done in conformance with DWP standards, which are available at www.bbldwp.com or in hard copy for a fee from the DWP. Standards may be modified for the convenience of the DWP on a case by case basis.

1.66 (b) All metered services 3-inch and larger shall be installed in a vault structure.

Backflow prevention devices shall be installed in compliance with the Cross-Connection Control Program.

1.66 (c) No meter services shall be installed in basements or parking structures.

1.67 WATER STANDBY CHARGES

1.67 (a) All parcels of land within the DWP Service Area having frontage with DWP main lines and no active Water Service Connection to the parcel shall be assessed standby charges. These charges shall be imposed pursuant to City Ordinance No. 2014-431 on Water Standby Fees, as it may be amended or replaced from time to time, attached hereto and incorporated herein as Appendix J, and applicable provisions of law. Standby charges may be included on the property tax rolls for collection.

CHAPTER 2 WATER CONSERVATION PROGRAM

2.01 WATER CONSERVATION REQUIREMENTS

The water conservation requirements which form the Water Conservation Program are incorporated herein as Appendix F. A violation of the Water Conservation Program shall also be a violation of these Rules and Regulations and shall be cause for termination of Water Service.

Commented [NS68]: Fees and costs are separately established as required by law. Specification is not needed in this policy section.

Commented [NS69]: This is a separate policy that applies. Reference in this policy is not necessary.

Commented [NS70]: This is a separate policy. Reference removed from updated draft.

CHAPTER 3 CROSS-CONNECTION CONTROL REQUIREMENTS

3.01 GENERAL REQUIREMENTS CROSS-CONNECTION CONTROL.

The cross-connection control and prevention requirements which form the Cross-Connection Control Program are incorporated herein as Appendix E. A violation of the Cross-Connection Control Program shall also constitute a violation of these Rules and Regulations and shall be cause for termination of Water Service.

Commented [NS71]: This is a separate policy, reference removed from update.

CHAPTER 4 WATER RATES, FEES AND CHARGES

Water supplied to the various Fire Authorities and other governmental entities serving the Big Bear Valley and used for extinguishing fires, sewer flushing, storm drain flushing and street sweeping may be supplied free of charge. Current Water Rates, Fees and Charges are enumerated in the Rate Ordinance, on file at the DWP's Office, and on the DWP's website at www.bbldwp.com.

4.01 SINGLE FAMILY RESIDENTIAL SERVICE RATES

4.01 (a) Applicability. The rates herein set forth shall be applicable to all metered water within the Service Area serving single family homes.

4.01 (b) Rates. The single-family residential service water charge shall be made on a bi-monthly basis and shall be the sum of a Service Charge and a Usage Fee, provided that the charge shall be no less than a Minimum Charge each determined as follows:

4.01 (c) Service Charge. The Service Charge for all size meters shall be a bi-monthly fee as set in the Rate Ordinance.

4.01 (d) Usage Fee. The Usage Fee shall be computed using the rate in the Rate Ordinance.

4.01 (e) Minimum Charge. The minimum charge per Customer shall be the Service Charge.

4.02 MULTI-FAMILY RESIDENTIAL, COMMERCIAL AND INDUSTRIAL SERVICE RATES

RATES

4.02 (a) Applicability. The rates herein set forth shall be applicable to all metered water within the Service Area serving multi-family residential, commercial, industrial, governmental, and schools.

4.02 (b) Rates. The total charge shall be the sum of a Service Charge and a Usage Fee, provided that the charge shall be no less than a Minimum Charge each determined as follows:

4.02 (c) Service Charge. The Service Charge for all size meters shall be a monthly fee as set in the Rate Ordinance.

4.02 (d) Usage Fee. The Usage Fee shall be computed using the rate in the Rate Ordinance.

4.02 (e) Minimum Charge. The minimum charge per Customer shall be the Service Charge.

4.03 TEMPORARY WATER (HYDRANT METER) SERVICE RATES

4.03 (a) Rates. The periodic charge for temporary metered water service shall be the sum of a Rental Service Charge and a Usage Fee. A fire hydrant meter is required for the temporary service. Usage will be charged at the highest tier of the residential rate table under the Rate Ordinance.

4.03 (b) Deposit. A deposit shall be charged to initiate a temporary water service account. Customer shall pay a specified deposit to secure the return of the fire hydrant meter, eddy valve and valve wrench. The rental service charge and hydrant deposit are specified in the Connection Policy.

4.04 PRIVATE FIRE PROTECTION SERVICE RATES

4.04 (a) Applicability. These rates shall apply to a Customer for service for private fire lines used exclusively for fire protection, whether said lines are connected to an automatic sprinkling system or to a hose attachment.

4.04 (b) Rates. The total periodic bill shall be the sum of a Service Charge and the Usage Fee, as appropriate.

4.04 (c) Service Charge. The periodic Service Charge shall be as specified in the Rate Ordinance based upon the applicable rate class (Residential Fire Service or Commercial Fire Service).

4.04 (d) Detector Meter Usage. For all water supplied (as recorded by the detector check valve bypass meter) other than for fire extinguishing purposes, the DWP shall conduct an investigation to determine the nature of the usage. . Where water is repeatedly used for purposes not reasonably related to fire protection, the DWP shall take actions as outlined in Section 1.65 of these Rules and Regulations and at its discretion modify the rate schedule applied to the meter to reflect the appropriate class of consumption.

4.05 Intentionally left blank.

4.06 COMBINATION DOMESTIC/FIRE SERVICE RATE

4.06 (a) Applicability. Combination domestic and fire Water Service through a single meter.

4.06 (b) Rates. The total charge shall be the sum of a Service Charge and a Usage Fee.

4.06 (c) Service Charge. The Water Availability charge shall be the Service Charge as specified in the Rate Ordinance.

4.06 (d) Usage Fee. The Usage Fee shall be as established in the Rate Ordinance.

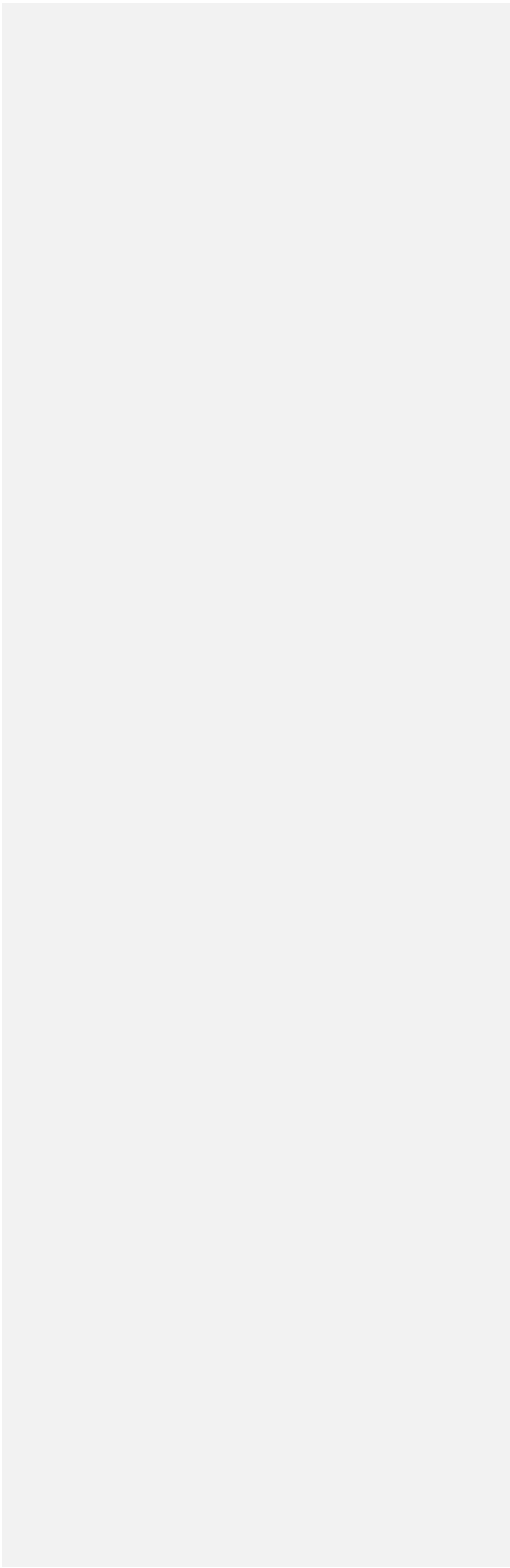
Commented [NS72]: This is spelled out in the rate resolution. Not repeated in update.

CHAPTER 5 WATER SHORTAGE CONTINGENCY PLAN

Commented [NS73]: This is separately adopted and is a plan rather than a policy. Not included in update.

5.01 WATER SHORTAGE CONTINGENCY PLAN

The water shortage contingency plan, levels and restrictions which form the Water Shortage Contingency Plan are incorporated herein as Appendix M. A violation of the Water Shortage Contingency Plan Restrictions shall also be a violation of these Rules and Regulations and shall be cause for termination of Water Service.



Appendices

The following appendices are part of these Rules and Regulations for Water Service. Appendix documents are maintained on file at the DWP offices and on the DWP website at www.bbldwp.com.

Appendix A – City of Big Bear Lake Ordinance No. 2018-462 Approving Adjustments to

Appendix B – City of Big Bear Lake Ordinance No. 2014-430 – Procedure for Adoption of

Appendix C – Resolution No. DWP 2014-09 Modifying Water System Administrative Fees

Appendix D – Resolution No. DWP 2016-13 Adopting Policy No. 2016-01 Failure to

Appendix E – Resolution No. DWP 2017-11 Adopting Policy No. 2014-01 Cross-Connection Control Program

Appendix F – Resolution No. DWP 2021-12 Adopting Amendments to Policy No. 2014-02

Appendix G – Policy No. 2006-02 Connection Policy

Appendix H – Standard Drawing #17 Stop and Drain

Appendix I – Policy No. 2009-03 Water Loss and Leak Adjustment Policy

Appendix J – City of Big Bear Lake Resolution No. 2020-44 Water Standby Charges

Appendix K – Service Area Map – City of Big Bear Lake - DWP

Appendix L – City Charter for the City of Big Bear Lake

Appendix M – Resolution No. DWP 2021-14 Adopting the Water Shortage Contingency

Appendix M – Water Shortage Contingency Plan

The following is the Water Shortage Contingency Plan adopted by Resolution No. DWP 2021-14.

Landscape All new and retrofitted landscapes with turf must be irrigated, using a sprinkler system with Automatic Irrigation Controllers Local

5.2 Shortage Restrictions

The mandatory reduction measures for each water shortage level are detailed in the following tables (Tables^x,). The volume of water conserved for each action employed is hard to determine. The water use before, during, and after a shortage level will be analyzed in an effort to determine the water savings associated with the actions listed in the tables. As each shortage level builds upon the one below, in the event of a conflicting action, the more stringent restriction shall apply.

5.3 Shortage Level 1 – (Up to 10 Percent Reduction of Water Use)

The water conservation requirements in Table^x apply during a declared Shortage Level¹.
 Table^x Shortage Level¹ Restrictions Type Use Restriction Compliance Landscape The square footage of turf shall be limited to 1/2 square feet for new or retrofitted landscapes. Mandatory Construction The use of potable water for dust control shall be reduced to the greatest extent possible. Mandatory Vehicle Washing Washing of vehicles, trailers, buses, or boats anywhere but at commercial car washes must be conducted with the use of a bucket and a hose equipped with a shut-off nozzle. Mandatory Hydrant Use Use of water from fire hydrants, except for fire protection, is prohibited. Mandatory Construction Use of water from fire hydrants, for construction, shall be limited per guidance from the BBLDWP General Manager or an appointed designee. Mandatory Restaurants Restaurants and other food establishments shall only serve and refill water upon request. Mandatory Pools/Spas Filling new and existing swimming pools is highly discouraged. Voluntary Pools/Spas Draining and refilling existing swimming pools permitted only if repairing a pool leak or repairing, maintaining or replacing a pool component that has become hazardous. Mandatory Pools/Spas All pools and tubs shall be covered when not in use to reduce evaporation. Mandatory Indoor Wash only full loads of laundry and/or dishes. Voluntary Lodging Limit linen/towel changes to once every two (2) nights or for the entire stay, whichever is shorter, except for health and safety. Voluntary Hydrant Use The use of potable water for dust control shall require a watering permit. Mandatory Leaks The time permitted for customers to repair leaks may be reduced, as specified by the BBLDWP General Manager or an appointed designee. Voluntary

BIG BEAR LAKE DWP | WATER SHORTAGE CONTINGENCY PLAN¹ | JUNE¹ | FINAL

5.4 Shortage Level 2 – (Up to 20 Percent Reduction of Water Use)

In addition to the actions listed in Shortage Level¹, the water conservation requirements in Table¹ apply during a declared Shortage Level². Table¹ Shortage Level² Restrictions Type Use Restriction Compliance Landscape Outdoor irrigation will be permitted only on days authorized by the BBLDWP General Manager or an appointed designee. Authorized landscape irrigation may be limited by plant type or irrigation type. Mandatory Landscape No new turf will be permitted in any location. Mandatory Construction BBLDWP water may not be used for soil compaction or dust control. Mandatory Pools/Spas Initially filling new and existing swimming pools prohibited. Draining and refilling existing swimming pools permitted only if repairing a pool leak or repairing, maintaining or replacing a pool component that has become hazardous. Mandatory Lodging Limit linen/towel changes to once every two (2) nights or for the entire stay, whichever is shorter, except for health and safety. Mandatory Lodging Offer and clearly notify guests of a "limited linen/towel

exchange" program. Voluntary Landscape/Construction Watering permits for new plants or construction/paint prep purposes may be limited. Mandatory Landscape/Construction All new or retrofit landscaping is highly discouraged. Voluntary Leaks The time permitted for customers to repair leaks shall be reduced, as specified by the BBLDWP General Manager or an appointed designee. Mandatory

5.5 Shortage Level 3 – (Up to 30 Percent Reduction of Water Use)

In addition to the actions listed in Shortage Level 2, the water conservation requirements in Table 1 apply during a declared Shortage Level 3. Table 1 Shortage Level 3 Restrictions Type Use Restriction Compliance Landscape Irrigation Outdoor irrigation will be limited to two days per week as specified by the BBLDWP General Manager or an appointed designee. Landscape irrigation for nurseries may be limited separately. Mandatory Landscape Irrigation of ornamental turf will be prohibited. Mandatory Decorative Water Feature No BBLDWP water will be used for decorative ponds, streams, or fountains. Mandatory Lodging Must offer and clearly notify guests of a "limited linen/towel exchange" program. Mandatory Industrial and Commercial Reduction of water use by any means is encouraged. Mandatory Vehicle and Equipment Washing Non-commercial washing of vehicles and mobile equipment (e.g., washing vehicle at a residence) is permitted only on assigned days and hours per direction by the BBLDWP General Manager or a designated appointee. Fleet managers are to only wash vehicles as necessary for health and safety. Mandatory Construction New connections may be limited under direction of the BBLDWP General Manager or a designated appointee. Mandatory Recreation Potable water for recreational purposes (i.e., water slides, snow making, etc.) is highly discouraged. Voluntary Landscape/Construction No new watering permits for new plants or paint prep. Mandatory

BIG BEAR LAKE DWP | WATER SHORTAGE CONTINGENCY PLAN | JUNE | FINAL

5.6 Shortage Level 4 – (Up to 40 Percent Reduction of Water Use)

In addition to the actions listed in Shortage Level 3, the water conservation requirements in Table 1 apply during a declared Shortage Level 4. Table 1 Shortage Level 4 Restrictions Type Use Restriction Compliance Landscape No turf irrigation will be permitted. Mandatory Outdoor Water Use No outdoor water use will be permitted except commercial car washes that recycle water. Mandatory Decorative Water Feature No BBLDWP water shall be used for ponds, streams, fountains, spas, and swimming pools (new or unfilled). Mandatory Lodging Must limit linen/towel changes to once every three (3) nights or for the entire stay, whichever is shorter, except for health and safety. Mandatory Lodging Limit linen/towel changes to once per stay, except for health and safety. Voluntary Recreation No potable water use shall be used for recreational purposes (i.e. water slides, snow making, etc.) Mandatory Landscape Landscape irrigation limited to one day per week as specified by the BBLDWP General Manager or an appointed designee. Mandatory

5.7 Shortage Level 5 – (Up to 50 Percent Reduction of Water Use)

In addition to the actions listed in Shortage Level 4, the water conservation requirements in Table 1 apply during a declared Shortage Level 5. Table 1 Shortage Level 5 Restrictions Type Use Restriction Compliance General Water use is restricted to essential water uses only. The term "essential water use" is defined to mean water necessary for human consumption, livestock, horse or pet consumption, sanitation, and fire protection. All other uses of water that are not specifically required to meet these needs shall be considered non-essential. Mandatory Lodging Must limit linen/towel changes to once per stay, except for health and safety. Mandatory Vehicle and Equipment Washing Non-commercial washing of vehicles and mobile equipment is prohibited. Only commercial facilities with water recycling systems may be used. Mandatory

5.8 Shortage Level 6 – (Greater than 50 Percent Reduction of Water Use)

In addition to the actions listed in Shortage Level 1, the water conservation requirements in Table 1 apply during a declared Shortage Level 1. Table 1 Shortage Level 1 Restrictions Type Use Restriction Compliance Outdoor Water Use No outdoor water use will be permitted except for emergency purposes. Mandatory Construction No new connections are allowed. Mandatory General BBLDWP may establish mandatory water use budgets, if needed. Mandatory

5.9 Shortage Level 7 – Acute Water Shortage

Shortage level 7 will be used for short-term water shortages. The short-term water shortage percent reduction is variable and therefore reduction measures from corresponding percent shortage levels (Levels 1-7) may be implemented wholly or partially. Selection of reduction measures would be limited to actions that can be implemented quickly for a short-term and would be implemented as specified by the BBLDWP General Manager or an appointed designee. Variances for public health and safety may be granted upon request. Table 1 Acute Shortage Level 7 Restrictions Type Use Restriction Compliance General Water use may be restricted to essential water uses only. The term “essential water use” is defined to mean water necessary for human consumption, livestock, horse or pet consumption, sanitation, and fire protection. Mandatory Outdoor Water Use Outdoor water use may be prohibited, except for emergency purposes. Mandatory Construction New connections may be prohibited. Mandatory Equipment washing Washing of vehicles and mobile equipment may be prohibited. Mandatory Leaks All accounts with leaks may have water service temporarily shut off. Mandatory Recreational All recreational use of potable water may be prohibited. Mandatory

5.10 Supply Augmentation, Operational Changes and Other Methods

There is very little opportunity for the BBLDWP to augment supply as they are wholly dependent on local ground water. In the event of an emergency, the BBLDWP may use water from the neighboring Big Bear City Community Services District using an intertie. As such, the BBLDWP is heavily reliant on demand reduction measures and operational changes to address water shortages. These are not included in the water supply assessment used for planning purposes.

□ Expand campaign, including bill inserts, e-newsletters, portal alerts, newspaper, water efficiency workshops, educational outreach, etc. □ Target water audits to high use residential and commercial customers. □ Increased rebates for toilets, clothes washer, etc.

BIG BEAR LAKE DWP | WATER SHORTAGE CONTINGENCY PLAN 1 | JUNE 1 | FINAL □ Enhanced giveaway programs for water efficiency devices. □ Expanded rebates for landscape conversion, irrigation controllers, sprinkler heads. □ Increased frequency of meter reading. □ Reduce line flushing proportionate to the shortage (0%, 5% etc.). □ Review water loss and plan repairs. □ Patrol areas of largest water use. □ Improved enforcement of prohibitions and violations. □ Avoid using wells that are known to result in higher system flushing.

5.11 Emergency Response Plan

During declared shortages, or when shortage declarations appear imminent, emergency regulations can be enacted by the BBLDWP Board or the General Manager. Declared emergencies will be addressed in three phases. Shortage Level 7 reflects a catastrophic shortage. 5.11.1 Assessment Phase The Assessment Phase is defined as beginning upon the declaration of an emergency at the inception of the event. Upon the declaration of an emergency, the following procedures shall be followed: 1. BBLDWP staff will assess the emergency and its potential effects on BBLDWP's ability to provide water for human consumption, sanitation, and fire protection. This assessment should be completed within forty-eight (48) hours or less from the declaration of the emergency. 2. Water use will be limited or prohibited dependent upon the shortage level declared. 3. All other water use will be minimized. 5.11.2 Emergency Phase The Emergency Phase will begin and continue as long as emergency conditions persist. BBLDWP

staff will continually evaluate the efficacy of the operational changes and demand reduction measures. Staff may appeal to the General Manager or Board of Commissioners to elevate or lower the shortage stage based upon their findings. Under the direction of the General Manager, regular meetings may be scheduled for the purposes of action planning, logistics, response and evaluation. 5.11.3 Recovery Phase The Recovery Phase will last until normal conditions return to the BBLDWP service area. When recovery is complete, water use guidelines shall return to the regulations and/or shortage level that were in effect immediately prior to the declaration of the emergency, unless otherwise specified. Following an emergency, BBLDWP staff shall conduct a debrief session to determine the strengths and weaknesses of the response. The General Manager or their appointed designee shall compile a summary report. At minimum, this report shall be presented at the subsequent meeting of the TRT. Interim reports may be presented to the Board of Commissioners.

5.12 Seismic Risk Assessment and Mitigation Plan

BBLDWP seismic risk and vulnerability assessment and mitigation plan is included as Appendix K in the Urban Water Management Plan (UWMP). The seismic risk and vulnerability assessment and mitigation plan is confidential and may be updated at any time. The most recent seismic risk assessment and mitigation plan shall apply to the current WSCP.

5.13 Shortage Response Action Effectiveness

The effectiveness of the shortage response actions, and the extent to which it reduces the gap between supply and demand, can be determined through monitoring. The volume of water conserved for each action employed is hard to determine. The BBLDWP will analyze the water use before, during, and after a shortage level in an effort to determine the water savings associated with the reduction actions. Due to BBLDWP's unique situation (seasonal population) the resources and methods to estimate savings has not been utilized at this time.

6.0 Communication Protocols

The communication protocols contained herein for shortage level declarations reflect the procedures in the BBLDWP Emergency Response Plan (ERP) dated March 1st, 2017. Due to the sensitive nature of the information contained in the ERP, only brief descriptions have been included. Communications will be provided to the customers, public, and partners established in the ERP for emergency planning and mutual aid. To maximize internal coordination, the TRT will meet to discuss supply planning, operational, financial, and communication issues related to the WSCP as needed. The degree of communication will vary based on the shortage level, supply/regulatory conditions, seasonal impacts, and other factors. The information provided to customers at each shortage level will answer the following:¹ What shortage level has been enacted and when it became effective.² What conditions precipitated the shortage or emergency declaration.³ What the customers need to do (both mandatory and voluntary actions).⁴ What BBLDWP is doing to address the shortage.⁵ What variances may be allowed, if any. The key audiences the BBLDWP will need to communicate with include: ☐ Public (water customers). ☐ Homeowners. ☐ Public officials. ☐ Multi-family property owners/managers. ☐ Commercial-industrial property managers. ☐ Landscape contractors/suppliers. ☐ Business/civic leaders. ☐ High-visibility or high-water-use industries (restaurants, hotels, nurseries, construction, etc.).

BIG BEAR LAKE DWP | WATER SHORTAGE CONTINGENCY PLAN 1st | JUNE 1st | FINAL ☐ Land-use agencies. ☐ Environmental groups. ☐ Community-based service organizations. ☐ Non-English-speaking populations. ☐ Temporary residents (tourists, etc.). ☐ Coordinating agencies. Depending on the conditions, some of these audiences may be prioritized for outreach.

6.1 Communication Protocol for Normal Water Supply Conditions

During normal water supply conditions BBLDWP will promote water efficiency by: ☐ Enforcing the permanent water conservation restrictions as defined in the Water Conservation Policy (Resolution 4-3), as amended from time to time. ☐ Promoting water efficiency incentives and programs.

6.2 Communication Protocol for Current and Predicted Shortages

The TRT and the Board will meet to review the outcome of the annual supply and demand assessment and determine steps to be taken for current and predicted shortages. The shortage levels will be communicated to the General Manager to prepare for and establish timing for a declaration. Public notification is not part of this stage.

6.3 Communication Protocol for Shortage Level 1 – 5 Declarations

When the Board or the General Manager declares a shortage level, the Water Superintendent and General Manager will coordinate with the Public Information Officer. The Public Information Officer (PIO) will collect, verify, prepare, coordinate, and disseminate community information to the public through the news media, BBLDWP website, and social media. BBLDWP can send message alerts to customers regarding declarations of shortage levels and emergencies. In the event of a shortage level declaration BBLDWP shall: ☐ Attempt to notify all customers of the water shortage. ☐ Mail information to every customer explaining the importance of significant water use reductions. ☐ Provide technical information to customers on ways to improve water use efficiency. ☐ Conduct a media campaign to remind consumers of the need to save water. ☐ Enforce the permanent water conservation restrictions as provided in Table^x and the Water Conservation Program (Resolution 4-3), as amended from time to time. ☐ Consider implementation of water waste patrols.

6.4 Communication of a Shortage Level 6, Catastrophic Emergency, or Acute

Shortage Declaration A declaration of an emergency shall be communicated to BBLDWP staff, the city council, local water agencies, the fire department, sheriff, and Board prior to a public announcement. The declaration shall be noticed in writing to print and broadcast media within 4 hours of the declaration. The PIO will disseminate the information as stated above.

6.5 Public Notice Procedures

During regular working hours the PIO will contact the news media to broadcast the necessary information. The information will be issued in both English and Spanish to cover all members of the community. If needed, outlying areas of the water service area may also be notified by sound truck and/or handbill distributed to their respective areas. Informative signs may be posted at local businesses and post offices, as allowed. A special telephone answering service can also be quickly set up to answer questions that will come in from customers. Questions are anticipated due to the high number of second homeowners and because the Big Bear Valley is served by two different water agencies. Information will be available to the telephone answering personnel to determine the water company serving the caller. It is anticipated that radio announcements could be made quickly. For notification to be issued in other than normal hours, the same media will be contacted and an announcement will be scheduled for as long as is necessary. After hours emails or text messages may be used.

7.0 Compliance and Enforcement

A violation of any requirement set forth in this WSCP shall be subject to the water service termination procedures and penalties as outlined in the Failure to Comply Procedures (Resolution 4-3) and the Water Conservation Program (Resolution 4-3), as amended from time to

time. The Failure to Comply Procedures (Resolution ^t7^x) include procedures for emergency conditions, appeals, exemptions, enforcement, and penalties.

8.0 Legal Authorities

The General Manager of the BBLDWP, or their designated representatives, shall be responsible for enforcement of the provisions of the WSCP. The General Manager, or their designated representative, shall likewise be authorized to grant administrative relief from any provision of the WSCP as they deem appropriate under the circumstances. BBLDWP shall declare and adopt a water shortage emergency condition in accordance with California State law (Water Code Section Division^t, Chapter^x, Section^y). BBLDWP will coordinate with any city or county within which it provides water supply services for the possible proclamation of a local emergency, as defined in Section '11' of the Government Code (California Emergency Services Act, Article^y, Section '11'). Coordination protocols and a list of contacts is contained in the BBLDWP ERP. ^t
BIG BEAR LAKE DWP | WATER SHORTAGE CONTINGENCY PLAN^r | JUNE^v | FINAL

9.0 Financial Consequences of WSCP

BBLDWP has adjusted its budget based on the reduction of consumption. However, the current rate structure is drought resistant in that 71 percent the revenue is fixed and built into the service charge. Since BBLDWP is not as vulnerable to water sales fluctuation and is able to compensate any loss with reserves, BBLDWP does not implement any emergency surcharges. Additional costs would indeed be associated with increased monitoring, efficiency incentives, and outreach during water shortage situations, namely due to an increase in the hours required to monitor customer accounts and enforce reduction actions. The additional costs associated with this effort, however, are not expected to significantly impact revenues and expenditures. BBLDWP will consider postponement of capital improvements to overcome impacts from water shortage contingency planning to revenues and expenditures. This evaluation would be considered during the annual supply and demand assessment.

10.0 Monitoring and Reporting

BBLDWP's water system currently has radio-read meters on all connections. BBLDWP uses these meters to monitor district-wide use, individual customer use, and track actual reductions in water use. The Advanced Metering Infrastructure (AMI) system allows BBLDWP to track water system demands in real time and measure effects of conservation measures. By tracking real time data of water system demands, BBLDWP is able to track the effectiveness of the shortage level reduction actions, educate customers regarding water use, and also identify leaks and other areas where additional conservation may be possible. Monitoring will be used to ensure appropriate data is collected, tracked, and analyzed for purposes of determining: ☐ Customer compliance. ☐ Effectiveness of reduction actions. ☐ Potential leaks. ☐ Accurate monthly demand data for the annual supply and demand assessment. Monitoring and reporting key water use metrics is fundamental to water supply planning and management and will be a critical part of the annual supply and demand assessment. Monitoring is also essential to ensure that the shortage level response actions are actually achieving their intended water use reduction purposes, or if improvements or new actions are needed. Monitoring for customer compliance is useful in enforcement actions. It should be noted that timing, frequency, and metrics will likely be variable, depending on the metric being monitored, water shortage level, as well as enforcement action logistics. BBLDWP can compare meter data with water use in prior months and during non-drought years to determine if it is achieving specific percentage goals for water consumption

associated with the drought response levels. If the goals are not being met, BBLDWP can implement additional shortage response actions at any time.

11.0 WSCP Refinement Procedures

To evaluate the effectiveness of the WSCP and to ensure that procedures and practices developed under the WSCP are adequate and are being implemented properly, the BBLDWP staff will perform audits of the program on a periodic basis, following the resolution of a water shortage, or at least every five (5) years in coordination with the UWMP update. BBLDWP will also assess the effectiveness of the communication plan so that it may be modified as appropriate in the future. BBLDWP will perform a thorough review of monitoring and reporting program data to determine the effectiveness of the reduction actions and whether the procedures and provisions of the WSCP need to be revised. The review will compare the expected percent demand reduction against actual reductions and shortage response actions. BBLDWP staff, customers, and other interested parties may have suggested actions or procedures to refine the WSCP. BBLDWP will evaluate these on a case-by-case basis for incorporation into the WSCP.

12.0 Plan Adoption, Submittal, and Availability

Per the CWC, the following steps shall be performed prior to adoption of the WSCP, as part of the UWMP process: ☐ BBLDWP will issue a notification of a public hearing to customers, the county, and public.

- BBLDWP will publish in a local newspaper for two consecutive weeks notification of the public hearing.
- BBLDWP shall hold a public hearing to obtain public input.
- Following the public hearing or a subsequent meeting, the Board shall formally adopt the WSCP.
- Per CWC Section 17(a)(c), BBLDWP will make the WSCP available on BBLDWP's website, www.BBLDWP.com, within 10 days of the adoption. ☐ BBLDWP may choose to amend the WSCP at any time. If so, each of the steps above must be followed.

AGENDA REPORT



Service, Quality, Community

DATE: July 28, 2026
TO: Board of Commissioners
FROM: Reginald A. Lamson, General Manager
PREPARED BY: Jason Hall, Water Superintendent
RE: **Authorize Vehicle Replacement Purchase**

Background

Each year staff evaluate DWP's vehicle and equipment needs as part of DWP's comprehensive Capital Machinery & Equipment Plan (CME). DWP currently owns a 2004 Ford F-550 service truck with 120,000 miles used by the Distribution Department for services and emergency repairs. This vehicle was identified for replacement in the FY 2027 CME and funding was approved in the FY 2027 budget. Service trucks are purchased in two parts, the truck body and the truck bed.

In March of this year DWP staff attended the largest equipment expo in the western states (ConExpo). The purpose of attending was to look at the newest and most modern equipment for future purchases and to compare service truck bed manufactures. There were many manufactures at the expo including those used by DWP in the past. DWP staff determined that Summit Truck Bodies was by far the best option for DWP's needs. Summit custom builds each body per customer needs (as seen in the estimate). All Distribution Department employees provided input for the truck bed design.

DWP staff evaluated the purchase of a replacement truck body reviewing specifications and obtaining quotes for three manufacturers: Ford, Chevy and Ram. After conversation with Summit Truck Equipment and based on DWP experience, Chevrolet was ruled out. DWP staff identified the Ford F550 or the Ram 5500 as suitable option for the truck body. Staff then reached out to multiple other Dealerships and Sourcewell for competitive pricing. Staff concluded that the 2025 Ram 5500 is the best value option. Victorville Motors provided the lowest quote for the 2025 Ram 5500. Below are 3 quotes for the truck body and the quote from Summit for the truck bed.

Quotes:

Truck Body - Victorville Motors Ram:	* \$75,611
Truck Body - Fairview Ford:	\$78,666
Truck Body - Summit Equipment Ford:	\$79,055
Truck Bed - Summit Truck Equipment	*\$76,845
Total Purchase	\$152,456

Financial Impact

This item was appropriated in the FY 2027 budget for \$185,000.

Recommendation

1. Authorize the purchase of a replacement service truck from Victorville Motors and Summit Truck Equipment.



Victorville Motors CJDR
 14617 Civic Dr
 Victorville
 CA, 92394
 VictorvilleMotors.com

Deal # 550815 **Customer #** 12743788 **Jeremy Monter**
 Contact Sales: (760) 981 - 1500
 noreply@vvmtrs.com



2025 Ram 5500 Chassis Cab

Tradesman

VIN : 3C7WRNFL4SG582569 | Stock # : 25T4014

Mileage : 69 mi

Color : WHITE

fca | Tradesman | 4WD | Turbocharged | Cummins 6.7L I6
 Turbodiesel | 6.7L | 6 | DIESEL | Crew Cab Chassis-Cab |
 Truck/Van | 4

City Of Big Bear Lake

+1-(909) 866 - 5050 | +1-(909) 866 - 5050 |

jhall@bigbearlakedwpca.gov

P.O. Box 1929 41972 Garstin Dr, Big Bear Lake, CA 92315

Cash

\$0.00 Customer Cash	\$75,610.53
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Payment Detail

MSRP	\$80,025.00
Discount	\$10,000.00
Selling Price	\$70,025.00
Fees	\$152.00
Taxes (7.75%)	\$5,433.53
Balance	\$75,610.53

Payments offered here are all subject to final credit approval from the lending institution. Vehicle Price does not include accessories and is before Taxes and/or applicable fees. Leases in some cases require additional cash for Security Deposit, and at Lease's End, Lessee is responsible for \$0.25 per Mile over 15000 Miles per year. Wear and tear guidelines apply. All prices, specifications, and availability subject to change without notice.



**2025 MODEL YEAR
RAM 5500 CHASSIS
TRADESMAN CREW CAB 84"C/A 4X4**

THIS VEHICLE IS MANUFACTURED TO MEET SPECIFIC UNITED STATES REQUIREMENTS. THIS VEHICLE IS NOT MANUFACTURED FOR SALE OR REGISTRATION OUTSIDE OF THE UNITED STATES.

MANUFACTURER'S SUGGESTED RETAIL PRICE OF THIS MODEL INCLUDING DEALER PREPARATION

Base Price: \$62,155

RAM 5500 CREW CAB CHASSIS

Exterior Color: Bright White Clear-Coat Exterior Paint

Interior Color: Black / Diesel Gray Interior Colors

Interior: Heavy-Duty Vinyl 40/20/40 Split Bench Seat

Engine: 6.7L I6 Cummins Turbo Diesel Engine

Transmission: 8-Speed TorqueFlite HD Automatic Transmission

STANDARD EQUIPMENT (UNLESS REPLACED BY OPTIONAL EQUIPMENT)

FUNCTIONAL/SAFETY FEATURES

Right / Left Power Take-Off
Pedestrian / Cyclist Emergency Braking
Full-Speed Forward-Collision Warning Plus
Adaptive Cruise Control with Stop
Advanced Multistage Front Air Bags
Rear-Seat Reminder Alert
Anti-Spin Differential Rear Axle
Electronic Stability Control
Upfitter Electronic Module (VSM)
Anti-Lock 4-Wheel Disc Brakes
730-Amp Maintenance-Free Battery
220-Amp Alternator
Rear Heavy-Duty Stabilizer Bar
Push-Button Start
Sentry Key® Theft Deterrent System
Active Grille Shutters
Automatic Headlamps
Low-Beam Daytime Running Headlamps
Dashboard Pass-Thru Wire Circuits
52-Gallon Rear Fuel Tank

INTERIOR FEATURES

Ready-Alert Braking
Uconnect® 5 with 8.4-Inch Touch Screen Display
SiriusXM® with 3-Month Radio Sub Call 800-643-2112
Integrated Voice Command
Full-Function Media Hub with 2-USB Plus Aux Port
Remote USB Port
Instrument Panel Mounted Auxiliary Switches
12-Volt Auxiliary Power Outlet
Air Conditioning
Tilt Steering Column
Power Front Windows with 1-Touch Up / Down
Rear-View Day / Night Mirror
Driver / Passenger Assist Handles
Black Vinyl Floor Covering
Global Telematics Box Module (TBM)

EXTERIOR FEATURES

225/70R19 5G Front All-Position/Rear Traction Tires
Manual-Folding Telescoping Black Mirrors

7-Pin Trailer Wiring Harness
Clearance Lamps
Tinted Windshield Glass
Tinted Glass Windows

OPTIONAL EQUIPMENT (May Replace Standard Equipment)

Customer Preferred Package 25A

Split Shaft Capability Power Take-Off

Max Tow Package

Max Tow Electric Shift-On-The-Fly Transfer Case

Chrome Appearance Group

19.5-Inch x 6.0-Inch Steel Wheels

Bright Front Bumper

Heavy-Duty Front Suspension Group

Tradesman Level 1 Equipment Group

Pwr Adj Heated TT Mirrors w/ Manual Fold/Telescope

Power Adjustable Convex Auxiliary Mirrors

8-Speed TorqueFlite HD Automatic Transmission

Split Shaft Capability Power Take-Off

6.7L I6 Cummins Turbo Diesel Engine

Black Tubular Side Steps

NAS

ParkView® Rear Back-Up Camera Kit

Destination Charge

TOTAL PRICE: * \$80,025

WARRANTY COVERAGE

5-year or 100,000-mile Powertrain Limited Warranty

3-year or 36,000-mile Basic Limited Warranty

Ask Dealer for a copy of the limited warranties or

see your owner's manual for details.

**5 YEAR/100,000 MILE
POWERTRAIN WARRANTY**

Assembly Point/Port of Entry: SALTILLO, MEXICO

S L

SHIP TO:

SOLD TO:

VIN: 3C7-WRNFL4SG-582569

L4-VON: 7658

0813-0



THIS LABEL IS ADDED TO THIS VEHICLE TO COMPLY WITH FEDERAL LAW. THE LABEL CANNOT BE REMOVED OR ALTERED PRIOR TO DELIVERY TO THE ULTIMATE PURCHASER.

* STATE AND/OR LOCAL TAXES IF ANY, LICENSE AND TITLE FEES, AND DEALER SUPPLIED AND INSTALLED OPTIONS AND ACCESSORIES ARE NOT INCLUDED IN THIS PRICE. DISCOUNT, IF ANY, IS BASED ON PRICE OF OPTIONS IF PURCHASED SEPARATELY.

For more information visit: www.ramtrucks.com
or call 1-866-RAMINFO

FCA US LLC

EPA
DOT

Fuel Economy and Environment

Fuel Economy



N/A
combined city/hwy city highway
N/A gallons per 100 miles

**Heavy duty vehicle,
no label required.**

You spend

N/A

**in fuel costs
over 5 years
compared to the
average new vehicle.**

Annual fuel cost

N/A

Fuel Economy & Greenhouse Gas Rating (tailpipe only)



Smog Rating (tailpipe only)



fueleconomy.gov

Calculate personalized estimates and compare vehicles

GOVERNMENT 5-STAR SAFETY RATINGS

This vehicle has not been rated by the government for overall vehicle score, frontal crash, side crash, or rollover risk.

Source: National Highway Traffic Safety Administration (NHTSA)
www.safercar.gov or 1-888-327-4236



FlexCare
VEHICLE PROTECTION
Ask for FlexCare Vehicle Protection. We Built it. We Back it.

7/16/26, 9:40 AM

Preview Order Q138 - W5H 4x4 Crew Chas Cab DRW- Big Bear



Preview Order Q138 - W5H 4x4 Crew Chas Cab DRW: Order Summary Time of Preview: 07/16/2026 09:40:27 Receipt: NA

Dealership Name: Fairview Ford

Sales Code : F71156

Dealer Rep.	Todd Eff	Type	Fleet	Vehicle Line	Superduty	Order Code	Q138
Customer Name	Big Bear	Priority Code	J3	Model Year	2027	Price Level	715

DESCRIPTION	MSRP	DESCRIPTION	MSRP
F550 4X4 CREW CHAS CAB DRW/203	\$63665	HIGH CAPACITY TRAILER TOW PKG	\$580
203 INCH WHEELBASE	\$0	PAYLOAD PLUS UPGRADE PACKAGE	\$1155
TOTAL BASE VEHICLE	\$63665	PRICE CONCESSION INDICATOR	\$0
OXFORD WHITE	\$0	REMARKS TRAILER	\$0
VINYL 40/20/40 SEATS	\$0	DUAL BATTERY	\$0
MEDIUM DARK SLATE	\$0	REAR VIEW CAMERA & PREP KIT	\$515
PREFERRED EQUIPMENT PKG.660A	\$0	CONN PKG:1 YR INCL W/FORD APP	\$0
.XL TRIM	\$0	SECURITY PACKAGE: 1 YR INCL	\$0
.AIR CONDITIONING - CFC FREE	\$0	XL CHROME PACKAGE	\$425
.AM/FM STEREO MP3/CLK	\$0	.BACKGLASS DEFROST	\$0
6.7L POWER STROKE V8 DIESEL	\$10995	.POWER SLIDING REAR WINDOW	\$0
10-SPEED AUTO TORQSHIFT	\$0	.FOG LAMPS	\$0
225/70R19.5G BSW ALL POSITION	\$0	.REMOTE START SYSTEM	\$0
4.30 RATIO LIMITED SLIP AXLE	\$395	.PRIVACY GLASS	\$0
FORD FLEET SPECIAL ADJUSTMENT	\$0	SPECIAL DEALER ACCOUNT ADJUSTM	\$0
FRONT LICENSE PLATE BRACKET	\$0	SPECIAL FLEET ACCOUNT CREDIT	\$0
PLATFORM RUNNING BOARDS	\$445	FUEL CHARGE	\$0
19550# GVWR PACKAGE	\$0	NET INVOICE FLEET OPTION (B4A)	\$0
ENGINE BLOCK HEATER	\$250	PRICED DORA	\$0
SKID PLATES	\$150	ADVERTISING ASSESSMENT	\$0
50 STATE EMISSIONS	\$0	DESTINATION & DELIVERY	\$2795
TRAILER BRAKE CONTROLLER	\$300		

TOTAL BASE AND OPTIONS
DISCOUNTS
TOTAL

SALES PRICE ~~81~~ \$72,998⁰⁰
7.75% SALES TAX ~~8~~ \$5657³⁵
CAL. TIRE FEE ~~8~~ \$10⁵⁰
DMV & EXEMPT

MSRP
\$81670
NA
\$81670

TOTAL 81 \$78,665⁸⁵ EACH.

7/21/26, 1:41 PM

CPAAng21



Summit Truck Bodies

Date: 07-22-2026 Rev: 0
QUOTE IS VALID FOR 30 DAYS

Justin Horton
(702) 509-3342 - Mobile
justin.horton@summitbodies.com

To: Jason Hall
Big Bear Lake DWP
41972 Garstin DR
Big Bear Lake, CA 92315-
(909) 866-5050

Again, I want to thank you for the opportunity
to serve your needs. Feel free to contact me
directly with any questions at (702) 509-3342

FITS TRUCK TYPE	SERVICE BODY TYPE	PAYMENT TERMS	STE / VIN
2027 Ford F550 CREW CAB 4X4	Summit Series 7 132" Body	Due on Unit Completion	

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	Summit Series 7 132" Body. Installed on 2026 Ford F550 CREW CAB 4X4, Diesel, POWERSTROKE 6.7, TorqShift 10-Speed Automatic	79,055.63	79,055.63

Please sign below or list PO number(s) to place order for this Equipment

Accepted By: _____ Date _____

Please e-mail to: justin.horton@summitbodies.com

TOTAL PRICE	135,900.03
DELIV/HNDLG FEE	175.00
DELIVERY	0.00
TOTAL INVESTMENT	136,075.03

All quoted prices are subject to change based on parts and materials increases as well as any unforeseen surcharges from our vendors to include transportation. This quote will be repriced if delivery exceeds 150 days from date of signed order.

***Price does not include any applicable taxes**

17327 S. Outer Rd. Belton, MO 64012
WWW.Summitbodies.com

(702) 509-3342 - Mobile
(866) 985-3100 - Office

Prepared for: Mr. Dan DeAces, Summit Truck Bodies

990 Vernon Rd.

Wathena, KS 66090

Office: 866-985-3100

Email: ddeaces@summitbodies.com

Ordering FIN Code: BA286

End User FIN Code: BA286

2027 F-550 Chassis 4x4 SD Crew Cab 203" WB DRW XL (W5H)

Price Level: 715

Client Proposal

Prepared by:

Alessandro Meloni

Office: 308-635-3701

Email: ameloni@transwest.com

Quote ID: JH27W5HCUS

Date: 07/20/2026



Transwest Ford , LLC | 1515 E. 20th Street, Scottsbluff, Nebraska, 693612757
Office: 307-532-2114 | Fax: 307-532-3670

Prepared for: Mr. Dan DeAces

Summit Truck Bodies

Prepared by: Alessandro Meloni

07/20/2026

Transwest Ford , LLC | 1515 E. 20th Street Scottsbluff Nebraska | 693612757

**2027 F-550 Chassis 4x4 SD Crew Cab 203" WB DRW XL (W5H)**

Price Level: 715 | Quote ID: JH27W5HCUS

As Configured Vehicle

Code	Description
Base Vehicle	
W5H	Base Vehicle Price (W5H)
Packages	
660A	Order Code 660A <i>Includes:</i> - Transmission: TorqShift 10-Speed Automatic - Includes SelectShift, selectable drive modes: normal, tow/haul, eco, slippery roads and off-road and transmission power take-off provision - Tires: 225/70R19 5G BSW A/P - Wheels: 19.5" X 6" Argent Painted Steel - Hub covers/center ornaments not included - HD Vinyl 40/20/40 Split Bench Seat - Includes center armrest, cupholder, storage and driver's side manual lumbar. - Radio: AM/FM Stereo w/MP3 Player - Includes 6 speakers - SYNC 4 w/8" Center Display - Includes wireless Apple CarPlay and Android Auto compatibility, embedded apps, digital owner's manual and 911 Assist. - Ford Connectivity Package (1-Year Included) - Includes unlimited Wi-Fi hotspot. Included for one-year from warranty start date. Requires activation via Ford app with credit card authorization; customer may cancel at any time. Evolving technology/cellular networks/vehicle capability may limit functionality and prevent operation of connected features. Ford may temporarily slow data speeds if such data usage reaches or exceeds 50GB within a billing cycle or due to network limitations. If a customer uses more than 50% of their data usage in a roaming country during a 60-day period, Ford may remove or limit the customer's data plan
Emissions	
425	50-State Emissions System
Powertrain	
99T	Engine: 6.7L 4V OHV Power Stroke V8 Turbo Diesel B20 <i>Includes Operator Commanded Regeneration (OCR), Diesel Exhaust Fluid (DEF) tank and manual push-button engine-exhaust braking.</i>
	<i>Includes:</i> - Dual 68 AH/65 AGM Battery - 250 Amp Alternator
44G	Transmission: TorqShift 10-Speed Automatic <i>Includes SelectShift, selectable drive modes: normal, tow/haul, eco, slippery roads and off-road and transmission power take-off provision.</i>
X4L	Limited Slip w/4.30 Axle Ratio
68H	GVWR: 19,550 Lb Payload Plus Upgrade Package

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: Mr. Dan DeAces

Summit Truck Bodies

Prepared by: Alessandro Meloni

07/20/2026

Transwest Ford, LLC | 1515 E. 20th Street Scottsbluff Nebraska | 693612757

**2027 F-550 Chassis 4x4 SD Crew Cab 203" WB DRW XL (W5H)**

Price Level: 715 | Quote ID: JH27W5HCUS

As Configured Vehicle (cont'd)

Code	Description
	<i>Includes low deflection/high capacity rear springs, upgraded frame and upgraded rear-axle. Increases max RGAWR to 14,706 lbs.</i>
Wheels & Tires	
TGJ	Tires: 225/70Rx19.5G BSW A/P
64Z	Wheels: 19.5" X 6" Argent Painted Steel <i>Hub covers/center ornaments not included</i>
Seats & Seat Trim	
A	HD Vinyl 40/20/40 Split Bench Seat <i>Includes center armrest, cupholder, storage and driver's side manual lumbar.</i>
Other Options	
PAINT	Monotone Paint Application
203WB	203" Wheelbase
STDRD	Radio: AM/FM Stereo w/MP3 Player <i>Includes 6 speakers</i> <i>Includes:</i> <i>- SYNC 4 w/8" Center Display</i> <i>Includes wireless Apple CarPlay and Android Auto compatibility, embedded apps, digital owner's manual and 911 Assist.</i> <i>- Ford Connectivity Package (1-Year Included)</i> <i>Includes unlimited Wi-Fi hotspot. Included for one-year from warranty start date. Requires activation via Ford app with credit card authorization; customer may cancel at any time. Evolving technology/cellular networks/vehicle capability may limit functionality and prevent operation of connected features. Ford may temporarily slow data speeds if such data usage reaches or exceeds 50GB within a billing cycle or due to network limitations. If a customer uses more than 50% of their data usage in a roaming country during a 60-day period, Ford may remove or limit the customer's data plan.</i>
96V	XL Chrome Package <i>Includes:</i> <i>- Chrome Front Bumper</i> <i>- Privacy Glass w/Power Sliding Rear Glass</i> <i>- Rear Window Defroster</i> <i>- Remote Start</i> <i>- Halogen Fog Lamps</i>
535	High Capacity Trailer Tow Package <i>Includes trailer brake wiring kit and upgraded rear-axle. Increases GCW from 34,500 lbs. to 43,000 lbs. Note: Salesperson's Portfolio or Trailer Towing Guide should be consulted for specific trailer towing or camper limits and corresponding required equipment, axle ratios and model availability. See Supplemental Reference for vehicle height consideration.</i>
41H	Engine Block Heater

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Prepared for: Mr. Dan DeAces

Summit Truck Bodies

Prepared by: Alessandro Meloni

07/20/2026

Transwest Ford, LLC | 1515 E. 20th Street Scottsbluff Nebraska | 693612757

**2027 F-550 Chassis 4x4 SD Crew Cab 203" WB DRW XL (W5H)**

Price Level: 715 | Quote ID: JH27W5HCUS

As Configured Vehicle (cont'd)

Code	Description
41P	Transfer Case Skid Plates
86M	Dual 68 AH/65 AGM Battery
18B	Platform Running Boards
872	Rear View Camera & Prep Kit <i>Pre-installed content includes cab wiring and frame wiring to the rear most cross member. Uplifters kit includes camera with mounting bracket, 20' jumper wire and camera mounting/aiming instructions.</i>
52B	Trailer Brake Controller

Fleet Options

FLADCR	Fleet Advertising Credit
WARANT	Fleet Customer Powertrain Limited Warranty

Requires valid FIN code.

Ford is increasing the 5-year 60,000-mile limited powertrain warranty to 5-years, 100,000 miles. Only Fleet purchasers with a valid Fleet Identification Number (FIN code) will receive the extended warranty. When the sale is entered into the sales reporting system with a sales type fleet along with a valid FIN code, the warranty extension will automatically be added to the vehicle. The extension will stay with the vehicle even if it is subsequently sold to a non-fleet customer before the expiration. This extension applies to both gas and diesel powertrains. Dealers can check for the warranty extension on eligible fleet vehicles in OASIS. Please refer to the Warranty and Policy Manual section 3.13.00 Gas Engine Commercial Warranty. This change will also be reflected in the printed Warranty Guided distributed with the purchase of every new vehicle.

Exterior Color

Z1_01	Oxford White
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Interior Color

AS_03	Medium Dark Slate w/HD Vinyl 40/20/40 Split Bench Seat
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Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Date/Time: Jul 28, 2026 12:33 PM

Buyer: Kevin Moran

Phone: C: (909) 866-5050

Phone: H: (909) 866-5050

Address: Po Box 1929
Big Bear Lake, CA 92315

Salesperson: Jesus Arellano

0 , Body Type:

Cash	Balance Due
\$ Down	
\$0	\$94,677

MSRP/Retail	\$86,876.64
Selling Price	\$86,876.64
Government Fees	\$975.45
Proc/Doc Fees	\$85.00
Subtotal (Selling Price + Addons)	\$87,937.09
Total Taxes	\$6,730.53
Total Balance Due	\$94,676.62



Summit Truck Bodies

Date: 07-22-2026 Rev: 0
QUOTE IS VALID FOR 30 DAYS

Justin Horton
(702) 509-3342 - Mobile
justin.horton@summitbodies.com

To: Jason Hall
Big Bear Lake DWP
41972 Garstin DR
Big Bear Lake, CA 92315-
(909) 866-5050

Again, I want to thank you for the opportunity
to serve your needs. Feel free to contact me
directly with any questions at (702) 509-3342

FITS TRUCK TYPE	SERVICE BODY TYPE	PAYMENT TERMS	STE / VIN
2027 Ford F550 CREW CAB 4X4	Summit Series 7 132" Body	Due on Unit Completion	

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	Summit 7 Series 11 Foot Body. Installed On: 2026 Ford F550 CREW CAB 4X4, Diesel, 7.3L Power Stroke V8, 3.0L Shift 10-Speed Automatic	76,845.00	76,845.00
		79,055.63	79,055.63

Please sign below or list PO number(s) to place order for this Equipment

Accepted By: _____ Date _____

Please e-mail to: justin.horton@summitbodies.com

TOTAL PRICE	133,166.63
DELIV/HNDLG FEE	195.00
DELIVERY	0.00
TOTAL INVESTMENT	133,361.63

All quoted prices are subject to change based on parts and materials increases as well as any unforeseen surcharges from our vendors to include transportation. This quote will be repriced if delivery exceeds 150 days from date of signed order.

***Price does not include any applicable taxes**

17327 S. Outer Rd. Belton, MO 64012
www.Summitbodies.com

(702) 509-3342 - Mobile
(866) 985-3100 - Office

Body Construction as follows:

- 12ga Galvannealed Steel American Mill - 132" long
- 1/8" Aluminum Doors with Full Length Piano Style Hinges
- Automotive Style Weather Stripping Around all Compartment Doors
- Gas Strut Door Closers
- Compression Latches with Three Point Contact
- 22" Deep Side-packs
- Grab Handles Installed on Rear of Body
- 50" Wide Cargo Floor
- 6000# flush mount swivel D-rings installed in cargo area (three per side)
- 12" High Aluminum Tailgate
- Gang Lock System
- Canopy Body (Raised to be able to stand straight up)
- Window on Front of Body looking into Cargo Area

Driver Side:

- Side-pack - All Compartments 50" High

D1-D2 Combined: 58.5" Wide Compartment

- 30" Slide out on bottom section of Compartment for Wacker Neuson Pump
- Two(2) Adjustable Aluminum Shelves with Dividers in Rear Section of Compartment, under the Full Compartment Width Shelf
- Aerosol can holder on door

D - 3: 43" Wide Compartment - Over Wheel Well

- One(1) Adjustable Aluminum Shelf with Dividers
- PB-12 5W x 2H

D - 4: 30.5" Wide Compartment

- Three(3) Adjustable Aluminum Shelves with Dividers
- Full width slide out tray at bottom of compartment

Passenger Side:

- Side-pack - All Compartments 50" High

P1-P2 Combined: 58.5" Wide Compartment

- DRSA-38W-03-03-01-18D
- Three(3) Adjustable Aluminum Shelves with Dividers

P - 3: 43" Wide Compartment - Over Wheel Well

- Two(2) Adjustable Aluminum Shelves with Dividers
- 2000w Inverter on Shelf
- Milwaukee Impact Gun Holder mounted on top of compartment

P - 4: 30.5" Wide Compartment

- PBA24-4W x 6H
- Install 6 Switch Panel on Inside of Door

Electrical Features:

- 12v LED Light Fixture in Each Compartment with Switches Installed in Crane Pedestal Compartment
- Compartment strip lights on doors
- Whelen traffic advisor for front and rear of body
- Compartment Lights Automatically Turn On When Park Brake Is Set
- Wig Wag Warning Light set of 4 - 2 installed on Rear of Compartments and 2 Installed on Front Grill
- Six(6) Rectangular LED Work Lights
 - Four(4) Installed on Top of Side-pack Mid-Body
 - Two(2) Installed on Rear of Body Rear Facing
- 2000 Watt (Pure Sine) Inverter
 - Shelf for 2000 Watt Inverter Installed in P2

Additional Features:

- 24" Tool Bumper with Door Each Side- Standard Automotive Style 2 1/2" Receiver Hitch 10,000# Maximum
 - Top Opening Bumper Storage (Also Includes Side Access Doors)
 - Grip Strut on Bumper Step
- Seven way RV style trailer plug
- Access doors on Rear of Body With Windows
- Wilton 1765XC Vise with Mount (Installed on PassengerSide Rear Bumper)
- One(1) Hose Retainer (Shipped Loose)
- One(1) 10 lb Fire Extinguisher with Bracket (shipped loose)
- Chock Blocks With Storage in Wheel Wells
- Fifty(50) Feet of E-Track Installed in Cargo Area
 - Two(2) rows per side of canopy body
 - One(1) row on front of body
- Installation of Chassis Supplied Backup Camera
- Frame Drilling For Customer Supplied Chassis
- Two(2) Sets of Aerosol Can Holders installed on Door (2 Holders Per Door)
- Carr Kick Steps to Assist with Lowering Ladder
- Weather Guard EZglide2 Drop Down Ladder Kit Package

Welder and Welder Accessories:

- Welder Riser (Welder Not Included)

Paint and Placards:

- Paint Body Single Stage White
- Epoxy Primer Seal for Adhesion
- Rubberized Undercoat Applied to Underside of Body
- Safety Placards and Decals
- Parts and Operations Manuals for All Furnished Equipment

Bed-Liner Applied To:

- Cargo Area

- Bumper Top and Step
- Lower Edge of Side-packs (Full Length)
- Front of Side-packs (Full Length)
- Rear of Side-packs (Full Length)
- Top of Side-packs (Full Length)
- Wheel Wells
- Inside Of Canopy Body Doors

TERMS AND CONDITIONS OF SALE

1. **TRADE-INS.** The Purchaser agrees to deliver the trucks being traded-in in the same condition as they were in at the time of inspection by the Seller. Reasonable wear and tear excepted, and the Purchaser represents that each truck is free and clear of all liens and encumbrances and that it is of the type described elsewhere in this order.
2. **TERMS OF PAYMENT.** The terms, unless otherwise agreed, are cash on completion. The balance is due when Seller notifies Purchaser that the Truck is complete and ready for delivery or pickup. Any payment which is not made when due shall bear interest thereafter at the rate of prime plus 4% per annum or the maximum permitted under any applicable state law, whichever is less. If shipments are delayed by the Purchaser, payment shall become due on the date when the Seller is prepared to make shipment. If the financial condition of the Purchaser at any time does not, in the judgment of the Seller, justify continuance of the work to be performed by the Seller hereunder on the terms of payment as agreed upon, the Seller may suspend such work and deliveries and require such assurances of Purchaser's performance as Seller deems adequate, including full or partial payment in advance, or Seller may cancel this order and shall receive reimbursement for its reasonable and proper cancellation charges. In the event of bankruptcy or insolvency of the Purchaser or in the event any proceeding is brought against the Purchaser, voluntarily or involuntarily; under the bankruptcy or any insolvency laws, the Seller shall be entitled to cancel any order then outstanding at any time during the period allowed for filing claims against the estate and shall receive reimbursement for its reasonable and proper cancellation charges.
3. **CANCELLATION.** Purchaser may cancel this order only by written notice received by Seller at least thirty (30) days prior to the earlier of (a) the scheduled manufacture date or scheduled Work commencement date, or (b) the actual manufacture date or Work commencement date of the truck. Upon any cancellation or failure to accept delivery, the Purchaser shall pay cancellation charges as reasonably and properly calculated by Seller.
4. **SALES AND OTHER TAXES.** The Seller's prices include federal excise tax unless otherwise stated. Sales, use, and similar taxes may be collected by Seller where required by applicable law. Consequently, in addition to the price specified herein, the amount of any present or future sales, use, or other similar tax applicable to the sale or use of the truck(s) purchased hereunder shall be paid by the Purchaser, or, in lieu thereof, the Purchaser shall provide Seller with a valid tax exemption certificate acceptable to the taxing authorities.
5. **DELIVERY.** All trucks furnished hereunder shall be delivered to the Purchaser at the factory or other point of shipment. Unless provided to the contrary, deliveries will be made via carriers and routes selected by the Seller with freight charges to be assumed by the Purchaser. The risk of loss or damage, latent or otherwise, shall pass to the Purchaser upon delivery to the carrier. If Purchaser (or its agent) takes delivery by picking up any truck at Seller's facility or other point of shipment, the risk of loss or damage, latent or otherwise, shall pass to Purchaser upon Seller's tender of delivery and making the truck available for pickup, including any loading performed by Seller. If shipments are delayed by the Purchaser, trucks held for the Purchaser shall be at its risk and expense. Delivery dates are approximate and are based upon receipt of all necessary information from the Purchaser. The Seller shall not be liable for delays in delivery or failure to manufacture or deliver due to: (1) causes beyond its reasonable control; (2) acts of God, acts of the Purchaser, acts of civil or military authorities, priorities, fire, strikes, floods, epidemics, war, not, delays in transportation; or (3) inability due to causes beyond its reasonable control to obtain necessary labor, materials, components, or manufacturing facilities. In the event of any such delay, the date of delivery shall be extended for a period equal to the time lost by reason of the delay.
6. **TECHNICAL CHANGES.** The Seller reserves the right to change the design or specifications of the truck(s) at any time with no obligation to make such changes in similar trucks previously delivered to the Purchaser. In addition, Seller reserves the right, subsequent to the receipt of this order, to make design changes and substitution of materials which, in the Seller's opinion, are necessary to improve the truck. The Purchaser agrees to accept any such changed truck in full settlement of the Seller's obligations under this order for such truck.
7. **REQUIRED EQUIPMENT.** This order shall be deemed to include, whether or not specified herein, all equipment or accessories required by law or regulation in effect at the time of delivery. It is agreed that any additional or different equipment not specified that is required to meet federal, state or local standards at the time of delivery will be added at additional cost to Purchaser.
8. **CREDIT DEDUCTIONS.** Purchaser agrees that in making payments to Seller, no deductions of any credits for warranty claims or otherwise shall be made unless Purchaser has received written notice from Seller approving such credit.
9. **NOTICE OF CLAIMS; INSPECTION; REVOCATION.** Purchaser shall inspect each truck promptly upon completion and/or delivery, as applicable, and shall give Seller written notice of any alleged breach, nonconformity, shortage, or damage within a reasonable time after Purchaser discovers or should have discovered it, and Purchaser's failure to provide such notice shall bar any claim to the maximum extent permitted by law. To the maximum extent permitted by law, Purchaser may not revoke acceptance of, return, or withhold payment for any truck unless Purchaser has first given Seller written notice and a reasonable opportunity to inspect and cure, and any revocation must occur within a reasonable time and before any substantial change in the truck not caused by its own defects.
10. **TITLE AND REMEDIES.** Until full payment of all obligations of the Purchaser hereunder, the Seller reserves the title to all equipment furnished hereunder. If the Purchaser defaults in payment or performance hereunder or becomes subject to insolvency, receivership, or bankruptcy proceedings or makes an assignment for the benefit of creditors or without the consent of the Seller voluntarily or involuntarily sells, transfers, leases, or permits any lien or attachment on the equipment delivered hereunder, the Seller may treat all amounts then or thereafter owing hereunder by the Purchaser to be immediately due and payable (subject only to credits required by law) and the Seller may repossess said equipment by any means available by law. Purchaser shall execute and deliver to Seller such financing statements and other writings as Seller may deem appropriate to evidence, perfect and protect its security interest in the trucks subject to this order and the priority thereof.
11. **DISPUTES.** Any and all disputes and claims of any kind and nature whatsoever arising under this Agreement (including by reference the provisions set forth in the Owner's Warranty Information Book) shall be handled as provided in this Section. This Agreement shall be deemed to have been made in the State of Colorado and shall be governed by and construed and interpreted in accordance with the internal laws of the State of Colorado (without regard to the conflict of law principles of the State), including all matters of construction, validity and performance regardless of the location of the truck supplied hereunder. Seller and Purchaser agree that this Agreement was entered into at Seller's address set forth above. Purchaser expressly waives any and all right to a jury trial regarding any dispute hereunder. Purchaser hereby irrevocably submits to the exclusive jurisdiction and venue of courts sitting in Adams County, Colorado. Purchaser hereby irrevocably waives, and hereby agrees not to assert by way or motion, defense, or otherwise, any claim that Purchaser is not subject personally to the jurisdiction of such courts, that the truck or other vehicle or equipment to be supplied hereunder or any other property of Purchaser is exempt or immune from attachment or execution, that any action brought under this Agreement is brought in an inconvenient forum, that the venue of the action is improper or that this Agreement cannot be enforced by any such courts. Notwithstanding the foregoing, Seller may bring an action in replevin, trespass, detinue, trover or any similar action in any jurisdiction in which the property subject to such action is located.
12. **ATTORNEY'S FEES AND COSTS.** In the event of litigation relating to this Agreement, the substantially prevailing party shall be awarded its reasonable attorneys' fees, costs, and expenses (including, but not limited to, expert fees and expenses) incurred in connection with such litigation.
13. **GENERAL.** Purchaser may not assign this order or any rights hereunder without Seller's written consent; any attempted assignment is void. Seller may correct clerical errors by written notice to Purchaser from a duly authorized representative. No waiver, alteration, or modification is binding unless in a writing signed by a duly authorized representative of Seller. This writing, including the Owner's Warranty Information Book incorporated by reference, is the entire agreement, and no other understandings or obligations bind Purchaser or Seller. Purchaser's order is subject to acceptance by SUMMIT TRUCK EQUIPMENT, evidenced by execution by Seller's Sales Manager of this Purchase Agreement.

7/21/26, 1:41 PM

CPAAng21

**Summit Warranty**

Body Structure 5 year limited
 Paint 5 year PPG warranty
 Crane Structure 5 year limited
 Crane remote 1 year
 ASE Control Panel and Components 1 year
 Summit Drawer Pack(s) Limited lifetime
 Hydraulic System 1 year
 Includes PTO, Pump, Hoses, Valves Etc.

Misc. Parts 12 months

Individual components or options will carry their own manufacturer's warranty

All warranties are subject to terms and conditions

Please see full warranty disclosures

Summit Warranty Contact Information

866-985-3100

Parts and Service EXT 7726

NOTE:

IN THE INTEREST OF CONTINUING PRODUCT IMPROVEMENT DIMENSIONS AND EQUIPMENT POSITION SUBJECT TO CHANGE.

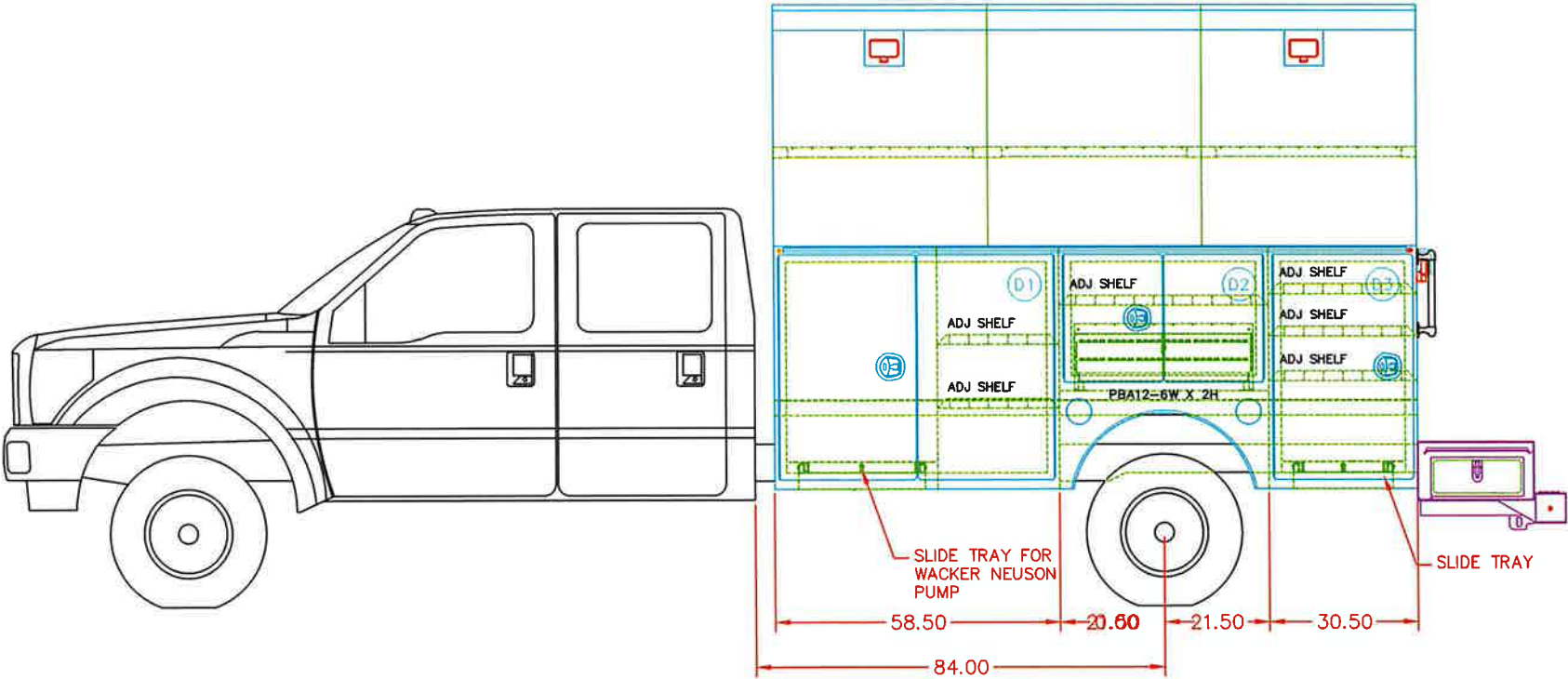
Summit makes adjustments to the chassis suspension to keep it level. It is the customer's responsibility to make final adjustments after the truck is loaded. Any additional suspension modifications needed are the sole responsibility of the end user.



SIZE	NUMBER	REV.
-	800-23197	-

NOTE:
ALL DIMENSIONS ARE IN INCHES

REVISIONS			
REV	DESCRIPTION	DATE	BY



STREETSIDE

APPROVAL PRINT STAMP

☐ APPROVED

☐ APPROVED AS NOTED

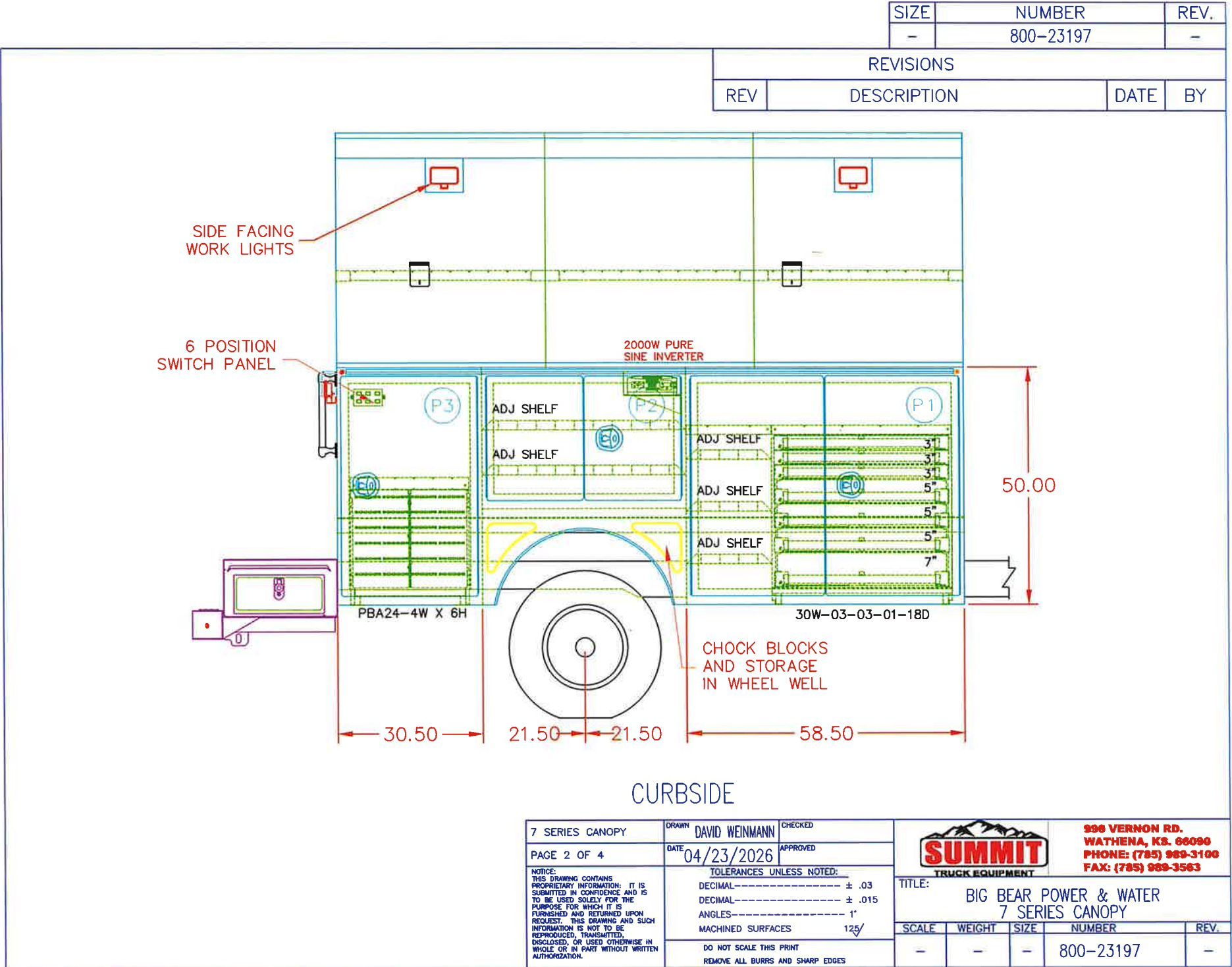
☐ NOT APPROVED, CHANGE AS NOTED, RESUBMIT FOR APPROVAL.

SIGNATURE REQ'D:

DATE: _____

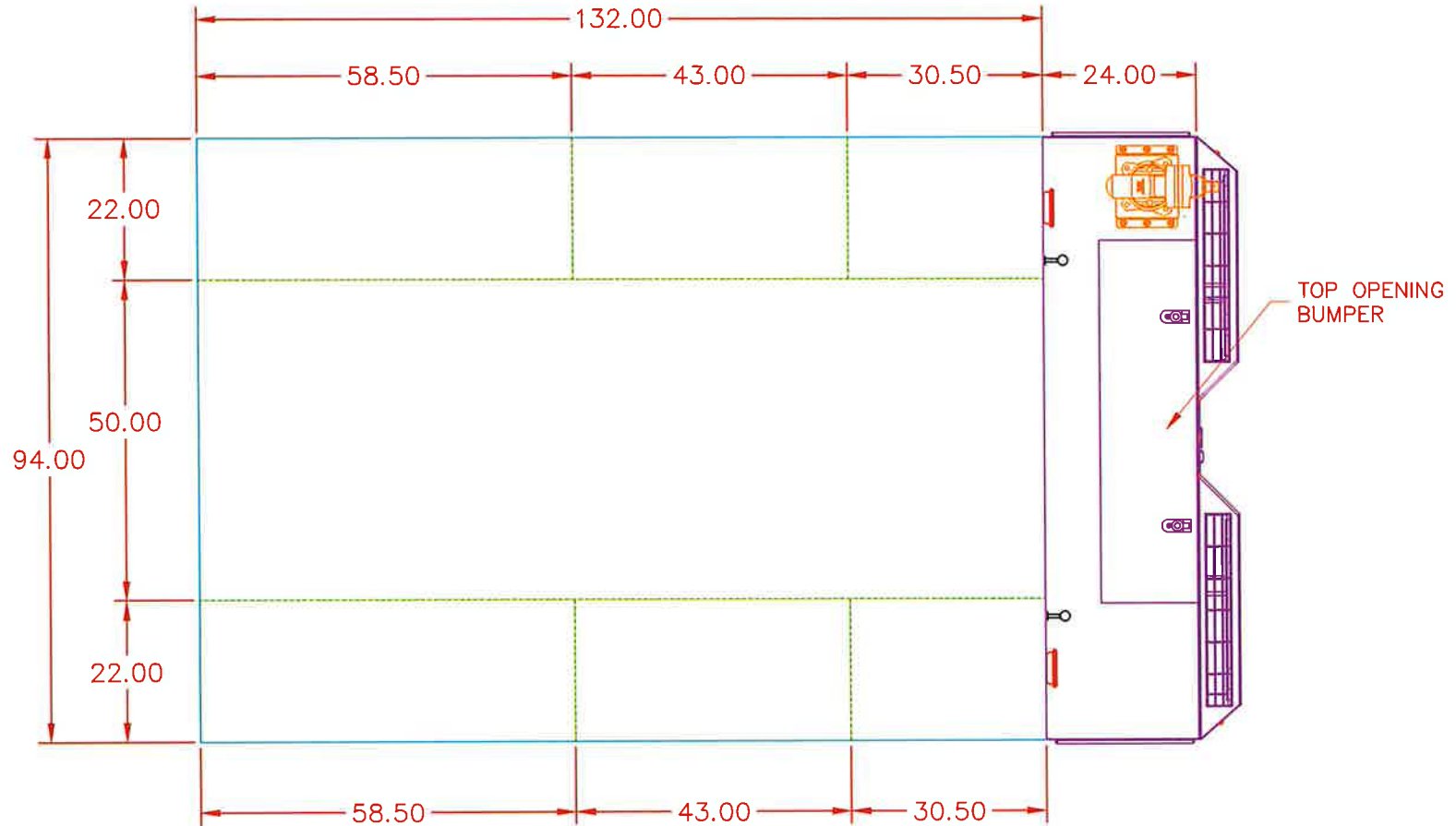
BY: _____

7 SERIES CANOPY	DRAWN DAVID WEINMANN	CHECKED		990 VERNON RD. WATHENA, KS. 66090 PHONE: (785) 989-3100 FAX: (785) 989-3563	
PAGE 1 OF 4	DATE 04/23/2026	APPROVED			
NOTICE: THIS DRAWING CONTAINS PROPRIETARY INFORMATION. IT IS SUBMITTED IN CONFIDENCE AND IS TO BE USED SOLELY FOR THE PURPOSE FOR WHICH IT IS FURNISHED AND RETURNED UPON REQUEST. THIS DRAWING AND SUCH INFORMATION IS NOT TO BE REPRODUCED, TRANSMITTED, DISCLOSED, OR USED OTHERWISE IN WHOLE OR IN PART WITHOUT WRITTEN AUTHORIZATION.			TOLERANCES UNLESS NOTED: DECIMAL----- ± .03 DECIMAL----- ± .015 ANGLES----- 1" MACHINED SURFACES 125/		
DO NOT SCALE THIS PRINT REMOVE ALL BURRS AND SHARP EDGES			TITLE: BIG BEAR POWER & WATER 7 SERIES CANOPY		
SCALE			WEIGHT	SIZE	NUMBER
-			-	-	800-23197
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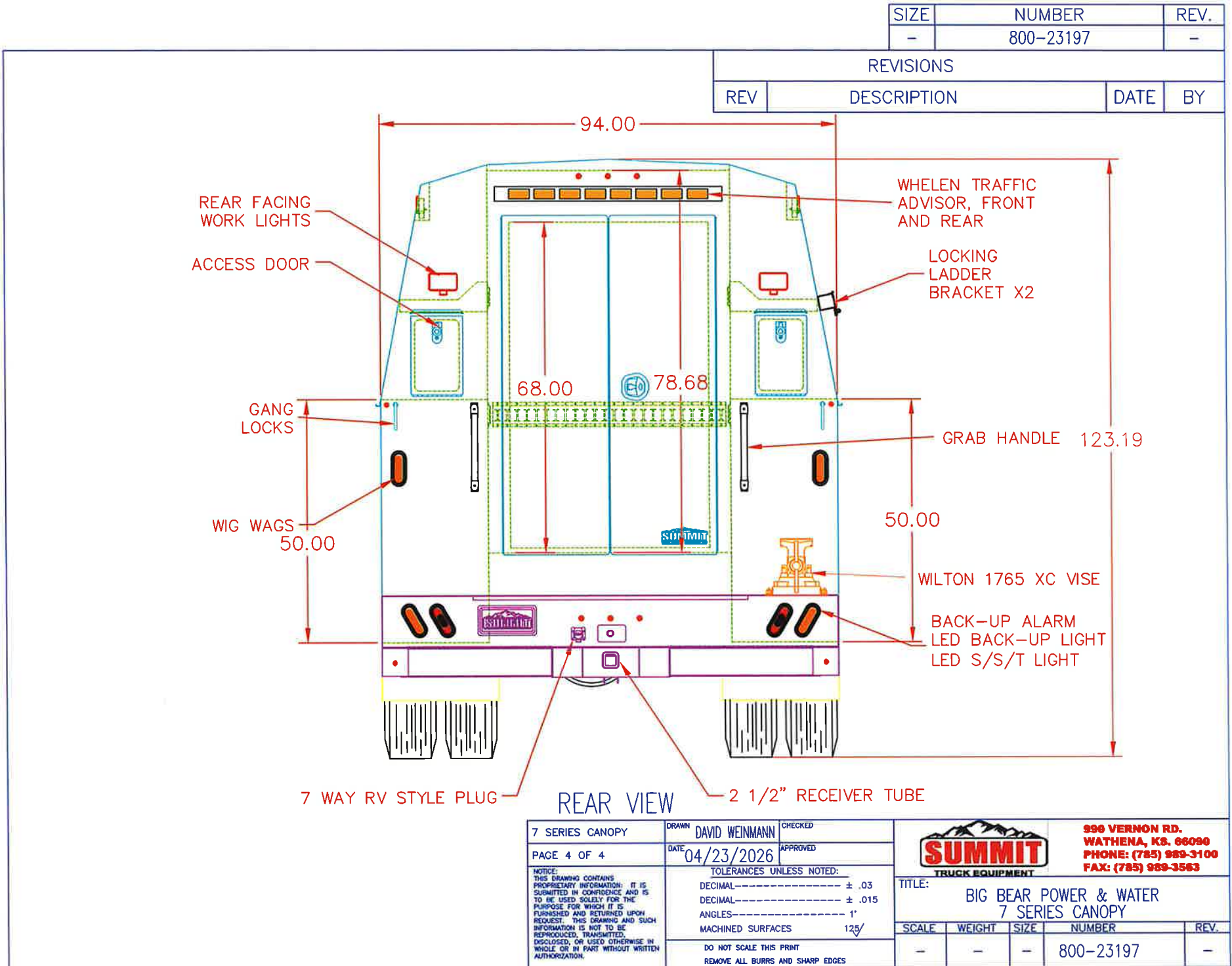
SIZE	NUMBER	REV.
-	800-23197	-

REVISIONS			
REV	DESCRIPTION	DATE	BY



TOP VIEW

7 SERIES CANOPY	DRAWN DAVID WEINMANN	CHECKED	 990 VERNON RD. WATHENA, KS. 66090 PHONE: (785) 989-3100 FAX: (785) 989-3563		
PAGE 3 OF 4	DATE 04/23/2026	APPROVED			
NOTICE: THIS DRAWING CONTAINS PROPRIETARY INFORMATION. IT IS SUBMITTED IN CONFIDENCE AND IS TO BE USED SOLELY FOR THE PURPOSE FOR WHICH IT IS FURNISHED AND RETURNED UPON REQUEST. THIS DRAWING AND SUCH INFORMATION IS NOT TO BE REPRODUCED, TRANSMITTED, DISCLOSED, OR USED OTHERWISE IN WHOLE OR IN PART WITHOUT WRITTEN AUTHORIZATION.		TOLERANCES UNLESS NOTED:		TITLE:	
		DECIMAL----- ± .03 DECIMAL----- ± .015 ANGLES----- 1° MACHINED SURFACES 125/		BIG BEAR POWER & WATER 7 SERIES CANOPY	
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AGENDA REPORT



Service, Quality, Community

DATE: July 28, 2026
TO: Board of Commissioners
FROM: Reginald A. Lamson, General Manager
RE: **Wolf Reservoir and Booster Replacement Project Update**

On July 23, 2026, 2:41 pm, the City of Big Bear Lake (City) received an email from Robert Chernob listing his fire hazard concerns at the Wolf Reservoir and Booster site.

On July 24, 2026, approximately 12:00 pm, the Fire Department provided DWP a Notice to maintain the landscaping at the Wolf Reservoir site.

On July 24, 2026, 1:40 pm, DWP received an email from the City requesting that DWP address Robert Chernob's fire hazard concerns at the Wolf Reservoir site.

On the morning of July 25, 2026, the landscaping was trimmed by DWP staff and the empty, yellow diesel fuel cans were removed, by the contractor, from the site.

On the afternoon of July 25, 2026, the site was reviewed and approved by the Fire Department.

AGENDA REPORT



Service, Quality, Community

DATE: July 28, 2026
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 Ruben Negrete on his 2-year anniversary with DWP!
2. Congratulations to Rachel Franklin on her 9-year anniversary with DWP!
3. Congratulations to Hayden Gregory on his 9-year anniversary with DWP!
4. Congratulations to Johnny Lopez on his 9-year anniversary with DWP!
5. Congratulations to Ben Berge on his 11-year anniversary with DWP!
6. Congratulations to Todd Clanton on his 14-year anniversary with DWP!
7. Congratulations to Brian Cohen on his 15-year anniversary with DWP!
8. Congratulations to Jeff Sayegh on his 15-year anniversary with DWP!
9. Congratulations to Rene Granillo on his 19-year anniversary with DWP!
10. Congratulations to Kevin Moran on his 22-year anniversary with DWP!

Benefits:

1. Personnel Policies (No Change) - I continue to update DWP personnel policies to reflect legislative changes in the last year. The language in our policies encompass changes, but updates are required to reflect specifics. Staff are also creating one document to contain all policies and references for efficiency. I would like to schedule an HR Committee meeting during the Fall of 2026.
2. SBCERA rate changes are effective July 1, 2026.

For FY27, the DWP recommended employer contribution rate calculations decrease from 32.29% to 29.86% for Tier 1 members and 26.73% to 24.44% for Tier 2 members.

SBCERA contracts with an independent actuarial consulting firm, Segal Consulting, to perform an Actuarial Valuation and Review of the retirement plan every fiscal year. An Actuarial Valuation and Review is an in-depth actuarial analysis of the pension fund. It compares SBCERA's existing funds and contribution levels against the total cost of current and future promised benefits (i.e. assets vs. liabilities). To project future assets and costs, various economic and non-economic assumptions are used based on trends such as salary levels, life expectancy, death rates, investment earnings, etc.

The completed Actuarial Valuation & Review is generally presented to the Board of Retirement in November and establishes the following:

- Employer and member contribution rates for the coming fiscal year.
 - The gap between the actuarial value of SBCERA's assets and cost of current and future liabilities, called the Unfunded Actuarial Accrued Liability (UAAL).
 - The ratio of the actuarial value of assets to the actuarial accrued liability, i.e. the funding ratio or level.
 - Asset valuation method, which defines how market fluctuations affect the plan.
3. Open medical enrollment was scheduled from June 2nd through June 4th, 2026. Staff had the opportunity to meet with American Fidelity, Bender Benefits, and Empower Retirement for our 457 benefits to discuss their individual needs and coverage options. Our medical benefits did not have any major changes for FY27.

DWP currently has 92.3% of the staff enrolled in our medical coverage, 100% enrolled in dental and vision coverage, 61.5% enrolled in voluntary benefits with American Fidelity, 74.4% are enrolled in voluntary benefits with Reliance Standard, and 92.3% are contributing to DWP's voluntary 457(b) plan with Empower Retirement.

4. Staff has an alternative voluntary Life Insurance option that provides a long term care benefit. Rick Bender presented the plan, costs, and answered questions on July 22, 2026.

Miscellaneous:

1. June and July Staff Communications included medical open enrollment information and premium changes for employer and employee costs, 2026 TriState Seminar information, changes in SBCERA contribution rates, and upcoming safety trainings.
2. June and July Safety Topics – National Safety Month; Staying Safe on the Roadways; and Preventing Slips, Trips, and Falls; Heat Stress – Symptoms, First Aid, and Prevention.
3. I administered 23 Personal Action Forms and 82 Withholding Forms for staff.
4. New business cards were designed for staff to update individual contact information in alignment with DWP's communications technology. Each employee now has a direct phone number that accepts text, faxes, and can be forwarded to their cell phone if necessary.



5. Digital File Transition (No change) - I continued to spend time transitioning employees' paper files into digital formats, as well as transferring electronic files onto a cloud-based storage.

6. Record Retention Policy (No change) - To ensure compliance with DWP's Record Retention Policy, I am in the process of updating my electronic file management system. This update will align the system with the established retention schedules and best practices, ensuring that records are properly stored, accessed, and disposed of according to legal and regulatory requirements. Additional paper files have been marked for destruction per DWP's retention policy.

Risk Update

1. I have completed the Emergency Response Plan (ERP) to align with up-to-date information. Key updates to the original plan that was created in 2019 include updates to system statistical data, clarified roles and responsibilities, enhanced communication protocols, and improved coordination with local emergency services and external partners. The ERP is incorporated into DWP's Urban Water Management Plan.

The purpose of an ERP is to establish clear procedures and responsibilities for effectively responding to emergencies and minimizing risks to personnel, property, and operations. The plan provides guidance for communication, evacuation, coordination with emergency responders, and recovery efforts during incidents such as fires, natural disasters, medical emergencies, security threats, or other critical events. By outlining organized response protocols in advance, the ERP helps promote safety, reduce confusion, ensure regulatory compliance, and support continuity of operations during and after an emergency situation.

Our goal is to maintain a high level of preparedness while minimizing operational disruption. The ERP has been certified with the Environmental Protection Agency.

2. DWP held a full day of trench shore training to prevent serious injuries and meet regulatory requirements. A trench shoring training course is important for water utility workers because they routinely perform work in and around excavations where cave-ins and other trench hazards can be life-threatening. The training helps protect employees, ensure regulatory compliance, and improve the quality and efficiency of field operations. Valley agencies were invited to attend. The course outlined the following teachings:
 - Trenching and Excavation Safety and Hazard Awareness
 - Introduction to Working with Trenches and the Excavation Standards
 - Soils Mechanics, Analysis, and Testing
 - The Competent Person
 - Common Terms and Numbers in Excavation Work
 - Specific Requirements
 - Protective Systems

AGENDA REPORT



Service, Quality, Community

DATE: July 28, 2026

TO: Board of Commissioners

FROM: Reginald A. Lamson, General Manager

PREPARED BY: Bennett Rossell, Water Conservation & Outreach Supervisor

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

June 2026 Production and Usage Overview:

- Production: 69 million gallons (MG)
- 89 gallons per capita per day (GPCD)
- Precipitation: 0"
- Conservation Contacts & Inquiries: 37

In June 2026, total water production reached approximately 69 million gallons, representing a 2 percent increase over the previous five-year average of 68 million gallons. Water use averaged 89 gallons per capita per day (GPCD), representing a 3 percent increase over the previous five-year average of 87 GPCD. No precipitation was recorded at Big Bear Dam by the Big Bear Municipal Water District during the month, compared with the historical June average of 0.15 inches recorded since 1884.

Activities:

On July 18, the Conservation Department participated in the biennial Xeriscape Garden Tour, which is organized by a local Sierra Club breakout group. DWP serves on the event planning committee, is a full sponsor, and coordinates the tour's expo, which was held this year at DWP's Sunshine Garden on Division Dr. Based on staff observations and feedback received from attendees and DWP personnel, the event was successful in providing participants with practical ideas and inspiration for creating more water-efficient landscapes.

During the reporting period, the Conservation Supervisor conducted direct outreach to DWP's commercial, industrial, and institutional customers regarding upcoming state restrictions on the use of potable water to irrigate nonfunctional turf. Responses varied, with some customers expressing awareness and support, while others raised questions and concerns regarding applicability, compliance requirements, and potential landscape modifications. The outreach provided an opportunity to clarify the forthcoming requirements and identify properties that may need additional guidance as implementation approaches.

Since the previous staff report, the Conservation Department has experienced an increase in customer participation across DWP's rebate programs. 11 rebates were issued during this period, including four

Native and Drought Tolerant Plant Rebates, two Turf Buybacks, four Rain Barrel Rebates, and one Irrigation Controller Rebate. The increased participation reflects growing customer interest in water-efficient landscaping and irrigation improvements.

BBLDWP Water Use

Total Production in Million Gallons (MG)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
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	646
2024	52	47	42	39	52	67	80	71	62	54	41	48	655
2025	50	43	45	41	54	66	78	74	61	47	43	45	647
2026	48	42	44	43	56	69							
2021-2025 Average	55	46	44	42	59	68	81	69	61	50	42	50	668
2025 +/- % Average	-13%	-9%	0%	2%	-5%	2%							

Gallons Per Capita Day (GPCD) Produced

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Annual
2021	73	65	57	60	87	95	104	96	82	62	51	66	75
2022	68	62	55	53	92	90	102	72	73	63	55	68	71
2023	76	62	53	54	60	78	98	83	78	60	53	60	68
2024	65	62	52	50	65	86	99	88	79	67	53	60	69
2025	62	57	56	53	67	85	97	92	78	58	55	56	60
2026	60	56	55	55	69	89							
2021-2025 Average	69	62	55	54	74	87	100	86	78	62	53	62	68
2025 +/- % Average	-13%	-10%	-1%	2%	-7%	3%							

July Advertising: KBHR Ads

DWP & CSD

This Fourth of July, communities across America will celebrate independence. For 250 years, independence has stood for freedom, self-reliance, and the ability to chart our own course. Here in Big Bear, independence means something else, too.

The Bear Valley Basin, where your local water originates, is an isolated mountain watershed. We don't import water from distant rivers or aqueducts. The water we use comes from local sources right here in our own basin. That makes our water supply unique. And it makes every drop important.

So as you celebrate America's independence, it's also a good time to appreciate something a little closer to home: our local water independence.

By fixing leaks, watering wisely, and staying water-aware, we can help protect the local water resources that make our mountain community self-reliant.

This summer, let's do our part to protect the water that keeps Big Bear thriving.

From all of us at Big Bear Lake Department of Water & Power and Big Bear City Community Services District, thank you for helping protect our shared water future.

Learn more at ConserveBigBear.com.

DWP

Summer is when outdoor water use is at its highest. If you're spending time and money maintaining a thirsty lawn, now may be the perfect time to make a change. The City of Big Bear Lake, Department of Water & Power offers two ways to help you create a more water-efficient landscape.

Through our Turf Buyback Program, eligible customers can receive an incentive for permanently removing high-water-use turf from their property.

Looking to reimagine that space? Our Native Plant Rebate can help offset the cost of qualifying native and drought tolerant plants that are well-suited to our mountain environment.

Together, these programs can help reduce irrigation demands, lower landscape maintenance, and support the long-term sustainability of our local water supply.

Whether you're ready to begin this summer or planning for fall planting, now is a great time to explore your options and take advantage of available rebate funding.

Visit www.bigbearlakedwpca.gov and navigate to the "customer service" page to learn more about eligibility requirements and available incentives.

The City of Big Bear Lake Department of Water & Power—conserving water today to help ensure a reliable supply for tomorrow.

Advertising: Big Bear Grizzly Ads:



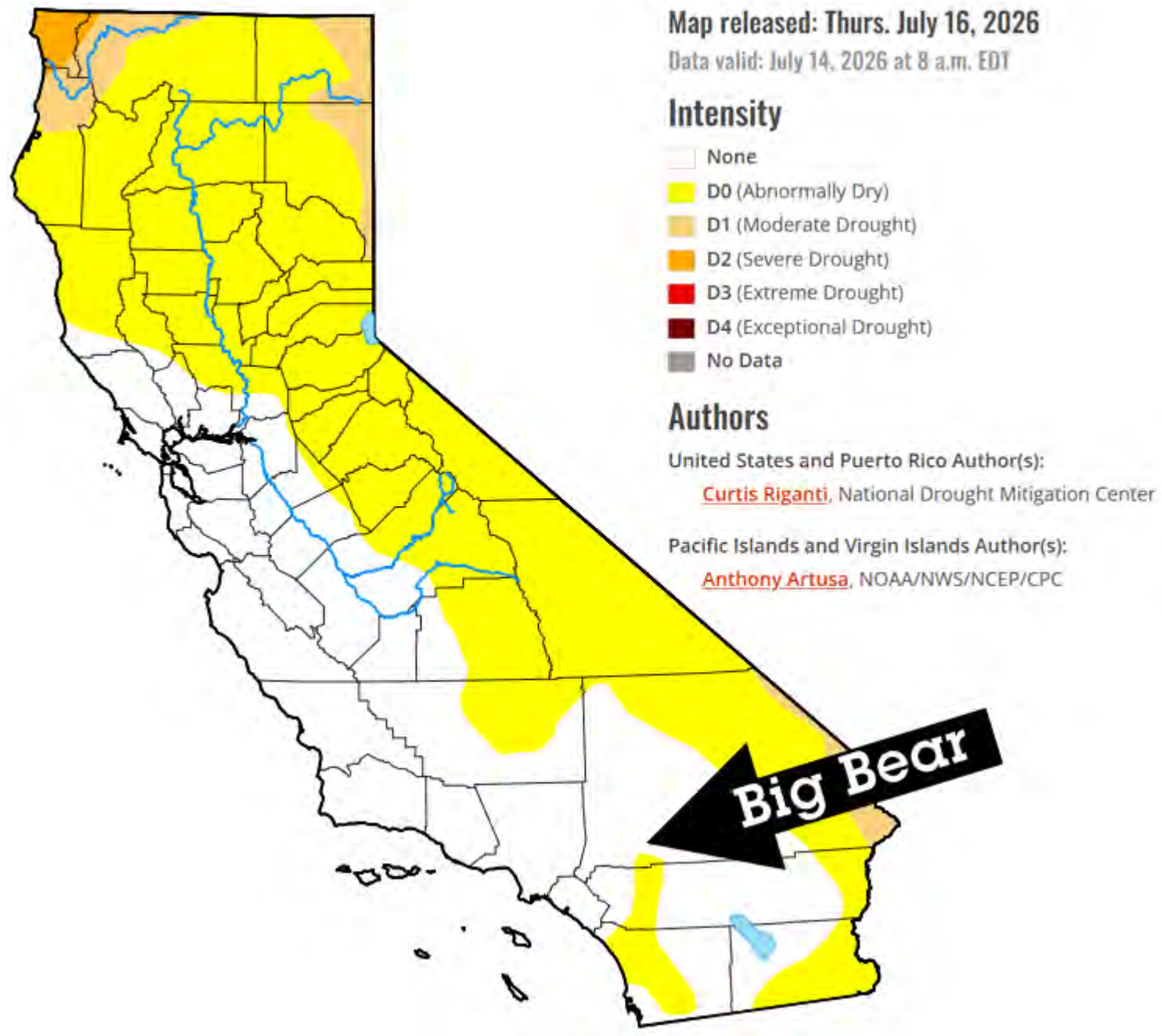
Grizzly ¼ Page Ad (weekly)



Big Bear Connection ¼ Page Ad (bi-monthly)

California Drought Monitor:

The National Oceanic and Atmospheric Administration (NOAA) has classified the Big Bear area as “None.”



AGENDA REPORT



Service, Quality, Community

DATE: July 28, 2026

TO: Board of Commissioners

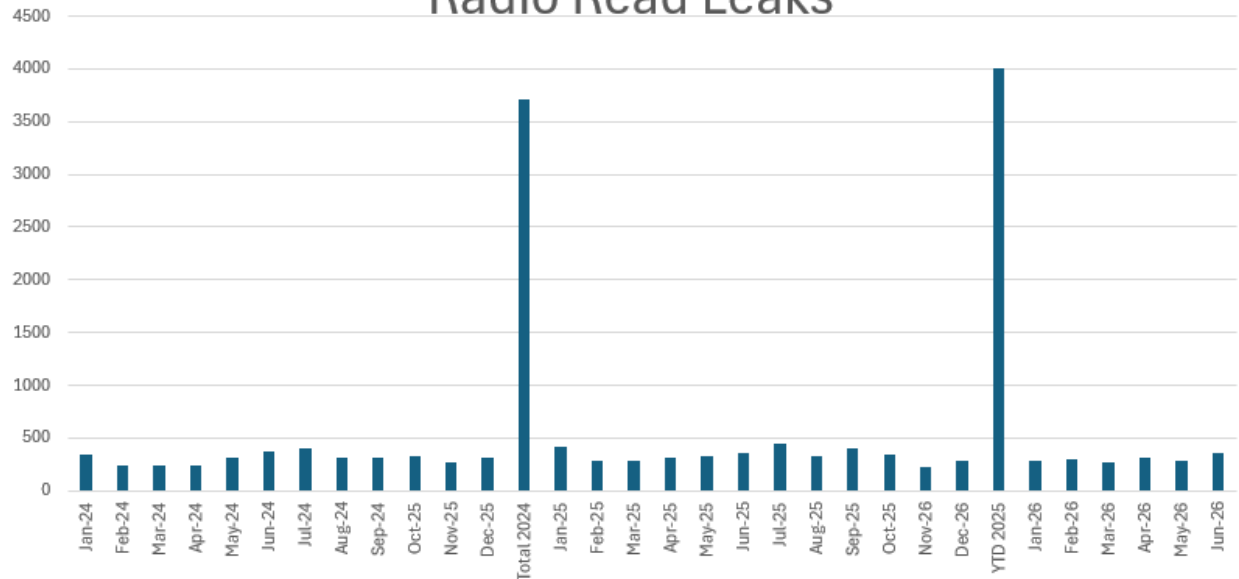
FROM: Reginald A. Lamson, General Manager

PREPARED BY: Jason Hall, Water Superintendent

RE: **Water Superintendent's Report**

The Field Services Department (Meters) responded to 362 leaks that were detected on the Radio Read Leak report in the month of June. A total of 1792 leaks have been reported in the 2026 calendar year. Additionally, with the help of the Distribution Department, the department continues to replace older mechanical Hersey meters. Currently there are 87 Hersey meters left in the system. The Meter Department is now also having to replace the battery units in the first-generation Omni 1 ½" and 2" meters as we are discovering that the ten-year life expectancy is very accurate. The target area for installing smart meters is Fawnskin. Crews have completed installations from Windy Point to Fawnskin Dr. They are now installing on the East side of Fawnskin, moving from the West to the East. This area currently has Sensus AccuStream meters installed in the summer of 2014/15. This was DWP's first test area with the Sensus radio read network. There are now 1130 Ally Remote Locking Meters installed valley wide.

Radio Read Leaks



The Production Department has been completing their daily routes and performing maintenance and repairs. All wells that were offline due to repairs are now fully operational. The Final State inspection of the Wolf Reservoir was conducted on April 8th. On April 17th the State Water Boards approved an amended permit allowing DWP to connect the Wolf Reservoir into the system. The Production crews collected one last round of water quality samples, which were all good. The Wolf Reservoir was placed into service on April 22, 2026. Staff completed the data for the TRT meeting and after reviewing with the TRT committee, it was determined that no operational changes are needed at this time. Valley wide water levels were measured and submitted to the Sustainable Groundwater Management Office (SGMA). All four Pump Techs attended a full-day sampling seminar, reaffirming our commitment to collecting good and accurate water quality samples for the community.

The Distribution Department There were 11 service leaks and 1 main leak in the month of June. DWP crews continue to modify DWP's yard to accommodate the construction of the new Operations Building. Crews completed the 6" fire line and the necessary conduit to supply power for the heat tape around the backflow devices. Staff started working on the annual valve turning program and will continue through the summer as construction allows. While conducting valve inspections, crews identified three system valves that were not working properly and replaced them. Crews have been installing new 6" mainline on Berkley Ln. and Summit Ln. in Big Bear Lake. We are replacing just over 200' of old 2" and 4" steel before both streets are scheduled to be resurfaced with new asphalt this summer. Potholing was completed in preparation for a small in-house main line replacement on Ford Lane in Big Bear Lake. We are planning to start that project immediately after the Summit / Berkley project has been completed.

The Water Operations Department has been completing Backflow letters and assisting customers with Backflow issues. The Department is concentrating on the integration of 'ARC GIS Enterprise' with our existing GIS Maps and Mapping system with the goal of giving employees additional, enhanced access to our GIS data. The Purchaser Observers have been dedicating significant time to organizing the warehouse and managing inventory. The Department has also been assisting with the construction management of the Wolf Booster Replacement and Garstin Projects.

AGENDA REPORT



Service, Quality, Community

DATE: July 28, 2026
TO: Board of Commissioners
FROM: Reginald A. Lamson, General Manager
PREPARED BY: Daniel Baguyo, District Engineer
RE: **District Engineer's Report**

Active Projects

Division Well No. 9

Staff worked with WSC to provide the final design recommendations for well pump sizing and appurtenances, and to finalize the concept level schematic of the proposed piping and building layout and site improvements.

Staff received 60% design drawings on March 17, and returned comments to WSC on March 20. Since March, WSC has been working on developing a solution for connecting the new Well No. 9 equipment to the Division Solar Field. Due to the larger capacity of Well No. 9, new conduit and conductors will need to be installed from the electrical main at the Solar Field to Well No. 9. WSC has finalized conduit and conductor sizing.

WSC is currently working on final design drawings. The project will be advertised for bidding within the next month.

Staff has determined a solution to allow the new electrical equipment at Division Well No. 9 to connect to the existing solar distribution panel at the Division Well Field. Staff has distributed a scope of work document to three (3) contractors and requested a price to complete the work to connect the new electrical for Division Well No. 9 to the existing panel, as well as trench and run conduit and conductor approximately 1200 feet along Division Drive.

Garstin Operations Facility Project

FB&E mobilized to the site on Monday, March 16, 2026 to begin installing stormwater protection best management practices (BMPs), construction fencing, construction entrances, and conduct the City's pre-construction survey. The pre-construction survey was conducted on Thursday March 19, and FB&E received the final permit from the City to commence construction.

Demolition began on Monday, March 23, 2026. To date, rough grading operations are complete, and the building pad for the new operations building has been certified.

On April 20, DWP staff began installing new on-site domestic and fire service water lines. On April 24, staff finished the installation of the fire service line. Staff completed the water service connection to the new

District Engineer's Report

July 28, 2026

Page 2 of 6

Operations building on June 19, 2026. The remaining on-site domestic water lines will be installed in the coming months after the existing building is demolished.

Excavation of the wall footings and underground utilities began on April 30. On May 11, over-excavation of the site retaining wall at the northwest corner of the site commenced.

Concrete for the Operations Building wall footing was placed on May 12. During the week of May 18, the electrical and plumbing subcontractors finalized the installation, backfilling, and re-compaction of all water, sewer, and electrical on the interior of the building.

Construction of the concrete masonry unit (CMU) walls began on May 29. The site retaining wall footing (north west corner) was placed on May 29.

The first lift of the CMU block was grouted on June 10. The slab on grade (building subfloor) was placed on June 17. The retaining wall footings for both the east and west walls on the north end of the site were placed on June 18. All construction work has been witnessed by DWP staff, the City Building Official, and DWP's special inspection firm, Verdantas.

The second lift of CMU block was grouted on July 1. The third lift of CMU block was grouted on July 14. The fourth grout lift occurred on July 24. The CMU walls are scheduled to be completed and grouted at full height by July 31.

Installation of site storm drain and sewer has been ongoing during the month of July.

The next major activity will be the erection of the steel columns and structural framing of the building. Excavation and installation of underground utilities will also continue over the next several weeks.

A three-week look ahead has been included with the latest project schedule (see General Manager's report).

Staff continues to work with FB&E, Motive, and PBK to process material submittals and respond to requests for information (RFIs).

Progress photos are included as an attachment to this report.

Wolf Booster Station Project

On May 6, Tennyson installed the booster pump cans and the intake manifold of the booster station. From May 7 – May 14, Tennyson set the booster cans in concrete, backfilled the remainder of the excavation with slurry and base material, and graded to the proposed subgrade for the booster station pad. From May 14 – June 12, Tennyson installed all remaining underground water lines and appurtenances (valves and hydrants).

Throughout July, Tennyson has installed and backfilled all electrical conduit. Tennyson is currently working on excavation for the building foundation. The foundation will likely be placed over the next several weeks.

District Engineer's Report

July 28, 2026

Page 3 of 6



Intake Manifold Installation



Site Piping Installation



Intake Manifold Installation



District Engineer's Report

July 28, 2026

Page 4 of 6



Set Pump Cans in Concrete



Above ground Cans and Piping after Backfill



Above ground piping

District Engineer's Report

July 28, 2026

Page 5 of 6



Above ground piping, footing excavation

Berkley Lane & Summit Lane Main Line Replacement

Staff completed the design of a main line replacement on Berkley Lane and Summit Lane. This project is in conjunction with the City's 2026-2027 Street Rehabilitation Project. There is an existing, aged, 2-inch steel line in this area that needed to be replaced before the street is repaved. The City is planning on a complete street reconstruction, with 10" pulverization and structural section reconstruction.

DWP staff began construction the week of 7/13 and has continued through the week of 7/20 – 7/24. Construction will be completed by the middle of August.

DWP Engineering Standards and Specifications

Guidelines for Water System Plans, Standard Specifications, and Drawings (ongoing)

Review of standard specifications and uniform standards/design guidelines is ongoing. Updated Standard Specifications and uniform standards/guidelines for plan preparation and design will assist DWP consulting engineers and/or Developers' engineers in meeting all DWP requirements and will streamline design plan development and review by DWP Staff. The Standards will also serve as a framework for in-house design efforts on future projects.

Miscellaneous Updates (no change)

Hydraulic Modeling

As of August 15, 2025, the hydraulic model has been updated to include all infrastructure that has been constructed since 2021.

District Engineer's Report

July 28, 2026

Page 6 of 6

As part of the 2026 Water Master Plan (see below), the hydraulic model will be reviewed in-depth and calibrated with field testing data.

Geographical Information System (GIS) Review (no change)

Multiple departments have been working to review and implement updates to DWP's Geographical Information System (GIS). This effort includes reviewing and improving data and data hierarchy, workflows for field staff, and internal workflows for quality assurance. This effort is ongoing.

2026 Water Master Plan (ongoing)

Staff has started working on the framework for the 2026 Water Master Plan. This will be an update to the Master Plan prepared in 2021 by an engineering consultant. The 2026 plan will be prepared in house, and will set forth the next 10-year capital improvement program. The plan will likely take the next 6 – 8 months to finish and will be utilized when conducting the next rate study in 2027.

Upcoming Development Projects

No significant Development Projects are scheduled. Staff has worked with multiple developers on miscellaneous requests such as fire flow analyses.

Current and Upcoming Other Agency Coordination Projects***City of Big Bear Lake 2026 Paving Projects***

There are a number of paving and parking lot projects that may potentially affect DWP infrastructure. DWP staff is reviewing the City's upcoming projects and will be developing a plan to relocate pipelines and fire hydrants, as needed.



Garstin Water Operations Facility

Progress Photos

June - July 2026



WEST BUILDING WALL





WEST BUILDING WALL





WEST BUILDING WALL





WEST BUILDING WALL





NORTH BUILDING WALL





NORTH BUILDING WALL





NORTH BUILDING WALL





SOUTH BUILDING WALL





SOUTH BUILDING WALL





SOUTH BUILDING WALL





SOUTH BUILDING WALL





SOUTH BUILDING WALL





EAST BUILDING WALL





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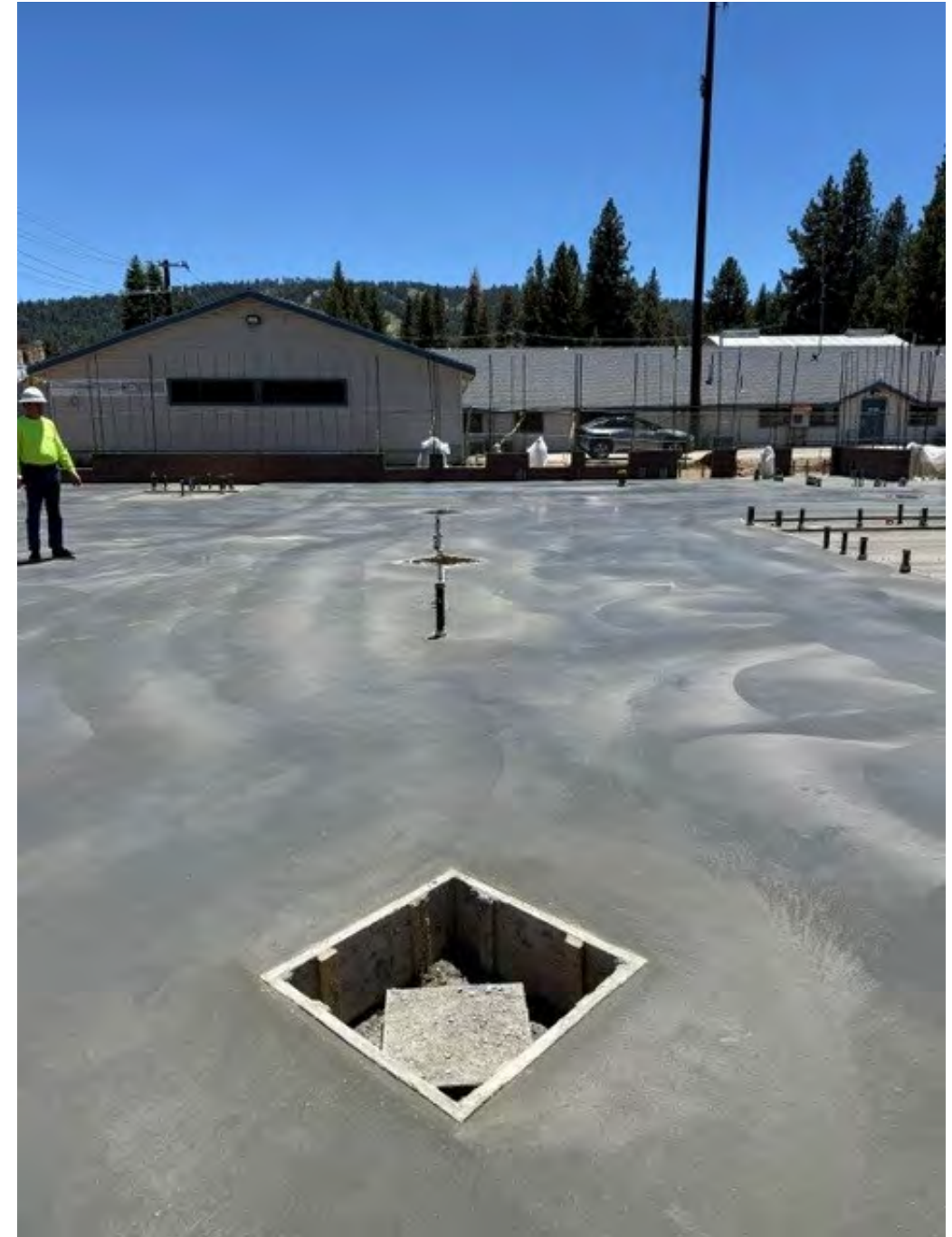


BUILDING SLAB





BUILDING SLAB





SITE RETAINING WALL (WEST)





SITE RETAINING WALL (WEST)





SITE RETAINING WALL (WEST)





SITE RETAINING WALL (WEST)





SITE RETAINING WALL (EAST)





SITE SEWER





SITE STORM DRAIN



AGENDA REPORT



Service, Quality, Community

DATE: July 28, 2026
TO: Board of Commissioners
FROM: Reginald A. Lamson, General Manager
PREPARED BY: Nathan Statham, Chief Financial Officer
RE: **Chief Financial Officer's Report**

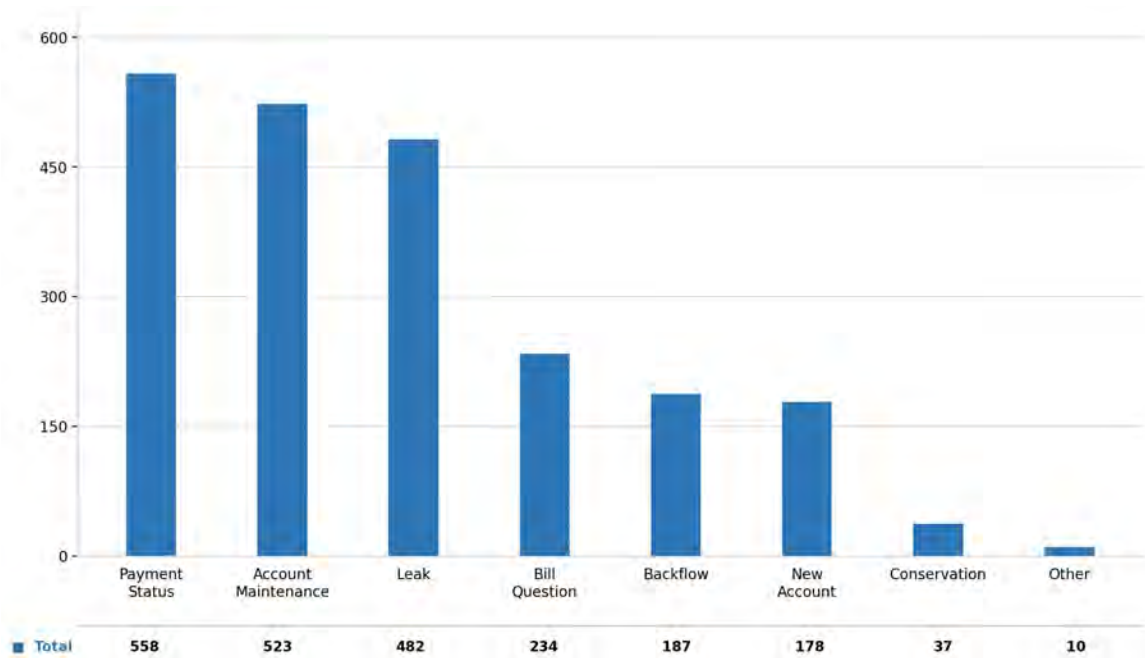
General Updates:

1. Smart Meter customer portal - Sensus's professional services team is working on exporting files for the Smart Meter portal. Data integration between Sensus and Tyler is underway.
2. ArcGIS data tables and structures are currently being reviewed for updates to standard data models utilized by ESRI as AI and other functionality improvements are added to ArcGIS.
3. DWP staff evaluated current administrative fees including capacity charges. If inflation was applied to fees other than capacity charges, the estimated increase is \$3,000 for FY 2027. Based on the time required to fully re-evaluate these fees, staff determined it was not cost effective to do so. Last fiscal year staff did not recommend a capacity charge change because the underlying capital improvement costs are significantly outdated, especially for pipeline infrastructure. Engineering staff are currently updating cost estimate methods for pipeline infrastructure. Given legal requirements for a solid costs basis to assess capacity charges and given that estimates are being updated, staff decided not to recalculate capacity charges for FY 2027 leaving current charges in place.
4. 2,209 call-in customers were assisted in June as detailed in the graph below.

CFO's Report

July 28, 2026

Page 2 of 2

**Cash and Investment Balances:**

As of June 30, 2026, DWP's treasury balance was:

Category	Total Funds
Cash on hand	\$800
Demand deposits (checking)	\$345,316
Investments — LAIF (investment pool)	\$635,399
Investments — CAMP (investment pool)	\$454,673
Investments — CLASS (investment pool)	\$690,789
Total unrestricted treasury balance	\$2,126,978
Garstin Construction Fund Balance	\$12,153,003

AGENDA REPORT



Service, Quality, Community

DATE: July 28, 2026
TO: Board of Commissioners
FROM: Reginald A. Lamson, General Manager
RE: **General Manager's Report**

Capital Projects:

Garstin Water Operations Facilities:

On March 14, 2025, DWP received, reviewed, and signed the Letter of Intent to Meet Conditions and the Request for Obligation of funds. The proposed loan terms are \$15.4 million, at 3.25% for 40-years. Interim financing has been obtained for this project. The interest rate for interim financing is 3.05%. Interim financing will be in place until construction is completed, which is estimated to take about 24-months. Once completed, the USDA loan will close and the interest rate will be 3.25% or lower, if interest rates go down between now and then. Currently the USDA loan rate is 3.75%. On May 6, 2026, DWP executed an amended Letter of Conditions with USDA, which included the \$1,500,000 CDS Grant funding (Congressman Obernolte recommended).

DWP staff are working with PBK, Motive, and FB&E to coordinate the temporary and permanent power to the new facilities. Coordination between the General Contractor and Solar Contractors is going well. The City has been very helpful throughout the permitting process. All agencies continue to mark their utilities promptly, so excavation is not delayed.

Grants Update:

EPA Grant (No Change):

On October 6, 2025, staff submitted two EPA Grant applications. One application for a Comprehensive SCADA Master Plan, implementation of recommended improvements, and site security enhancements via installation of cameras at all facilities. DWP staff would solicit professional services for the preparation of SCADA Master Plan. The SCADA Master Plan and Implementation program will include:

(1) Assessment of:

- DWP's current SCADA infrastructure, including all hardware and software.
- The current monitoring and operational methods employed by DWP staff.
- Backup power for SCADA equipment.
- Cybersecurity risk, requirements, and protocols.

(2) Development of:

- Comprehensive Instrumentation and Control Plan with recommendations for upgrades and enhancements to hardware, software, and communication protocols.
- Standard Operating Procedures (SOP) document(s) to be used by staff for development,

integration, and maintenance of SCADA assets.

- Disaster recovery plan.

(3) Coordination of:

- SCADA integration with DWP's long-time SCADA integrator or a new vendor depending on the outcome of the plan.
- Staff training on SCADA SOPs.

After completion of the SCADA Master Plan, staff will work with a SCADA integrator to complete the recommended improvements and implementation of any modernized equipment and/or communication methods. During and after this implementation phase, DWP staff will be trained on SOPs, change management, and hardware and software. This Master Plan will also include the installation of backup power for all SCADA equipment. This includes the installation of 24vdc solar power and battery backup systems for all DWP sites which utilize SCADA. The final component of the project will be Site Security Enhancements. This includes the installation of cameras at all sites, to allow for remote monitoring and bolster physical security at all sites. Project costs are estimated to be \$1,466,000. This is based on quotations from previous requests for SCADA upgrades from DWP's SCADA integrator. This also assumes that the cost to prepare the SCADA Master Plan will be approximately 5% of the cost of upgrades. DWP's current SCADA is dated, and within the next five years or so, much of the equipment and communication protocols are expected to become obsolete. Newer and more reliable technology will greatly increase DWP staff's monitoring throughout the system. Furthermore, increased education and training will allow staff to better understand the operation of the SCADA infrastructure and become better equipped to diagnose and resolve issues.

The other application included the Emergency Generator Fleet Replacement Program. DWP's current oldest emergency generators in the fleet are over 30 years old, and there is concern about the reliability of the generators due to aging mechanical and electrical components, as well as exposure to extreme weather (snow/ice). The Replacement Program proposes to replace all four (4) generators in the current fleet with four 120kW generators, as well as the procurement of one (1) 336kW generator that will be positioned at the Division Solar Field. The proposed Replacement Program is much in line with the DWP's current Capital Machinery and Equipment Plan (CME), as well as the Backup Electrical Generation Contingency Plan that was prepared by staff in March 2025.

The Replacement Program proposes one additional 120kW generator beyond what is currently identified in the CME. This is to increase operational flexibility during a long-term power outage. The Bear Valley is subject to frequent, sometimes extended power outages. Deployment of emergency generators throughout the system during an extended outage, as well as the ability to power all Division Wells at once using a single generator, will ensure that customers receive the highest level of service possible. This program includes the required electrical improvements at the Division Solar Field to allow for the 336kW generator to power all sites. This also includes the modification of the Conklin Booster station to be able to receive backup generator power; the Conklin Booster Station serves as an important backup to the Knickerbocker Booster Station, which provides constant pressure to a couple hundred homes in the Town Zone. The estimated total cost of the proposed Replacement Program is \$788,000.

DWP's match for the SCADA Master Plan and Implementation Project would be funded through DWP's Capital Improvement Program (CIP) Budget from future water revenues estimated to be \$366,500. For the Emergency Generator Fleet Replacement Program, DWP's 25% match would

General Manager's Report

June 28, 2026

Page 3 of 3

be funded through DWP's Capital Machinery and Equipment Plan from future water revenues estimated to be \$191,000 if awarded.

DWP staff submitted our FY 2026 Community Project Funding request to Jay Obernolte's office on April 10, 2025. On July 1, staff was made aware that the Garstin Water Operations Facilities Project was included in the funding request for \$1,500,000 for Fiscal Year 2026.

FY27 Community Project Funding Request (No Change)

Congressman Obernolte's office notified us that they are accepting applications for FY27 Community Project Funding. Staff worked with Congressman Obernolte's office and the City, and submitted an application for additional funding for the Garstin Project for the FY27 funding cycle on March 11, 2026. On March 19, 2026, Congressman Obernolte's staff asked a couple of clarification questions, then forwarded our application to the Congressman. On March 19, 2026 Congressman Obernolte recommended funding \$2,000,000 for the Garstin Water Operations Facility. Typically, Congress appropriates funds for Congressmen requests during November or December.

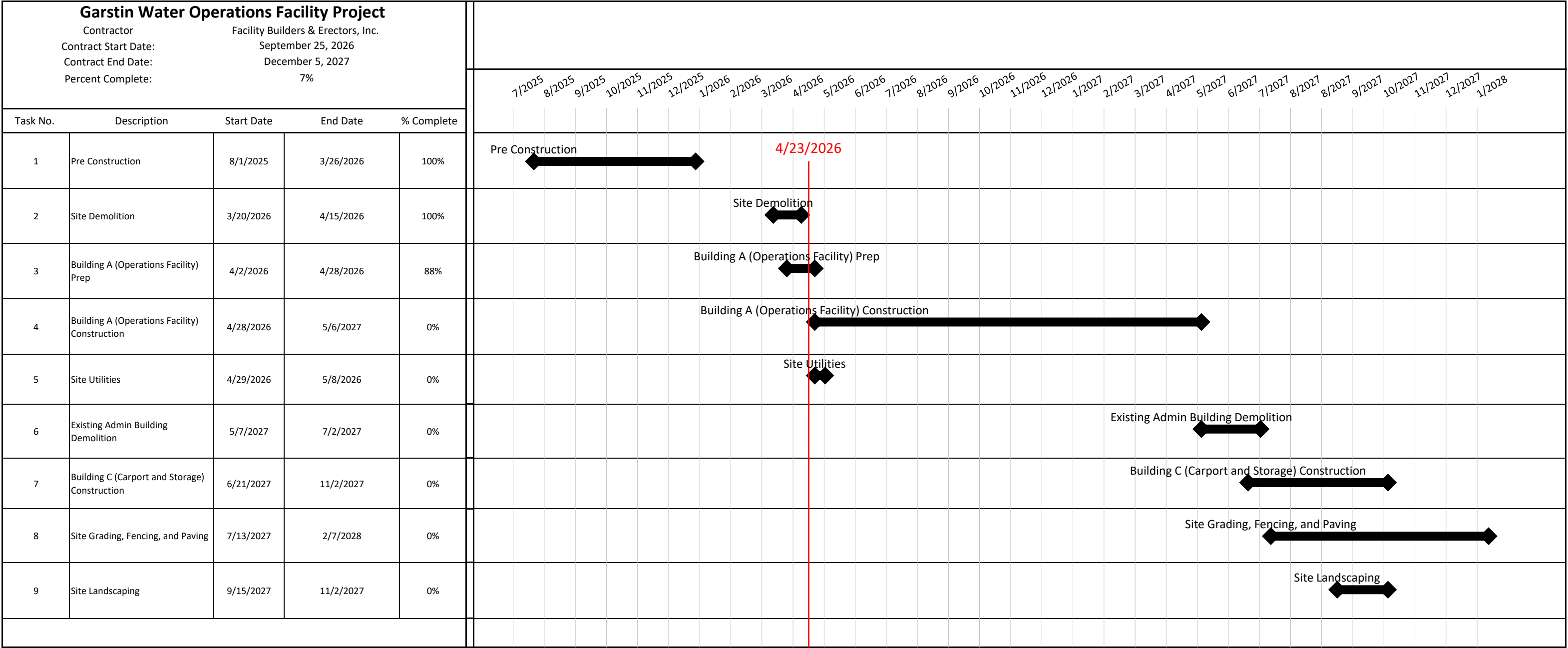
Technical Review Team (TRT) Committee:

On June 23, 2026, the Technical Review Team Committee met to review and discuss the Bear Valley Basin water resources. The TRT Committee consisted of CSD and DWP Board Members John Russo, Bob Tarras, and Matt Scriven, CSD and DWP General Managers Glenn Jacklin and Reggie Lamson, CSD and DWP Water Superintendents Jerry Griffith and Jason Hall, DWP Chief Financial Officer Nathan Statham, DWP Production Supervisor Ben Berge, DWP Water Conservation & Communications Supervisor, Bennett Rossell, DWP District Engineer, Daniel Baguyo and Tom Harder, Hydrogeologist with Thomas Harder & Co. Ground Water Consulting.

The TRT Committee reviewed and discussed well water hydrographs, groundwater production history, and annual precipitation records. The theme of the review was that the Bear Valley Basin groundwater levels are stable, and the slant wells and spring boxes are running well throughout the Valley.

The Committee recommended continuing with existing water conservation practices and enforcing no outdoor watering during the July 4th weekend.







[Home](#) / [Issues](#)

Member Directed Funding Requests

Fiscal Year 2027 Member Directed Funding Request

Agriculture

Project name: Garstin Water Operations Facility Project

Location: 41972 Garstin Drive Big Bear Lake, CA 92315-1929

Project Sponsor/Requestor: City of Big Bear Lake, Department of Water and Power

Amount requested: \$2,000,000

[Click here for certification letter.](#)

Homeland

Project name: Adobe Road Improvements

Location: 6136 Adobe Road, Twentynine Palms, CA 92277

Project Sponsor/Requestor: City of Twentynine Palms

Amount requested: \$1,267,500

[Click here for certification letter](#)

Interior

Project name: Wellfield Rehabilitation and Production Capacity Restoration Project

Location: 11600 Air Expressway Adelanto, CA 92301

Project Sponsor/Requestor: City of Adelanto

Amount requested: \$15,000,000

[Click here for certification letter](#)

Project name: Isabella Boulevard Main Water Line Replacement

Location: 21000 Hacienda Boulevard California City, CA 93505

Project Sponsor/Requestor: City of California City

Amount requested: \$1,585,928

[Click here for certification letter](#)

Project name: Bandicoot Basin

Location: 385 N. Arrowhead Avenue San Bernardino, CA 92415

ISSUES

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[Member Directed Funding
Requests](#)

[Technology](#)

JAY OBERNOLTE
 TWENTY THIRD DISTRICT, CALIFORNIA

**COMMITTEE ON ENERGY
 AND COMMERCE**

COMMUNICATIONS AND TECHNOLOGY
 COMMERCE, MANUFACTURING, AND
 TRADE
 HEALTH

**COMMITTEE ON SCIENCE, SPACE,
 AND TECHNOLOGY**

RESEARCH AND TECHNOLOGY, CHAIRMAN

COMMITTEE ON BUDGET



Congress of the United States
House of Representatives
 Washington, DC

WASHINGTON, D.C. OFFICE:
 2433 RAYBURN HOUSE OFFICE BUILDING
 WASHINGTON, DC 20515
 TELEPHONE: (202) 225-5861

DISTRICT OFFICE:
 9700 SEVENTH AVE., SUITE 201
 HESPERIA, CA 92345
 TELEPHONE: (760) 247-1815

E-MAIL VIA WEBSITE:
<http://obernolte.house.gov>

March 19, 2026

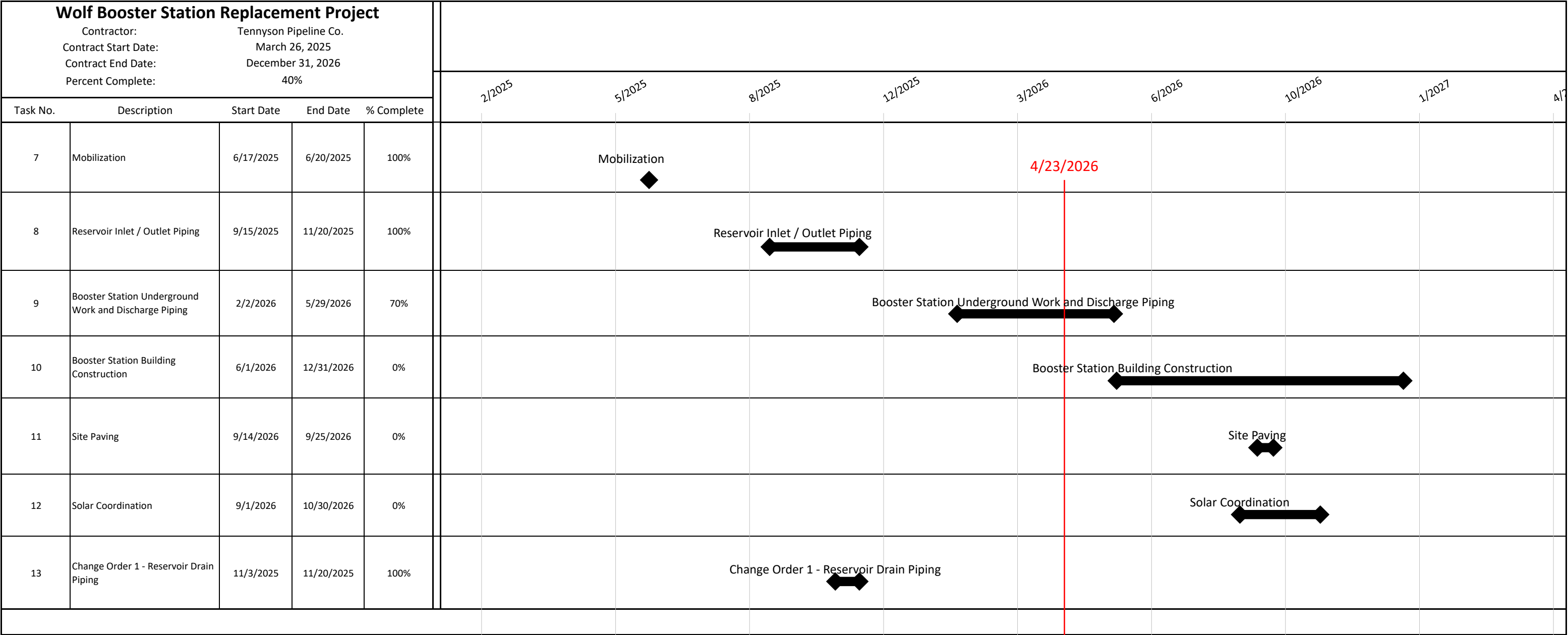
Dear Chairman Cole and Ranking Member DeLauro:

I am requesting funding for the Garstin Water Operations Facility Project in Fiscal Year 2027. The entity to receive funding for this project is the City of Big Bear Lake, Department of Water and Power (BBLDWP), located at 41972 Garstin Dr, Big Bear Lake, CA 92315. The funding would be used to replace and complete key components of an aging water operations facility to improve system reliability, protect critical equipment, and strengthen emergency response capabilities. The project is an appropriate use of taxpayer funds because it will ensure that this rural and underserved region has consistent access to safe and dependable water service.

The project has a Federal nexus because the funding provided is for purposes authorized by Section 306 of the Consolidated Farm and Rural Development Act, 7 U.S. Code section 1926(a)(2). I certify that neither I nor my immediate family have any financial interest in this project.

Sincerely,


 Jay Obernolte
 Member of Congress





3940 E. Miraloma Ave
Anaheim, California 92806
Phone (714) 577-8060
Fax (714) 577-8064
www.facilitybuilders.com

July 24, 2026

RE: Project Name – Big Bear Garstin Water Operations

Team,

Attached is the **(Big Bear Garstin Water Operations)** construction schedule Three Week Look Ahead. Please review and anticipate your workloads accordingly and confirm back to me your plans on meeting this schedule. Please check the start, finishes, duration dates, and where your tasks fall in with other subcontractors to avoid any conflict.

NOTE TO ALL SUBCONTRACTORS: It is important that we work diligently and together as a team to exceed our client's expectations and deliver this project on time. Everyone's attention to the schedule is critical to delivering this project on time and in accordance with the commitment we (as a team) have made to complete this project. **By not responding with any changes via email or phone call will be an agreement to meet the schedule.** FB&E requests for all subcontractors to ensure that you keep the project staffed properly by communicating with me. Please feel free to call or email myself, **(Ryan Schoenborn 714-309-5860)**, with any questions you might have.

Project Update

- Partial 4th lift inspection passed, Full 4th lift inspection will be scheduled for
- Bear Valley Electric is reviewing of the proposed relocation of the site power.
- Site storm drain construction is ongoing.

Key Players This Week:

- Romans Construction
- Majestic Masonry
- Bear Valley Electric

Key Objectives for Next Week:

- Complete the CMU wall construction to full height on Building A.
- Completed to the storm drain tie in to the main line.
- Receive approval of the relocation of the site power main connection.

Big Bear Garstin Water Operations Working Hours: M - F 6:30am – 3:00pm. As long as day light permits, then we adjust accordingly.

All subcontractors need to complete their day no later than 3:00pm. If for any reason you need to stay later, you need to notify the Job Site Superintendent one day before or by 9:00am that day to get authorization for FB&E Superintendent to stay after hours. If you do not notify the Superintendent, FB&E will back charge contractor for overtime. Subcontractors are responsible for receiving and off-loading any deliveries of materials to the job site. **No deliveries after 1:30pm.**

CONSTRUCTION SERVICES

CAL #670072 • AZ #129581 • NV #45334 • UT #98-36067-5501 • WA #FACILBEO11JH • HI #BC28285

Big Bear Garstin Water Operations Subcontractors' Responsibility:

- Food and drinks - Please make sure to pick up after yourselves, there are trash bins on site.
- Clean-up is your responsibility; working areas need to be cleaned up at the end of each day or as soon as they represent a hazard for any one working in the area.
- **PPE must be worn at all times. All personnel working or visiting this project must wear safety vests, hard hats, work boots, long pants, short / long sleeved shirt and safety glasses.**
- Communicate and coordinate to your workers to ensure everyone's safety.
- Subcontractors tailgate meeting will be held on every Monday and turned in by the end of the day to the Jobsite Superintendent. Project managers please remind your foremen to hold these tailgate safety meetings and give me a copy. Also, if you have new crew members working on site they must report to the job site trailer for the safety orientation.
- Jobsite Foreman's meeting every Monday at 9:00am to review any scheduling issues and materials you may need to complete your task. If you do not attend the meeting I will assume that you have no issues.

All persons on site shall abide by the site specific SWPPP document, as well as implement task related BMPs for his own scope of work. This includes the following:

- No dumping or pumping anything down the drains.
- Materials must be stored off the ground.
- Materials that are stored outside and are intended for interior use must be covered at all times.
- Materials stored outside that have a potential pollutant source must be covered at all times.
- Heavy equipment is required to be parked in designated areas with a containment to capture leaks, i.e., drip pans.
- Trash containers and concrete washouts must be covered at all times when not being used.
- Spoil stockpiles are to have perimeter protection at all times and must be covered during a rain event.
- Debris stockpiles are to be covered at all times.
- Mixers must be placed on containment.
- Hazardous liquid materials must be stored in secondary containment that will capture 110% of the largest volume and covered.
- Do not bury any spills (example: oil or hydraulic fluid). Follow spill response procedures.
- If SWPPP BMP measures are damaged or removed, please notify the Superintendent immediately.

The above is the minimum safe work attire and requirements expected for everyone visiting and / or working on this site. Please help us to avoid sending workers home for non-compliance of safety.

WORK SAFE AND THANK YOU FOR YOUR HELP AND HARD WORK.

FACILITY BUILDERS & ERECTORS, INC.

Respectfully,

Ryan Schoenborn

Project Superintendent

Big Bear Garstin

Three Week Look Ahead

Fri 7/24/26



ID	% Complete	Actual Start	Task Name	Duration	Start	Finish	Jul 19, '26							Jul 26, '26							Aug 2, '26							Aug 9, '26						
							20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14		
0	25%	Fri 8/1/25	Big Bear DWP Garstin	572 days	Fri 8/1/25	Mon 11/8/27																												
26	25%	Mon 4/27/26	Building Construction Building A	265 days	Mon 4/27/26	Fri 5/14/27																												
28	25%	Wed 4/29/26	Building A	264 days	Wed 4/29/26	Fri 5/14/27																												
62	80%	Mon 6/22/26	CMU Wall Construction	30 days	Mon 6/22/26	Fri 7/31/26																												
65	0%	NA	Grouting of the Fourth Lift	1 day	Mon 7/27/26	Mon 7/27/26																												
67	0%	NA	Structural Steel Shake Out	3 days	Wed 8/5/26	Fri 8/7/26																												
68	0%	NA	Structural Steel Erection	15 days	Mon 8/10/26	Fri 8/28/26																												
69	0%	NA	Metal Decking Delivery	1 day	Tue 7/28/26	Tue 7/28/26																												
71	0%	NA	Procurement of Standing Seam Roof	28 days	Thu 7/23/26	Mon 8/31/26																												
97	44%	Mon 5/11/26	North Elevation Retaining Walls / Underground Utilities	92.5 days	Mon 5/11/26	Fri 9/18/26																												
119	10%	Wed 7/1/26	Placing of the West Elevation Retaining Wall CMU First Lift	5 days	Wed 7/1/26	Fri 8/7/26																												
120	0%	NA	Grouting of West Elevation Retaining Wall First Lift	1 day	Fri 8/7/26	Mon 8/10/26																												
121	0%	NA	Placing of the West Elevation Retaining Wall CMU Second Lift	5 days	Mon 8/10/26	Mon 8/17/26																												
138	40%	Mon 7/20/26	Storm Drain Tie In	8 days	Mon 7/20/26	Wed 7/29/26																												
139	0%	NA	Procurement of Drop Manhole	10 days	Thu 7/30/26	Wed 8/12/26																												
140	0%	NA	Excavation of Site Sewer Tie In to Main Line	2 days	Thu 8/13/26	Fri 8/14/26																												
151	0%	NA	Site Power Relocation Approval	10 days	Wed 7/15/26	Tue 7/28/26																												
152	0%	NA	Excavation of Site Electrical (Main Feed)	5 days	Wed 7/29/26	Tue 8/4/26																												
153	0%	NA	Placing of Underground Conduit	2 days	Wed 8/5/26	Thu 8/6/26																												
154	0%	NA	Site Electrical Conduit Inspection	1 day	Fri 8/7/26	Fri 8/7/26																												
155	0%	NA	Backfilling and Compacting of Site Electrical	2 days	Mon 8/10/26	Tue 8/11/26																												
156	0%	NA	Potholing of Underground Electrical for Site Lighting	2 days	Wed 8/12/26	Thu 8/13/26																												
157	0%	NA	Excavation for Site Lighting	4 days	Fri 8/14/26	Wed 8/19/26																												

Project: Big Bear DWP Garstin
Date: Fri 7/24/26

Task

Split

Milestone

Summary

Project Summary

External Tasks

External Milestone

Inactive Milestone

Inactive Summary

Manual Task

Duration-only

Manual Summary Rollup

Manual Summary

Start-only

Finish-only

External Tasks

External Milestone

Critical

Critical Split

Progress

Deadline

DEPARTMENT OF WATER



Service, Quality, Community

DATE: July 28, 2026

TO: Erik Sund, City Manager

FROM: Reginald A. Lamson, DWP General Manager

RE: **DWP Monthly Update – June 2026**

SERVICE DELIVERY

Water services that were provided June 1, 2026 to June 30, 2026:

16,051	Connections provided with water service		
522	Field service calls completed		
1	Main leaks repaired		
5	Main leaks year-to-date 2026	6	Main leaks year-to-date 2025
11	Service leaks repaired		
26	Service leaks year-to-date 2026	26	Service leaks year-to-date 2025
69.40	Million gallons produced by wells		
\$945,818	Processed in billings		
8,695	Accounts processed in billings		
6,126	Number of customers on E-bill		
136	New Accounts (including tenant turnover)		
5,340	Equivalent Dwelling Units (EDU) added to the water system		
\$1,036,445	Total Gross receipts processed		

BOARD MEETINGS:

The Regular Board Meeting scheduled for June 23, 2026, was cancelled.

AGENDA REPORT



Service, Quality, Community

DATE: July 28, 2026
TO: Board of Commissioners
RE: **Board Member Reports**

Board Member Reports

Bob Tarras, Chair
Barbara Willey, Vice Chair
Craig Hjorth, Treasurer
Joe Cylwik, Commissioner
Matt Scriven, Commissioner

AGENDA REPORT



Service, Quality, Community

DATE: July 28, 2026

TO: Board of Commissioners

FROM: Reginald A. Lamson, General Manager

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.	SCADA System Replacement	Staff to research and provide information on the SCADA system replacement.	In Progress
2.	BVES Net Metering	Staff to research and provide information on the revised BVES net metering and the impact on DWP solar systems.	In Progress
3.	Solar Monitoring Services	Staff to research and provide information on solar monitoring options for DWP solar systems.	In Progress
4.	AI Software	Staff to research and provide information regarding AI software and its intended applications	In Progress