



Big Bear Municipal Water District

Lake Management

Board of Directors

Steve Ludecke – Division 1
Bob Rehfuß – Division 2
Craig Brewster – Division 3
Mark Lee – Division 4
Tom Bradford – Division 5

NOTICE OF REGULAR BOARD MEETING November 7, 2024 A G E N D A

Place: Big Bear Municipal Water District
40524 Lakeview Drive, Big Bear Lake, CA 92315

Next Resolution Number: 2024-05

OPEN SESSION: 1:00 P.M.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. PUBLIC FORUM

(The Board will receive comments from the public on items not on the agenda; no action is permitted on these items. Time set aside not to exceed 30 minutes total by all participants)

4. REPORTS

- A. General Manager
- B. Chief Operations Officer
- C. Committee- the following committee met since the last regular Board meeting:
Administrative

5. CONSENT CALENDAR

- A. Minutes of a Regular Meeting on October 3, 2024.
- B. Warrant List dated 11/1/2024 in the amount of \$480,865.71.

6. BUSINESS

- A. The Administrative Committee (Directors Ludecke & Brewster) recommends GEI change order #2 for Task Order #7, (Special Use Launch Ramp & Deepening Project) for additional services incorporating additional cultural details into the environmental document before recirculating, not to exceed \$17,861 for full Board discussion and possible approval.
- B. The Administrative Committee (Directors Ludecke & Brewster) recommends Policy 2024-03, Surplus Equipment and Vehicle Disposal Policy, for full Board discussion and possible approval.
- C. The Administrative Committee (Directors Ludecke & Brewster) recommends entering into a Land Use Agreement with Mountain Transit for a new bus stop structure to be built on District property along Lakeview Drive for full Board discussion and possible approval.

- D. The Administrative Committee (Directors Ludecke & Brewster) recommends looking into a refund with Spectrum regarding the hardwired internet connection and construction at the East Launch Ramp facilities for full Board discussion and possible approval.

7. ITEMS REMOVED FROM CONSENT AND PLACED ON BUSINESS

8. CLOSED SESSION

- A. Conference with Legal Counsel – Anticipated Litigation - Significant exposure to litigation pursuant to § 54956.9(b): One Case.

9. ANNOUNCEMENTS

10. DIRECTOR COMMENTS

11. ADJOURNMENT

NEXT MEETING: Open Session at 1:00 P.M.
Thursday, November 21, 2024
40524 Lakeview Drive
Big Bear Lake, CA 92315

PLEASE NOTE:

Agenda related writings or documents provided to the Board of Directors are available for public inspection at www.bbmwd.com or in the District office during business hours, 8:00 am – 4:30 pm Monday – Friday.

Five (5) minutes may be allotted to each speaker for an item on the agenda and three (3) minutes may be allotted to each speaker for an item that is not on the agenda up to a maximum of thirty minutes for each subject matter. A speaker who utilizes a translator, except if the speaker uses simultaneous translation equipment, shall receive twice the time allotted for a speaker that does not utilize a translator. (Cal. Gov. Code § 54954.3.)

No disruptive conduct shall be permitted at any Board meeting. Persistence in boisterous or disruptive conduct (including but not limited to what the general public would consider profane, explicit, or obscene language) shall be grounds for a summary termination, by the President, of that person's privilege to address the Board and the President may take such other actions in accordance with the Brown Act including, but not limited to, clearing the room of those willfully interrupting the meeting. (Cal. Gov. Code § 54957.9)

Individuals should contact the General Manager or designee if he/she requires disability-related accommodation or modifications, including auxiliary aids and services, in order to participate in the Board meeting. (Government Code 54954.2)

***MINUTES OF A REGULAR MEETING OF
BIG BEAR MUNICIPAL WATER DISTRICT
HELD ON THURSDAY, October 3, 2024***

1. OPEN SESSION

President Ludecke opened the regularly scheduled Board meeting at 1:01 PM at the Big Bear Municipal Water District located at 40524 Lakeview Drive, Big Bear Lake, CA 92315 on Thursday October 3, 2024.

BOARD MEMBERS PRESENT:

Steve Ludecke, President
Bob Rehfuss, Director
Craig Brewster, Vice President
Mark Lee, Director
Tom Bradford, Director

2. PLEDGE OF ALLEGIANCE

Mike Stephenson

3. PUBLIC FORUM

Daniel Gulbranson, a resident of Big Bear, handed out a couple pictures of trees by the new castle rock parking lot area, he is concerned they are going to fall and kill someone. He continued to comment on the Research vessel on the agenda, seems great, but why are we getting it? He claims the city council meetings are unbelievable; we would not believe what they're doing. Says he will be going to all the public meetings. Says the MWD board should go to the City meetings because what they do affects everyone in this building. He would like to see some of what the City is doing so we can stop it. He is claiming the city just retaliates against anyone who they don't like. Director Rehfuss asked that Mr. Gulbranson refrain from using continued profanity because we like to keep a level of professionalism in our meetings. He continued to complain about the City's parking lot procedures.

Mr. Cooke, a resident of Big Bear, deals with many lake-front owners and has heard some questions/comments and wanted to talk about shoreline maintenance and wants to bring that issue back to the board to revisit.

4. REPORTS

A. Jared Cheek, General Manager, reported last Tuesday and Wednesday we hosted the KOOL Kids program which was reviving it after an eight-year hiatus due to low lake level. We had a great time hosting them, and had about 140 students went through the program and we have heard nothing but positive comments. We continued Mike's success rate of every kid catching a fish, so that was great. Lastly, Mr. Cheek thanked staff for all their hard work to make this a great event.

We took a tour with our watermaster committee and some staff and toured the East End water facilities hosted by Mutual and saw where "our" water goes. Saw a couple reservoirs, and then headed to Seven Oaks Dam. We got to see firsthand what natural biofiltration can do. Valley District has entered an agreement with Edison for the powerhouses, we are thinking we are going to be invited to join that JPA with our role within that water travel. We will see.

Fire is still going, we have been holding a perimeter for the dipping aircraft and have been surprisingly busy keeping it usable. Public likes to get as close as possible so we kind of push them at a safe distance.

I will be on Vacation the week of October 14th, so if pressing business does come up, Brittany and Mike will host a meeting, if not, we will adjourn October 17, 2024.

B. Mike Stephenson, Chief Operating Officer, thanked the Directors for helping with the KOOL Kids, said they were really great. Now to echo what Jared said, the water literally coming out of the dam is black, but by the time it gets down to the downstream users, it's clean. I have worked with groups who design natural biofilters and what we see at Seven Oaks Dam and what they have designed through their enhanced wetlands is really impressive.

Our releases at the dam have never been more accurate. We are within .02 within the requirement and have not fallen out of our requirement since the new system was installed, which is incredible. We have only been over the release requirement, slightly, once. Our current release is 1.20 CFS and were sitting at 1.22 CFS on the actual meter. It's really amazing. We will continue to collect and save more water by being more efficient, which is what this system upgrade did. This is a big deal for the District.

This system adjusts every 12 minutes depending on the weather. We do not have any more leaking, so now we only need one valve to meet our requirement, but now we must worry about freezing issues. So, we will keep open the 3" minimally and adjust the 6" to reduce that down to prevent freezing. Saving all this water will eventually have a huge impact on lake level. It's completely dry down at the valves now, which has never happened before.

Vice President Brewster asked who cancelled the TroutFest, who did that and why? Mr. Stephenson explained that the City pulled all permits for events. Vice President Brewster asked if Western Outdoor News had anything to do with it, and Mr. Stephenson explained, no, the City just pulled the permits, thus making our permit null. Vice President Brewster expressed his disappointment with the City making that decisions way earlier on before seeing what the conditions would be. Explained it was a huge hit to the Valley.

C. President Ludecke spoke briefly about the Watermaster Committee meeting, the tour was incredible, we learned and saw a huge portion of where the water goes. Continued with the Admin committee, but we will be covering this in business, it's about ADA compliance with websites and radio equipment upgrade.

Vice President Brewster and Director Bradford discussed the counting carp incentive program and how they would like to continue and increase the prizes, and what that program should look like next year.

Mr. Stephenson added that we also discussed a possible promotion or educational opportunity to teach new hunters and get local businesses involved. Director Bradford wanted to solicit businesses where they could promote the sport and keep everything as useful as possible. Big Bear Sporting Goods would be a great option because of their knowledge base.

5. CONSENT CALENDAR

- A. Minutes of a Regular Meeting on September 19, 2024.
- B. Research Vessel purchase not to exceed \$129,732.00.
- C. Day Wireless Radio Equipment Upgrade not to exceed \$12,478.04.
- D. Warrant list dated 9/27/2024 in the amount of \$323,790.49.6.

Discussion:

Director Bradford would like to pull item B, Research vessel. It will be moved to item 7A.

Mr. Gulbranson said he was glad we spend money on some upgrades, he appreciates that we don't spend the money like the City does. He complimented, it seems like you all have a much better handle on your spending. Directors asked about the fish purchase. Can that be postponed because the City cancelled the tournament? Mr. Stephenson explained we changed out to our normal fall stocking and pushed the catchable size to spring so we did not waste any money.

With a motion made by Director Brewster, and seconded by Director Lee, the consent calendar, with the removal of item 5B, was approved unanimously:
AYES: Ludecke, Rehfuss, Brewster, Lee, Bradford
NO: -
ABSTAIN: -

6. BUSINESS

STREAMLINE SOLUTIONS WEBSITE DESIGN PROPOSAL AND MONTH TO MONTH MONITORING/SERVICE PLAN NOT TO EXCEED ONE TIME CHARGE OF \$1,500 AND A REOCCURRING MONTHLY CHARGE OF \$500.

Discussion:

Mr. Cheek explained that more agencies are being sued in California for websites that are not fully accessible. This company has their specialty in this area. They are a CSDA verified/recommended vender, their customer service is less than an hour for assistance guaranteed. President Ludecke asked Counsel Lemieux if there is any issues with this, make sure we are not taking your job away. Counsel Lemieux said it's a good defense for sure, and has seen other agencies using this. Director Bradford asked how does someone with no mobility access this? President Ludecke responded that all those issues are covered under this rebuild, it's a fantastic thing that we do this, because we truly do want everyone to be able to access the site.

Mr. Cheek continued that we have 129,000 views year to date on our site, which is more than we thought. Director Rehfuss asked about cost and said it seemed very reasonable.

With a motion made by Director Bradford, and seconded by Director Rehfuss, the website rebuild proposal not to exceed a onetime charge of \$1,500 and monthly charge of \$500 for continued compliance monitoring submitted by Streamline Solutions, was approved unanimously:
AYES: Ludecke, Rehfuss, Brewster, Lee, Bradford
NO: -
ABSTAIN: -

7. ITEMS REMOVED FROM CONSENT CALENDAR

Item 5B: Research vessel purchase.

Director Bradford explained he just wanted to discuss a little more before buying it. He is all for buying it, but we need to make sure we use it. Would like to use it on a regular basis and not just have it sit in the shop. The boat we had was not getting used as much as he would like. He understands it's broken down, but also that we did not have the staff to operate it. We just want to make sure we are going use it.

Vice President Brewster agreed we have lost a few days this year because it was broken. Director Rehfuss asked if we planned to use it the next couple years or do we need to scrape it until the new boat comes? Which cost analysis makes more sense? Mr. Cheek responded, we plan to nurse it along until the new boat arrives, we will continue to make this boat work. Director Rehfuss asked if we currently have staff to operate this? Mr. Cheek said, yes we do have the staff, seasonally, we do. Director Rehfuss continued, can we set a goal to make sure that we do use it. We have met every other goal we have set as a District, and we need to make sure we do that.

Mr. Stephenson said we need to continue to draft a program based on conditions through an integrated pest management plan. We need to vary our process for the best results. We now have staff that knows how to run the boat, it's a tough thing to operate. The current boat has literally outlived itself. The manufacturer was surprised that we even had that boat. The new boat is worth it just from the updated recording data alone. This will help us then go back and create an even better pest management plan for the following year.

Director Bradford wants to make sure that by buying this equipment we are going to destroy these fish. Mr. Stephenson explained we need to keep a varied management plan to keep the healthiest lake. Not just killing carp, but doing all these activities, harvesting, treating weeds, planting habitats, stocking fish that are a predatory of the carp eggs. That is how we improve the problem, not just going out shocking every day.

Mr. Gulbranson asked how many people it take to run this boat? Mr. Stephenson responded it take three people, which we have in house. Mr. Gulbranson continued, when will you all order it? Mr. Cheek explained it is backordered for two-years now. Mr. Gulbranson said he would like some more detail, asked for more clarification on the agendas. Counsel Lemieux wanted to clarify why the agenda is written the way it's written and if extra discussion is needed, it would happen during the business item at the meeting. The agenda is to bring up subject matter, not to disclose the entire subject. Vice President Brewster told Mr. Gulbranson if he wanted more detail about the boat, he could have referenced the board packet which had all the specs and uses for the boat listed on the second page.

With a motion made by Director Bradford, and seconded by Director Brewster, originally consent calendar item 5B, which was pulled to 7A for further discussion, to purchase a new research vessel not to exceed \$129,732.00 was approved unanimously:

AYES: Ludecke, Rehfuss, Brewster, Lee, Bradford

NO: -

ABSTAIN: -

8. ANNOUNCEMENTS

Mr. Stephenson explained we have the most approachable Board and staff with transparency, anyone here will talk to you any time of the day. The Board thanked Mike for his comments.

9. DIRECTOR COMMENTS

Director Reh fuss thanked the public for the accolades about the responsible spending and that goes back to staff on them keeping us informed with what we really need and don't need. MWDs has good management of staff and water management and it gives us the opportunity to aid others in emergency situations and protect the community and allow fire to do their jobs and we get to give back to the community and some don't see that and our guys working late to help the fire guys and keep access to the lake. We would not be able to do that without this staff we have here.

Director Bradford commented, KOOL Kids was a fantastic two days for me. Taking an informal poll and introducing the kids to fishing. My main question was have you caught a fish before and about half of the kids have caught a fish or have gone fishing with their parents. It was great to see the kids having such a good time and it was a blast.

President Ludecke explained that Director Brewster and he thought a very small number had been on the lake, but we were happily wrong! To Mr. Gulbranson, we only rule the lake, we do not rule the world. We have no control over any other group except for our group and this is our focus. We pay attention, but we have no say in what they do or how they vote. Our focus is on the lake.

Director Brewster, thank you Mike, Brittany, Jared and other staff because the event was just amazing and the staff did an awesome job and you could tell there was a huge effort in set up and the amount of organization.

12. ADJOURN

There being no further business, the meeting was adjourned at 2:12 PM.

DATE AND TIME OF NEXT MEETING

Date: October 17, 2024

Location: 40524 Lakeview Drive
Big Bear Lake, CA 92315

Time: 1:00 PM

Brittany Lamson, Assistant General Manager
Secretary to the Board of Directors of
Big Bear Municipal Water District

[SEAL]

Big Bear MWD
Warrant List Detail
September 28 through November 1, 2024

Num	Type	Date	Name	Account	Paid Amount
161763	Bill Pmt -Check	10/10/2024	ACWA AGENCY DUES	1001-01 · Accounts Payable	
09302024	Bill	09/30/2024		5509-04 · ADMIN-Member/Subs/Permits-ACWA	-21,260.00
TOTAL					-21,260.00
161803	Bill Pmt -Check	10/31/2024	ACWA AUTO & GEN LIABILITY	1001-01 · Accounts Payable	
620	Bill	10/28/2024		5508-10 · ADMIN-Insurance 5508-20 · WATER-Insurance 5508-30 · MAINT-Insurance 5508-40 · OPS-Insurance	-7,535.59 -15,071.18 -30,142.35 -22,606.76
TOTAL					-75,355.88
161744	Bill Pmt -Check	10/02/2024	ALESHIRE & WYNDER LLP	1001-01 · Accounts Payable	
87240	Bill	06/17/2024		5520-01 · ADMIN-District Counsel	-4,571.95
TOTAL					-4,571.95
161745	Bill Pmt -Check	10/03/2024	ALESHIRE & WYNDER LLP	1001-01 · Accounts Payable	
88727	Bill	08/06/2024		5520-01 · ADMIN-District Counsel	-1,879.60
TOTAL					-1,879.60
161777	Bill Pmt -Check	10/17/2024	ALESHIRE & WYNDER LLP	1001-01 · Accounts Payable	
90357	Bill	10/10/2024		5520-01 · ADMIN-District Counsel	-4,575.20
TOTAL					-4,575.20
161746	Bill Pmt -Check	10/03/2024	AMAZON CAPITAL SERVICES	1001-01 · Accounts Payable	
1VVK-F...	Bill	09/18/2024		5570-44 · OPS-Osha/First Aid Expense (WC)	-69.72
1QMQ-...	Bill	09/25/2024		5510-02 · ADMIN-KOOL KIDS Program	-5.95
1GJK-X...	Bill	10/01/2024		5543-30 · MAINT-Small Tools/Tool Supplies	-91.30
TOTAL					-166.97
161764	Bill Pmt -Check	10/10/2024	AMAZON CAPITAL SERVICES	1001-01 · Accounts Payable	
1LT3-N...	Bill	10/01/2024		5570-41 · OPS-Osha/Equipment	-189.51
TOTAL					-189.51
161793	Bill Pmt -Check	10/24/2024	AMAZON CAPITAL SERVICES	1001-01 · Accounts Payable	
1V7P-J...	Bill	10/04/2024		5543-30 · MAINT-Small Tools/Tool Supplies	-44.69
1X9X-1...	Bill	10/10/2024		5543-30 · MAINT-Small Tools/Tool Supplies	-127.85
141C-R...	Bill	10/14/2024		5620-12 · ADMIN-Computer Hardware	-1,292.59
1F7Y-7...	Bill	10/21/2024		5580-41 · OPS-Boat Maintenance-Patrol	-19.92
1L91-M...	Bill	10/23/2024		5580-41 · OPS-Boat Maintenance-Patrol	-195.70
TOTAL					-1,680.75
161804	Bill Pmt -Check	10/31/2024	AMAZON CAPITAL SERVICES	1001-01 · Accounts Payable	
1LJM-C...	Bill	10/15/2024		5503-01 · ADMIN-Office Supplies-Office	-159.84
TOTAL					-159.84
161747	Bill Pmt -Check	10/03/2024	ATWELL SHAWN (REIMBURSE)	1001-01 · Accounts Payable	
09/30/2...	Bill	10/02/2024		5505-09 · ADMIN-Phone-Employee Reimb	-50.00
TOTAL					-50.00
161805	Bill Pmt -Check	10/31/2024	AUTOZONE INC	1001-01 · Accounts Payable	

10:34 AM

11/01/24

Big Bear MWD Warrant List Detail September 28 through November 1, 2024

Num	Type	Date	Name	Account	Paid Amount
000489...	Bill	10/23/2024		5600-31 · MAINT-Vehicle Maint-ON ROAD	-145.23
TOTAL					-145.23
161765	Bill Pmt -Check	10/10/2024	BEST BEST & KRIEGER LLP	1001-01 · Accounts Payable	
1007645	Bill	10/02/2024		5520-01 · ADMIN-District Counsel	-4,081.60
TOTAL					-4,081.60
161766	Bill Pmt -Check	10/10/2024	BIG BEAR DISPOSAL	1001-01 · Accounts Payable	
000010...	Bill	10/01/2024		5507-41 · OPS-Utilities-Main Office	-476.85
TOTAL					-476.85
161748	Bill Pmt -Check	10/03/2024	BUTCHER'S BLOCK AND BUILDING ...	1001-01 · Accounts Payable	
2408-59...	Bill	08/30/2024		5630-42 · OPS-Bldg/Fac Mtn/Rep-EAST RAMP	-24.95
2409-60...	Bill	09/20/2024		5580-41 · OPS-Boat Maintenance-Patrol	-5.43
2409-60...	Bill	09/26/2024		5543-30 · MAINT-Small Tools/Tool Supplies	-47.43
2409-60...	Bill	09/27/2024		5543-30 · MAINT-Small Tools/Tool Supplies	-27.09
TOTAL					-104.90
161767	Bill Pmt -Check	10/10/2024	BUTCHER'S BLOCK AND BUILDING ...	1001-01 · Accounts Payable	
2410-61...	Bill	10/01/2024		5543-30 · MAINT-Small Tools/Tool Supplies	-62.47
2410-61...	Bill	10/03/2024		5580-42 · OPS-Boat Maintenance-Work	-31.31
TOTAL					-93.78
161778	Bill Pmt -Check	10/17/2024	BUTCHER'S BLOCK AND BUILDING ...	1001-01 · Accounts Payable	
2410-61...	Bill	10/08/2024		5580-41 · OPS-Boat Maintenance-Patrol	-55.23
2410-61...	Bill	10/10/2024		5543-30 · MAINT-Small Tools/Tool Supplies	-64.63
2410-61...	Bill	10/11/2024		5580-41 · OPS-Boat Maintenance-Patrol	-4.01
TOTAL					-123.87
161794	Bill Pmt -Check	10/24/2024	BUTCHER'S BLOCK AND BUILDING ...	1001-01 · Accounts Payable	
2410-62...	Bill	10/18/2024		5543-30 · MAINT-Small Tools/Tool Supplies	-90.23
TOTAL					-90.23
161806	Bill Pmt -Check	10/31/2024	BUTCHER'S BLOCK AND BUILDING ...	1001-01 · Accounts Payable	
2410-62...	Bill	10/21/2024		5543-30 · MAINT-Small Tools/Tool Supplies	-40.99
2410-62...	Bill	10/24/2024		5580-41 · OPS-Boat Maintenance-Patrol	-29.26
2410-62...	Bill	10/24/2024		5580-41 · OPS-Boat Maintenance-Patrol	-16.47
2410-62...	Bill	10/28/2024		5631-02 · OPS-Quagga Prevention Equip	-19.22
TOTAL					-105.94
EFT	Bill Pmt -Check	10/04/2024	BVE (EFT)	1001-01 · Accounts Payable	
092420...	Bill	09/24/2024		5507-43 · OPS-Utilities-Ramps	-101.26
092420...	Bill	09/24/2024		5507-21 · WATER-Utilities-Aerator	-485.94
022420...	Bill	09/24/2024		5507-22 · WATER-Utilities-Dam	-214.28
TOTAL					-801.48
EFT	Bill Pmt -Check	10/11/2024	BVE (EFT)	1001-01 · Accounts Payable	
092720...	Bill	09/27/2024		5507-22 · WATER-Utilities-Dam	-66.53
093020...	Bill	09/30/2024		5507-43 · OPS-Utilities-Ramps	-193.56
TOTAL					-260.09
EFT	Bill Pmt -Check	10/21/2024	BVE (EFT)	1001-01 · Accounts Payable	

Big Bear MWD Warrant List Detail September 28 through November 1, 2024

Num	Type	Date	Name	Account	Paid Amount
100320...	Bill	10/03/2024		5507-41 · OPS-Utilities-Main Office	-348.15
100320...	Bill	10/03/2024		5507-41 · OPS-Utilities-Main Office	-12.60
100320...	Bill	10/03/2024		5507-42 · OPS-Utilities-Vacant Lot	-12.60
100420...	Bill	10/04/2024		5507-41 · OPS-Utilities-Main Office	-881.37
TOTAL					-1,254.72
161749	Bill Pmt -Check	10/03/2024	CALAVERAS TROUT FARM INC	1001-01 · Accounts Payable	
17-1025	Bill	10/02/2024		5670-02 · WATER-Fishery Mgt-FISH PURCHASE	-20,400.00
TOTAL					-20,400.00
161762	Bill Pmt -Check	10/09/2024	CALAVERAS TROUT FARM INC	1001-01 · Accounts Payable	
17-1027	Bill	10/08/2024		5670-02 · WATER-Fishery Mgt-FISH PURCHASE	-20,400.00
17-1028	Bill	10/10/2024		5670-02 · WATER-Fishery Mgt-FISH PURCHASE	-20,400.00
TOTAL					-40,800.00
161776	Bill Pmt -Check	10/15/2024	CALAVERAS TROUT FARM INC	1001-01 · Accounts Payable	
17-1030	Bill	10/15/2024		5670-02 · WATER-Fishery Mgt-FISH PURCHASE	-20,400.00
TOTAL					-20,400.00
161795	Bill Pmt -Check	10/24/2024	CALAVERAS TROUT FARM INC	1001-01 · Accounts Payable	
17-1033	Bill	10/22/2024		5670-02 · WATER-Fishery Mgt-FISH PURCHASE	-20,400.00
TOTAL					-20,400.00
161807	Bill Pmt -Check	10/31/2024	CALAVERAS TROUT FARM INC	1001-01 · Accounts Payable	
17-1037	Bill	10/29/2024		5670-02 · WATER-Fishery Mgt-FISH PURCHASE	-20,400.00
TOTAL					-20,400.00
161779	Bill Pmt -Check	10/17/2024	CITY OF BIG BEAR LAKE	1001-01 · Accounts Payable	
0008988	Bill	10/07/2024		5507-41 · OPS-Utilities-Main Office	-2,630.88
TOTAL					-2,630.88
161780	Bill Pmt -Check	10/17/2024	COMPUTER VILLAGE	1001-01 · Accounts Payable	
12229	Bill	10/16/2024		5620-10 · ADMIN-Equip Maintenance	-150.00
				5509-13 · ADMIN - Microsoft 365 Subscript	-350.40
				5505-01 · ADMIN-Phones Local/Hardware/Rep	-230.40
TOTAL					-730.80
161796	Bill Pmt -Check	10/24/2024	COMPUTER VILLAGE	1001-01 · Accounts Payable	
11327	Bill	08/25/2024		5509-13 · ADMIN - Microsoft 365 Subscript	-29.03
11757	Bill	09/20/2024		5530-02 · ADMIN- Computer Consults	-90.00
11758	Bill	09/20/2024		5530-02 · ADMIN- Computer Consults	-360.00
11849	Bill	09/27/2024		5811-00 · District Computer/ Server	-2,260.52
11850	Bill	09/27/2024		5811-00 · District Computer/ Server	-1,534.23
TOTAL					-4,273.78
161750	Bill Pmt -Check	10/03/2024	CONNELLY PUMPING SERVICE	1001-01 · Accounts Payable	
28926	Bill	10/01/2024		5632-02 · MAINT-SS Reliefs Pumping	-300.00
TOTAL					-300.00
161797	Bill Pmt -Check	10/24/2024	CONNELLY PUMPING SERVICE	1001-01 · Accounts Payable	
28963	Bill	10/18/2024		5632-02 · MAINT-SS Reliefs Pumping	-300.00

Big Bear MWD Warrant List Detail September 28 through November 1, 2024

Num	Type	Date	Name	Account	Paid Amount
TOTAL					-300.00
161751	Bill Pmt -Check	10/03/2024	CSB DEPT OF INNOVATION & TECH...	1001-01 · Accounts Payable	
30125	Bill	08/31/2024		5506-41 · OPS-Radio Service Contract	-223.04
TOTAL					-223.04
161798	Bill Pmt -Check	10/24/2024	CSB DEPT OF INNOVATION & TECH...	1001-01 · Accounts Payable	
30230	Bill	09/30/2024		5506-41 · OPS-Radio Service Contract	-223.04
TOTAL					-223.04
161808	Bill Pmt -Check	10/31/2024	CSB SOLID WASTE MANAGEMENT ...	1001-01 · Accounts Payable	
2669	Bill	09/30/2024		5630-30 · MAINT-Bldg/Facility Maint/Rep	-162.85
TOTAL					-162.85
161809	Bill Pmt -Check	10/31/2024	CSDA	1001-01 · Accounts Payable	
10012024	Bill	10/01/2024		5509-02 · ADMIN-Memberships CSDA	-9,413.00
TOTAL					-9,413.00
161752	Bill Pmt -Check	10/03/2024	DIY HOME CENTER	1001-01 · Accounts Payable	
32895	Bill	09/30/2024		5504-30 · MAINT-Janitorial Supplies	-28.10
TOTAL					-28.10
161781	Bill Pmt -Check	10/17/2024	DIY HOME CENTER	1001-01 · Accounts Payable	
33041	Bill	10/08/2024		5543-30 · MAINT-Small Tools/Tool Supplies	-65.42
33075	Bill	10/10/2024		5630-43 · OPS-Bldg/Fac Mtn/Rep-WEST RAMP	-24.21
TOTAL					-89.63
161799	Bill Pmt -Check	10/24/2024	DIY HOME CENTER	1001-01 · Accounts Payable	
33154	Bill	10/15/2024		5543-30 · MAINT-Small Tools/Tool Supplies	-20.71
33221	Bill	10/18/2024		5580-41 · OPS-Boat Maintenance-Patrol	-24.61
TOTAL					-45.32
161810	Bill Pmt -Check	10/31/2024	DIY HOME CENTER	1001-01 · Accounts Payable	
33346	Bill	10/25/2024		5631-02 · OPS-Quagga Prevention Equip	-17.43
TOTAL					-17.43
161753	Bill Pmt -Check	10/03/2024	DWP-CITY OF BIG BEAR LAKE	1001-01 · Accounts Payable	
092620...	Bill	09/26/2024		5507-41 · OPS-Utilities-Main Office	-16.01
092620...	Bill	09/26/2024		5507-41 · OPS-Utilities-Main Office	-125.98
092620...	Bill	09/26/2024		5507-43 · OPS-Utilities-Ramps	-21.36
092620...	Bill	09/26/2024		5507-43 · OPS-Utilities-Ramps	-215.80
TOTAL					-379.15
161811	Bill Pmt -Check	10/31/2024	DWP-CITY OF BIG BEAR LAKE	1001-01 · Accounts Payable	
102920...	Bill	10/29/2024		5507-43 · OPS-Utilities-Ramps	-166.27
102920...	Bill	10/29/2024		5507-43 · OPS-Utilities-Ramps	-21.36
102920...	Bill	10/29/2024		5507-41 · OPS-Utilities-Main Office	-133.60
102920...	Bill	10/29/2024		5507-41 · OPS-Utilities-Main Office	-16.01
TOTAL					-337.24
161812	Bill Pmt -Check	10/31/2024	EGERER GAGE (REIMBURSE)	1001-01 · Accounts Payable	

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Num	Type	Date	Name	Account	Paid Amount
11/21/2...	Bill	10/28/2024		5505-09 · ADMIN-Phone-Employee Reimb	-50.00
TOTAL					-50.00
161813	Bill Pmt -Check	10/31/2024	EVENSON DON (REIMBURSE)	1001-01 · Accounts Payable	
10212024	Bill	10/21/2024		5560-23 · WATER-Watermaster Travel Expens	-738.42
TOTAL					-738.42
161754	Bill Pmt -Check	10/03/2024	EVERON, LLC	1001-01 · Accounts Payable	
156512...	Bill	09/22/2024		5630-42 · OPS-Bldg/Fac Mtn/Rep-EAST RAMP	-202.00
156512...	Bill	09/22/2024		5630-10 · ADMIN-Bldg/Facility Maint/Rep	-255.00
156512...	Bill	09/22/2024		5640-02 · WATER-Dam Maintenance	-108.00
156512...	Bill	09/22/2024		5630-43 · OPS-Bldg/Fac Mtn/Rep-WEST RAMP	-108.00
TOTAL					-673.00
161755	Bill Pmt -Check	10/03/2024	FEDEX	1001-01 · Accounts Payable	
8-634-2...	Bill	09/27/2024		5501-02 · ADMIN-Post&Ship WATER TESTING	-140.10
TOTAL					-140.10
161782	Bill Pmt -Check	10/17/2024	FEDEX	1001-01 · Accounts Payable	
8-648-3...	Bill	10/11/2024		5501-02 · ADMIN-Post&Ship WATER TESTING	-50.67
TOTAL					-50.67
161768	Bill Pmt -Check	10/10/2024	FERRELLGAS	1001-01 · Accounts Payable	
203900...	Bill	09/26/2024		5631-03 · OPS-Quagga Prev Fuel/Kerosine	-603.55
TOTAL					-603.55
EFT	Bill Pmt -Check	10/11/2024	FRONTIER (EFT)	1001-01 · Accounts Payable	
909866...	Bill	09/28/2024		5505-04 · ADMIN-Phone At the Dam	-69.77
TOTAL					-69.77
EFT	Bill Pmt -Check	10/21/2024	FRONTIER (EFT)	1001-01 · Accounts Payable	
909866...	Bill	10/01/2024		5505-02 · ADMIN-Phones Ramps Local Svc	-291.61
909866...	Bill	10/01/2024		5505-03 · ADMIN-Phones Long Distance	-6.79
				5505-01 · ADMIN-Phones Local/Hardware/Rep	-555.06
TOTAL					-853.46
EFT	Bill Pmt -Check	10/23/2024	FRONTIER (EFT)	1001-01 · Accounts Payable	
909866...	Bill	10/01/2024		5505-02 · ADMIN-Phones Ramps Local Svc	-185.86
TOTAL					-185.86
161769	Bill Pmt -Check	10/10/2024	GALLS LLC	1001-01 · Accounts Payable	
029115...	Bill	09/19/2024		5541-41 · OPS-Uniform/Sm Equip-Reg Empl	-89.35
TOTAL					-89.35
161770	Bill Pmt -Check	10/10/2024	GEI CONSULTANTS INC	1001-01 · Accounts Payable	
003161...	Bill	09/18/2024		6100-02 · Dam Repair- Sluice Gates	-11,480.78
TOTAL					-11,480.78
161783	Bill Pmt -Check	10/17/2024	GEI CONSULTANTS INC	1001-01 · Accounts Payable	

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Num	Type	Date	Name	Account	Paid Amount
003162...	Bill	10/10/2024		6100-02 · Dam Repair- Sluice Gates	-827.50
TOTAL					-827.50
161814	Bill Pmt -Check	10/31/2024	GEIGER SUPPLY	1001-01 · Accounts Payable	
200780	Bill	10/23/2024		5580-41 · OPS-Boat Maintenance-Patrol	-138.35
TOTAL					-138.35
161756	Bill Pmt -Check	10/03/2024	GRAINGER	1001-01 · Accounts Payable	
925408...	Bill	09/19/2024		5543-30 · MAINT-Small Tools/Tool Supplies	-157.32
TOTAL					-157.32
161784	Bill Pmt -Check	10/17/2024	GRAINGER	1001-01 · Accounts Payable	
926726...	Bill	10/01/2024		5543-30 · MAINT-Small Tools/Tool Supplies	-396.39
TOTAL					-396.39
161785	Bill Pmt -Check	10/17/2024	HELMUTS MARINE SERVICES	1001-01 · Accounts Payable	
202418...	Bill	10/14/2024		5580-41 · OPS-Boat Maintenance-Patrol	-298.22
TOTAL					-298.22
161815	Bill Pmt -Check	10/31/2024	HELMUTS MARINE SERVICES	1001-01 · Accounts Payable	
202419...	Bill	10/25/2024		5580-41 · OPS-Boat Maintenance-Patrol	-745.74
TOTAL					-745.74
161786	Bill Pmt -Check	10/17/2024	HOLLOWAYS MARINA	1001-01 · Accounts Payable	
36690CR	Bill	10/04/2024		5590-41 · OPS-Petroleum-VESSELS	-9,146.69
TOTAL					-9,146.69
161800	Bill Pmt -Check	10/24/2024	HOLLOWAYS MARINA	1001-01 · Accounts Payable	
36691CR	Bill	10/04/2024		5590-41 · OPS-Petroleum-VESSELS	-5,752.44
TOTAL					-5,752.44
161771	Bill Pmt -Check	10/10/2024	HOOVER BEN (REIMBURSE)	1001-01 · Accounts Payable	
10/22/2...	Bill	10/08/2024		5505-09 · ADMIN-Phone-Employee Reimb	-50.00
TOTAL					-50.00
161787	Bill Pmt -Check	10/17/2024	KENT MICHAEL (REIMBURSE)	1001-01 · Accounts Payable	
10/17/2...	Bill	10/17/2024		5505-09 · ADMIN-Phone-Employee Reimb	-50.00
TOTAL					-50.00
161788	Bill Pmt -Check	10/17/2024	LAMSON BRITTANY (REIMBURSE)	1001-01 · Accounts Payable	
101120...	Bill	10/16/2024		5505-09 · ADMIN-Phone-Employee Reimb	-50.00
TOTAL					-50.00
161757	Bill Pmt -Check	10/03/2024	MCMMASTER-CARR	1001-01 · Accounts Payable	
33496366	Bill	09/18/2024		5510-02 · ADMIN-KOOL KIDS Program	-39.36
TOTAL					-39.36

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Num	Type	Date	Name	Account	Paid Amount
161772	Bill Pmt -Check	10/10/2024	MCMASTER-CARR	1001-01 · Accounts Payable	
			MCMASTER-CARR	2200-00 · Accounts Payable Liability	15.24
24705	Bill	10/02/2024		5630-35 · MAINT-Bldg/Facility/Maint-Buoys	-154.84
34378962	Bill	10/04/2024		5630-35 · MAINT-Bldg/Facility/Maint-Buoys	-546.56
34463779	Bill	10/07/2024		5630-42 · OPS-Bldg/Fac Mtn/Rep-EAST RAMP	-60.44
TOTAL					-746.60
161758	Bill Pmt -Check	10/03/2024	MERCURY MARINE	1001-01 · Accounts Payable	
				5580-44 · OPS-Boat Maint-Engine/Outdrive	-26,184.93
13752920	Bill	08/20/2024		5580-41 · OPS-Boat Maintenance-Patrol	-8,102.82
TOTAL					-34,287.75
161789	Bill Pmt -Check	10/17/2024	MERCURY MARINE	1001-01 · Accounts Payable	
				5580-43 · OPS-Boat Maint-Electro Shock	-119.02
13819294	Bill	10/02/2024			
TOTAL					-119.02
161816	Bill Pmt -Check	10/31/2024	MILE HIGH EQUIPMENT	1001-01 · Accounts Payable	
				5630-42 · OPS-Bldg/Fac Mtn/Rep-EAST RAMP	-2,183.85
65423	Bill	09/23/2024			
TOTAL					-2,183.85
161773	Bill Pmt -Check	10/10/2024	MOONRIDGE FUEL HAUPT RALPH	1001-01 · Accounts Payable	
				5590-41 · OPS-Petroleum-VESSELS	-87.00
09302024	Bill	09/30/2024		5590-42 · OPS-Petroleum-VEHICLES	-232.61
TOTAL					-319.61
161817	Bill Pmt -Check	10/31/2024	MT LASSEN TROUT FARMS INC	1001-01 · Accounts Payable	
				5670-02 · WATER-Fishery Mgt-FISH PURCHASE	-36,600.00
26356	Bill	10/24/2024			
TOTAL					-36,600.00
161790	Bill Pmt -Check	10/17/2024	NAPA AUTO PARTS	1001-01 · Accounts Payable	
			NAPA AUTO PARTS	2200-00 · Accounts Payable Liability	0.10
635080	Bill	10/08/2024		5640-02 · WATER-Dam Maintenance	-4.82
TOTAL					-4.72
161818	Bill Pmt -Check	10/31/2024	NAPA AUTO PARTS	1001-01 · Accounts Payable	
			NAPA AUTO PARTS	2200-00 · Accounts Payable Liability	1.38
635937	Bill	10/29/2024		5580-41 · OPS-Boat Maintenance-Patrol	-68.92
TOTAL					-67.54
161801	Bill Pmt -Check	10/24/2024	OWL TELEPHONE EXCHANGE	1001-01 · Accounts Payable	
				5630-10 · ADMIN-Bldg/Facility Maint/Rep	-200.00
1549	Bill	11/01/2024			
TOTAL					-200.00
161759	Bill Pmt -Check	10/03/2024	PITNEY BOWES LEASE	1001-01 · Accounts Payable	
				5501-01 · ADMIN-Post&Ship OFFICE	-216.14
310686...	Bill	09/27/2024			
TOTAL					-216.14
161791	Bill Pmt -Check	10/17/2024	PITNEY BOWES SUPPLIES	1001-01 · Accounts Payable	
				5501-01 · ADMIN-Post&Ship OFFICE	-89.42
102623...	Bill	10/11/2024			

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Big Bear MWD Warrant List Detail September 28 through November 1, 2024

Num	Type	Date	Name	Account	Paid Amount
TOTAL					-89.42
161819	Bill Pmt -Check	10/31/2024	QUILL LLC	1001-01 · Accounts Payable	
41050339	Bill	10/11/2024		5503-01 · ADMIN-Office Supplies-Office	-450.91
TOTAL					-450.91
161820	Bill Pmt -Check	10/31/2024	SCHERMER MICHAEL (REIMBURSE)	1001-01 · Accounts Payable	
CALPE...	Bill	10/27/2024		5570-03 · ADMIN-Training/Seminars-Empl	-301.00
TOTAL					-301.00
161822	Bill Pmt -Check	10/31/2024	SCHERMER MICHAEL (REIMBURSE)	1001-01 · Accounts Payable	
CALPE...	Bill	10/31/2024		5570-03 · ADMIN-Training/Seminars-Empl	-199.66
TOTAL					-199.66
161775	Bill Pmt -Check	10/10/2024	SMITH-ROOT, INC	1001-01 · Accounts Payable	
075921-...	Bill	10/10/2024		5810-01 · Boat Purchases	-64,866.00
TOTAL					-64,866.00
EFT	Bill Pmt -Check	09/30/2024	SOUTHWEST GAS (EFT)	1001-01 · Accounts Payable	
091320...	Bill	09/13/2024		5507-41 · OPS-Utilities-Main Office	-12.68
091320...	Bill	09/13/2024		5507-42 · OPS-Utilities-Vacant Lot	-11.00
TOTAL					-23.68
EFT	Bill Pmt -Check	10/11/2024	SPECTRUM BUSINESS (EFT)	1001-01 · Accounts Payable	
170406...	Bill	10/01/2024		5505-08 · ADMIN- Phone Office	-229.97
TOTAL					-229.97
161760	Bill Pmt -Check	10/03/2024	TDN AUTOMATION	1001-01 · Accounts Payable	
202409...	Bill	09/20/2024		6101-02 · Dam Monitor Comp-Repair/Update	-35,000.00
TOTAL					-35,000.00
EFT	Bill Pmt -Check	10/21/2024	US BANK (EFT)	1001-01 · Accounts Payable	
10042024	Bill	10/04/2024		5509-13 · ADMIN - Microsoft 365 Subscript	-3.92
				5670-04 · WATER-Fishery Mgmt-Carp/Electro	-1,476.55
				5503-01 · ADMIN-Office Supplies-Office	-103.06
				5503-02 · ADMIN-Office Supplies-Ramps	-102.17
				5510-02 · ADMIN-KOOL KIDS Program	-1,248.52
				5510-02 · ADMIN-KOOL KIDS Program	-16.90
				5509-12 · ADMIN-Software Subscriptions	-103.15
				5503-01 · ADMIN-Office Supplies-Office	-83.92
				5507-41 · OPS-Utilities-Main Office	-44.21
				5503-01 · ADMIN-Office Supplies-Office	-18.83
				5541-41 · OPS-Uniform/Sm Equip-Reg Empl	-122.79
				5670-04 · WATER-Fishery Mgmt-Carp/Electro	-256.14
				5570-03 · ADMIN-Training/Seminars-Empl	-88.42
				5570-03 · ADMIN-Training/Seminars-Empl	-522.03
				5510-03 · ADMIN-Empl Recognition-Pub Info	-130.68
				5510-46 · ADMIN -Public Info Emp Wellness	-169.23
				5510-02 · ADMIN-KOOL KIDS Program	-120.25
				5510-02 · ADMIN-KOOL KIDS Program	-28.70
				5510-08 · ADMIN-Empl Recognition-EOS	-1,665.03
				5501-02 · ADMIN-Post&Ship WATER TESTING	-29.19
				5509-12 · ADMIN-Software Subscriptions	-313.14
				5571-06 · ADMIN-Director Meeting/Workshop	-24.53
				5630-42 · OPS-Bldg/Fac Mtn/Rep-EAST RAMP	-196.48
				5580-41 · OPS-Boat Maintenance-Patrol	-363.72
				5510-02 · ADMIN-KOOL KIDS Program	-104.79
				5510-02 · ADMIN-KOOL KIDS Program	-36.68

Big Bear MWD Warrant List Detail September 28 through November 1, 2024

Num	Type	Date	Name	Account	Paid Amount
				5510-02 · ADMIN-KOOL KIDS Program	-132.05
				5570-41 · OPS-Osha/Equipment	-212.53
				5570-44 · OPS-Osha/First Aid Expense (WC)	-123.88
				5570-02 · ADMIN-Training/Seminars-Mgmt	-98.24
				5570-03 · ADMIN-Training/Seminars-Empl	-98.24
				5510-02 · ADMIN-KOOL KIDS Program	-132.51
				5510-08 · ADMIN-Empl Recognition-EOS	-797.82
				5510-10 · ADMIN-Celebrations	-403.19
TOTAL					-9,371.49
EFT	Bill Pmt -Check	09/30/2024	VALERO (EFT)	1001-01 · Accounts Payable	
99849063	Bill	09/23/2024		5590-41 · OPS-Petroleum-VESSELS	-827.55
				5590-42 · OPS-Petroleum-VEHICLES	-1,469.67
TOTAL					-2,297.22
161821	Bill Pmt -Check	10/31/2024	VERIZON WIRELESS	1001-01 · Accounts Payable	
997588...	Bill	10/09/2024		5505-11 · ADMIN-Phones Ramp Aircards	-61.62
				5505-11 · ADMIN-Phones Ramp Aircards	-51.69
				5505-06 · ADMIN-Phone Cell Phones	-416.91
TOTAL					-530.22
161792	Bill Pmt -Check	10/17/2024	VISUAL EDGE IT, INC	1001-01 · Accounts Payable	
24AR21...	Bill	10/15/2024		5620-13 · ADMIN-Copier Copy Counts	-92.30
TOTAL					-92.30
161774	Bill Pmt -Check	10/10/2024	WEST MARINE PRO	1001-01 · Accounts Payable	
2412358	Bill	10/01/2024		5580-42 · OPS-Boat Maintenance-Work	-169.29
TOTAL					-169.29
161802	Bill Pmt -Check	10/24/2024	WEST MARINE PRO	1001-01 · Accounts Payable	
2410727	Bill	10/01/2024		5580-41 · OPS-Boat Maintenance-Patrol	-347.97
				5580-42 · OPS-Boat Maintenance-Work	-86.99
TOTAL					-434.96
161761	Bill Pmt -Check	10/03/2024	XEROX CORPORATION	1001-01 · Accounts Payable	
6299042	Bill	09/29/2024		2950-03 · Copier Lease	-494.74
TOTAL					-494.74

**BIG BEAR MUNICIPAL WATER DISTRICT
REPORT TO BOARD OF DIRECTORS**

MEETING DATE: November 7, 2024

AGENDA ITEM: 6A

SUBJECT:

THE ADMINISTRATIVE COMMITTEE (DIRECTORS LUDECKE & BREWSTER) RECOMMENDS GEI CHANGE ORDER #2 FOR TASK ORDER #7, (SPECIAL USE LAUNCH RAMP & DEEPENING PROJECT) FOR ADDITIONAL SERVICES INCORPORATING ADDITIONAL CULTURAL DETAILS INTO THE ENVIRONMENTAL DOCUMENT BEFORE RECIRCULATING, NOT TO EXCEED \$17,861 FOR FULL BOARD DISCUSSION AND POSSIBLE APPROVAL.

RECOMMENDATION:

Administrative Committee (Directors Ludecke and Brewster) and the General Manager recommend this item for full Board approval.

DISCUSSION/FINDINGS:

The environmental document (IS/MND) for our proposed Special Use Launch Ramp and Deepening project went out for public comment over summer. The District received two written comments. One from an environmental group and a second from cultural. District staff and our consultant had follow-up meetings with these two groups to discuss how to improve the document where we could.

The committee and staff agreed the best way forward with the document is to incorporate additional details into the document and circulate it a second time. This is above the CEQA requirement, but the District wanted to make sure every effort was made to produce the most comprehensive document possible before formal certification.

This effort will include:

1. Prepare Project Description and Engineering Support
2. Prepare Initial Study/Mitigation Negative Declaration (IS/MND)
3. Prepare Clean Water Act (CWA) Section 404 Pre-Construction Notification (PCN)
4. Support Federal Endangered Species Act (ESA) Section 7 Consultation
5. Support National Historic Preservation Act (NHPA) Section 106 Consultation
6. Prepare CWA Section 401 Water Quality Certification (WQC) Application
7. Prepare California Fish and Game Code (FGC) Section 1600 Lake and Streambed Alteration (LSA) Notification
8. Project Management

OTHER AGENCY INVOLVEMENT: None

FINANCING: Professional Services

Submitted by: Jared Cheek, General Manager

October 3, 2024

Consulting
Engineers and
Scientists

Jared Cheek
General Manager

Brittany Lamson
Assistant General Manager

Big Bear Municipal Water District
PO Box 2863
Big Bear Lake, CA 92315
jcheek@bbmwd.net

Subject: Change Order No. 2 for Task Order No. 7 - Environmental Services for the Big Bear Municipal Water District Special Use Boat Launch & Deepening Project

Dear Mr. Cheek and Ms. Lamson:

GEI Consultants, Inc. (GEI) is pleased to continue to assist the Big Bear Municipal Water District (District) with the Special Use Boat Launch & Deepening Project (project), formerly known as the Marina Deepening Project. On January 20, 2022, the District authorized Task Order No. 7 which specifically includes the following eight tasks:

- Task 1: Prepare Project Description and Engineering Support
- Task 2: Prepare Initial Study/Mitigation Negative Declaration (IS/MND)
- Task 3: Prepare Clean Water Act (CWA) Section 404 Pre-Construction Notification (PCN)
- Task 4: Support Federal Endangered Species Act (ESA) Section 7 Consultation
- Task 5: Support National Historic Preservation Act (NHPA) Section 106 Consultation
- Task 6: Prepare CWA Section 401 Water Quality Certification (WQC) Application
- Task 7: Prepare California Fish and Game Code (FGC) Section 1600 Lake and Streambed Alteration (LSA) Notification
- Task 8: Project Management

On June 13, 2023, Task Order No. 7 was modified (Change Order No. 1) to include a boat ramp, in addition to proposed sediment removal. Change Order No. 1 included the design of the boat ramp, updates, and revisions to the IS/MND, as well associated permits.

The IS/MND was circulated for public review from July 11 to August 10, 2024. Since then, one comment letter was received from Friends of Big Bear Valley (FOBBV), and the Yuhaaviatam of San Manuel Nation (Tribe) requesting additional information and consultation. After meeting with a FOBBV representative and consultation with the Tribe, the District agreed to recirculate the IS/MND to incorporate minor revisions, as well as include new information about a known Tribal Cultural Resource (TCR) in the project vicinity and update cultural resources mitigation measures. This approach to recirculate the IS/MND with up-to-date information and supporting documentation is not only defensible under the California Environmental Quality Act (CEQA) but will also further strengthen the partnership between the District, the FOBBV, and the Tribe.

GEI proposes this Change Order No. 2 to modify Task Order No. 7 to respond to recirculate the IS/MND and finish CEQA, as described in the scope of work below.

SCOPE OF WORK

The additional tasks, assumptions, and associated deliverables (electronic unless otherwise noted) that are now required for Change Order No. 2 are discussed below. Task Order No. 7 remains valid except as described below.

Task 2. Prepare Initial Study/Mitigated Negative Declaration

GEI will recirculate the Draft IS/MND and prepare a Final IS/MND (if needed – see optional task 2.4). Subtasks 2.1 through 2.4 detail actions required to complete the CEQA process for the project.

Task 2.1. Revise Draft Initial Study/Mitigated Negative Declaration

GEI will revise the Draft IS/MND to incorporate minor revisions associated with comments on the IS/MND in July/August 2024, from the FOBBV and new information pertaining to TCRs including: a known TCR in the project vicinity; updated Tribal history; and revised/new mitigation measures pertaining to the discovery of cultural resources. GEI will also confirm the document meets ADA accessibility formatting requirements after the revisions are made.

Task 2.2. Notices and Publication

GEI will revise the Notice of Intent (NOI) to detail recirculation and reflect new public review dates, as well as revise the Notice of Completion (NOC) for the State Clearinghouse (SCH). GEI will mail the NOIs to the appropriate entities on the project's Distribution List, post the Draft IS/MND and associated notices and environmental forms to the SCH, post the NOI with Clerk of the Board, and provide notice of public review in the Big Bear Grizzly (newspaper).

Task 2.3. Notice of Determination

GEI will prepare a Notice of Determination (NOD) for the SCH, as required by CEQA. Within 5 days of project approval, GEI will file the NOD with SCH and Clerk of the Board.

OPTIONAL Task 2.4. Final Initial Study/Mitigated Negative Declaration and Notice of Determination

Since the IS/MND is being revised based on comments on the original IS/MND, GEI does not anticipate receiving substantial comments related to CEQA issues on the recirculated Draft IS/MND. However, if needed, GEI will review, organize, and bracket comments and identify comments requiring discussion with the District (if any). GEI will prepare Responses to Comments raising significant environmental issues, as required by CEQA. The level of detail in the response will be dependent on the nature and level of detail of the comment. General responses will be provided to general comments and master responses may be developed for multiple comments with similar topics. GEI will attend a meeting with District staff to review and discuss written comments on the IS/MND and proposed edits to the IS/MND text. GEI will then revise the IS/MND text, as appropriate based on comments and responses agreed upon with the District (if needed).

Assumptions

- No additional technical (air quality, biological and cultural resources, etc.) evaluation other than minor revisions needs to be conducted prior to recirculation of the Draft IS/MND.
- The District will provide one combined set of comments each for the Administrative Draft IS/MND, Screencheck Draft IS/MND, Recirculated Public Draft IS/MND, and Final IS/MND (optional).
- Fees associated with the newspaper posting, filing the NOD with the Clerk of the Board, and payment of California Department of Fish and Wildlife fees, will initially be paid by GEI then expensed to the District.

Deliverables

- Administrative Draft IS/MND, Screencheck Draft IS/MND, Recirculated Public Draft IS/MND, and Final IS/MND (optional).
- Draft and Final NOI, NOC, newspaper notice, and NOD.
- NOI filing with SCH, Clerk of the Board, and Big Bear Grizzly.
- NOD filing with the SCH and Clerk of the Board.

Task 8. Project Management

GEI will continue to provide technical and project administrative services, including overall project management, project budgeting and scheduling, file management, and coordination with the District. GEI will continue to direct, supervise, and review work performed to ensure QA/QC of all deliverables. GEI will continue to facilitate, attend, and prepare notes and action items for management meetings for project-level budget, schedule, and project administrative issues.

Deliverables

- Monthly invoices

COST ESTIMATE

GEI will complete the above tasks for \$17,861. All work is completed on time and materials basis. A cost estimate with a break down by task is provided as **Attachment 1**.

We are personally committed to the District to execute this project successfully. If you have any questions, please contact Katelyn Matroni at 562.726.7292 or kmatroni@geiconsultants.com.

Sincerely,

GEI Consultants, Inc.



Katelyn Matroni
Senior Environmental Project Manager



Lorena Manriquez, PE
Contract Manager

Cc:
Rich Sanchez
Contract Director
GEI Consultants, Inc.

Jared Creek and Brittany Lamson
Big Bear Municipal Water District

4

October 3, 2024

Ryan Jolley
Senior Environmental Project Director
GEI Consultants, Inc.

Enclosures:

Attachment 1 - Cost Estimate

***BIG BEAR MUNICIPAL WATER DISTRICT
REPORT TO BOARD OF DIRECTORS***

MEETING DATE: November 7, 2024

AGENDA ITEM: 6B

SUBJECT:

THE ADMINISTRATIVE COMMITTEE (DIRECTORS LUDECKE & BREWSTER) RECOMMENDS POLICY 2024-03, SURPLUS EQUIPMENT AND VEHICLE DISPOSAL POLICY, FOR FULL BOARD DISCUSSION AND POSSIBLE APPROVAL.

RECOMMENDATION:

Administrative Committee (Directors Ludecke and Brewster) and the General Manager recommend this item for full Board approval.

DISCUSSION/FINDINGS:

The above referenced policy is to clarify the process in which how the District may deem and sell surplus equipment and vehicles. This also determines when the General Manager can deem something surplus and sell items or if the Board will need to take a formal action. The policy also outlines who, including whole seller companies, can purchase the items.

OTHER AGENCY INVOLVEMENT: None

FINANCING: None

Submitted by: Jared Cheek, General Manager

BIG BEAR MUNICIPAL WATER DISTRICT
Lake Management

Category:	Admin/Water/Maintenance/Operations	Policy # 2024-03
Title:	Sale/Disposal of Surplus Equipment	

I. PURPOSE:

To establish a formal procedure for deeming, selling, and/or disposing of Big Bear Municipal Water District ('District') surplus equipment or vehicles.

II. RESPONSIBILITY

The term "surplus property" shall mean any property other than real property that is no longer needed or useable by the District. The General Manager shall annually review the District's equipment and inventory and complete a surplus property form for the deemed surplus items. The General Manager shall present the list of surplus property to the Board for its review and approval prior to disposition of the property.

If fair market value of equipment is \$500 or less, the General Manager shall deem the unused equipment surplus and dispose in a manner most fiscally beneficial for the district.

III. METHODS OF DISPOSAL

The General Manager is responsible for the disposition of District surplus property. Once the Board has approved the list of surplus property, or General Manager has deemed surplus for items under the \$500 threshold, the General Manager shall determine which of the following methods of disposition to use; the priority for disposition shall be in the order listed below:

1. Sale – The District may offer surplus property for sale. All surplus property is for sale "as-is" and "where-is" with no warranty, guarantee, or representation of any kind, expressed or implied, as to the condition, utility, or usability of the property offered for sale.
2. Appropriate methods of sale are as follows:
 - a. Public Auction – Surplus property may be sold at public auction. The District may contract with a professional auctioneer if it chooses.
 - b. Sealed Bids – Sealed bids may be solicited for the sale of surplus property. Surplus property disposed of in this manner shall be sold to the highest responsive bidder.
 - c. Negotiated Sale – Surplus property may be sold directly to a purchaser, including but not limited to: private party, CarMax, AutoTrader, Kelley Blue Book, Carvana, Zoom, etc. General Manager or designee shall solicit a minimum of three offers if this method is used.
 - d. Selling for Scrap – Surplus property with a minimal fair market value may be sold as scrap.
3. Donation or Disposal – If the District is unable to sell surplus property after using the methods provided in sections 1 and 2, above, or if the cost of locating a buyer exceeds the estimated sale price of surplus property, the property may be donated to a charitable organization, recycled, destroyed, or disposed of as junk.

IV. PROCEEDS

All sales of surplus property shall be paid to the District by certified check, money order, or in manner agreeable to the General Manager. The General Manager shall be authorized to sign bills of sale and any other documents evidencing the transfer of title to such surplus property by and on behalf of the District.

V. EXCLUSIONS

District Employees and Officers District employees, directors and officers are prohibited from purchasing surplus property offered for sale by the District unless under sealed bid process.

Approved by Big Bear Municipal Water District General Manager	Approved by Board on: November 7, 2024 by X - X Board vote
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DRAFT

***BIG BEAR MUNICIPAL WATER DISTRICT
REPORT TO BOARD OF DIRECTORS***

MEETING DATE: November 7, 2024

AGENDA ITEM: 6C

SUBJECT:

THE ADMINISTRATIVE COMMITTEE (DIRECTORS LUDECKE & BREWSTER) RECOMMENDS ENTERING INTO A LAND USE AGREEMENT WITH MOUNTAIN TRANSIT FOR A NEW BUS STOP STRUCTURE TO BE BUILT ON DISTRICT PROPERTY ALONG LAKEVIEW DRIVE FOR FULL BOARD DISCUSSION AND POSSIBLE APPROVAL.

RECOMMENDATION:

Administrative Committee (Directors Ludecke and Brewster) and the General Manager recommend this item for full Board approval.

DISCUSSION/FINDINGS:

Mr. Cheek was approached by Sandy Benson of Mountain Transit about installing one of their new bus stop structures on District property along Lakeview Drive. This location is an existing bus stop location for the Blue Line, but there is no structure there identifying where the stop is.

After a site walk of where the bus stop is proposed to go, the District and Administrative committee are agreeable to construction of this structure to the west of the power pole, as far west on the property line as possible. If the bus location causes any nuisance, Mountain Transit would remove the structure at any time. They would assume all costs and responsibilities associated with this location. This structure would look just like the new stops installed by the hospital.

If the full Board approves this item, the agreement would become active, and construction would start after City permitting approval processes are complete.

OTHER AGENCY INVOLVEMENT: None

FINANCING: None

Submitted by: Jared Cheek, General Manager



October 23, 2024

Mr. Jared Cheek
General Manager
Big Bear Municipal Water District
PO Box 2863
Big Bear Lake CA 92315

PAGE 1 OF 2

Dear Mr. Cheek:


Mountain Transit has applied for and received funds to install bus shelters within our service area. We have identified 40524 Lakeview Drive, a fixed route stop on our Blue Line named "MWD Stop # 523" as a location for a shelter that would benefit the community of Big Bear Lake. We are requesting permission to install a shelter on the corner of the MWD property.

The shelters are 12' wide x 6' deep and feature a powder coated steel mural depicting a Mountain scene at the rear wall, perforated and powder coated steel on either end wall, USC DTD solar illumination in shelter roof, 7' perforated metal bench and a trash can. The shelter will be built on a concrete slab and meet all ADA, City of Big Bear Lake and county regulations. Mountain Transit will pay for all costs of construction and ongoing maintenance of the shelter. Mountain Transit will add this shelter to our property liability insurance policy.

Attached is a photo of a similar shelter installed on Moonridge Road in Big Bear Lake, Ca.

Thank you for your consideration.

Sincerely,


Sandy Benson
General Manager

Attachment

APPROVAL DATE: _____

APPROVED BY:

Jared Cheek, General Manager
Big Bear Municipal Water District



Mountain Area Regional Transit Authority
P.O. Box 1501
41939 Fox Farm Road, Big Bear Lake, CA 92315
(909) 878-5200

**BIG BEAR MUNICIPAL WATER DISTRICT
REPORT TO BOARD OF DIRECTORS**

MEETING DATE: November 7, 2024

AGENDA ITEM: 6D

SUBJECT:

THE ADMINISTRATIVE COMMITTEE (DIRECTORS LUDECKE & BREWSTER) RECOMMENDS LOOKING INTO A REFUND WITH SPECTRUM REGARDING THE HARDWIRED INTERNET CONNECTION AND CONSTRUCTION AT THE EAST LAUNCH RAMP FACILITIES FOR FULL BOARD DISCUSSION AND POSSIBLE APPROVAL.

RECOMMENDATION:

Administrative Committee (Directors Ludecke and Brewster) and the General Manager recommend this item for full Board approval.

DISCUSSION/FINDINGS:

Last October the Board approved staff's request for Spectrum to install a hardwire line of internet to our East Public Launch Ramp facility to improve computer speed at the facility. This was a problem because our sale software ran off internet and the connection was too slow and would often close out and staff would need to restart the whole transaction, sometimes multiple times, which would significantly slow our customer service down.

Spectrum assured us that the line was ready to be installed as soon as payment was received, and now we are a year into the process and they are still working on acquiring the proper permits. The completion date changes weekly, and we just experienced another delay. Committee wanted to look into Starlink internet for that location and it would be an added benefit if we could relay that to get coverage at the dam which we currently do not have.

The board would need to decide if they wanted to request a refund from Spectrum and move forward with Starlink as a trial to see if that is better.

OTHER AGENCY INVOLVEMENT: None

FINANCING: Capital Improvement

Submitted by: Jared Cheek, General Manager

NON-STANDARD INSTALLATION PAYMENT AGREEMENT

THIS IS NOT A BILL

Date: 10/13/2023
 Customer Name: BIG BEAR MUNICIPAL WATER DISTRICT
 Customer Address: 41911 N SHORE DR
 City, State, Zip Code: BIG BEAR CITY, CA 92314
 Prism: 4593087

Dear Customer:

Thank you for your interest in becoming a Spectrum Business customer. We have completed a site survey of your address and have determined that your location is accessible only by performing a non-standard installation. Our company's policy regarding non-standard installation is to offer you the opportunity to pay for a portion of the non-standard installation costs so that we may service your business. Spectrum Business will absorb the first \$8,000 in costs for the non-standard installation.

The estimated cost for the non-standard installation of Spectrum Business Services to your location is \$55,490.69

Summary of Spectrum Business Non-Standard Installation Costs

Total Non-Standard Installation Costs:	\$ 55,490.69
Spectrum Business pays for the first \$8k	\$ 8,000.00
Total Customer Pays:	\$ 47,490.69

If you wish to proceed with the installation of Spectrum Business Services, please acknowledge your agreement by signing below, as directed. Once Spectrum Business receives this Agreement signed by you, an invoice of the non-standard installation fee will then be generated and sent to you based on your preferred method of delivery indicated below. Upon receiving the invoice, copayment must be sent via Money Order or Check and received within forty five (45) days or the order will be canceled.

Indicate your preferred method for receiving the non-standard installation invoice, which will include further instructions on payment (**DO NOT SEND PAYMENT AT THIS TIME**):

Email Address:	
U.S. Postal Service Address:	PO BOX 2863, BIG BEAR LAKE, CA, 92315

Please indicate your preferred method for making the payment for your non-standard installation invoice. If EFT or CC is selected, you will receive a link to make payment as part of your invoice.

Credit Card (Visa or Mastercard) / EFT:	<input type="checkbox"/>
Check:	<input checked="" type="checkbox"/>

You understand and agree that Spectrum Business shall own the plant installed and it shall constitute the personal property of Spectrum Business of which Spectrum Business shall have exclusive and sole right to control and use such plant.

THIS IS NOT A BILL

**** Do not send payment at this time. ****

Please return a signed copy of this letter by selecting one (1) of the following methods:

1. Return a signed copy of this agreement to your Spectrum sales representative
or
2. Email a copy of your signed agreement to: SMB-SRC-Copay@charter.com

If Spectrum Business does not receive this letter of acceptance within 10 business days, Spectrum Business, will consider this a rejection of this offer for Spectrum Business installation.

If you have any questions or concerns, please call the Service Recovery and Compliance team at (833) 487-4772.

Sincerely,

Spectrum Business

Customer Acknowledgement: _____

Date: 10/19/2023

Printed Name: _____

Mike Stephenson

Spectrum Business™ is the brand name for the commercial services of Charter Communications