



# Big Bear Municipal Water District

## Lake Management

### Board of Directors

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

## NOTICE OF REGULAR BOARD MEETING November 21, 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:
  - Operations
  - Budget & Finance

5. CONSENT CALENDAR

- A. Minutes of a Regular Meeting on November 7, 2024.
- B. Warrant List dated 11/15/2024 in the amount of \$29,857.96.
- C. Surplus Equipment & Vehicle List for Disposal.

6. BUSINESS

A. General Manager would like to recommend a time extension to the existing on-call engineering contract with GEI Consultants, which is originally set to expire December 31, 2024, to June 30, 2025 to accommodate for on-going work that will not be completed by the end of the calendar year, for full Board discussion and possible approval.

7. ITEMS REMOVED FROM CONSENT AND PLACED ON BUSINESS

8. ANNOUNCEMENTS

9. DIRECTOR COMMENTS

## 10. ADJOURNMENT

**NEXT MEETING:** Open Session at 1:00 P.M.  
Thursday, December 5, 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](http://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, November 7, 2024***

**1. OPEN SESSION**

President Ludecke opened the regularly scheduled Board meeting at 1:00 PM at the Big Bear Municipal Water District located at 40524 Lakeview Drive, Big Bear Lake, CA 92315 on Thursday November 7, 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**

President Ludecke wanted to congratulate Director Bradford and Director Lee for their successful campaign run, congrats to you both.

Dan Gulbranson, a resident of Big Bear Valley, hopes Trump doesn't get assassinated before the 20<sup>th</sup>. He is also concerned about the behavior of the City Manager toward staff and that the Board is not going to the City meetings.

**4. REPORTS**

A. Jared Cheek, General Manager, reported we had an administrative committee meeting, which will be covered in the agenda. He attended the Candidate Forum; the Chamber did a nice job pulling that together. He also completed a CSDA financial workshop webinar, had some great information over a two-day course. He also attended the State of the City meeting that was held at the zoo last Friday. Counsel was updating the public on capital projects. As far as operations here are concerned, we are going into the winter season, East Ramp will remain open, weather permitting until Nov 30. We have a meeting with our consultant next week to get going on the downstream side of the dam. We also had a kick-off meeting with the new website group, Streamline, to start that transition. Lastly, we also met with VBB about having them assist with our annual Shoreline Clean-Up kickoff event.

Director Rehfuss asked about what we could be doing to bring more people on. Mr. Cheek explained what the VBB offered to help with the event, which would bring in more folks and groups with more marketing through their team.

B. Mike Stephenson, Chief Operating Officer, reported our current release requirements is 1.10 CFS, were looking at 1.12 CFS as of earlier this afternoon. Our new SCADA system is fully

operational. Even if we go out of compliance the program will auto adjust to ensure compliance. We are going to monitor how much water we save since the install with being able to monitor by such precise increments now. President Ludecke asked about temp and evaporation that we have seen this season. Mr. Stephenson explained that it was a direct correlation, more evaporation this year on the same surface, but we experienced more heat and more wind than last year.

C. Vice President Brewster spoke about the admin committee, explained most items were on the agenda, but wanted to talk about the fire contract for water use, we did not want to bill for this. Counsel Lemieux explained that there is no legal agreement that they must pay for utility use. Director Rehfuss comments, this is another great demonstration that we are a great partner to the community, and we want to help this community for the best.

Mr. Cheek explained, as the incident happens, they will now just be sending a contract to use the water, but we do not want to get in the way of them getting water.

## **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.

### **Discussion:**

No comments were made.

With a motion made by Director Rehfuss, and seconded by Director Lee, the consent calendar, was approved unanimously:

AYES: Ludecke, Rehfuss, Brewster, Lee, Bradford

NO: -

ABSTAIN: -

## **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.

### **Discussion:**

Mr. Cheek started, we work with GEI as our on-call engineer, this change order is specific to our special use launch ramp which would be on the back side of the building. We received a couple comments back from tribal/cultural and environmental groups. This effort will be to recirculate the document which includes the addition of those comments to show they were considered and acknowledged.

### **Public comment:**

Dan Gulbranson, requesting Directors to look at every word, do we have to do an environmental document to remove dirt? President Ludecke confirmed, yes, we do.

With a motion made by Vice President Brewster, and seconded by Director Bradford, the change order for Task Order # 7, Special Use Boat Launch Ramp and Deepening Project, was approved unanimously:

AYES: Ludecke, Reh fuss, Brewster, Lee, Bradford

NO: -

ABSTAIN: -

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

**Discussion:**

Mr. Cheek presented a draft formal policy for surplus vehicle and equipment disposal. This outlines a couple of different ways on how we can get rid of this stuff. This establishes going forward what options we have to get rid of this.

Director Reh fuss asked about the \$500 threshold before going to the Board, that seems pretty low for a lot of the stuff we have; should we make it higher? Mr. Cheek said that amount was pretty consistent with many other agencies.

President Ludecke asked about the items that are already ready to go now; like the two dump trucks and older dodge truck? Mr. Cheek said we will have to bring back a list and you guys approve

With a motion made by Director Bradford, and seconded by Director Lee, Policy 2024-03 "Surplus Equipment and Vehicle Disposal Policy, was approved unanimously:

AYES: Ludecke, Reh fuss, Brewster, Lee, Bradford

NO: -

ABSTAIN: -

**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.**

**Discussion:**

Mr. Cheek explained the District was approached by Sandy Benson, the General Manager of Mountain Transit, about an existing bus stop on the street. There is no bus stop sign, but that is a spot. They would like to build a nice shelter style stop near our sign, but we think it's best to move it down the street closer to our property line to the west. Sandy said if there are any issues, they will remove the structure. Everything is done under Mountain Transit.

The Board would like to make sure Counsel reviews a formalized contract before moving forward, after that they are fine with it.

Public Comment:

Dan Gulbranson, that's a dangerous corner, is there going to be a cut out for the bus? Thinks we should give them more property to include a turnout to keep people safe.

Jeff Cooper, a resident of the Valley, asked if the ground is stable enough to hold that, knowing that there were some issues on our back vacant lot? Mr. Stephenson confirmed yes, and it will be part of their construction approval.

Mr. Stephenson continued; free transportation is a gift to this Valley.

With a motion made by Director Bradford, and seconded by Director Rehfuss, the new Mountain Transit bus stop structure on Lakeview Dr pending formal agreement review, was approved unanimously:

AYES: Ludecke, Rehfuss, Brewster, Lee, Bradford

NO: -

ABSTAIN: -

**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.**

**Discussion:**

Mr. Cheek explained that last October we entered into an agreement with Spectrum to get a hardline for internet at our East Ramp to improve our permit sale system. To get this, we paid them 47K to get the line in. We have continuously checked in and the project has been pushed out every two months. Including last month. They have had our money for a year now, with no progress. We would like you all to consider a refund for this effort.

President Ludecke asked if you (Jared) have called and asked the steps for the refund? Mr. Cheek responded, this is still on the books now, we are also looking into an alternative service.

Director Rehfuss asked about using something more remote that does not require to "batch" live, but once it comes into Wi-Fi again. Ms. Lamson responded that was an upgrade we implemented this year, which was a huge help with the speed of sales. However, we are still in need of livestream for our security cameras.

Public comment:

Dan Gulbranson said Spectrum is a pain. He has a Frontier hard line and it's not good either. It's a real problem. Suggests Counsel send a letter to the company.

With a motion made by Director Bradford, and seconded by Director Lee, the refund request from Spectrum in the full amount for unfinished work, was approved unanimously:

AYES: Ludecke, Rehfuss, Brewster, Lee, Bradford

NO: -

ABSTAIN: -

## 7. ITEMS REMOVED FROM CONSENT CALENDAR

N/A

## 8. CLOSED SESSION

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

COUNSEL COMMENT: Just a reminder, the Attorney General of California put in to order in 1995 that a government body can prohibit a member of the public from commenting to something outside the body of the government jurisdiction.

Mr. Gulbranson stated that the City just cost this Valley \$75K in their last lawsuit, so let's not have another one of this here.

With no other comments, President Ludecke closed the regular session into closed session at 1:57PM.

REPORT: Counsel Lemieux reported that the board met on one item, Anticipated Litigation - Significant exposure to litigation pursuant to § 54956.9(b): One Case and there was no reportable action.

President Ludecke reconvened to open session at 2:17PM

## 9. ANNOUNCEMENTS

President Ludecke asked for any announcements, Mr. Cheek stated the office would be closed for Veteran's Day on Monday.

Ms. Lamson wanted to make this comment while Mr. Gulbranson was still in the room, but the comment is still important. She wanted to thank Mr. Gulbranson for his concern on inappropriate comments that were made to her, but to say this Board has done nothing about it, is not right or accurate; this Board has had my back with whatever action I felt appropriate to take against the incident that happened many months ago. The appropriate people were notified of the incident, the Board stood behind me and supported me, so to say they are not doing anything about it, is not true. They did act when the incident was relevant, and I want to say thank you for your continued support.

## 10. DIRECTOR COMMENTS

Vice President Brewster wanted to follow up on the VBB lake education video and would like to bring that up at the marina task force meeting next week. Lastly, he wanted us to reach out to more home-schooled groups that were not aware of the KOOL kid's event. Ms. Lamson agreed but would need their contact information for next year.

Director Bradford wanted to thank all the people that voted in the Valley, and he is happy to be here serving. Thanks to the board and support.

Director Lee echoed those remarks, same thanks for the support and couldn't believe how many votes came in.

**11. ADJOURN**

There being no further business, the meeting was adjourned at 2:25 PM.

**DATE AND TIME OF NEXT MEETING**

Date: November 21, 2024  
Location: 40524 Lakeview Drive  
Big Bear Lake, CA 92315  
Time: 1:00 PM

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

[SEAL]

DRAFT UNTIL BOARD APPROVED



4:02 PM

11/15/24

**Big Bear MWD**  
**Warrant List Detail**  
 November 2 - 15, 2024

Num	Type	Date	Name	Account	Paid Amount
<b>161835</b>	<b>Bill Pmt -Check</b>	<b>11/15/2024</b>	<b>ALESHIRE &amp; WYNDER LLP</b>	<b>1001-01 · Accounts Payable</b>	
91093	Bill	11/14/2024		5520-01 · ADMIN-District Counsel	-508.00
91112	Bill	11/14/2024		5520-01 · ADMIN-District Counsel	-4,795.00
TOTAL					-5,303.00
<b>161823</b>	<b>Bill Pmt -Check</b>	<b>11/07/2024</b>	<b>AMAZON CAPITAL SERVICES</b>	<b>1001-01 · Accounts Payable</b>	
1MJN-4...	Bill	10/29/2024		5543-30 · MAINT-Small Tools/Tool Supplies	-146.64
1PKK-Y...	Bill	10/30/2024		5543-30 · MAINT-Small Tools/Tool Supplies	-193.93
TOTAL					-340.57
<b>161824</b>	<b>Bill Pmt -Check</b>	<b>11/07/2024</b>	<b>ATWELL SHAWN (REIMBURSE)</b>	<b>1001-01 · Accounts Payable</b>	
10/31/2...	Bill	11/04/2024		5505-09 · ADMIN-Phone-Employee Reimb	-50.00
TOTAL					-50.00
<b>161836</b>	<b>Bill Pmt -Check</b>	<b>11/15/2024</b>	<b>BEAR VALLEY COMMUNITY HEALT...</b>	<b>1001-01 · Accounts Payable</b>	
10286614	Bill	10/31/2024		5540-32 · MAINT-PreEmployment Physicals	-191.58
TOTAL					-191.58
<b>161825</b>	<b>Bill Pmt -Check</b>	<b>11/07/2024</b>	<b>BEST BEST &amp; KRIEGER LLP</b>	<b>1001-01 · Accounts Payable</b>	
1010739	Bill	11/06/2024		5520-01 · ADMIN-District Counsel	-5,374.50
TOTAL					-5,374.50
<b>161837</b>	<b>Bill Pmt -Check</b>	<b>11/15/2024</b>	<b>BIG BEAR DISPOSAL</b>	<b>1001-01 · Accounts Payable</b>	
000011...	Bill	11/01/2024		5507-41 · OPS-Utilities-Main Office	-476.85
TOTAL					-476.85
<b>161826</b>	<b>Bill Pmt -Check</b>	<b>11/07/2024</b>	<b>BUTCHER'S BLOCK AND BUILDING ...</b>	<b>1001-01 · Accounts Payable</b>	
2410-61...	Bill	10/14/2024		5543-30 · MAINT-Small Tools/Tool Supplies	-32.31
2410-62...	Bill	10/29/2024		5580-41 · OPS-Boat Maintenance-Patrol	-35.23
TOTAL					-67.54
<b>161838</b>	<b>Bill Pmt -Check</b>	<b>11/15/2024</b>	<b>BUTCHER'S BLOCK AND BUILDING ...</b>	<b>1001-01 · Accounts Payable</b>	
2411-63...	Bill	11/06/2024		5543-30 · MAINT-Small Tools/Tool Supplies	-21.05
2411-63...	Bill	11/06/2024		5543-30 · MAINT-Small Tools/Tool Supplies	-28.42
TOTAL					-49.47
<b>EFT</b>	<b>Bill Pmt -Check</b>	<b>11/04/2024</b>	<b>BVE (EFT)</b>	<b>1001-01 · Accounts Payable</b>	
102220...	Bill	10/22/2024		5507-43 · OPS-Utilities-Ramps	-24.84
102220...	Bill	10/22/2024		5507-21 · WATER-Utilities-Aerator	-142.95
102220...	Bill	10/22/2024		5507-22 · WATER-Utilities-Dam	-157.12
TOTAL					-324.91
<b>EFT</b>	<b>Bill Pmt -Check</b>	<b>11/08/2024</b>	<b>BVE (EFT)</b>	<b>1001-01 · Accounts Payable</b>	
102520...	Bill	10/25/2024		5507-22 · WATER-Utilities-Dam	-60.09
102820...	Bill	10/28/2024		5507-43 · OPS-Utilities-Ramps	-198.77
TOTAL					-258.86
<b>EFT</b>	<b>Bill Pmt -Check</b>	<b>11/15/2024</b>	<b>BVE (EFT)</b>	<b>1001-01 · Accounts Payable</b>	
110520...	Bill	11/05/2024		5507-41 · OPS-Utilities-Main Office	-335.06

**Big Bear MWD**  
**Warrant List Detail**  
November 2 - 15, 2024

Num	Type	Date	Name	Account	Paid Amount
110620...	Bill	11/06/2024		5507-41 · OPS-Utilities-Main Office	-925.37
TOTAL					-1,260.43
<b>161827</b>	<b>Bill Pmt -Check</b>	<b>11/07/2024</b>	<b>BVPRINTING</b>	<b>1001-01 · Accounts Payable</b>	
11199	Bill	10/31/2024		5541-41 · OPS-Uniform/Sm Equip-Reg Empl	-32.33
TOTAL					-32.33
<b>161839</b>	<b>Bill Pmt -Check</b>	<b>11/15/2024</b>	<b>C&amp;D TERMITE &amp; PEST CONTROL INC</b>	<b>1001-01 · Accounts Payable</b>	
95266	Bill	10/25/2024		5630-10 · ADMIN-Bldg/Facility Maint/Rep	-235.00
TOTAL					-235.00
<b>161840</b>	<b>Bill Pmt -Check</b>	<b>11/15/2024</b>	<b>CONNELLY PUMPING SERVICE</b>	<b>1001-01 · Accounts Payable</b>	
29021	Bill	11/06/2024		5632-03 · MAINT-Portables Pumping/ Rent	-640.01
29019	Bill	11/06/2024		5632-03 · MAINT-Portables Pumping/ Rent	-640.01
29037	Bill	11/06/2024		5632-03 · MAINT-Portables Pumping/ Rent	-435.01
29036	Bill	11/06/2024		5632-03 · MAINT-Portables Pumping/ Rent	-435.01
29035	Bill	11/06/2024		5632-03 · MAINT-Portables Pumping/ Rent	-435.01
29020	Bill	11/06/2024		5632-03 · MAINT-Portables Pumping/ Rent	-640.01
TOTAL					-3,225.06
<b>161841</b>	<b>Bill Pmt -Check</b>	<b>11/15/2024</b>	<b>CSB WATER AND SANITATION</b>	<b>1001-01 · Accounts Payable</b>	
430283	Bill	10/31/2024		5507-43 · OPS-Utilities-Ramps	-132.74
430313	Bill	10/31/2024		5507-43 · OPS-Utilities-Ramps	-132.74
TOTAL					-265.48
<b>161842</b>	<b>Bill Pmt -Check</b>	<b>11/15/2024</b>	<b>DAVES AUTOMOTIVE</b>	<b>1001-01 · Accounts Payable</b>	
51228	Bill	11/12/2024		5600-31 · MAINT-Vehicle Maint-ON ROAD	-898.52
51231	Bill	11/12/2024		5600-31 · MAINT-Vehicle Maint-ON ROAD	-1,376.49
TOTAL					-2,275.01
<b>161828</b>	<b>Bill Pmt -Check</b>	<b>11/07/2024</b>	<b>DIY HOME CENTER</b>	<b>1001-01 · Accounts Payable</b>	
33460	Bill	11/01/2024		5543-30 · MAINT-Small Tools/Tool Supplies	-3.38
TOTAL					-3.38
<b>161843</b>	<b>Bill Pmt -Check</b>	<b>11/15/2024</b>	<b>DIY HOME CENTER</b>	<b>1001-01 · Accounts Payable</b>	
33557	Bill	11/06/2024		5504-30 · MAINT-Janitorial Supplies	-42.66
33568	Bill	11/06/2024		5504-31 · MAINT-Janitorial Supplies-Admin	-42.67
				5580-44 · OPS-Boat Maint-Engine/Outdrive	-121.46
TOTAL					-206.79
<b>161829</b>	<b>Bill Pmt -Check</b>	<b>11/07/2024</b>	<b>EVERON, LLC</b>	<b>1001-01 · Accounts Payable</b>	
156844...	Bill	10/22/2024		5630-43 · OPS-Bldg/Fac Mtn/Rep-WEST RAMP	-108.00
156844...	Bill	10/22/2024		5640-02 · WATER-Dam Maintenance	-108.00
156844...	Bill	10/22/2024		5630-10 · ADMIN-Bldg/Facility Maint/Rep	-255.00
156844...	Bill	10/22/2024		5630-42 · OPS-Bldg/Fac Mtn/Rep-EAST RAMP	-202.00
TOTAL					-673.00
<b>161844</b>	<b>Bill Pmt -Check</b>	<b>11/15/2024</b>	<b>FERRELLGAS</b>	<b>1001-01 · Accounts Payable</b>	
112815...	Bill	10/11/2024		5631-03 · OPS-Quagga Prev Fuel/Kerosine	-277.37
TOTAL					-277.37
<b>EFT</b>	<b>Bill Pmt -Check</b>	<b>11/08/2024</b>	<b>FRONTIER (EFT)</b>	<b>1001-01 · Accounts Payable</b>	

4:02 PM

11/15/24

**Big Bear MWD**  
**Warrant List Detail**  
 November 2 - 15, 2024

Num	Type	Date	Name	Account	Paid Amount
909866...	Bill	10/28/2024		5505-04 · ADMIN-Phone At the Dam	-83.96
TOTAL					-83.96
<b>EFT</b>	<b>Bill Pmt -Check</b>	<b>11/15/2024</b>	<b>FRONTIER (EFT)</b>	<b>1001-01 · Accounts Payable</b>	
909866...	Bill	11/01/2024		5505-01 · ADMIN-Phones Local/Hardware/Rep	-671.33
909866...	Bill	11/01/2024		5505-02 · ADMIN-Phones Ramps Local Svc	-185.86
909866...	Bill	11/01/2024		5505-02 · ADMIN-Phones Ramps Local Svc	-301.62
TOTAL					-1,158.81
<b>161830</b>	<b>Bill Pmt -Check</b>	<b>11/07/2024</b>	<b>GALLS LLC</b>	<b>1001-01 · Accounts Payable</b>	
029419...	Bill	10/22/2024		5541-42 · OPS-Uniform/Sm Equip Seas Empl	-43.73
TOTAL					-43.73
<b>161845</b>	<b>Bill Pmt -Check</b>	<b>11/15/2024</b>	<b>GEI CONSULTANTS INC</b>	<b>1001-01 · Accounts Payable</b>	
003164...	Bill	11/08/2024		6100-02 · Dam Repair- Sluice Gates	-4,085.00
TOTAL					-4,085.00
<b>161831</b>	<b>Bill Pmt -Check</b>	<b>11/07/2024</b>	<b>GRAINGER</b>	<b>1001-01 · Accounts Payable</b>	
928068...	Bill	10/14/2024		5630-10 · ADMIN-Bldg/Facility Maint/Rep	-69.26
TOTAL					-69.26
<b>161846</b>	<b>Bill Pmt -Check</b>	<b>11/15/2024</b>	<b>HOLLOWAYS MARINA</b>	<b>1001-01 · Accounts Payable</b>	
36852CR	Bill	11/05/2024		5580-41 · OPS-Boat Maintenance-Patrol	-133.50
TOTAL					-133.50
<b>161851</b>	<b>Bill Pmt -Check</b>	<b>11/15/2024</b>	<b>HUNT JEFF (REIMBURSE)</b>	<b>1001-01 · Accounts Payable</b>	
CBSOA...	Bill	11/15/2024		5570-03 · ADMIN-Training/Seminars-Empl	-129.00
TOTAL					-129.00
<b>161847</b>	<b>Bill Pmt -Check</b>	<b>11/15/2024</b>	<b>LAMSON BRITTANY (REIMBURSE)</b>	<b>1001-01 · Accounts Payable</b>	
11/11/2...	Bill	11/14/2024		5505-09 · ADMIN-Phone-Employee Reimb	-50.00
TOTAL					-50.00
<b>161848</b>	<b>Bill Pmt -Check</b>	<b>11/15/2024</b>	<b>MCMASTER-CARR</b>	<b>1001-01 · Accounts Payable</b>	
36158390	Bill	11/07/2024	MCMASTER-CARR	2200-00 · Accounts Payable Liability 5670-01 · WATER-Fishery Management	1.25 -62.26
TOTAL					-61.01
<b>161832</b>	<b>Bill Pmt -Check</b>	<b>11/07/2024</b>	<b>MOONRIDGE FUEL HAUPT RALPH</b>	<b>1001-01 · Accounts Payable</b>	
10312024	Bill	10/31/2024		5590-42 · OPS-Petroleum-VEHICLES	-479.14
TOTAL					-479.14
<b>161849</b>	<b>Bill Pmt -Check</b>	<b>11/15/2024</b>	<b>PAPPAS DREW (REIMBURSE)</b>	<b>1001-01 · Accounts Payable</b>	
10/30/2...	Bill	11/14/2024		5505-09 · ADMIN-Phone-Employee Reimb	-50.00
TOTAL					-50.00
<b>161852</b>	<b>Bill Pmt -Check</b>	<b>11/15/2024</b>	<b>PAPPAS DREW (REIMBURSE)</b>	<b>1001-01 · Accounts Payable</b>	
CBSOA...	Bill	11/15/2024		5570-02 · ADMIN-Training/Seminars-Mgmt	-129.00

## Big Bear MWD Warrant List Detail November 2 - 15, 2024

Num	Type	Date	Name	Account	Paid Amount
TOTAL					-129.00
<b>161833</b>	<b>Bill Pmt -Check</b>	<b>11/07/2024</b>	<b>SCHERMER MICHAEL (REIMBURSE)</b>	<b>1001-01 · Accounts Payable</b>	
CALPE...	Bill	11/05/2024		5570-03 · ADMIN-Training/Seminars-Empl	-72.00
TOTAL					-72.00
<b>EFT</b>	<b>Bill Pmt -Check</b>	<b>11/04/2024</b>	<b>SOUTHWEST GAS (EFT)</b>	<b>1001-01 · Accounts Payable</b>	
101420...	Bill	10/14/2024		5507-41 · OPS-Utilities-Main Office	-14.41
101420...	Bill	10/14/2024		5507-42 · OPS-Utilities-Vacant Lot	-11.00
TOTAL					-25.41
<b>EFT</b>	<b>Bill Pmt -Check</b>	<b>11/15/2024</b>	<b>SPECTRUM BUSINESS (EFT)</b>	<b>1001-01 · Accounts Payable</b>	
170406...	Bill	11/01/2024		5505-08 · ADMIN- Phone Office	-229.97
TOTAL					-229.97
<b>161834</b>	<b>Bill Pmt -Check</b>	<b>11/07/2024</b>	<b>STEPHENSON MIKE (REIMBURSE)</b>	<b>1001-01 · Accounts Payable</b>	
10/02/2...	Bill	10/02/2024		5505-09 · ADMIN-Phone-Employee Reimb	-50.00
TOTAL					-50.00
<b>161850</b>	<b>Bill Pmt -Check</b>	<b>11/15/2024</b>	<b>STEPHENSON MIKE (REIMBURSE)</b>	<b>1001-01 · Accounts Payable</b>	
11/01/2...	Bill	11/14/2024		5505-09 · ADMIN-Phone-Employee Reimb	-50.00
TOTAL					-50.00
<b>EFT</b>	<b>Bill Pmt -Check</b>	<b>11/04/2024</b>	<b>VALERO (EFT)</b>	<b>1001-01 · Accounts Payable</b>	
100488...	Bill	10/23/2024		5590-41 · OPS-Petroleum-VESSELS	-1,132.20
				5590-42 · OPS-Petroleum-VEHICLES	-934.84
TOTAL					-2,067.04

ITEM	VALUE
1990 International Dump Truck	\$2,000
2017 Dodge 2500	\$16,500
1999 Ercoa Pontoon W/O motor	\$200
2008 Dodge Ram 4500 Dump Truck	\$7,500
Ammco Brake Lathe	\$2,800
OMC Single Prop Drive #1 non-op	\$600
OMC Single Prop Drive #2 non-op	\$600
Volvo Penta SX-A Drive non-op	\$2,500
OMC Gimble Housing #1	\$150
OMC Gimble Housing #2	\$150
OMC Gimble Housing #3	\$150
Volvo Penta Gimble Housing	\$325
Landa Heated Pressure Washer - Portable	\$2,000
Easy Clean Mag Heated Pressure Washer - Portable	\$1,000
383 ci Motor - Carbureted	\$2,500
Volvo Penta DPS -A Drive #1 - non op	\$2,000
Volvo Penta DPS - A Drive #2 - non op	\$2,000
Soda Vending Machine #1 - non op	\$800
Soda Vending Machine #2 - non op	\$800
Mercury 60 Outboard - non op	\$3,000

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

**MEETING DATE:** November 21, 2024

**AGENDA ITEM: 6A**

**SUBJECT:**

GENERAL MANAGER WOULD LIKE TO RECOMMEND A TIME EXTENSION TO THE EXISTING ON-CALL ENGINEERING CONTRACT WITH GEI CONSULTANTS, WHICH IS ORIGINALLY SET TO EXPIRE DECEMBER 31, 2024, TO JUNE 30, 2025 TO ACCOMMODATE THE ON-GOING WORK THAT WILL NOT BE COMPLETED BY THE END OF THE YEAR, FOR FULL BOARD DISCUSSION AND POSSIBLE APPROVAL.

**RECOMMENDATION:**

The General Manager recommends this item for full Board discussion and approval.

**DISCUSSION/FINDINGS:**

GEI Consultants are the District's on-call engineering company. Their master service agreement is set to expire December 31, 2024. However, we have current tasks that are on-going that will not be completed prior to this date. Rather than extend it another year, we would like to extend to our fiscal year end to keep these schedules consistent. The master agreement is being recommended for a time extension until June 30, 2025.

**OTHER AGENCY INVOLVEMENT:** None

**FINANCING:** Professional Services

**Submitted by:** Jared Cheek, General Manager

**AMENDMENT NO. 10 TO  
PROFESSIONAL SERVICES AGREEMENT  
BETWEEN THE  
BIG BEAR MUNICIPAL WATER DISTRICT  
AND  
GEI CONSULTANTS, INC.**

**1. Parties and Date.**

This Tenth Amendment to the Professional Services Agreement (“Amendment”) is made and entered into this 7th day of November 2024, by and between the Big Bear Municipal Water District (“District”) and GEI Consultants, Inc. (“Consultant”). The District and Consultant are sometimes individually referred to as “Party” and collectively as “Parties” in this Amendment.

**2. Recitals.**

- 2.1. The District and Consultant entered into that certain Professional Services Agreement dated October 3, 2019 (“Agreement”), whereby Consultant agreed to provide on-call dam engineering services.
- 2.2. The District and Consultant amended this Professional Services Agreement dated May 21st, 2020 (Amendment No. 1), whereby Consultant agreed to provide additional services needed to the District which increased the not-to-exceed amount to **\$175,384.00**.
- 2.3. The District and Consultant amended this Professional Services Agreement again dated January 20, 2022 (Amendment No. 2), whereby Consultant agreed to provide additional services needed to the District which increased the not-to-exceed amount to **\$278,193.00**.
- 2.4. The District and Consultant amended this Professional Services Agreement again dated February 17, 2022 (Amendment No. 3), whereby Consultant agreed to provide additional services needed to the District which increased the not-to-exceed amount to **\$311,795.00**.
- 2.5. The District and Consultant amended this Professional Services Agreement again dated July 21, 2022 (Amendment No. 4), whereby Consultant agreed to provide additional services needed to the District which increased the not-to-exceed amount to **\$390,795.00**.
- 2.6. The District and Consultant amended this Professional Services Agreement again dated December 21, 2022 (Amendment No. 5). This amendment was a contract time extension only and no changes were made to the “not-to-exceed” price.
- 2.7. The District and Consultant amended this Professional Services Agreement again dated February 02, 2023 (Amendment No. 6), whereby Consultant agreed to provide additional services needed to the District which increased the not-to-exceed amount to **\$467,273.00**.
- 2.8. The District and Consultant amended this Professional Services Agreement again dated July 06, 2023 (Amendment No. 7), whereby Consultant agreed to provide additional services needed to the District which increased the not-to-exceed amount to **\$546,249.00**.
- 2.9. The District and Consultant amended this Professional Services Agreement again dated December 31, 2023 (Amendment No. 8), This amendment was a contract time extension only and no changes were made to the “not-to-exceed” price.

- 2.10. The District and Consultant amended this Professional Services Agreement again dated March 07, 2024 (Amendment No. 9), whereby Consultant agreed to provide additional services needed to the District which increased the not-to-exceed amount to **\$917,185.00**.
- 2.11. The District and Consultant now desire to amend the Agreement for the tenth time (Amendment No. 10) to revise the scope of services, increase the not-to-exceed contract amount as authorized by the District's Board of Directors at its meeting on November 07, 2024, in the amount of **\$935,046.00** and lastly, to extend the contract until **June 30, 2025** because of active tasks that will not be complete by the end of the year.

**3. Terms.**

- 3.1. Revised Scope of Services. The Services to be provided by Consultant shall be revised to include the Services set forth in Exhibit 1 TO No. 7 (Amend 4) attached hereto and incorporated by this reference.
- 3.2. Continuing Effect of Agreement. Except as amended by this Amendment, all provisions of the Agreement shall remain unchanged and in full force and effect. From and after the date of this Amendment, whenever the term "Agreement" appears in the Agreement, it shall mean the Agreement as amended by this Amendment.
- 3.3. Adequate Consideration. The Parties stipulate and agree that they have each received adequate and independent consideration for the performance of the obligations they have undertaken pursuant to this Amendment. Consultant further accepts the terms and conditions of this Amendment as full and final resolution of any and all claims, asserted or otherwise, arising out of or related to the subject of this Amendment and acknowledges that the compensation and/or additional time, if any, set forth herein is adequate and comprises the total compensation and/or time due for the change(s) included in this Amendment.

4. IN WITNESS WHEREOF, the Parties hereto have executed this Amendment on the date first herein above written.

**BIG BEAR MUNICIPAL WATER DISTRICT**

By: \_\_\_\_\_  
(Authorized Representative of Contractor)

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Dated: \_\_\_\_\_

**GEI CONSULTANTS, INC**

By: \_\_\_\_\_  
(Authorized Representative of Contractor)

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Dated: \_\_\_\_\_

**GEI CONSULTANTS, INC**

By: \_\_\_\_\_  
(Authorized Representative of Contractor)

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Dated: \_\_\_\_\_



FEE PROPOSAL/COST ESTIMATE

GEi ts

BIG BEAR MUNICIPAL WATER DISTRICT ON-CALL DAM

Task No.	Description	Grades		Grade7		Grade8		Grade5		Grade4		Grade3		Grade1		Senior Designer		Drafter		Admin		ODC'5	Totals		
		Hrs	\$286	Hrs	\$255	Hrs	\$214	Hrs	\$188	Hrs	\$160	Hrs	\$142	Hrs	\$130	Hrs	\$142	Hrs	\$130	Hrs	\$106		Hrs	Cost	
1	<b>On-call Engineering Support</b>																								
	Subtask 1, Miscellaneous Consultation			8	\$2,040			8	\$1,504															16	\$3,544
	Subtask 2																							0	\$0
	Subtask 3																							0	\$0
	<b>Task 2 Totals</b>			<b>8</b>	<b>\$2,040</b>			<b>8</b>	<b>\$1,504</b>															<b>16</b>	<b>\$3,544</b>
2	<b>Low Level Outlet Works Valve Replacement</b>																								
	Site Visit and Meeting with BBMWD			10	\$2,550			10	\$1,880													\$200	20	\$4,630	
	Prepare Design Basis Memorandum	4	\$1,144	8	\$2,040			32	\$6,016	16	\$2,560									2	\$212		62	\$11,972	
	Develop Design Plans	4	\$1,144	24	\$6,120			40	\$7,520	24	\$3,840					24	\$3,408	40	\$5,200	4	\$424		120	\$27,656	
	Develop Design Specifications	2	\$572	24	\$6,120			40	\$7,520	16	\$2,560									10	\$1,060		92	\$17,832	
	Prepare Contract Documents/RFP for Valve Replacement	2	\$572	8	\$2,040			24	\$4,512											2	\$212		36	\$7,336	
	<b>Task 2 Totals</b>	<b>12</b>	<b>\$3,432</b>	<b>74</b>	<b>\$18,870</b>			<b>146</b>	<b>\$27,448</b>	<b>56</b>	<b>\$8,960</b>				<b>24</b>	<b>\$3,408</b>	<b>40</b>	<b>\$5,200</b>	<b>18</b>	<b>\$1,908</b>		<b>330</b>	<b>\$69,426</b>		
3	<b>Future Project Engineering Support</b>																								
	Subtask 1, Miscellaneous Consultation			8	\$2,040			8	\$1,504															16	\$3,544
	Subtask 2																							0	\$0
	Subtask 3																							0	\$0
	<b>Task 3 Totals</b>			<b>8</b>	<b>\$2,040</b>			<b>8</b>	<b>\$1,504</b>															<b>16</b>	<b>\$3,544</b>

DRAFT UNTIL BOARD APPROVED

**Exhibit 1  
to Task Order No. 6**

**Task 6: Bear Valley Dam Inundation Study:** This task will include the following: base model development, breach analysis, inundation mapping, report preparation and emergency action plan consultation. This task will include three different deliverables.

<b>6</b>	<b>Bear Valley Dam Inundation Study</b>	<b>Total Cost</b>
	Project Management and Meetings	\$ 2,769
	Document Gathering	\$ 2,102
	Model Development	\$ 5,368
	Bear Valley Dam	\$ 10,348
	Documentation	\$ 6,944
	Quality Assurance and Quality Control	\$ 817
	EAP Consultation and Review	\$ 1,968
		<b>\$ 30,316</b>

**Exhibit 1  
to Task Order No. 8**

**Task 7: Environmental Services West Side of Jetty:** This task will include the following: Prepare project description and engineering support. Prepare initial study / mitigated negative declaration. Prepare Clean Water Act (CWA) section 404 pre-construction notification (PCN). Support federal Endangered Species Act (ESA) section 7 consultation. Support National Historic Preservation Act (NHPA) section 106 consultation. Prepare CWA section 401 Water Quality Certification (WQC) application. Prepare California Fish and Game (FGC) section 1600 lake and streambed alteration (LSA) notification. Project Management.

<b>Task No.</b>	<b>Task Description</b>	<b>Total</b>
1	Prepare Project Description	\$11,950.00
2	Prepare IS/MND	\$25,216.00
3	Prepare CWA Section	\$9,194.00

4	Support ESA Section 7 Consultation	\$14,400.00
5	Support NHPA Section 106 Consultation	\$12,886.00
6	Prepare CWA Section 401 NOI	\$10,169.00
7	Prepare FGC 1600 Notification	\$9,194.00
8	Project Management	\$7,800.00
Direct Expenses		\$2,000.00
<b>Total GEI Dollars</b>		<b>\$102,809.00</b>

**Exhibit 1  
to Task Order No. 8**

**Task 8: Investigatory Program EIR:** Prepare Project Description for CEQA Scoping. Develop CEQA Strategy. Conduct Project Management.

<b>Task No.</b>	<b>Task Description</b>	<b>Total</b>
1	Develop CEQA Strategy	\$10,902.00
2	Prepare Project Description	\$16,880.00
3	Project Management	\$5,820.00
Direct Expenses		\$0.00
<b>Total GEI Dollars</b>		<b>\$33,602.00</b>

**Exhibit 1  
to Task Order No. 9**

**Task 9: Bear Valley Dam Concrete Spalling Assessment and Repair Options:** Documentation Review. Visual Field Assessment and Coring of Concrete. Laboratory Testing. Letter Report and Preliminary Cost Estimates. Project Management and Meetings.

<b>Task No.</b>	<b>Task Description</b>	<b>Total</b>
1	Document Review	\$5,700.00
2	Field Concrete Assessment	\$21,500.00
3	Laboratory Testing	\$15,400.00
4	Assessment Report and Preliminary Cost	\$28,800.00

5	Project Management and Meetings	\$7,600.00
	<b>Total Cost</b>	<b>\$79,000.00</b>

**Exhibit 1  
to Task Order No. 8 (Amend 2)**

**Task 8: Proposal for Phase 2 of the Lakewide Programmatic CEQA Program:** Develop Conceptual Project Information. Finalize Program Description. Conduct Program Management and Coordination.

<b>Task No.</b>	<b>Task Description</b>	<b>Total</b>
1	Develop Conceptual Project Information	58,714
2	Finalize Program Description	12,084
3	Program Management and Coordination	5,480
Travel Expenses	Site Visit	200
	<b>Total GEI Dollars</b>	<b>76,478.00</b>

**Exhibit 1  
to Task Order No. 7 Amendment No. 3**

**Task 7 Amendment No.3: Marina Deepening Project:** Prepare project description and engineering support. Prepare initial study / mitigated negative declaration. Prepare Clean Water Act (CWA) section 404 pre-construction notification (PCN). Support federal Endangered Species Act (ESA) section 7 consultation. Support National Historic Preservation Act (NHPA) section 106 consultation. Prepare CWA section 401 Water Quality Certification (WQC) application. Prepare California Fish and Game (FGC) section 1600 lake and streambed alteration (LSA) notification. Project Management.

<b>Task No.</b>	<b>Task Description</b>	<b>Total</b>
1.1	Prepare Project Description	\$4,486
1.2	Design Development	\$18,145
1.3	Drafting	\$15,390
1.4	QA/QC	\$8,760
1.5	Draft Conceptual Drawings	\$1,016
1.6	Response to Comments/Final Conceptual Drawings	\$3,791

	Subtotal (Task 1)	\$51,588
2	Prepare IS/MND	\$9,550
3	Prepare CWA Section 404 PCN	\$1,854
4	Support ESA Section 7 Consultation	\$3,274
5	Support NHPA Section 106 Consultation	\$1,854
6	Prepare CWA Section 401 NOI	\$1,854
7	Prepare FGC 1600 Notification	\$1,854
8	Project Management & Meetings	\$7,148
	<b>Total GEI Dollars</b>	<b>\$78,976</b>

**Exhibit 1  
to Task Order No. 8 (Amend 3)**

**Task 8: Proposal for Phase 3 of the Lakewide Programmatic CEQA Program:** Project Management and Coordination. CEQA Scoping. Site Surveys and Technical Memorandums. Draft Program Environmental Impact Report. Final Program Environmental Impact Report. Permitting Strategy Memorandum. Optional Tiering Checklist. Provide Supplemental Support (As Needed).

<b>Task No.</b>	<b>Task Description</b>	<b>Total</b>
1	Project Management and Coordination	43,600
2	CEQA Scoping	17,326
3	Site Surveys and Technical Memorandums	50,099
4	Prepare Draft PEIR	150,651
5	Prepare Final PEIR and Required Supporting Documentation	44,180
6	Permitting Strategy Memorandum	15,350
7	Optional Task-Offsite Sediment Reuse Location Survey and Reporting	16,483
8	Optional Task- Tiering Checklist	10,000
9	Optional Task- Supplemental Support	14,432
Other Direct Costs	Travel Expenses, Filing/Publication Fees, Cultural Resources Records Search	8,815
	<b>Total GEI Dollars</b>	<b>370,936</b>

**Exhibit 1  
to Task Order No. 7 Amendment No. 4**

**Task 7 Amendment No.4: Special Use Boat Launch & Deepening Project:** Revise draft initial study/Mitigated negative declaration. Notices and publication. Notice of determination. Optional task 2.4. Final initial study/Mitigated negative declaration and notice of determination.

<b>Task No.</b>	<b>Task Description</b>	<b>Total</b>
2	Prepare IS/MND	1,692
2.1	Revise Draft IS/MND	5,750
2.2	Notices and Publication	706
2.3	Notice of Determination	452
2.4	OPTIONAL Final IS/MND	2,964
	<b>Subtotal (Task 2)</b>	<b>11,564</b>
	<b>Project Management &amp; Meetings</b>	<b>2,680</b>
	<b>Other Direct Costs</b>	
	Printing and Mailing	250
	Newspaper Publishing	400
	CDFW Filing Fee	2,917
	NOD Filing	50
	<b>Subtotal Other Direct Costs</b>	<b>3,617</b>
	<b>Total GEI Dollars</b>	<b>17,861</b>

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