

# Arrowbear Park County Water District

## REGULAR MEETING OF THE BOARD OF DIRECTORS

### AGENDA

DATE: Apr. 17, 2025

TIME: 6:00 PM Open Session

APCWD BOARD OF DIRECTORS  
P.O. Box 4045  
Arrowbear Lake, CA 92382-4045

POSTING: This agenda was  
posted prior to 5:00 p.m. on  
April 11, 2025, per Policy #5020.40

MEETING LOCATION  
Arrowbear Park County Water District Office  
2365 Fir Drive  
Arrowbear Lake, CA 92382

#### OPEN SESSION

- A. CALL TO ORDER – Terisa Bonito, President
- B. PLEDGE OF ALLEGIANCE TO THE FLAG
- C. AGENDA POSTING CERTIFICATION
- D. ROLL CALL
- E. PUBLIC COMMENT

This portion of the agenda is reserved for the public to discuss matters of interest, within the District's jurisdiction, which are *not on the agenda*. For public comment on items not on the agenda, no action may be taken by the Board, except to refer the matter to staff and/or place it on a future agenda. It is in the best interest of the person speaking to the Board to be concise and to the point. *A time limit of five minutes per individual will be allowed.* Visitors are reminded to please refrain from making comments or talking amongst themselves while the meeting is in progress. Public comments may be made when a Discussion/Action Item is being discussed, provided the visitor raises their hand *and* are recognized by the President.

#### F. CONSENT AGENDA

The following consent items are expected to be routine and non-controversial and will be acted on at one time without discussion, unless an item is withdrawn by a Board member for questions or discussion. Any person wishing to speak on the Consent or Open agenda may do so by raising their hand and being recognized by the President.

- A) Minutes of Regular Meeting, March 20, 2025.
- B) Summary of Bank Balances / Income & Expense Summary.
- C) Expense & Budget Reports.
- D) Vacation and Sick Leave Balances.

#### G. STAFF REPORTS

- A) Water & Sewer Field Operations Supervisor Weber

- 1. Monthly Report
- B) Chief Lindley
  - 1. Calls for the previous month.
- C) General Manager Dumas
  - 1. Administrative Highlights.

**Excuse Staff not needed for Action Items**

## **H. DISCUSSION / ACTION ITEMS**

### **A) Board**

- 1. Presentation of Water Rate Study preliminary options by Abigail Seaman from Rural Community Assistance Corporation (RCAC).  
Discussion with motion as needed regarding future water rate proposal and initiating a Prop 218 Hearing at the Regular Board Meeting on June 19, 2025.
- 2. Discussion with motion to approve the FY 2025-2026 Master Plan projects as discussed at the Apr. 11, 2025, Full Board Master Plan Meeting. (Funds for Master Plan items will be discussed and approved as part of the FY 2025-2026 budget process in June.)  
Staff Recommendation: Approve
- 3. Discussion with motion to direct General Manager Dumas to apply for the CalOES Hazard Mitigation Grant Program.  
Staff Recommendation: Approve
- 4. Discussion with motion to approve updates to Policy #2150 Compensation and Policy #2170 Performance Evaluation.  
Staff Recommendation: Approve
- 5. Discussion with motion to approve bid from John Lisee Pumps for a Submersible Solids Pump for the Lift Station for \$20,082.48.  
Staff Recommendation: Approve

## **I. ANNOUNCEMENTS / REPORTS**

- A) President
- B) Board Members
- C) Staff – Set dates for the Full Board Finance Meeting in May.  
The next Regular Board Meeting will be May 15, 2025, at 6:00 PM.

## **J. ADJOURNMENT**

Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires modification or accommodation to participate in a meeting should direct such a request to Caroline Rimmer, Board Secretary, at (909) 867-2704 at least 48 hours before the meeting, if possible.

Materials related to an item on this agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the District's office located at 2365 Fir Dr., Arrowbear Lake, during normal business hours.

## NOT APPROVED

### Arrowbear Park County Water District Regular Meeting March 20, 2025 6:00 PM

The regular meeting of the Board of Directors of Arrowbear Park County Water District was held March 20, 2025, at the District office located at 2365 Fir Drive, Arrowbear Lake, California.

#### Directors in attendance:

President Terisa Bonito  
Vice President Craig Carpenter  
Director Paul Miller  
Director Seth Burt  
Director Sheila Wymer

#### Also present were the following:

General Manager Dumas  
Board Secretary Rimmer  
Field Operations Supervisor Weber  
Chief Lindley

#### Open Session

President Bonito called the meeting to order. Secretary Rimmer led the recitation of the Pledge of Allegiance. President Bonito certified the posting of the agenda. President Bonito performed a roll call. Directors that were present: Directors Burt, Wymer, Bonito, Carpenter, and Miller.

Directors that were absent: None.

#### Public Comments:

There were no public comments.

#### Approval of Consent Agenda

Director Wymer made a motion to accept the consent agenda, second was by Director Miller. Motion passed by unanimous vote.

Ayes: Burt, Wymer, Bonito, Carpenter, and Miller.

Nays: None

Abstain: None

Absent: None

#### Staff Reports:

1. Field Operations Supervisor Weber reviewed the February 2025 work orders and repairs.
2. Chief Lindley reported on the Fire Department calls for the month of February 2025. Chief Lindley also reviewed the status of his various projects.
3. General Manager Dumas reviewed the current status of the Rate Study by Rural Community Assistance Corporation (RCAC), discussed the distribution of the Prop 218 material for the April bill, that the District received the funds for the 195 Dump truck and that he would now place the Ford F-150 up for auction. General Manager Dumas completed his report by informing the Board

how the FireWise Community meetings were progressing and updated the expenditure for the San Manual Grant.

President Bonito excused any individuals who were not required for the balance of the meeting.

### Discussion / Action Items:

#### A) Board

1. Adam Ciscernos and Chadrick Halliday of Halliday & Co. presented the 2023-2024 Audit. There was a discussion with a motion made by Director Miller to accept the 2023-2024 Audit as performed by Halliday & Co. and retain Halliday & Co. for the 2024-2025 Audit. Second was made by Director Burt and approved by a unanimous vote.

Ayes: Miller, Carpenter, Bonito, Wymer, and Burt.

Nays: None

Abstain: None

Absent: None

President Bonito excused any Halliday & Co. who were not required for the balance of the meeting.

#### B) Fire Department

1. There was a discussion and a motion to approve the bid from AllStar Fire Equipment, Inc. for (10) Scott EPIC 3 Voice Amplifiers for the Self-Contained Breathing Apparatus' for \$6,605.18. Motion to approve the bid from AllStar Fire Equipment, Inc. for the voice amplifiers for \$6,605.18 was made by Director Miller, seconded by Director Wymer, and approved by a unanimous vote.

Ayes: Carpenter, Wymer, Burt, Miller, and Bonito

Nays: None

Abstain: None

Absent: None

2. There was a discussion and a motion to approve the bid from AllStar Fire Equipment, Inc. for \$12,103.31 for storage lockers for station 271. A motion was made by Vice President Carpenter to approve the bid from AllStar Fire Equipment, Inc. for \$12,103.31 for storage lockers for station 271, seconded by President Bonito, and approved by a unanimous vote.

Ayes: Wymer, Burt, Miller, Carpenter, and Bonito

Nays: None

Abstain: None

Absent: None

3. There was a discussion and a motion to authorize Chief Lindley to surplus (4) mattresses, (4) lockers, and (1) 2012 Ford Expedition. A motion was made by Director Wymer to authorize Chief Lindley to surplus (4) mattresses, (4) lockers, and (1) 2012 Ford Expedition, seconded by Director Miller, and approved by a unanimous vote.

Ayes: Miller, Carpenter, Wymer, Burt, and Bonito

Nays: None

Abstain: None

Absent: None

4. There was a discussion and a motion to authorize Chief Lindley to apply for a \$75,000 grant through the Inland Empire Resource Conservation District (IERCD) Forest and Fire

Community Capacity Sub-Grant Program to support additional staffing. A motion was made by Director Wymer to authorize Chief Lindley to apply for a \$75,000 grant through the Inland Empire Resource Conservation District (IERCD) Forest and Fire Community Capacity Sub-Grant Program to support additional staffing, seconded by Director Miller, and approved by a unanimous vote.

Ayes: Burt, Wymer, Carpenter, Miller, and Bonito

Nays: None

Abstain: None

Absent: None

5. There was a discussion and a motion to authorize Chief Lindley to purchase additional auto extrication equipment for Engine 271 and Brush 271. A motion was made by Director Wymer to authorize Chief Lindley to purchase additional auto extraction equipment for Engine 271 and Brush 271, seconded by Director Miller, and approved by a unanimous vote.

Ayes: Burt, Wymer, Carpenter, Miller, and Bonito

Nays: None

Abstain: None

Absent: None

#### C) Board

1. There was a discussion and no nomination for an APCWD Board Member to be a candidate for SDRMA Board of Directors.
2. The discussion regarding Policy #2260, #2260.20.8, and #2260.20.21 was tabled until the Personnel Committee could meet.
3. There was a discussion and a motion implement an Internship Program. A motion was made by Director Miller to authorize implementing an Internship Program, seconded by Director Wymer, and approved by a unanimous vote.

Ayes: Wymer, Miller, Carpenter, Burt, and Bonito

Nays: None

Abstain: None

Absent: None

#### Announcements:

- A) The President had no announcements.
- B) The Board had no announcements.
- C) Staff had no announcements.

The next Regular Board Meeting will be April 17, 2025, at 6:00 PM.

#### Adjournment of Open Meeting

There being no further business, President Bonito adjourned the meeting at 7:28 PM.

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Terisa Bonito, President

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Caroline V. Rimmer, Secretary

# SUMMARY OF BANK BALANCES

3/1/2025 to 3/31/2025

	GENERAL ACCOUNTS	RESTRICTED ACCOUNTS	RESERVES
	First Foundation Bank	CALPers OPEB	LAIF FUNDS
Account Beginning Balance	\$ 179,829.64	\$ 265,555.88	Water - \$107,683.69
			Sewer - \$106,616.53
Total Cleared Deposits - 48	\$ 140,428.69		Fire - \$264,801.29
Total Cleared Checks/Debits - 67	\$ (241,114.46)		
Interest earned (Investment Loss)	\$ 3.20		
Service Charge(s)	\$ -		
Ending Balance	\$ 79,147.07	\$ 265,555.88	\$ 479,101.51
<b>Investment Accounts</b>	<b>LAIF GENERAL</b>	<b>CEPPT</b>	
Beginning Balance	\$ 479,101.51	\$ 43,663.75	
Quarterly Interest			
Service Charge(s)			
Transfer From/To General Checking Account			
Ending Balance	\$ 479,101.51	\$ 43,663.75	
<b>TOTALS</b>	<b>\$ 558,248.58</b>	<b>\$ 309,219.63</b>	

# SUMMARY OF INCOME & EXPENSES

	March 2025	YEAR TO DATE	BUDGET	REMAINING	%
TOTAL INCOME	\$ 137,054.73	\$ 1,666,794.57	\$1,818,173.00	\$151,378.43	91.67%
TOTAL OPERATING EXPENSES	\$ 151,216.83	\$ 1,273,864.85	\$1,669,663.94	\$395,799.09	76.29%
TOTAL MASTER PLAN EXPENSES	\$ 31,931.31	\$ 296,707.67	\$393,871.29	\$97,163.62	75.33%
TOTAL ALL EXPENSES	\$ 183,148.14	\$ 1,570,572.52	\$ 2,063,535.23		
NET SURPLUS / (DEFICIT)	\$ (46,093.41)	\$ 96,222.05	(\$245,362.23)		

Arrowbear Park County Water District  
Vendor Activity  
From 3/1/2025 Through 3/31/2025

Vendor Name	Description	Expenses
Action Auto Repair	DO - Mount & Balance Tire	25.54
Adrian Gonzalez	FD Coverage 02/16/25 - 03/01/25 (2) Har	200.00
	FD Coverage 03/02/25 - 03/15/25 (1) Har	100.00
Aflac	EE paid Benefit	258.42
All Star Fire Equipment, Inc.	FD - Helmets	1,746.63
	FD - Kevlar Headnet, Voice Amplifier	1,038.70
	FD - Wildland helmets	412.14
	FD Hoods, Boots, Structure Gloves	1,630.31
Amazon	DO - Chainsaw Blades	34.58
ATT	FD	193.89
Black Smoke Apparel	FD - Accountability Taos	187.48
Bound Tree Medical, LLC	FD - Medical Supplies	11.06
California Water Envir Assoc	Collection Sys. Test - GM	209.00
CalPERS	02/12/25 - 02/25/25 PERS	2,855.21
	02/26/25 - 03/11/25 PERS	2,855.20
CalPERS Health Ins	Mar 2025 Health Premium	16,127.12
Center Electric	FD - Generator Maintenance	1,483.56
Clinical Laboratory of SB Inc	Mar 2025 Water Testing	462.50
County of San Bernardino	DO - Tire Disposal	40.09
	Do / FD - Trash	13.54
Creative Technologies	Annual IT Support Billing Software	875.00
Cross Connections Emergency Services	FD - Radios	19,982.56
Customer Returned Transactions	Return Funds to #0195, posted to wrong	118.10
De Lage Landen Financial Services, Inc.	FD / DO - Cooler Lease	65.61
Deluxe Business Forms	Check order	637.47
Engineering Resources of So. Calif., Inc.	Highway 18 Prot.	3,378.75
Eric Gomez	03/07/25 Notary Fees	60.00
Freddie Rodriguez, Jr.	FD Coverage 02/16/25 - 03/01/25 (2) Har	150.00
	Fd Coverage 03/02/25 - 03/15/25 (2) Har	150.00
Frontier Communications	DO - Warehouse phone Mar 2025	119.33
Halliday & Company, CPA's	Audit	1,656.00
Heartland PR Co	03/05/25 PR	139.55
	03/19/25 PR	139.55
Inland County Insurance Services Inc	DO/FD - 01/01/25 - 04/01/26 Cyber Insur	2,812.69
	FD Annual Insurance Premium	30,295.00
Invoice Cloud	Mar 2025 CC Processing Chas - IC	206.00
J. Hovhannessian, J REIMB	Driver Operator Reimbursement	140.00
Jacob Sanchez	FD - Reimb. J. Sanchez for Toner Cartridge	141.36
	FD Coverage 02/16/25 - 03/01/25 (2) Har	300.00
	Fd Coverage 03/02/25 - 03/15/25 (5) Har	600.00
James Pacelli	FD Coverage 02/16/25 - 03/01/25 (3) Har	335.00
	Fd Coverage 03/02/25 - 03/15/25 (3) Har	335.00
James Pacelli REIMB	Driver Operator Reimbursement	140.00



Vendor Name	Description	Expenses
Janelle Elms	(4) Liens	60.00
Jaret Trunnell	FD Coverage 02/16/25 - 03/01/25 (1) Har Fd Coverage 03/02/25 - 03/15/25 (2) Har	25.00 100.00
Johnathon Lopez	FD Coverage 02/16/25 - 03/01/25 (9) Har Fd Coverage 03/02/25 - 03/15/25 (7) Har	1,125.00 875.00
Jonathan Hovhannessian	FD Coverage 02/16/25 - 03/01/25 (1) Har Fd Coverage 03/02/25 - 03/15/25 (4) Har	135.00 540.00
Joseph Carpenter	FD Coverage 02/16/25 - 03/01/25 (2) Har	270.00
Lopez, Johnathon REIMB	Driver Operator Reimbursement	140.00
Lowes	FD - Sink, faucet, maintenance supplies	593.52
Mesquit's Janitorial Supplies	FD - Janitorial Supplies	248.90
Microsoft	Licensing Cho - GM Licensing Chos Admin PC	9.99 9.99
Nicholas Novelich	FD Coverage 02/16/25 - 03/01/25 (4) Har Fd Coverage 03/02/25 - 03/15/25 (4) Har	600.00 600.00
Norton Anti Virus	2025 Norton Anti-Virus Renewal	159.99
Office Depot	DO/FD - Office Supplies DO/FD - Office Supplies	32.14 376.34
Pava CC Processing	Mar 2025 CC Processing Chgs - Pava	842.70
Registrar of Voters	2024 Election Costs	780.00
RS Market	FD - Maintenance	29.96
Runnino Springs Water District	Mar 2025 Wastewater Treatment	29,854.00
San Bernardino County Innovation & Technol	FD - Radio Access & Maintenance	278.80
San Bernardino County Recorder-Clerk	#0082 Release Lien #0663 Release Lien #0749 Release Lien	20.00 20.00 20.00
Shell	FD - Fuel	100.23
SoCal Propane, LLC	FD - Propane	927.71
Southern California Edison	DO - Mar 2025 Electric Mar 2025 Pumps	114.92 3,912.64
Spectrum Cable	DO - Mar 2025 Cable FD - Mar 2025 Cable	191.25 149.98
Staples	FD - Office Supplies	281.53
Superior Automotive Warehouse	DO - Vehicle Maintenance FD - Vehicle Maintenance	124.06 452.22
Tad Marshall DC	FD - Physical - A. Sanchez	110.00
Technical Duplicator Services, Inc.	Monthly Copier Chgs - Actual Use	45.45
The Gas Company	DO - Gas Mar 2025 Gas - Cedar Mar 2025	307.88 86.02
The Standard Life Insurance Company	Mar 2025 Dental Premium	796.56
Total Compensation Systems Inc	GASB 75 - 2nd Installment	742.50
Travis Call	FD Coverage 02/16/25 - 03/01/25 (2) Har Fd Coverage 03/02/25 - 03/15/25 (4) Har	100.00 285.00
Underground Service Alert of So Cal	Mar 2025 Dia Alerts	61.80

Arrowhead Park County Water District  
Vendor Activity  
From 3/1/2025 Through 3/31/2025

Vendor Name	Description	Expenses
United States Postal Service	DO - Postage	1.19
	DO - Postage	2.04
Universal Power Systems, Inc	Generator Service - Treatment Plant	300.00
	Preventative Maintenance Generator Lift 5	300.00
	Service Generator DO	871.50
USA Bluebook	DO - Water Test Strips	228.30
Valero Marketing and Supply	FD - 2 Cases of water	21.78
Varner and Brandt	Mar 2025 Leas	1,477.21
Verizon Wireless	DO - After Hours Phone	71.14
Village Hardware	DO - Repairs to Toilet Seat	3.33
	DO - Tools	5.38
	FD Kitchen Sink Installment	14.00
	FD Maintenance	43.09
Walmart	DO - (1) Tire	163.67
WEX Bank	DO/FD - Fuel Mar 2025	1,329.69
Zoom	Mar 2025 Zoom Chg	15.99

# **Arrowbear Park County Water District**

## Statement of Revenues and Expenditures

### Water

From 3/1/2025 Through 3/31/2025

		Current Period Actual	Current Year Actual	Total Budget \$	Total Budget \$ Variance	Percent Total Budget Remaining
<b>Income Categories</b>						
4000	Sales And Fees	46,898.27	440,056.32	623,311.00	(183,254.68)	(29.40)%
4010	Sales To Other Agencies	5,655.50	63,438.56	55,000.00	8,438.56	15.34%
5000	Property Taxes	0.00	2,597.68	0.00	2,597.68	0.00%
5005	Standby Charges	2,094.95	27,121.79	35,000.00	(7,878.21)	(22.51)%
5010	Interest Income	1.92	6,147.41	3,000.00	3,147.41	104.91%
5015	Late Charge Income	585.35	5,203.10	70,000.00	(64,796.90)	(92.57)%
5020	Grant Income	0.00	500.00	500.00	0.00	0.00%
5025	Gain On Disposal Of Fixed Asset	2,183.25	2,183.25	0.00	2,183.25	0.00%
5030	Other Adjustment	276.56	(778.96)	(500.00)	(278.96)	55.79%
5035	Other Fees Charges	518.15	28,268.89	6,500.00	21,768.89	334.91%
	<b>Total Income Categories</b>	<b>58,213.95</b>	<b>574,738.04</b>	<b>792,811.00</b>	<b>(218,072.96)</b>	<b>(27.51)%</b>
<b>Expense Categories</b>						
6000	Salaries Wages Mgmt	5,288.80	33,055.00	79,206.25	46,151.25	58.27%
6005	Salaries Wages Office Reg	4,106.95	40,614.62	57,881.74	17,267.12	29.83%
6010	Salaries Wages Office Ot	0.00	0.00	500.68	500.68	100.00%
6015	Salaries Wages Field Reg	11,379.80	112,505.32	135,905.51	23,400.19	17.22%
6020	Salaries Wages Field Ot	922.15	16,035.72	16,164.11	128.39	0.79%
6035	Payroll Taxes	1,650.01	15,823.34	22,840.56	7,017.22	30.72%
6100	Benefits Retirement	1,874.36	20,692.62	26,532.02	5,839.40	22.01%
6105	Benefits Dental Insurance	477.94	3,982.92	5,735.23	1,752.31	30.55%
6110	Benefits Health Ins Active	6,030.07	46,576.75	66,534.96	19,958.21	30.00%
6115	Benefits Health Ins Retired	3,415.12	27,402.06	38,742.95	11,340.89	29.27%
6116	Benefits OPEB	0.00	0.00	9,000.00	9,000.00	100.00%
6118	CEPPT Trust	0.00	0.00	12,000.00	12,000.00	100.00%
6120	Training	0.00	1,271.63	900.00	(371.63)	(41.29)%
6200	Director Fees	0.00	3,267.42	8,911.14	5,643.72	63.33%
6205	Director Training Conference	0.00	534.00	120.00	(414.00)	(345.00)%
6210	Board Misc	477.59	606.85	240.00	(366.85)	(152.85)%
6300	Prof Svcs Legal	886.33	4,747.99	4,800.00	52.01	1.08%
6305	Prof Svcs Accounting	0.00	953.81	1,680.00	726.19	43.23%
6310	Prof Svcs Engineering	0.00	0.00	250.00	250.00	100.00%
6315	Prof Svcs Audit	997.50	13,387.99	12,240.00	(1,147.99)	(9.38)%
6320	Prof Svcs Dues Membership Fees	30.00	5,600.84	5,160.00	(440.84)	(8.54)%
6325	Prof Svcs Bank Fees Charges	1,152.95	7,835.78	5,920.00	(1,915.78)	(32.36)%
6330	Prof Svcs Regulatory Fees	0.00	8,980.28	4,400.00	(4,580.28)	(104.10)%
6335	Prof Svcs Testing Lab	462.50	4,613.52	4,500.00	(113.52)	(2.52)%
6340	Prof Svcs Computer Network	533.50	993.97	3,650.00	2,656.03	72.77%
6345	Prof Svcs Misc	30.90	1,369.78	1,080.00	(289.78)	(26.83)%
6400	Office Supplies	245.08	1,193.46	720.00	(473.46)	(65.76)%
6405	Office Printing	66.64	808.84	960.00	151.16	15.75%
6410	Office Postage	3.23	2,783.51	4,800.00	2,016.49	42.01%
6415	Office Software Computer	11.98	1,807.09	240.00	(1,567.09)	(652.95)%
6420	Office Equipment/Furniture	0.00	3,967.62	240.00	(3,727.62)	(553.17)%
6425	Office Misc	0.00	0.00	120.00	120.00	100.00%
6500	Insurance Workers Comp	0.00	26,903.33	25,675.45	(1,227.88)	(4.78)%
6505	Insurance Property Liability Vehicle	0.00	31,985.40	30,000.00	(1,985.40)	(6.62)%

# **Arrowbear Park County Water District**

## Statement of Revenues and Expenditures

### Water

From 3/1/2025 Through 3/31/2025

		Current Period Actual	Current Year Actual	Total Budget \$	Total Budget \$ Variance	Percent Total Budget Remaining
6600	Vehicle Maintenance	212.36	2,133.38	3,300.00	1,166.62	35.35%
6605	Vehicle Fuel	1,332.96	7,616.84	6,600.00	(1,016.84)	(15.41)%
6700	Utility Phone Internet	304.03	2,580.03	3,500.00	919.97	26.28%
6705	Utility Gas	236.34	1,531.17	2,880.00	1,348.83	46.83%
6710	Utility Electric Facilities	68.95	702.93	1,080.00	377.07	34.91%
6715	Utility Electric Pumping	2,747.39	28,944.29	30,000.00	1,055.71	3.52%
6720	Utility Security	0.00	504.00	756.00	252.00	33.33%
6800	Operations Routine Maint	822.90	3,655.70	3,000.00	(655.70)	(21.86)%
6805	Operations Repairs	0.00	31,649.50	16,000.00	(15,649.50)	(97.81)%
6810	Operations Inspecting/Testing	0.00	178.25	400.00	221.75	55.44%
6815	Operations Facilities	10.12	608.47	1,000.00	391.53	39.15%
6820	Operations Tools Equipment	252.28	1,890.11	2,000.00	109.89	5.49%
6825	Operations Uniforms	0.00	422.83	720.00	297.17	41.27%
6830	Operations Safety Equipment	0.00	574.13	900.00	325.87	36.21%
6837	Water Standby Purchase	0.00	2,611.00	2,611.00	0.00	0.00%
	Total Expense Categories	46,030.73	525,904.09	662,397.60	136,493.51	20.61%
	Net Surplus/(Deficit)	12,183.22	48,833.95	130,413.40	(81,579.45)	(62.55)%
	Master Plan Expenses					
0059	Hwy 18 Pipeline	3,378.75	56,220.15	97,100.00	40,879.85	42.10%
0075	Water Equip. Lease	0.00	27,833.31	12,440.05	(15,393.26)	(123.74)%
	Total Master Plan Expenses	3,378.75	84,053.46	109,540.05	25,486.59	23.27%

# **Arrowbear Park County Water District**

## Statement of Revenues and Expenditures

### Sewer

From 3/1/2025 Through 3/31/2025

		Current Period Actual	Current Year Actual	Total Budget \$	Total Budget \$ Variance	Percent Total Budget Remaining
<b>Income Categories</b>						
4000	Sales And Fees	47,050.21	423,484.21	560,000.00	(136,515.79)	(24.38)%
5000	Property Taxes	0.00	2,755.58	0.00	2,755.58	0.00%
5005	Standby Charges	4,148.97	54,702.92	69,000.00	(14,297.08)	(20.72)%
5010	Interest Income	0.80	3,806.55	2,000.00	1,806.55	90.33%
5015	Late Charge Income	775.94	6,897.17	6,500.00	397.17	6.11%
5020	Grant Income	0.00	500.00	500.00	0.00	0.00%
5025	Gain On Disposal Of Fixed Asset	1,455.50	1,455.50	0.00	1,455.50	0.00%
5030	Other Adjustment	39.90	363.60	400.00	(36.40)	(9.10)%
5035	Other Fees Charges	686.85	19,007.21	8,000.00	11,007.21	137.59%
	<b>Total Income Categories</b>	<b>54,158.17</b>	<b>512,972.74</b>	<b>646,400.00</b>	<b>(133,427.26)</b>	<b>(20.64)%</b>
<b>Expense Categories</b>						
6000	Salaries Wages Mgmt	2,884.80	18,030.00	33,002.61	14,972.61	45.37%
6005	Salaries Wages Office Reg	2,240.15	21,966.42	24,117.39	2,150.97	8.92%
6010	Salaries Wages Office Ot	0.00	0.00	208.62	208.62	100.00%
6015	Salaries Wages Field Reg	6,127.60	59,754.49	90,603.68	30,849.19	34.05%
6020	Salaries Wages Field Ot	496.32	8,632.42	10,776.07	2,143.65	19.89%
6035	Payroll Taxes	893.45	8,462.04	12,423.23	3,961.19	31.89%
6100	Benefits Retirement	1,014.44	11,174.85	17,688.01	6,513.16	36.82%
6105	Benefits Dental Insurance	272.15	2,316.63	3,265.85	949.22	29.07%
6110	Benefits Health Ins Active	3,262.02	25,175.60	37,872.30	12,696.70	33.53%
6115	Benefits Health Ins Retired	1,862.79	14,946.51	16,142.90	1,196.39	7.41%
6116	Benefits OPEB	0.00	0.00	6,000.00	6,000.00	100.00%
6118	CEPPT Trust	0.00	0.00	5,000.00	5,000.00	100.00%
6120	Training	209.00	1,006.77	200.00	(806.77)	(403.38)%
6200	Director Fees	0.00	1,782.20	3,712.98	1,930.78	52.00%
6205	Director Training Conference	0.00	222.50	50.00	(172.50)	(345.00)%
6210	Board Misc	199.00	252.65	100.00	(152.65)	(152.65)%
6300	Prof Svcs Legal	369.30	2,600.11	2,000.00	(600.11)	(30.01)%
6305	Prof Svcs Accounting	0.00	397.42	700.00	302.58	43.23%
6310	Prof Svcs Engineering	0.00	0.00	200.00	200.00	100.00%
6315	Prof Svcs Audit	737.63	12,868.25	11,880.00	(988.25)	(8.32)%
6320	Prof Svcs Dues Membership Fees	30.00	2,486.87	2,650.00	163.13	6.16%
6325	Prof Svcs Barik Fees Charges	945.76	7,180.41	4,680.00	(2,500.41)	(53.43)%
6330	Prof Svcs Regulatory Fees	0.00	1,202.70	3,000.00	1,797.30	59.91%
6340	Prof Svcs Computer Network	477.50	1,308.52	2,100.00	791.48	37.69%
6345	Prof Svcs Misc	30.90	755.30	720.00	(35.30)	(4.90)%
6400	Office Supplies	102.13	560.37	300.00	(260.37)	(86.79)%
6405	Office Printing	27.76	392.98	400.00	7.02	1.75%
6410	Office Postage	0.00	1,817.51	3,200.00	1,382.49	43.20%
6415	Office Software Computer	5.00	128.00	100.00	(28.00)	(28.00)%
6420	Office Equipment/Furniture	0.00	1,797.53	100.00	(1,697.53)	...697.53)%
6425	Office Misc	0.00	0.00	50.00	50.00	100.00%
6500	Insurance Workers Comp	0.00	14,558.19	15,137.59	579.40	3.83%
6505	Insurance Property Liability Vehicle	0.00	21,301.10	20,000.00	(1,301.10)	(6.51)%
6600	Vehicle Maintenance	141.00	1,421.68	2,200.00	778.32	35.38%
6605	Vehicle Fuel	1,201.16	5,390.40	4,400.00	(990.40)	(22.51)%

# **Arrowbear Park County Water District**

## Statement of Revenues and Expenditures

### Sewer

From 3/1/2025 Through 3/31/2025

		Current Period Actual	Current Year Actual	Total Budget \$	Total Budget \$ Variance	Percent Total Budget Remaining
6700	Utility Phone Internet	174.00	1,472.40	1,750.00	277.60	15.86%
6705	Utility Gas	111.38	783.59	1,900.00	1,116.41	58.76%
6710	Utility Electric Facilities	45.97	468.61	450.00	(18.61)	(4.14)%
6715	Utility Electric Pumping	632.06	5,906.65	8,500.00	2,593.35	30.51%
6720	Utility Security	0.00	273.00	315.00	42.00	13.33%
6800	Operations Routine Maint	517.88	1,763.28	500.00	(1,263.28)	(252.66)%
6805	Operations Repairs	0.00	1,352.06	500.00	(852.06)	(170.41)%
6815	Operations Facilities	4.22	104.07	600.00	495.93	82.66%
6820	Operations Tools Equipment	15.98	663.59	1,400.00	736.41	52.60%
6825	Operations Uniforms	0.00	216.41	480.00	263.59	54.91%
6830	Operations Safety Equipment	0.00	382.75	600.00	217.25	36.21%
6835	Operations Treatment	21,284.00	126,736.00	266,976.00	140,240.00	52.53%
	Total Expense Categories	46,315.35	390,012.83	618,952.23	228,939.40	36.99%
	Net Surplus/(Deficit)	7,842.82	122,959.91	27,447.77	95,512.14	347.98%
	Master Plan Expenses					
0044	RS Treatment Plant	8,570.00	42,850.00	168,660.00	125,810.00	74.59%
0074	Sewer Equip. Lease	0.00	41,749.97	57,143.23	15,393.26	26.94%
	Total Master Plan Expenses	8,570.00	84,599.97	225,803.23	141,203.26	62.53%

# **Arrowbear Park County Water District**

## Statement of Revenues and Expenditures

### Fire

From 3/1/2025 Through 3/31/2025

		Current Period Actual	Current Year Actual	Total Budget \$	Total Budget \$ Variance	Percent Total Budget Remaining
<b>Income Categories</b>						
4020	Paid Call From Other Agencies	0.00	184,366.96	10,000.00	174,366.96	1,743.67%
5000	Property Taxes	24,682.13	263,882.90	382,962.00	(119,079.10)	(31.09)%
5010	Interest Income	0.48	4,199.80	3,000.00	1,199.80	39.99%
5020	Grant Income	0.00	120,809.24	22,000.00	98,809.24	449.13%
5035	Other Fees Charges	0.00	5,824.89	24,000.00	(18,175.11)	(75.73)%
	<b>Total Income Categories</b>	<b>24,682.61</b>	<b>579,083.79</b>	<b>441,962.00</b>	<b>137,121.79</b>	<b>31.03%</b>
<b>Expense Categories</b>						
6000	Salaries Wages Mgmt	4,330.72	36,453.98	58,964.13	22,510.15	38.18%
6005	Salaries Wages Office Reg	1,120.08	11,041.21	14,470.44	3,429.23	23.70%
6010	Salaries Wages Office Ot	0.00	0.00	125.17	125.17	100.00%
6025	Salaries Wages Coverage	6,825.00	55,713.74	97,240.00	41,526.26	42.70%
6030	Salaries Wages Paid Call	0.00	64,840.52	0.00	(64,840.52)	0.00%
6035	Payroll Taxes	414.51	4,858.67	5,797.75	939.08	16.20%
6100	Benefits Retirement	201.50	28,646.46	30,673.09	2,026.63	6.61%
6105	Benefits Dental Insurance	46.47	338.61	557.64	219.03	39.28%
6110	Benefits Health Ins Active	587.12	3,735.90	6,484.34	2,748.44	42.39%
6115	Benefits Health Ins Retired	931.40	7,473.26	9,685.74	2,212.48	22.84%
6118	CEPPT Trust	0.00	0.00	3,000.00	3,000.00	100.00%
6120	Training	420.00	2,578.05	3,000.00	421.95	14.06%
6200	Director Fees	0.00	891.15	2,227.79	1,336.64	60.00%
6205	Director Training Conference	0.00	133.50	30.00	(103.50)	(345.00)%
6210	Board Misc	119.40	150.97	60.00	(90.97)	(151.62)%
6300	Prof Svcs Legal	221.58	3,787.96	1,500.00	(2,287.96)	(152.53)%
6305	Prof Svcs Accounting	0.00	238.45	420.00	181.55	43.23%
6315	Prof Svcs Audit	663.37	12,719.76	11,880.00	(839.76)	(7.07)%
6320	Prof Svcs Dues Membership Fees	0.00	1,549.10	3,480.00	1,930.90	55.49%
6325	Prof Svcs Bank Fees Charges	143.26	569.80	650.00	80.20	12.34%
6330	Prof Svcs Regulatory Fees	0.00	94.65	0.00	(94.65)	0.00%
6340	Prof Svcs Computer Network	23.99	1,381.43	2,000.00	618.57	30.93%
6345	Prof Svcs Misc	303.89	4,453.11	10,900.00	6,446.89	59.15%
6400	Office Supplies	484.16	656.12	1,380.00	723.88	52.46%
6405	Office Printing	16.66	146.16	340.00	193.84	57.01%
6410	Office Postage	0.00	13.21	55.00	41.79	75.98%
6415	Office Software Computer	3.00	76.80	1,260.00	1,183.20	93.90%
6420	Office Equipment/Furniture	0.00	847.54	750.00	(97.54)	(13.01)%
6425	Office Misc	0.00	0.00	180.00	180.00	100.00%
6500	Insurance Workers Comp	0.00	21,227.78	17,948.04	(3,279.74)	(18.27)%
6505	Insurance Property Liability Vehicle	30,295.00	30,317.50	30,000.00	(317.50)	(1.06)%
6600	Vehicle Maintenance	452.22	12,749.68	10,000.00	(2,749.68)	(27.50)%
6605	Vehicle Fuel	1,708.49	6,169.30	7,500.00	1,330.70	17.74%
6700	Utility Phone Internet	178.67	1,597.46	2,750.00	1,152.54	41.91%
6705	Utility Gas	973.89	3,472.59	7,500.00	4,027.41	53.70%
6710	Utility Electric Facilities	533.19	3,813.06	4,970.00	1,156.94	23.28%
6715	Utility Electric Pumping	0.00	1.05	0.00	(1.05)	0.00%
6720	Utility Security	0.00	483.00	483.00	0.00	0.00%
6800	Operations Routine Maint	130.72	130.72	250.00	119.28	47.71%

## Arrowbear Park County Water District

### Statement of Revenues and Expenditures

#### Fire

From 3/1/2025 Through 3/31/2025

		Current Period Actual	Current Year Actual	Total Budget \$	Total Budget \$ Variance	Percent Total Budget Remaining
6810	Operations Inspecting/Testing	0.00	5,441.38	7,000.00	1,558.62	22.27%
6815	Operations Facilities	2,380.25	13,741.45	2,500.00	(11,241.45)	(449.66)%
6820	Operations Tools Equipment	14.00	1,627.47	2,000.00	372.53	18.63%
6825	Operations Uniforms	0.00	3,102.09	3,000.00	(102.09)	(3.40)%
6830	Operations Safety Equipment	5,058.35	6,835.21	10,000.00	3,164.79	31.65%
6840	Operations Medical Supplies	11.06	3,290.48	1,000.00	(2,290.48)	(229.05)%
6845	Operations Dispatching	278.80	557.60	10,000.00	9,442.40	94.42%
6850	Operations Fire Prevention Weed Abatement	0.00	0.00	4,300.00	4,300.00	100.00%
	Total Expense Categories	58,870.75	357,947.93	388,312.13	30,364.20	7.82%
	Net Surplus/(Deficit)	(34,188.14)	221,135.86	53,649.87	167,485.99	312.18%
	Master Plan Expenses					
0003	2016 Engine Lease Payments	0.00	48,528.01	48,528.01	0.00	0.00%
0012	Turnouts	0.00	11,708.12	0.00	(11,708.12)	0.00%
0013	Radios	19,982.56	19,982.56	10,000.00	(9,982.56)	(99.83)%
0078	2023 Jeep Grand Cherokee	0.00	47,835.55	0.00	(47,835.55)	0.00%
	Total Master Plan Expenses	19,982.56	128,054.24	58,528.01	(69,526.23)	(118.79)%



Arrowbear Park County Water District

3/17/2025

Status Report of Employee's Accumulated Days of Sick Leave & Vacation  
Month of March 2025

Payroll End Dates:		3/5/25	3/19/25	3/5/25	3/19/25		3/5/25	3/19/25	3/5/25	3/19/25		3/5/25	3/19/25	3/5/25	3/19/25				
SICK TIME (HRS)							VACATION TIME (HRS)						COMP TIME (HRS)						
	Start	Earned #1	Earned #2	Used #1	Used #2	Accrued	Start	Earned #1	Earned #2	Used #1	Used #2	Accrued	Start	Earned #1	Earned #2	Used #1	Used #2	Accrued	
Chris	19.75	3.69	3.69	4.00		23.13	16.17	1.54	1.54			19.25							
Jason	477.62	3.69	3.69	8.00	8.00	469.00	233.55	5.85	5.85		26.00	219.25	39.920					39.920	Jason
Caroline	251.79	3.69	3.69	4.00	6.00	249.17	109.74	5.54	5.54	12.00		108.82	34.000	2.250				36.250	Caroline
Logan	56.31	3.69	3.69		8.00	55.69	64.37	3.08	3.08			70.53	16.500	7.500	1.500	0.250		25.250	Logan
Tim	70.07	3.69	3.69		8.00	69.45	71.18	3.08	3.08			77.34	29.250		4.500	0.500	1.750	31.500	Tim

Notes:

SICK ACCRUAL CAP IS 500 HOURS

VACATION ACCRUAL CAP IS 240 HOURS

COMP TIME ACCRUAL CAP IS 40 HOURS

# MONTHLY MAINTENANCE AND REPAIR REPORT

March 2025

#	DATE	METER #	ADDRESS	SVC	NOTES
1	03/07/25	0149	Squirrel	1	
2	03/07/25	0222	Squirrel	1	
3	03/10/25	0562	Blue Jay	1	
4	03/10/25	0434	Richmond	2	After hours call
5	03/12/25	0361	Oak	1	
6	03/28/25	0210	Chipmunk	1	
7	03/31/25	0018	Spruce	3	Cust. broke curb stop

SVC	DESCRIPTION	CALLS	ADDITIONAL INFORMATION
1	Customer requested turn off/on	5	New Owners. 3
2	District initiated shut off (leak, etc.)	1	Liens filed 4
3	District equipment repair	1	Liens Released 3
4	Meter reads/re-reads	0	Total Liens 15
5	Main Repairs	0	Shut off notices 59
6	Service Line Repairs	0	Non-payment shut offs 17
7	Customer Inquiry Requiring Investigation	0	Turn on after shut off 13
8	Sewer Issues/Repairs	0	Meters replaced 0
	<b>Total Calls</b>	<b>7</b>	

# SUMMARY OF CALLS - MARCH 2025

Date	Incident Type	Area	District	Mutual Aid	Out	Avail	Time	Personnel										Total
03/02/25	MEDICAL	ABL	IN	NO	6:48	7:36	0:48	169	209									2
03/02/25	MED TRAFFIC	ABL	IN	NO	22:22	22:45	0:23	220	209									2
03/04/25	FIRE COMM ALARM	ABL	IN	NO	10:33	10:38	0:05	147	223									2
03/07/25	MEDICAL	ABL	IN	NO	0:55	1:31	0:36	206	216	222								3
03/07/25	MEDICAL	ABL	IN	NO	13:35	14:09	0:34	220	222	223								3
03/08/25	MED TRAFFIC	ABL	IN	NO	7:35	7:51	0:16	220										1
03/09/25	MED TRAFFIC	ABL	IN	NO	12:18	12:36	0:18	169	220									2
03/11/25	MED TRAFFIC	ABL	IN	NO	7:34	7:44	0:10	147	225									2
03/14/25	MEDICAL	ABL	IN	NO	20:22	20:41	0:19	223	225									2
03/19/25	MEDICAL	RSP	OUT	PROVIDED	11:28	12:33	1:05	147	193	225								3
03/21/25	MEDICAL	ABL	IN	NO	12:31	12:53	0:22	223										1
03/30/25	MED ASSIST	RSP	OUT	PROVIDED	9:10	9:15	0:05	169	209	222	223							4
03/31/25	HAZ ELECTRICAL	ABL	IN	NO	14:38	14:38	0:00											0
							0:00											0
							0:00											0
							0:00											0
							0:00											0
							0:00											0
							0:00											0
							0:00											0
							0:00											0
							0:00											0
							0:00											0

Total Calls: 13  
Total in District: 11  
Total Out of District: 2

140 Rick Mesa  
147 Nick Novelich  
148 Keith Ortiz  
169 Paul Lindley  
177 Tim Richard  
192 Ryan Brewart

0  
3  
0  
3  
0  
0

193 Joyce Vu  
199 Freddie Rodriguez  
207 Joseph Carpenter  
206 Jonathan Hovhannessian  
209 Adrian Gonzalez  
216 James Pacelli

1  
0  
0  
1  
3  
1

220 Jacob Sanchez  
222 Jaret Trunnell  
223 Travis Cali  
224 David Gonzalez  
225 Johnathon Lopez

4  
3  
5  
0  
3

# March

# 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 Pacelli
2 Gonzalez, A. Sanchez	3 Rodriquez	4 Cali	5 Lopez	6 Hovhanessian Lopez Pacelli Trunnell	7 Cali Trunnell	8 Hovhanessian Sanchez
9 Sanchez Cali	10 Lopez	11 Rodriquez Novelich	12 Lopez Novelich	13 Hovhanessian Pacelli	14 Cali Lopez	15 Cali Hovhanessian Lopez Sanchez
16 Gonzalez, A. Lopez	17 Lopez	18 Rodriquez Carpenter Lopez Novelich	19 Vu Lopez Novelich	20 Hovhanessian Lopez Pacelli	21 Cali	22 Cali Gonzalez, A. Hovhanessian
23 Cali Gonzalez, A. Lopez	24 Lopez	25 Rodriquez Novelich	26 Vu Novelich	27 Hovhanessian Pacelli Trunnell	28 Cali Trunnell	29 Cali Gonzalez, A. Trunnell
30	31					
24 Hours - Station	12 Hours					
24 Hours - Availability	12 Hours					



**Arrowbear Park Community Water District**  
Water and Sewer Rate Study  
DRAFT Calculation Tables



prepared by Rural Community Assistance Corporation  
Abigail Seaman, Utility Finance Consultant III  
April 2025

Table 1  
Arrowbear Park County Water District

**Current Rate Schedule**  
*established July 1, 2024*

**Monthly Water Service Charges**

<b>Fixed Meter Charges</b>	<b>Ratio</b>	<b>\$/Month</b>
3/4" Meter	1.00	\$36.91
1" Meter	2.12	\$78.16
1 1/2" Meter	4.23	\$156.31
2" Meter	6.78	\$250.10
6" Meter	11.21	\$413.60

<b>Volumetric Charges</b>	<b>\$/cf</b>
All Water Use	\$0.04
	1 cf = 7.48 gallons

**Monthly Sewer Service Charges**

<b>Fixed Charges</b>	<b>\$/month</b>
Monthly Charge per EDU	\$47.27

Notes:  
Source: Resolution 2022-10-20

Table 2  
Arrowbear Park County Water District

**Sewer Equivalent Dwelling Unit (EDU) Schedule**  
established by Resolution 2022-10-20

Classification	EDUs	Classification	EDUs
<b>Residential:</b>		<b>Commercial:</b>	
Single Family Residence, Vacation Home:	1.0	Hardware Store	1.0
Per each fixture over 20 fixtures	0.1	Per each fixture over 20 fixtures	0.1
Per each ADU	0.5	Hospital	5.0
Duplex (on one account):	2.0	Additional per bed	0.3
Per each fixture over 20 fixtures	0.1	Hotel/Motel	1.0
Per each ADU	0.5	Additional per unit	0.3
Apartment/Mobile Home Park (on one account)		Conference facility	1.0
First Unit	1.0	Laundry room	1.0
Additional Per Unit	1.0	Pools up to 500 square feet	1.0
		Pools over 500 square feet	2.0
<b>Agricultural</b>			
General	Staff calculated	Laundry	
<b>Commercial</b>		Self-Service up to 10 washing machines	3.0
Bank or savings and loan	1.0	Additional machines over 10	0.1
Per each fixture over 20 fixtures	0.1	Office building	1.0
Bar	1.0	Per each fixture over 20 fixtures	0.1
Per each seat over 20	0.1	Restaurant/café - sit down	1.0
Barbershop, Beauty Salon	1.0	Per each seat over 20 seats	0.1
Per each fixture over 10 fixtures	0.1	Additional for drive up window	0.5
Campsite (RV Parks):	1.0	Retail store	1.0
First Campsite	0.3	Per each fixture over 20 fixtures	0.1
For each additional campsite	0.2	School/daycare (up to 25 students)	1.0
First RV site (no hookups)	0.5	Per student over 25 based on maximum occupancy	0.1
For each additional RV site (no hookups)	0.3	Service station - gas and restroom only	1.0
First RV site (with hookups)	0.5	Additional for convenience store	
For each additional RV site (with hookups)	0.3	Spa/health center/salon:	1.0
Any site occupied by the same RV for 6 months or long	0.5	Per each fixture over 20 fixtures	0.1
Additional for shower/laundry rooms	1.0	Summer Camp:	1.0
Additional for RV dump	3.0	Additional per bed/cot	0.1
Pools up to 500 square feet	1.0	Additional for each shower room and/or laundry rooms	1.0
Pools over 500 square feet	2.0	Kitchen	1.0
Car Wash		Pools up to 500 square feet	1.0
Per Bay (with water recycling system)	0.5	Pools over 500 square feet	2.0
Per Bay (without water recycling system)	1.0	Veterinarian:	1.0
Convenience Store	1.0	Per each overnight animal housing unit	0.1
Doctor, Dentist, Medical Professional	1.0	<b>Industrial:</b>	
Per each fixture over 20 fixtures	0.1	General use	Staff calculated
Drugstore	1.0	Warehouse/storage unit:	1.0
Per each fixture over 20 fixtures	0.1	Per each fixture over 20 fixtures	0.1
Fitness Studio/Gym	1.0	Public/semipublic/assembly/religious:	
Per each fixture over 20 fixtures	0.1	Assembly hall or auditorium:	
Additional for Shower Room	1.0	Up to 50 seats	2.0
Garage, Automotive Repair or Tire Sales/Installation	1.0	Per each seat over 50 based on max. occupancy of langes	0.1
Additional per stall over 2	0.3	Kitchen	1.0
Grocery Store	1.0	Per fixture over 20 fixtures	0.1
Additional with Bakery	1.0	Church	See assembly hall
Additional with Butcher	1.0	Club or lodge	See assembly hall
Additional with Deli	1.0	Theater/performing arts center	See assembly hall
Additional with Floral	0.5	Welcome/Visitor Center (with public restrooms):	2.0
Group care facility/congregate living facility:	2.0	Fire Station:	1.0
Additional per bed	0.3	Per full-time staff	0.1
Kitchen	1.0		
Laundry	1.0		

Table 3  
Arrowbear Park County Water District

**Current Water Customer Listing**  
*from usage data provided by the District*

**Customers by Meter Size**

Meter Size	# Customers	\$/Month	Fixed Revenue
3/4" Meter	945	\$36.91	\$418,559
1" Meter	3	\$78.16	\$2,814
1 1/2" Meter	1	\$156.31	\$1,876
2" Meter	6	\$250.10	\$18,007
6" Meter	1	\$413.60	\$4,963
<b>Total</b>	<b>956</b>		<b>\$446,219</b>

**Monthly Water Use**

Month	Usage (cf)	\$/cf	Volumetric Revenue
Jul-23	505,803	\$0.04	\$20,232.12
Aug-23	566,927	\$0.04	22677.08
Sep-23	527,917	\$0.04	\$21,116.68
Oct-23	462,945	\$0.04	18517.8
Nov-23	538,630	\$0.04	\$21,545.20
Dec-23	342,347	\$0.04	13693.88
Jan-24	469,737	\$0.04	\$18,789.48
Feb-24	350,434	\$0.04	14017.36
Mar-24	429,409	\$0.04	\$17,176.36
Apr-24	233,460	\$0.04	9338.4
May-24	272,045	\$0.04	\$10,881.80
Jun-24	281,080	\$0.04	11243.2
<b>Total</b>	<b>4,980,734</b>		<b>\$199,229.36</b>

**Total Revenue**

Fixed Revenues	\$446,219
Volumetric Revenues	\$199,229
<b>Total Revenue CY 2024</b>	<b>\$645,449</b>

**Estimated Water Usage (cf)**

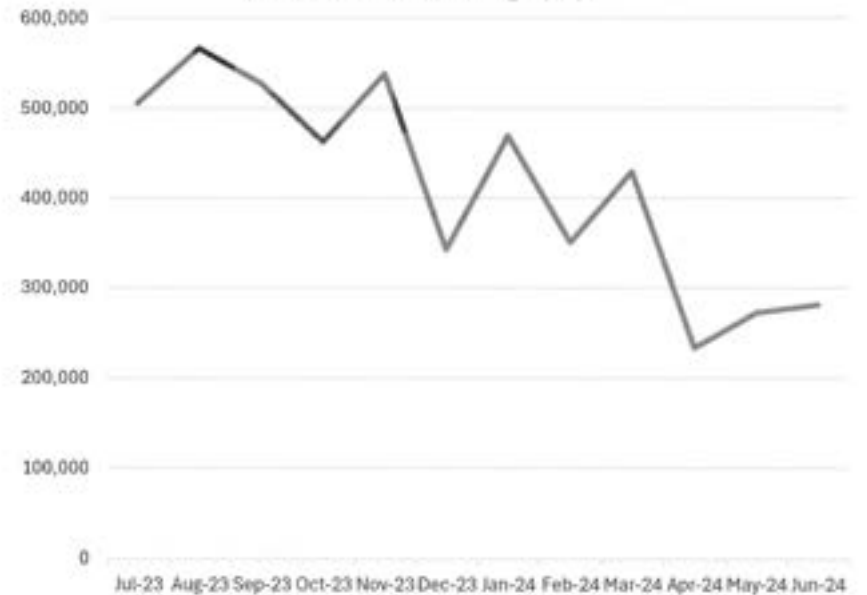




Table 4

Arrowbear Park County Water District

**Water Revenue Projection**

from 2023-24 COA-Budget.xlsx

<b>Cost Projection Estimates</b>		2025-26	2026-27	2027-28	2028-29	2029-30
Total Rate Revenues	(anticipated growth in customer base)	0.0%	0.0%	0.0%	0.0%	0.0%
Total Other Revenues	(anticipated increases to other fees)	0.0%	0.0%	0.0%	0.0%	0.0%

No.	Revenue	Budget FY 2024-25	Projection 2025-26	2026-27	2027-28	2028-29	2029-30
4000	Water Sales & Fees	\$623,311	\$623,311	\$623,311	\$623,311	\$623,311	\$623,311
4010	Sales to Other Agencies	\$55,000	\$55,000	\$55,000	\$55,000	\$55,000	\$55,000
<b>Total Operating Revenues</b>		<b>\$678,311</b>	<b>\$678,311</b>	<b>\$678,311</b>	<b>\$678,311</b>	<b>\$678,311</b>	<b>\$678,311</b>
5005	Standby Charges	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000
5010	Interest Income	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
5015	Late Charge Income	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000
5020	Grant Income	\$500	\$0	\$0	\$0	\$0	\$0
5025	Gain on Disposal of Fixed Assets	\$0	\$0	\$0	\$0	\$0	\$0
5030	Other Adjustments	-\$500	\$0	\$0	\$0	\$0	\$0
5035	Other Fees and Charges	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500
<b>Total Non Operating Revenues</b>		<b>\$51,500</b>	<b>\$51,500</b>	<b>\$51,500</b>	<b>\$51,500</b>	<b>\$51,500</b>	<b>\$51,500</b>
<b>TOTAL REVENUES</b>		<b>\$729,811</b>	<b>\$729,811</b>	<b>\$729,811</b>	<b>\$729,811</b>	<b>\$729,811</b>	<b>\$729,811</b>

Table 5  
Arrowbear Park County Water District

**Water Revenue Projection**  
from 2023-24 COA-Budget.xlsx

Cost Projection Estimates		2025-26	2026-27	2027-28	2028-29	2029-30	
O&M Increase (20 year avg change CPI)		4.0%	4.0%	4.0%	4.0%	4.0%	
No.	Revenue	Budget FY 2024-25	Projection 2025-26	2026-27	2027-28	2028-29	2029-30
6000	Salaries & Wages: Mgmt	\$79,490	\$82,670	\$85,977	\$89,416	\$92,993	\$96,712
6005	Salaries & Wages: Office Utility Worker	\$57,993	\$60,312	\$62,725	\$65,234	\$67,843	\$70,557
						\$51,000	\$54,000
6010	Salaries & Wages: Office OT	\$502	\$522	\$543	\$564	\$587	\$610
6015	Salaries & Wages: Field	\$136,166	\$141,613	\$147,277	\$153,168	\$159,295	\$165,667
6020	Salaries & Wages: Field	\$16,195	\$16,843	\$17,516	\$18,217	\$18,946	\$19,703
6035	Payroll Taxes: Social Security/Medicare	\$22,893	\$23,809	\$24,761	\$25,752	\$26,782	\$27,853
6100	Benefits: Retirement	\$26,584	\$27,647	\$28,753	\$29,903	\$31,099	\$32,343
6105	Benefits: Dental Ins.	\$5,735	\$5,965	\$6,203	\$6,451	\$6,709	\$6,978
6110	Benefits: Health Ins.	\$66,535	\$69,196	\$71,964	\$74,843	\$77,836	\$80,950
6115	Benefits: Health Ins.	\$38,743	\$40,293	\$41,904	\$43,581	\$45,324	\$47,137
6116	Benefits: Health Ins.	\$9,000	\$9,360	\$9,734	\$10,124	\$10,529	\$10,950
6118	Benefits: Retirement	\$12,000	\$12,480	\$12,979	\$13,498	\$14,038	\$14,600
6120	Training	\$900	\$936	\$973	\$1,012	\$1,053	\$1,095
6200	Director Fees	\$8,911	\$9,268	\$9,638	\$10,024	\$10,425	\$10,842
6205	Director Training / Conferences	\$120	\$125	\$130	\$135	\$140	\$146
6210	Board Misc.	\$240	\$250	\$260	\$270	\$281	\$292
6300	Prof Svcs: Legal	\$4,800	\$4,992	\$5,192	\$5,399	\$5,615	\$5,840
6305	Prof Svcs: Accounting	\$1,680	\$1,747	\$1,817	\$1,890	\$1,965	\$2,044
6310	Prof Svcs: Engineering	\$250	\$260	\$270	\$281	\$292	\$304
6315	Prof Svcs: Audit	\$12,240	\$12,730	\$13,239	\$13,768	\$14,319	\$14,892
6320	Prof Svcs: Dues/Membership Fees	\$5,160	\$5,366	\$5,581	\$5,804	\$6,036	\$6,278
6325	Prof Svcs: Banking Fees / Charges	\$5,920	\$6,157	\$6,403	\$6,659	\$6,926	\$7,203
6330	Prof Svcs: Regulatory Fees	\$4,400	\$4,576	\$4,759	\$4,949	\$5,147	\$5,353
6335	Prof Svcs: Testing / Lab	\$4,500	\$4,680	\$4,867	\$5,062	\$5,264	\$5,475
6340	Prof Svcs: Computer / Network	\$3,650	\$3,796	\$3,948	\$4,106	\$4,270	\$4,441
6345	Prof Svcs: Misc.	\$1,080	\$1,123	\$1,168	\$1,215	\$1,263	\$1,314
6400	Office: Supplies	\$720	\$749	\$779	\$810	\$842	\$876
6405	Office: Printing	\$960	\$998	\$1,038	\$1,080	\$1,123	\$1,168

6410 Office: Postage	\$4,800	\$4,992	\$5,192	\$5,399	\$5,615	\$5,840
6415 Office: Software / Computer	\$240	\$250	\$260	\$270	\$281	\$292
6420 Office: Equipment / Furniture	\$240	\$250	\$260	\$270	\$281	\$292
6425 Office: Misc.	\$120	\$125	\$130	\$135	\$140	\$146
6500 Insurance: Workers' Comp	\$25,744	\$26,774	\$27,845	\$28,959	\$30,117	\$31,322
6505 Insurance: Property/Liability/Vehicles	\$30,000	\$31,200	\$32,448	\$33,746	\$35,096	\$36,500
6600 Vehicle: Maintenance	\$3,300	\$3,432	\$3,569	\$3,712	\$3,861	\$4,015
6605 Vehicle: Fuel	\$6,600	\$6,864	\$7,139	\$7,424	\$7,721	\$8,030
6700 Utility: Phone/Internet	\$3,500	\$3,640	\$3,786	\$3,937	\$4,095	\$4,258
6705 Utility: Gas	\$2,880	\$2,995	\$3,115	\$3,240	\$3,369	\$3,504
6700 Utility: Electric - Facilities	\$1,080	\$1,123	\$1,168	\$1,215	\$1,263	\$1,314
6705 Utility: Electric - Pumping	\$30,000	\$31,200	\$32,448	\$33,746	\$35,096	\$36,500
6710 Utility: Security	\$756	\$786	\$818	\$850	\$884	\$920
6800 Operations: Routine Maintenance	\$3,000	\$3,120	\$3,245	\$3,375	\$3,510	\$3,650
6805 Operations: Repairs	\$16,000	\$16,640	\$17,306	\$17,998	\$18,718	\$19,466
6810 Operations: Inspecting / Testing	\$400	\$416	\$433	\$450	\$468	\$487
6815 Operations: Facilities	\$1,000	\$1,040	\$1,082	\$1,125	\$1,170	\$1,217
6820 Operations: Tools / Equipment	\$2,000	\$2,080	\$2,163	\$2,250	\$2,340	\$2,433
6825 Operations: Uniforms	\$720	\$749	\$779	\$810	\$842	\$876
6830 Operations: Safety Equipment	\$900	\$936	\$973	\$1,012	\$1,053	\$1,095
6837 Operations: Water Standby/Purchase	\$2,611	\$2,715	\$2,824	\$2,937	\$3,055	\$3,177
<b>TOTAL O&amp;M</b>	<b>\$663,258</b>	<b>\$689,788</b>	<b>\$717,380</b>	<b>\$746,075</b>	<b>\$826,918</b>	<b>\$860,954</b>
		4.0%	4.0%	4.0%	10.8%	4.1%

Table 6  
Arrowbear Park County Water District  
Water Capital Improvement Plan

Water System Asset Value	Purchase Value	Replacement Value
Total Water System	\$4,567,435	\$9,883,383
Total System Assets	\$4,567,435	\$9,883,383

	Projection 2024-25	2025-26	2026-27	2027-28	2028-29	2029-30
Capital Improvement Plan						
2" Main Replacement - In-house			\$44,014		\$41,565	
2" Main Replacement - Hwy 18 Contract	\$90,000					
Meter Replacement - Ongoing						
Tank Inspection (Total)		\$10,000				
Service Vehicle 3 (Ranger) (50% Water)			\$47,000			
Repay Unrestricted Accounts		\$25,153	\$25,153			
Hydrants x 5		\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Skidsteer Attachments(50% Water)				\$12,122		
Traffic Signs		\$4,500				
Pot Holing Trailer HX40G (50% Water)			\$54,000			
Hwy 18 Paving				\$25,000		
Total CIP	\$90,000	\$49,653	\$180,167	\$47,122	\$51,565	\$10,000

Source: 2024-25 Master Plan

Table 7  
Arrowbear Park County Water District

Water Debt Service

		Projection 2024-25	2025-26	2026-27	2027-28	2028-29	2029-30
<b>Leasing2Inc Payments</b>		\$69,583	\$69,583	\$69,583	\$69,583		
Water Portion	18%	\$12,440	\$12,440	\$12,440	\$12,440		
<b>Total Current Debt Service</b>		<b>\$12,440</b>	<b>\$12,440</b>	<b>\$12,440</b>	<b>\$12,440</b>	<b>\$0</b>	<b>\$0</b>
<b>Proposed USDA Loan</b>							
Amount	\$0						
Term (years)	30						
Interest Rate	4.50%						
Start Year	FY 2028-29						
<b>Potential USDA Loan Payment</b>							\$0
<b>Total Potential Debt Service</b>		<b>\$12,440</b>	<b>\$12,440</b>	<b>\$12,440</b>	<b>\$12,440</b>	<b>\$0</b>	<b>\$0</b>

Table 8  
Arrowbear Park County Water District

**Wastewater Fund Balance & Targets**  
*from 2023-24 COA Budget.xlsx*

Unrestricted Fund Reserve Balances	7/1/2024
Water Equipment	\$528
Water System	\$34,983
LAIF	\$106,490
<b>TOTAL FUND BALANCE</b>	<b>\$142,001</b>

Target Fund Balance	2025	2026	2027	2028	2029	2030
Operating Reserve						
3 Months O&M	\$165,814	\$172,447	\$179,345	\$186,519	\$206,729	\$215,239
Capital Reserve						
1% Current Asset Value (Replacement)	\$98,834	\$98,834	\$98,834	\$98,834	\$98,834	\$98,834
Debt Service						
1 Year Payment	\$12,440	\$12,440	\$12,440	\$12,440	\$0	\$0
<b>TOTAL TARGET FUND BALANCE</b>	<b>\$277,088</b>	<b>\$283,721</b>	<b>\$290,619</b>	<b>\$297,793</b>	<b>\$305,563</b>	<b>\$314,072</b>

Table 9  
Arrowbear Park County Water District

**Water Cash Flow Projection**

Version 1






Category	Projection					
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30
Effective Date of Rate Increase	7/1/2024	7/1/2025	7/1/2026	7/1/2027	7/1/2028	7/1/2029
% Rate Revenue Increase		9%	9%	9%	9%	9%
Residential Bill, Current Rate Structure <sup>2</sup>	\$56.91	\$62.03	\$67.61	\$73.70	\$80.33	\$87.56
Affordability	0.8%	0.9%	1.0%	1.1%	1.1%	1.3%
<b>BEGINNING FUND BALANCE</b>	<b>\$142,001</b>	<b>\$106,114</b>	<b>\$140,142</b>	<b>\$77,211</b>	<b>\$185,280</b>	<b>\$293,152</b>
<b>REVENUE</b>						
Water Sales and Fees	\$623,311	\$679,409	\$740,556	\$807,206	\$879,854	\$959,041
Sales to Other Agencies	\$55,000	\$55,000	\$55,000	\$55,000	\$55,000	\$55,000
Non-Operating Revenue	\$51,500	\$51,500	\$51,500	\$51,500	\$51,500	\$51,500
<b>TOTAL REVENUE</b>	<b>\$729,811</b>	<b>\$785,909</b>	<b>\$847,056</b>	<b>\$913,706</b>	<b>\$986,354</b>	<b>\$1,065,541</b>
<b>EXPENDITURE</b>						
O&M						
Salaries & Wages	\$313,239	\$325,768	\$338,799	\$352,351	\$417,445	\$435,103
Benefits	\$158,597	\$164,941	\$171,538	\$178,400	\$185,536	\$192,957
Professional Services	\$43,680	\$45,427	\$47,244	\$49,134	\$51,099	\$53,143
Office	\$7,080	\$7,363	\$7,658	\$7,964	\$8,283	\$8,614
Insurance	\$55,744	\$57,974	\$60,293	\$62,705	\$65,213	\$67,821
Vehicle	\$9,900	\$10,296	\$10,708	\$11,136	\$11,582	\$12,045
Utility	\$38,216	\$39,745	\$41,334	\$42,988	\$44,707	\$46,496
Operations	\$26,631	\$27,696	\$28,804	\$29,956	\$31,155	\$32,401
Other	\$10,171	\$10,578	\$11,001	\$11,441	\$11,899	\$12,375
<b>Total Operating Expenditures</b>	<b>\$663,258</b>	<b>\$689,788</b>	<b>\$717,380</b>	<b>\$746,075</b>	<b>\$826,918</b>	<b>\$860,954</b>
Debt Service	\$12,440	\$12,440	\$12,440	\$12,440	\$0	\$0
Capital Improvement Plan	\$90,000	\$49,653	\$180,167	\$47,122	\$51,565	\$10,000
<b>TOTAL EXPENDITURES</b>	<b>\$765,698</b>	<b>\$751,881</b>	<b>\$909,987</b>	<b>\$805,637</b>	<b>\$878,483</b>	<b>\$870,954</b>
<b>NET REVENUES</b>	<b>-\$35,887</b>	<b>\$34,028</b>	<b>-\$62,931</b>	<b>\$108,069</b>	<b>\$107,872</b>	<b>\$194,587</b>
<b>ENDING FUND BALANCE</b>	<b>\$106,114</b>	<b>\$140,142</b>	<b>\$77,211</b>	<b>\$185,280</b>	<b>\$293,152</b>	<b>\$487,739</b>
# Months O&M In Reserves	2 months	2 months	1 months	3 months	4 months	7 months
Debt Service Coverage	1.21	3.59	6.28	9.34	N/A	N/A
Fund Balance Target	\$277,088	\$283,721	\$290,619	\$297,793	\$305,563	\$314,072
Above/Below Target	 38%	 49%	 27%	 62%	 96%	 155%

Table 10  
Arrowbear Park County Water District

**Water Proposed Rate Schedule**

**Monthly Water Service Charges**

<b>Fixed Meter Charges (\$/month)</b>	<b>Current</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>2028-29</b>	<b>2029-30</b>
Effective Date		7/1/2025	7/1/2026	7/1/2027	7/1/2028	7/1/2029
Proposed Rate Increase		9%	9%	9%	9%	9%
3/4" Meter	\$36.91	\$40.23	\$43.85	\$47.80	\$52.10	\$56.79
1" Meter	\$78.16	\$85.19	\$92.86	\$101.22	\$110.33	\$120.26
1 1/2" Meter	\$156.31	\$170.38	\$185.71	\$202.43	\$220.64	\$240.50
2" Meter	\$250.10	\$272.61	\$297.14	\$323.89	\$353.04	\$384.81
6" Meter	\$413.60	\$450.82	\$491.40	\$535.62	\$583.83	\$636.37

<b>Volumetric Charges (\$/cf)</b>	<b>\$/cf</b>					
All Water Use	\$0.04	\$0.04	\$0.05	\$0.05	\$0.06	\$0.06
1 cf = 7.48 gallons						
Average Single Family Bill (500 ccf)	\$56.91	\$62.03	\$67.61	\$73.70	\$80.33	\$87.56
<b>Affordability</b>	<b>0.8%</b>	<b>0.9%</b>	<b>1.0%</b>	<b>1.1%</b>	<b>1.1%</b>	<b>1.3%</b>



Table 11

Arrowbear Park County Water District

**Wastewater Revenue Projection**

from 2023-24 COA-Budget.xlsx

<b>Cost Projection Estimates</b>		2024-25	2025-26	2026-27	2027-28	2028-29
Total Rate Revenues	(anticipated growth in customer base)	0.0%	0.0%	0.0%	0.0%	0.0%
Total Other Revenues	(anticipated increases to other fees)	0.0%	0.0%	0.0%	0.0%	0.0%

No.	Revenue	Budget FY 2024-25	Projection 2025-26	2026-27	2027-28	2028-29	2029-30
4000	Sewer Sales & Fees	\$560,000	\$560,000	\$560,000	\$560,000	\$560,000	\$560,000
<b>Total Operating Revenues</b>		<b>\$560,000</b>	<b>\$560,000</b>	<b>\$560,000</b>	<b>\$560,000</b>	<b>\$560,000</b>	<b>\$560,000</b>
5000	Property Taxes	\$0	\$0	\$0	\$0	\$0	\$0
5005	Standby Charges	\$69,000	\$69,000	\$69,000	\$69,000	\$69,000	\$69,000
5010	Interest Income	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
5015	Late Charge Income	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500
5020	Grant Income	\$500	\$0	\$0	\$0	\$0	\$0
5025	Gain on Disposal of Fixed Assets	\$0	\$0	\$0	\$0	\$0	\$0
5030	Other Adjustments	\$400	\$0	\$0	\$0	\$0	\$0
5035	Other Fees and Charges	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000
	Refund - Running Springs	\$91,854					
<b>Total Non Operating Revenues</b>		<b>\$178,254</b>	<b>\$85,500</b>	<b>\$85,500</b>	<b>\$85,500</b>	<b>\$85,500</b>	<b>\$85,500</b>
<b>TOTAL REVENUES</b>		<b>\$738,254</b>	<b>\$645,500</b>	<b>\$645,500</b>	<b>\$645,500</b>	<b>\$645,500</b>	<b>\$645,500</b>

Table 12  
Arrowbear Park County Water District

**Wastewater Revenue Projection**  
from 2023-24 COA-Budget.xlsx

<b>Cost Projection Estimates</b>		2025-26	2026-27	2027-28	2028-29	2029-30
O&M Increase	(20 year avg change CPI)	4.0%	4.0%	4.0%	4.0%	4.0%

No.	Revenue	Budget FY 2024-25	Projection 2025-26	2026-27	2027-28	2028-29	2029-30
6000	Salaries & Wages: Mgmt	\$33,121	\$34,446	\$35,824	\$37,257	\$38,747	\$40,297
6005	Salaries & Wages: Office	\$24,164	\$25,130	\$26,135	\$27,181	\$28,268	\$29,399
	Utility Worker					\$34,000	\$36,000
6010	Salaries & Wages: Office (OT)	\$209	\$217	\$226	\$235	\$245	\$254
6015	Salaries & Wages: Field	\$90,777	\$94,409	\$98,185	\$102,112	\$106,197	\$110,445
6020	Salaries & Wages: Field	\$10,797	\$11,228	\$11,678	\$12,145	\$12,630	\$13,136
6035	Payroll Taxes: Social Security/Medicare	\$12,453	\$12,951	\$13,469	\$14,008	\$14,568	\$15,151
6100	Benefits: Retirement	\$17,722	\$18,431	\$19,168	\$19,935	\$20,733	\$21,562
6105	Benefits: Dental Ins.	\$3,266	\$3,396	\$3,532	\$3,674	\$3,821	\$3,973
6110	Benefits: Health Ins.	\$37,872	\$39,387	\$40,963	\$42,601	\$44,305	\$46,077
6115	Benefits: Health Ins.	\$16,143	\$16,789	\$17,460	\$18,159	\$18,885	\$19,640
6116	Benefits: Health Ins.	\$6,000	\$6,240	\$6,490	\$6,749	\$7,019	\$7,300
6118	Benefits: Retirement	\$5,000	\$5,200	\$5,408	\$5,624	\$5,849	\$6,083
6120	Training	\$200	\$208	\$216	\$225	\$234	\$243
6200	Director Fees	\$3,713	\$3,861	\$4,016	\$4,177	\$4,344	\$4,517
6205	Director Training / Conferences	\$50	\$52	\$54	\$56	\$58	\$61
6210	Board Misc.	\$100	\$104	\$108	\$112	\$117	\$122
6300	Prof Svcs: Legal	\$2,000	\$2,080	\$2,163	\$2,250	\$2,340	\$2,433
6305	Prof Svcs: Accounting	\$700	\$728	\$757	\$787	\$819	\$852
6310	Prof Svcs: Engineering	\$200	\$208	\$216	\$225	\$234	\$243
6315	Prof Svcs: Audit	\$11,880	\$12,355	\$12,849	\$13,363	\$13,898	\$14,454
6320	Prof Svcs: Dues/Membership Fees	\$2,650	\$2,756	\$2,866	\$2,981	\$3,100	\$3,224
6325	Prof Svcs: Banking Fees / Charges	\$4,680	\$4,867	\$5,062	\$5,264	\$5,475	\$5,694
6330	Prof Svcs: Regulatory Fees	\$3,000	\$3,120	\$3,245	\$3,375	\$3,510	\$3,650
6335	Prof Svcs: Testing / Lab	\$0	\$0	\$0	\$0	\$0	\$0
6340	Prof Svcs: Computer / Network	\$2,100	\$2,184	\$2,271	\$2,362	\$2,457	\$2,555
6345	Prof Svcs: Misc.	\$720	\$749	\$779	\$810	\$842	\$876
6400	Office: Supplies	\$300	\$312	\$324	\$337	\$351	\$365
6405	Office: Printing	\$400	\$416	\$433	\$450	\$468	\$487

6410 Office: Postage	\$3,200	\$3,328	\$3,461	\$3,600	\$3,744	\$3,893
6415 Office: Software / Computer	\$100	\$104	\$108	\$112	\$117	\$122
6420 Office: Equipment / Furniture	\$100	\$104	\$108	\$112	\$117	\$122
6425 Office: Misc.	\$50	\$52	\$54	\$56	\$58	\$61
6500 Insurance: Workers' Comp	\$15,175	\$15,782	\$16,413	\$17,069	\$17,752	\$18,462
6505 Insurance: Property/Liability/Vehicles	\$20,000	\$20,800	\$21,632	\$22,497	\$23,397	\$24,333
6600 Vehicle: Maintenance	\$2,200	\$2,288	\$2,380	\$2,475	\$2,574	\$2,677
6605 Vehicle: Fuel	\$4,400	\$4,576	\$4,759	\$4,949	\$5,147	\$5,353
6700 Utility: Phone/Internet	\$1,750	\$1,820	\$1,893	\$1,969	\$2,047	\$2,129
6705 Utility: Gas	\$1,900	\$1,976	\$2,055	\$2,137	\$2,223	\$2,312
6700 Utility: Electric - Facilities	\$450	\$468	\$487	\$506	\$526	\$547
6705 Utility: Electric - Pumping	\$8,500	\$8,840	\$9,194	\$9,561	\$9,944	\$10,342
6710 Utility: Security	\$315	\$328	\$341	\$354	\$369	\$383
6800 Operations: Routine Maintenance	\$500	\$520	\$541	\$562	\$585	\$608
6805 Operations: Repairs	\$500	\$520	\$541	\$562	\$585	\$608
6810 Operations: Inspecting / Testing	\$0	\$0	\$0	\$0	\$0	\$0
6815 Operations: Facilities	\$600	\$624	\$649	\$675	\$702	\$730
6820 Operations: Tools / Equipment	\$1,400	\$1,456	\$1,514	\$1,575	\$1,638	\$1,703
6825 Operations: Uniforms	\$480	\$499	\$519	\$540	\$562	\$584
6830 Operations: Safety Equipment	\$600	\$624	\$649	\$675	\$702	\$730
6837 Operations: Treatment	\$266,976	\$277,655	\$288,761	\$300,312	\$312,324	\$324,817
<b>TOTAL O&amp;M</b>	<b>\$619,412</b>	<b>\$644,189</b>	<b>\$669,956</b>	<b>\$696,755</b>	<b>\$758,625</b>	<b>\$789,610</b>
		4.0%	4.0%	4.0%	8.9%	4.1%

Table 13  
Arrowbear Park County Water District  
  
Wastewater Capital Improvement Plan

	Water System Assets	Purchase Value	Replacement Value			
	Total Wastewater System					
	Total System Assets	\$0	\$10,000,000			
	Projection					
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30
Capital Improvement Plan						
Service Vehicle 3 (Ranger) (40% Sewer)			\$31,333			
Running Springs CIP	\$103,000	\$58,391	\$67,977	\$85,407	\$56,648	\$108,938
Pot Holing Trailer HX40G(40% Sewer)			\$36,000			
Skid Steer Attachments (40% Sewer)				\$8,081		
Repay Unrestricted Accounts		\$22,110	\$22,110			
Submersible Pump		\$20,082				
Total CIP	\$103,000	\$100,583	\$157,420	\$93,488	\$56,648	\$108,938

Source: 2024-25 Master Plan, edits by General Manager

Table 14  
Arrowbear Park County Water District

**Wastewater Debt Service**

		Projection 2024-25	2025-26	2026-27	2027-28	2028-29	2029-30
<b>Leasing2Inc Payments</b>		\$69,583	\$69,583	\$69,583	\$69,583		
Wastewater Payment	82%	\$57,143	\$57,143	\$57,143	\$57,143		
<b>Total Current Debt Service</b>		<b>\$57,143</b>	<b>\$57,143</b>	<b>\$57,143</b>	<b>\$57,143</b>	<b>\$0</b>	<b>\$0</b>
<b>Proposed USDA Loan</b>							
Amount	\$0						
Term (years)	30						
Interest Rate	4.50%						
Start Year	FY 2028-29						
<b>Potential USDA Loan Payment</b>							<b>\$0</b>
<b>Total Potential Debt Service</b>		<b>\$57,143</b>	<b>\$57,143</b>	<b>\$57,143</b>	<b>\$57,143</b>	<b>\$0</b>	<b>\$0</b>

Table 15  
Arrowbear Park County Water District

**Wastewater Fund Balance & Targets**  
from 2023-24 COA Budget.xlsx

Unrestricted Fund Reserve Balances	7/1/2024
Sewer Equipment	\$0
LAIF	\$106,617
<b>TOTAL FUND BALANCE</b>	<b>\$106,617</b>

Target Fund Balance	2025	2026	2027	2028	2029	2030
Operating Reserve						
3 Months O&M	\$154,853	\$161,047	\$167,489	\$174,189	\$189,656	\$197,402
Capital Reserve						
1% Current Asset Value (Replacement)	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Debt Service						
1 Year Payment	\$57,143	\$57,143	\$57,143	\$57,143	\$0	\$0
<b>TOTAL TARGET FUND BALANCE</b>	<b>\$311,996</b>	<b>\$318,190</b>	<b>\$324,632</b>	<b>\$331,332</b>	<b>\$289,656</b>	<b>\$297,402</b>

Table 16  
Arrowbear Park County Water District

**Wastewater Cash Flow Projection**  
Version 1

Category	Budget FY 2024-25	Projection 2025-26	2026-27	2027-28	2028-29	2029-30
Effective Date of Rate Increase	7/1/2024	7/1/2025	7/1/2026	7/1/2027	7/1/2028	7/1/2029
% Rate Revenue Increase		20%	20%	10%	5%	5%
Rate per EDU	\$47.27	\$56.72	\$68.07	\$74.88	\$78.62	\$82.55
Affordability	0.7%	0.8%	1.0%	1.1%	1.1%	1.2%
<b>BEGINNING FUND BALANCE</b>	<b>\$106,617</b>	<b>\$65,315</b>	<b>\$20,900</b>	<b>\$28,281</b>	<b>\$153,435</b>	<b>\$355,054</b>
<b>REVENUE</b>						
Wastewater Sales and Fees	\$560,000	\$672,000	\$806,400	\$887,040	\$931,392	\$977,962
Non-Operating Revenue	\$178,254	\$85,500	\$85,500	\$85,500	\$85,500	\$85,500
<b>TOTAL REVENUE</b>	<b>\$738,254</b>	<b>\$757,500</b>	<b>\$891,900</b>	<b>\$972,540</b>	<b>\$1,016,892</b>	<b>\$1,063,462</b>
<b>EXPENDITURE</b>						
O&M						
Salaries & Wages	\$171,520	\$178,381	\$185,516	\$192,937	\$234,654	\$244,681
Benefits	\$86,003	\$89,444	\$93,021	\$96,742	\$100,612	\$104,636
Professional Services	\$27,930	\$29,047	\$30,209	\$31,417	\$32,674	\$33,981
Office	\$4,150	\$4,316	\$4,489	\$4,668	\$4,855	\$5,049
Insurance	\$35,175	\$36,582	\$38,045	\$39,567	\$41,149	\$42,795
Vehicle	\$6,600	\$6,864	\$7,139	\$7,424	\$7,721	\$8,030
Utility	\$12,915	\$13,432	\$13,969	\$14,528	\$15,109	\$15,713
Operations	\$271,056	\$281,898	\$293,174	\$304,901	\$317,097	\$329,781
Other	\$4,063	\$4,225	\$4,395	\$4,570	\$4,753	\$4,943
<b>Total Operating Expenditures</b>	<b>\$619,412</b>	<b>\$644,189</b>	<b>\$669,956</b>	<b>\$696,755</b>	<b>\$758,625</b>	<b>\$789,610</b>
Debt Service	\$57,143	\$57,143	\$57,143	\$57,143	\$0	\$0
Capital Improvement Plan	\$103,000	\$100,583	\$157,420	\$93,488	\$56,648	\$108,938
<b>TOTAL EXPENDITURES</b>	<b>\$779,556</b>	<b>\$801,915</b>	<b>\$884,520</b>	<b>\$847,386</b>	<b>\$815,272</b>	<b>\$898,548</b>
<b>NET REVENUES</b>	<b>-\$41,302</b>	<b>-\$44,415</b>	<b>\$7,380</b>	<b>\$125,154</b>	<b>\$201,620</b>	<b>\$164,914</b>
<b>ENDING FUND BALANCE</b>	<b>\$65,315</b>	<b>\$20,900</b>	<b>\$28,281</b>	<b>\$153,435</b>	<b>\$355,054</b>	<b>\$519,968</b>
# Months O&M in Reserves	1 months	0 months	1 months	3 months	6 months	8 months
Debt Service Coverage	N/A	N/A	N/A	N/A	N/A	N/A
Fund Balance Target	\$311,996	\$318,190	\$324,632	\$331,332	\$289,656	\$297,402
Above/Below Target	○ 21% ○	○ 7% ○	○ 9% ●	● 46% ●	● 123% ●	● 175%

Table 17

Arrowbear Park County Water District

**Wastewater Proposed Rate Schedule****Monthly Sewer Service Charges**

<b>Fixed Sewer Rates</b>	<b>Current</b>	<b>Projection</b>				
		<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>2028-29</b>	<b>2029-30</b>
Effective Date		7/1/2025	7/1/2026	7/1/2027	7/1/2028	7/1/2029
Proposed Rate Increase		20%	20%	10%	5%	5%
Monthly Charge per EDU	\$47.27	\$56.72	\$68.07	\$74.88	\$78.62	\$82.55
1 EDU = 1 Equivalent Single Family Dwelling Unit						
Average Single Family Bill	\$47.27	\$56.72	\$68.07	\$74.88	\$78.62	\$82.55
<b>Affordability</b>	<b>0.7%</b>	<b>0.8%</b>	<b>1.0%</b>	<b>1.1%</b>	<b>1.1%</b>	<b>1.2%</b>



	Water	Wastewater
Arrowbear (Current)	\$56.91	\$47.27
Arrowbear (Proposed)	\$62.03	\$56.72
Running Springs	\$67.64	\$64.29
Green Valley Lake*	\$85.54	\$93.54

3740



assumes 5 hcf usage w/  
\* includes monthly shar



where applicable  
 \* based on CIP assessment

# DR-4856 HAZARD MITIGATION GRANT PROGRAM (HMGP) NOTICE OF FUNDING OPPORTUNITY

## Overview

The California Governor's Office of Emergency Services (Cal OES) presents a mitigation funding opportunity for FEMA's Hazard Mitigation Grant Program (HMGP) through the Presidential Major Disaster Declaration, DR-4856 (California Wildfires and Straight-line Winds). This opportunity provides funding for communities to implement mitigation activities that reduce risk to life, property, and infrastructure from natural hazards. In California, natural hazards include wildfire, earthquake, drought, extreme heat, flooding, and other natural hazards as defined in the State Hazard Mitigation Plan. HMGP funding can support the development of hazard mitigation planning, codes and standards, project scoping activities (i.e., Advance Assistance), and mitigation projects. This funding opportunity presents significant funding for eligible mitigation activities across the State. **Figure 1** below demonstrates the timelines associated with this funding opportunity.

**Figure 1: HMGP (DR-4856) Funding Opportunity Timeline**

## HMGP (DR-4856) Funding Opportunity Timeline

### ● DR-4856 FEMA HMGP

<b>JANUARY 8, 2025</b>	Project Scoping Calls (Programmatic and BCA)
<b>APRIL 2, 2025</b>	Notice of Funding Opportunity (NOFO) Released
<b>APRIL 2, 2025</b>	HMGP Notice of Interest (NOI) opens via Cal OES Engage Portal
<b>MAY 29, 2025</b>	HMGP NOI due to OES via the Engage Cal OES Portal
<b>MAY 30, 2025</b>	HMGP Subapplication opens via Engage Cal OES Portal
<b>SEPTEMBER 15, 2025</b>	HMGP Subapplication due to OES via Engage Cal OES Portal*

\*Following subapplication submission, Cal OES conducts a comprehensive programmatic and Benefit-Cost Analysis (BCA) review. Additional Requests for Information (RFI) are likely to occur within one (1) month of subapplication submission.

# ARROWBEAR PARK COUNTY WATER DISTRICT

## Policy Handbook

**POLICY TITLE:** Compensation  
**POLICY NUMBER:** 2150

**2150.10** This policy shall apply to all District employees.

**2150.12** All District employees will be compensated according to the Board Approved Salary Range Chart which will be approved annually by motion as part of the next (FY) Fiscal Year budget approval process. (4)

**2150.15** All District Employees with job descriptions as defined in Policy Sections 2310 through 2371 of this Policy Handbook shall be considered exclusively hourly employees. (2)

**2150.20 Compensation at Hiring.**

**2150.20.1 New Employees.** All newly appointed employees shall be paid at the beginning (1) of the pay range for the position to which the employee is appointed except as provided elsewhere herein.

**2150.20.2 Advanced Range (1) Hiring.** If the General Manager finds that qualified applicants cannot be successfully recruited at the beginning of the pay range, he/she may request the Board of Directors to authorize an appointment at an advanced rate within (1) the pay range. Whenever advanced rate (1) hiring is approved, an employee being paid at a lower pay amount (1) in the same range may, at the discretion of the General Manager (1), be advanced to the amount (1) at which the new employee is appointed.

**2150.20.3 Former Employees.** A person who previously held a full-time position from which the person was separated in good standing may, when re-employed in a position with the same or lower pay range than held at separation, be appointed at the same pay rate which was paid at the effective date of the person's termination, provided that this rate is within the range limits of the classification applied for, and (1) provided such re-employment occurs within twelve (12) months from the date of said termination.

**2150.25 Annual Increases.**

**2150.25.1 COLA Annual Increases.** Annual Cost Of Living Adjustment (COLA) increases will be determined by the Board and those annual COLA increases will be approved by motion as part of the next (FY) Fiscal Year budget approval process. (10)

**2150.25.2 Merit Annual Increases.** Annual merit increases will be calculated by the General Manager based on District budget constraints and employee retention goals. The percentage increase for annual merit increases will be determined by the Board (9) and those annual merit increases will be approved by motion as part of the next (FY) Fiscal Year budget approval process. Disbursement of the annual merit increases will be at the General Managers discretion, based on the criteria outlined in 2150.30. (4)

# ARROWBEAR PARK COUNTY WATER DISTRICT

## Policy Handbook

### 2150.30 Merit Advancement Within Range.

**2150.30.1 Performance Evaluation Required.** The General Manager shall authorize a merit advancement within the pay range only after evaluating the employee's performance and determining that it is satisfactory. This determination shall be noted on a performance evaluation form to be placed in the employee's file, with a copy given to the employee. The General Manager will use a scoring matrix in conjunction with the Performance evaluation to ensure a fair disbursement of the annual merit increases. (4)

**2150.30.2 Merit Advancement Date & Period of Employment Required for Merit Advancement.** Unless otherwise specified herein, each employee shall, in addition to receiving a satisfactory performance evaluation, complete the following required time of employment to be eligible to receive a merit increase:

**2150.30.2.1 New Employees.** A person hired as a new employee shall have a merit advancement date which is date of hire.

**2150.30.2.2 Promotion or Demotion.** An employee who is promoted or demoted shall have a new merit advancement date which shall be one (1) year from the date of promotion or demotion.

**2150.30.2.3 Voluntary Demotion.** An employee who voluntarily demotes to a position at a lower pay range shall have no change in merit advancement date.

**2150.30.2.4 Change in Range Allocation.** If the pay range for an employee's position is changed, the employee's merit advancement date shall not change.

**2150.30.2.5 Position Reclassification.** An employee whose position is reclassified to a position having the same or lower pay range shall have no change in merit advancement date. An employee whose position is reclassified to a position having a higher pay range shall have a new merit advancement date which is one (1) year following the effective date of the position reclassification.

**2150.30.2.6 Non-Merit Adjustments.** An employee whose pay rate is adjusted to a higher rate for reasons other than regular merit advancement shall have a new merit advancement date effective one (1) year from the date of said adjustment.

**2150.30.3 Effective Date.** An employee's merit increase shall take place on the first day of the pay period in which his/her merit advancement date falls. The General Manager may delay authorizing the merit advancement up to ninety (90) days beyond the employee's merit advancement date without affecting the normal merit advancement date. In case of such a delay, the employee's merit advancement shall be effective the first day of the pay period following the General Manager's authorization. If authorization for a merit advancement is delayed beyond ninety (90) days from the employee's merit advancement date, the employee shall not be eligible for a merit increase until his/her next normal merit advancement date.

### 2150.40 Promotion.

**2150.40.1** Employees promoted to a position with a higher pay range may be paid either at the minimum rate of the new range or at the nearest higher rate that the employee would otherwise be entitled to on the date the promotion is effective, whichever is greater. (1)

# ARROWBEAR PARK COUNTY WATER DISTRICT

## Policy Handbook

**2150.60 Fire Department Personnel Compensation.** Fire Department positions that are currently authorized by the Board will be compensated according to the Board Approved Salary Range Chart. (4)

**2150.60.1 Board Approved Part-time Fire Chief.** A part-time (less than 980 hours per calendar year), contract, salaried, Fire Chief, appointed by the General Manager will be compensated at 35% of the of the Board Approved Salary Range minimum monthly salary for Fire Chief. The Part-time Fire Chief will not (5) be eligible for additional compensation for District coverage or for unreimbursed paid call firefighting. The Part-time Fire Chief will (5) be eligible for additional compensation for calls and drills as well as 100% of the compensation reimbursed to the Fire Department from outside agencies. Time spent in outside agency service must fall within the maximum total allowable hours of the part-time position (less than 980 hours per calendar year) (7). The Part-time Fire Chief will receive an additional 35% increase to his monthly salary for any full month in which he/she functions as the sole Fire Department Management (Part-time Battalion Chief position is not filled). (4) This additional compensation will be reduced by ten (10) percentage points every six (6) months. (8)

**2150.60.2 Board Approved Part-time Battalion Chief (6).** A part-time (less than 980 hours per calendar year), contract, salaried, Battalion Chief, appointed by the General Manager (based upon the recommendation of the Fire Chief), will be compensated at 50% of the of the Board Approved Salary Range minimum monthly salary for the Part-time Fire Chief. The Part-time Battalion Chief will not (5) be eligible for additional compensation for District coverage or for unreimbursed paid call firefighting. The Part-time Battalion Chief will (5) be eligible for additional compensation for calls and drills as well as 100% of the compensation reimbursed to the Fire Department from outside agencies. Time spent in outside agency service must fall within the maximum total allowable hours of the part-time position (less than 980 hours per calendar year) (7). (4)

(1) Policy Revision Board Approved 4/2002.

(2) Policy Revision Board Approved 2/21/2013.

(4) Policy Revision Board Approved 6/19/2014.

Approved and Adopted by Motion with inclusion in District Employee Handbook 3/19/2015.

(5) Policy Revision Board Approved 9/17/2015.

(6) Policy Revision Board Approved 1/1/2017. (Change designation from Assistant Chief to Battalion Chief)

(7) Policy Revision Board Approved 8/16/18. (Authorizes Chief/Battalion Chief reimbursed paid call compensation)

(8) Policy Revision Board Approved 8/15/19. (Limits additional PT Chief compensation)

Amended and Adopted by Motion with inclusion in District Employee Handbook 1/21/21.

(9) Policy Revision Board Approved 5/12/2022. (Provides for Board discretion for merit increases.)

(10) Policy Revision Board Approved 6/10/2022. (Provides for Board discretion for COLA increases.)



# ARROWBEAR PARK COUNTY WATER DISTRICT

## Policy Handbook

**POLICY TITLE:** Compensation  
**POLICY NUMBER:** 2150

**2150.1** This policy applies to all District employees.

**2150.2** **Salary Ranges.** The District has a salary range chart that the Board approves annually as part of the budget process.

**2150.3** **Pay Structure.** All employees covered by this policy are paid hourly unless they hold an exempt salaried position as defined by federal and state labor laws. The General Manager is responsible for ensuring proper classification of exempt and non-exempt employees.

**2150.4** **Starting Pay**

**2150.4.1** **New Employees.** New employees start at the lowest pay level for their position unless otherwise stated. Relevant experience may warrant higher pay.

**2150.4.2** **Hiring Above the Minimum Pay Level.** If the General Manager cannot find qualified applicants at the starting pay level, they may request Board approval for a higher starting wage. If approved, the Board will also review salaries of current employees in the same role to ensure fairness and prevent pay discrepancies. Salary adjustments for existing employees will be considered based on experience, tenure, and performance but are not automatic.

**2150.4.3** **Rehiring Former Employees.** Employees who left in good standing and return within one year may be rehired at a rate within the approved pay range, considering their prior experience and tenure with the District. Pay placement will be determined based on equity with existing employees in the same role.

**2150.5** **Annual Pay Increases**

**2150.5.1** **Cost of Living Adjustments (COLA).** Each year, the Board decides whether to approve a cost-of-living increase (COLA) and at what percentage for employees. If approved, COLA increases take effect on July 1st and apply to all employees.

**2150.5.2** **Merit-Based Raises.** Merit-based raises are determined by the General Manager based on the District's budget and employee retention goals. The Board approves the percentage increase as part of the budget process.

- Merit raises take effect on July 1st.
- Employees must meet performance standards to qualify.
- Employees must have worked at least 90 days before July 1st to be eligible.

**2150.5.3** **COLA & Merit Combined Cap.** *The combined total of Cost of Living Adjustments (COLA) and Merit raises shall not exceed 5% per employee unless explicitly approved by the Board of Directors. If the COLA reaches or exceeds 5%, Merit raises may not be granted.*

**2150.6** **Rules for Merit-Based Raises**

**2150.6.1** **Performance Review Requirement.** Merit raises are only given after a satisfactory performance review, which must be documented and placed in the employee's file.



# ARROWBEAR PARK COUNTY WATER DISTRICT

## Policy Handbook

### 2150.6.2 Eligibility for Merit Raises.

- **New Employees:** Must have worked at least 90 days before July 1st to qualify.
- **Promotions:** Employees promoted within 90 days of July 1st will receive either the minimum salary for the new position or the merit increase—whichever is higher.
- **Demotions:** Employees who are demoted (voluntarily or involuntarily) remain eligible for a merit increase based on their new salary if they receive a satisfactory performance review.
- **Position Reclassification or Pay Range Changes:** If an employee's position is reclassified or their pay range is adjusted within 90 days before July 1st, they will receive either the minimum salary for the reclassification or the merit increase—whichever is higher.

**2150.6.3 When Merit Raises Take Effect.** Merit raises always take effect on July 1st, at the start of the District's fiscal year.

**2150.7 Promotions.** When an employee is promoted, their new pay rate will be either the minimum salary for the new role or the merit increase they would have received on July 1st—whichever is higher.

**2150.7.1** *Promotions take effect July 1<sup>st</sup>, unless necessary for District operations and approved by the General Manager.*

**2150.8 Effective Raise Date.** Although July 1st marks the start of the fiscal year and the date when COLA, Merit, and Promotional raises take effect, pay periods may begin before and end after July 1st. As a result, raises effective on July 1st will apply to the entire pay period that includes July 1st.

**2150.9 Fire Department Personnel Compensation.** Fire Department positions approved by the Board are paid according to the Board-Approved Salary Range Chart.

### **2150.9.1 Part-time Fire Chief**

- The Part-time Fire Chief is a salaried, exempt contract position.
- Appointed by the General Manager, the Fire Chief earns the monthly salary for a part-time Fire Chief based on the Board-Approved Salary Range and Board-Approved Contract.
- The Fire Chief is not eligible for additional compensation for District coverage or for unpaid call firefighting duties.
- The Fire Chief may be eligible for additional compensation for calls and training drills as well as FMAG incidents at the current Fire Management Assistance Grant percentage approved for that incident (The District would cover costs not covered by FMAG) Outside agency work must be approved in advance to prevent conflicts of interest.
- *The Part-time Fire Chief is not subject to a 980-hour limit, ensuring they can fully respond to fires, disasters, and emergencies as needed.*

**2150.10 Compliance with Labor Laws.** The District will ensure all pay policies comply with applicable federal, state, and local labor laws, including the **Fair Labor Standards Act**

# ARROWBEAR PARK COUNTY WATER DISTRICT

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## Policy Handbook

**(FLSA) and California wage and hour laws (if applicable).** The General Manager is responsible for ensuring proper classification of employees and compliance with wage regulations.

- (1) Policy Revision Board Approved 4/2002
- (2) Policy Revision Board Approved 2/21/2013
- (4) Policy Revision Board Approved 6/19/2014.  
Approved and Adopted by Motion with inclusion in District Employee Handbook 3/19/2015.
- (5) Policy Revision Board Approved 9/17/2015.
- (6) Policy Revision Board Approved 1/1/2017. (Change designation from Assistant Chief to Battalion Chief)
- (7) Policy Revision Board Approved 8/16/18. (Authorizes Chief/Battalion Chief reimbursed paid call compensation)
- (8) Policy Revision Board Approved 8/15/19. (Limits additional PT Chief compensation)  
Amended and Adopted by Motion with inclusion in District Employee Handbook 1/21/21.
- (9) Policy Revision Board Approved 5/12/2022. (Provides for Board discretion for merit increases.)
- (10) Policy Revision Board Approved 6/10/2022. (Provides for Board discretion for COLA increases.)

# ARROWBEAR PARK COUNTY WATER DISTRICT

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## Policy Handbook

**POLICY TITLE:** Performance Evaluation  
**POLICY NUMBER:** 2170

**2170.10** This policy shall apply to all employees.

**2170.20** The General Manager or his/her designated representative shall conduct a scheduled performance review of each employee prior to the merit advancement date.

**2170.30** Performance evaluations shall be in writing on forms prescribed by the General Manager. Said evaluation shall provide recognition for effective performance and also identify areas which need improvement.

**2170.40** The performance evaluation shall be signed by the evaluator and shall be discussed with the employee.

**2170.50** Unscheduled performance evaluations may be made at the discretion of the General Manager or his/her designated representative.

Approved and Adopted by Motion with inclusion in District Employee Handbook 3/19/2015.

# ARROWBEAR PARK COUNTY WATER DISTRICT

## Policy Handbook

**POLICY TITLE:** Performance Evaluation  
**POLICY NUMBER:** 2170

**2170.10** This policy shall apply to all District employees.

**2170.20** **Scheduled Performance Reviews.** The General Manager or their designated representative shall conduct a scheduled performance review of each employee prior to the annual merit advancement date of July 1<sup>st</sup>.

**2170.30** **Purpose and Documentation.** Performance evaluations shall be in writing using forms prescribed by the General Manager. Evaluations shall:

- Provide recognition for effective performance.
- Identify areas requiring improvement.
- Be used as the basis for merit increases.
- Utilize a scoring matrix to ensure fair and consistent performance assessments for merit-based increases.

**2170.40** **Employee Review and Acknowledgment.** The performance evaluation shall be signed by the evaluator and discussed with the employee. Employees shall have the opportunity to review and acknowledge their evaluation. A copy shall be placed in the employee's personnel file.

**2170.50** **Unscheduled Performance Evaluations.** Unscheduled performance evaluations may be conducted at the discretion of the General Manager or their designated representative. These evaluations:

- May be used to address performance concerns, employee development, or other operational needs.
- Do not affect the employees's pay unless there is a promotion or demotion.
- Any promotion will be announced at the next Regular Board Meeting.

Approved and Adopted by Motion with inclusion in District Employee Handbook 3/19/2015.



## ESTIMATE

WICKER WATER WELL INC  
P. O. Box 390356  
Anza, CA 92539

wickerwaterwellinc@gmail.com  
+1 (951) 763-2747  
<http://www.wickerwaterwell.com>



### Bill to

Arrowbear Park County Water District  
2365 Fir Drive Arrowbear Lake CA 92382

### Ship to

Arrowbear Park County Water District  
2365 Fir Drive Arrowbear Lake CA 92382

### Estimate details

Estimate no.: 2518  
Estimate date: 04/02/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Sub Pump	Gould's 4NS12P4CC Pump 25HP 3/60/460 KVA-F 36.4 AMPS 50' CORD	1	\$24,365.00	\$24,365.00
2.		Freight	Approx freight charge will change once ordered	1	\$500.00	\$500.00
Subtotal						\$24,865.00
Sales tax						\$1,888.29
Total						<b>\$26,753.29</b>

Accepted date

Accepted by

## ESTIMATE

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Anza, CA 92539

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+1 (951) 763-2747

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Arrowbear Park County Water District

2365 Fir Drive Arrowbear Lake CA 92382

### Ship to

Arrowbear Park County Water District

2365 Fir Drive Arrowbear Lake CA 92382

### Estimate details

Estimate no.: 2519

Estimate date: 04/02/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Sub Pump	Barnes Pump 62172006 4SWL25044DS, 25HP 460V 3PH 4" DISCHARGE	1	\$17,332.30	\$17,332.30
2.		Freight	Approx shipping cost will change upon order	1	\$500.00	\$500.00
Subtotal						\$17,832.30
Sales tax						\$1,343.25
Total						<b>\$19,175.55</b>

Accepted date

Accepted by