



*Service, Quality, Community*

**BOARD OF WATER AND POWER COMMISSIONERS  
SPECIAL MEETING AGENDA  
AUGUST 5, 2025  
9:00 AM**

**CITY OF BIG BEAR LAKE,  
DEPARTMENT OF WATER AND POWER  
41972 GARSTIN DRIVE  
BIG BEAR LAKE, CALIFORNIA 92315  
[WWW.BBLDWP.COM](http://WWW.BBLDWP.COM)**

**BOARD MEMBERS**

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

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

**ZOOM ACCESS INFORMATION**

This meeting will be available at: <https://us02web.zoom.us/j/81858057152>

**Passcode: 440369**

**Meeting ID: 818 5805 7152**

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

**Meeting ID: 818 5805 7152**

**Passcode: 440369**

+1 669 900 9128 US (San Jose)  
+1 253 215 8782 US (Tacoma)  
+1 346 248 7799 US (Houston)  
+1 301 715 8592 US (Germantown)  
+1 312 626 6799 US (Chicago)  
+1 646 558 8656 US (New York)

**OPEN SESSION**

**CALL MEETING TO ORDER**

**PLEDGE OF ALLEGIANCE**

**PUBLIC FORUM**

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

**ACKNOWLEDGEMENTS**

Jason Hall, Water Superintendent, to acknowledge Ben Berge, Water Production Supervisor, for his ten years of service to the DWP.

**1. CONSENT CALENDAR**

**1.1 Approve Minutes of the Regular Board Meeting Dated June 24, 2025**

**2. ITEMS REMOVED FROM CONSENT CALENDAR**

**3. DISCUSSION/ACTION ITEMS**

**3.1 Authenticate Check Register 06/01/2025 to 06/30/2025**

Board to review and authenticate the June 2025 Check Register.

**3.2 Carryforward Encumbrances**

Board to review and adopt Resolution No. DWP 2025-07 increasing appropriations for Fiscal Year 2026.

**3.3 Policy Update – Contractor Debarment**

Board to review and adopt Resolution No. DWP 2025-06 adding contractor debarment procedures to DWP’s Purchasing Policy.

**3.4 Garstin Water Operations Facility Project**

Board to review and adopt Resolution DWP No. 2025-08, authorizing the GM to sign documents to apply to USDA for additional project funding and increase interim financing as required by USDA.

**3.5 Notice of Completion for the Pontell Hydropneumatic System Project**

Board to review and consider approving the Notice of Completion for the Pontell Hydropneumatic System Project.

**3.6 Cell Tower Lease Revision**

Board to review and direct staff on the matter.

**3.7 Management Reports**

**3.8 Board Member Reports**

**4. BOARD FOLLOW-UP ITEMS**

**4.1 None.**

**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 1st of August 2025.

---

Sam Armstrong, Board Secretary, DWP Board of Commissioners

*The City of Big Bear Lake, Department of Water and Power strives to make all of its public meetings accessible to everyone. If you need any special assistance or disability-related accommodation in order to participate in this meeting, please contact the Board Secretary at (909) 866-5050. Notification 48 hours prior to the meeting will enable the DWP to make reasonable arrangements to ensure accessibility to this meeting.*

*We are an equal opportunity provider and employer.*