

# Arrowbear Park County Water District

## REGULAR MEETING OF THE BOARD OF DIRECTORS

### AGENDA

DATE: Nov. 21, 2024

TIME: 6:00 p.m. 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  
November 18, 2024 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 – Sheila Wymer, 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are expected to be routine and non-controversial and will be acted on at one time without discussion, unless an item is withdrawn by a Board member for questions or discussion.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, October 17, 2024.
- 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. Discussion with motion to approve amended Policy #2080 - Employee Status, to include all workers as Disaster Service Workers during emergencies.  
Staff Recommendation: Approve as amended to add section 2080.50.
2. Discussion with motion to amend Policy #3040, Expense Authorization.  
Staff Recommendation: Approve as amended to add Policy #3040.11 and section 3040.21
3. Discussion with motion to approve amended Policy #4010 – Code of Ethics, to remove section 4010.10.8 and add section 4010.20.  
Staff Recommendation: Approve as amended to remove / add sections.
4. Discussion with motion to approve one of the quotes for asphalt repair due to leak on Highway 18.  
Staff recommendation: Approve quote from California Highway Products
5. Discussion with motion to approve the Justification & Findings for Notice of Exemption for the Highway 18 Pipeline Replacement Project Prepared by Lilburn Corporation.  
Staff Recommendation: Approve motion.

**Excuse Staff not needed for Closed Session**

**I. CLOSED SESSION**

Closed session pursuant to Government Code section 54957.6 Conference with Labor Negotiator.  
District Negotiator Chris Dumas, General Manager.  
Unrepresented Employee Part-Time Fire Chief.

**J. ADJOURNMENT OF CLOSED SESSION**

**K. OPEN SESSION**

**L. PUBLIC ANNOUNCEMENT OF ACTION TAKEN (IF ANY) IN CLOSED SESSION**

**M. ANNOUNCEMENTS / REPORTS**

- A) President
- B) Board Members
- C) Staff

The next Regular Board Meeting will be December 19, 2024, at 6:00 p.m.

**N. 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 a 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

October 17, 2024

6:00 PM

The regular meeting of the Board of Directors of Arrowbear Park County Water District was held October 17, 2024, at the District office located at 2365 Fir Drive, Arrowbear Lake, California.

Directors in attendance:

President Sheila Wymer  
Vice President Mark Bunyea  
Director Seth Burt  
Director Craig Carpenter  
Director Paul Miller

Directors who were absent:

None

Also present were the following:

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

Visitors present:

O. Rendelman      T. Fernandez  
L. Stinson

Open Session

President Wymer called the meeting to order. Chief Lindley led the recitation of the Pledge of Allegiance. President Wymer certified the posting of the agenda. President Wymer performed a roll call. Directors that were present: Directors Miller, Carpenter, Bunyea, Burt, and Wymer. Directors that were absent: None.

Approval of Consent Agenda

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

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

Nays: None

Abstain: None

Absent: None

Public Comments:

There were no public comments.

Staff Reports:

1. Field Operations Supervisor Weber reviewed the September 2024 work orders.
2. Chief Lindley reported on the Fire Department calls for the month of September 2024. Chief Lindley also announced the Fire Department's Open House scheduled for 10/26/24 from 10:00 AM to 2:00 PM, and that the Volunteers were going to begin their Training Tower, that he received the authorization to spend for the 2023 Homeland Security Grant and that he submitted the paperwork for reimbursement for the Line Fire.
3. General Manager Dumas reported that he submitted the Lead & Copper Survey, that he met with Engineering Resources, that he would be attending the CSDA Board Secretary Conference the

following week and that he spoke with Amanda Chapman from State Water Resources Control Board.

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

Discussion / Action Items:

A) Board

1. There was a presentation by President Wymer for recognizing the work of individuals both at the District office and the Fire Department during the Line fire and the period of time without a General Manager.
2. There was a discussion with a motion to approve a bid for the replacement purchase for Well 3's pump. Motion to approve the bid given by Wicker Wells for approximately \$19,925.89, was made by Director Miller. Second was by Director Carpenter and approved by a unanimous vote.  
Ayes: Miller, Carpenter, Wymer, Bunyea, and Burt.  
Nays: None  
Abstain: None  
Absent: None
3. There was a discussion and a motion to approve Policy #2010.110 Emergency Situations. Motion was tabled to the November 21, 2024, Regular Board meeting.  
Ayes: None  
Nays: None  
Abstain: None  
Absent: None
4. There was a discussion and a motion to reaffirm Policy #4010 (Code of Ethics), and Policy #2180 (Grievance Procedure), as written in the current District Policy Handbook for contacting the Legal Department. Motion was tabled to the November 21, 2024, Regular Board meeting.  
Ayes: None  
Nays: None  
Abstain: None  
Absent: None
5. There was a discussion and a motion to approve the purchase of new Android Tablets for meter reads at the cost of \$1,500. Motion to approve the purchase of new Android Tablets for meter reads at the cost of \$1,500 was made by Director Miller. Second was by Vice President Bunyea and approved by a unanimous vote.  
Ayes: Miller, Carpenter, Wymer, Bunyea, and Burt.  
Nays: None  
Abstain: None  
Absent: None
6. The discussion regarding enhanced security for the District office was tabled to the November 21, 2024 Regular Board meeting.

Announcements:

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

The next Regular Board Meeting will be November 21, 2024, at 6:00 PM.

Adjournment of Open Meeting

There being no further business, President Wymer adjourned the meeting at 8:04 PM.

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Sheila Wymer, President

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Caroline V. Rimmer, Secretary



**Arrowbear Park County Water District**

Vendor Activity

From 10/1/2024 Through 10/31/2024

Vendor Name	Description	Expenses	
Active 911	FD - Annual subscription	173.25	
		<u>173.25</u>	Transaction Total
Total Active 911		173.25	
Adrian Gonzalez	FD Coverage 09/15/24 - 09/28/24 - Line Fire	6,702.48	
		<u>6,702.48</u>	Transaction Total
Total Adrian Gonzalez		6,702.48	
All Star Fire Equipment, Inc.	FD - Rubber Structure Boots J. Pacelli	199.18	
	FD Structure Boots - A. Gonzalez	180.81	
	FD Structure Boots - J. Hovhannessian	<u>203.32</u>	
		<u>583.31</u>	Transaction Total
Total All Star Fire Equipment, Inc.		583.31	
Amazon	DO - Sprayer for asphalt	129.15	
		<u>129.15</u>	Transaction Total
Total Amazon		129.15	
ATT	FD	104.47	
		<u>104.47</u>	Transaction Total
Total ATT		104.47	
CA Special District Association	Policy & Procedure Writing Class GM	285.00	
		<u>285.00</u>	Transaction Total
Total CA Special District Association		285.00	
Calmat Co dba Vulcan Materials Co	DO - Asphalt	2,205.70	
		<u>2,205.70</u>	Transaction Total
Total Calmat Co dba Vulcan Materi...		2,205.70	
CalPERS	09/11/24 - 09/24/24 PERS	1,194.59	
	09/11/24 - 09/24/24 PERS Adj.	37.84	
	10/09/24 - 10/22/24 PERS	1,535.58	
	Pers 09/25/24 - 10/08/24	<u>1,253.24</u>	
		<u>4,021.25</u>	Transaction Total
Total CalPERS		4,021.25	
CalPERS Health Ins	Oct 2024 Health Premium	<u>12,189.37</u>	



**Arrowbear Park County Water District**

Vendor Activity

From 10/1/2024 Through 10/31/2024

Vendor Name	Description	Expenses	
		<u>12,189.37</u>	Transaction Total
Total CalPERS Health Ins		12,189.37	
Center Electric	Trouble shooting tank level issue	<u>961.25</u>	
		<u>961.25</u>	Transaction Total
Total Center Electric		961.25	
Chris Dumas	DO / FD - Reimburse for Room at Sec. Seminar	<u>635.19</u>	
		<u>635.19</u>	Transaction Total
Total Chris Dumas		635.19	
Clinical Laboratory of SB Inc	DO - Oct 2024 Water Testing	<u>1,561.50</u>	
		<u>1,561.50</u>	Transaction Total
Total Clinical Laboratory of SB Inc		1,561.50	
Core & Main	DO - Repairs	<u>1,222.72</u>	
		<u>1,222.72</u>	Transaction Total
Total Core & Main		1,222.72	
County of San Bernardino	DO - Willow removal for main repair	96.54	
	DO/FD - Trash	<u>13.54</u>	
		<u>110.08</u>	Transaction Total
Total County of San Bernardino		110.08	
Creative Technologies	DO - Tablets for Meter Reading	<u>1,500.00</u>	
		<u>1,500.00</u>	Transaction Total
Total Creative Technologies		1,500.00	
Customer Returned Transactions	Cust Ret Ck #0357	84.18	
	Returned ACH #0173	<u>84.18</u>	
		<u>168.36</u>	Transaction Total
Total Customer Returned Transact...		168.36	
De Lage Landen Financial Services...	DO / FD - Annual Property Tax Copier	<u>28.13</u>	
		<u>28.13</u>	Transaction Total
Total De Lage Landen Financial Se...		28.13	
Employment Development Dept	DO - Unemployment former EE	<u>1,753.02</u>	

**Arrowbear Park County Water District**

Vendor Activity

From 10/1/2024 Through 10/31/2024

Vendor Name	Description	Expenses	
		<u>1,753.02</u>	Transaction Total
Total Employment Development D...		1,753.02	
Freddie Ródriguez, Jr.	FD Coverage 09/29/24 - 10/12/24 (2) Hard Shifts	150.00	
	FD Coverage 10/13/24-10/26/24 (2) Hard Shifts	<u>150.00</u>	
		<u>300.00</u>	Transaction Total
Total Freddie Rodriguez, Jr.		300.00	
Frontier Communications	DO - Ware House Phone	<u>119.03</u>	
		<u>119.03</u>	Transaction Total
Total Frontier Communications		119.03	
Godaddycom	FD - Website	<u>119.88</u>	
		<u>119.88</u>	Transaction Total
Total Godaddycom		119.88	
Halliday & Company, CPA's	FD/DO - Audit Services	<u>2,260.00</u>	
		<u>2,260.00</u>	Transaction Total
Total Halliday & Company, CPA's		2,260.00	
Heartland PR Co	10/02/24 PR	158.90	
	10/16/24 PR	139.55	
	DO / FD Payroll Processing	<u>139.55</u>	
		<u>438.00</u>	Transaction Total
Total Heartland PR Co		438.00	
Home Depot	DO - Drop cloth for asphalt	<u>43.08</u>	
		<u>43.08</u>	Transaction Total
Total Home Depot		43.08	
In and Out	DO - Food Sec. Conference	11.15	
	DO - Sec. Conference food	<u>11.31</u>	
		<u>22.46</u>	Transaction Total
Total In and Out		22.46	
Inland County Insurance Services ...	24-25 Surety Bond	<u>150.00</u>	
		<u>150.00</u>	Transaction Total
Total Inland County Insurance Ser...		150.00	

**Arrowbear Park County Water District**

Vendor Activity

From 10/1/2024 Through 10/31/2024

Vendor Name	Description	Expenses	
Invoice Cloud	Oct 2024 CC Processing Chgs - Invoice Cloud	200.00	
		<u>200.00</u>	Transaction Total
Total Invoice Cloud		200.00	
Jacob Sanchez	FD Coverage 09/15/24 - 09/28/24 - Line Fire	6,852.48	
	FD Coverage 09/29/24 - 10/12/24 (3) Hard Shifts	450.00	
	FD Coverage 10/13/24-10/26/24 (3) Hard Shifts	<u>375.00</u>	
		<u>7,677.48</u>	Transaction Total
Total Jacob Sanchez		7,677.48	
James Pacelli	FD Coverage 09/15/24 - 09/28/24 (2) Hard Shifts	200.00	
	FD Coverage 09/29/24 - 10/12/24 (2) Hard Shifts	200.00	
	FD Coverage 10/13/24-10/26/24 (2) Hard Shifts	<u>200.00</u>	
		<u>600.00</u>	Transaction Total
Total James Pacelli		600.00	
Janelle Elms	Notary Fee 10/02/24	<u>30.00</u>	
		<u>30.00</u>	Transaction Total
Total Janelle Elms		30.00	
Jensens	Board Mtg refreshments	<u>46.30</u>	
		<u>46.30</u>	Transaction Total
Total Jensens		46.30	
John Lisee Pumps Inc	DO - Gaskets for sewer lift station	<u>485.40</u>	
		<u>485.40</u>	Transaction Total
Total John Lisee Pumps Inc		485.40	
Jonathan Hovhanessian	FD Coverage 09/15/24 - 09/28/24 - Line Fire	3,351.24	
	FD Coverage 09/15/24 - 09/28/24 Line Fire	3,486.24	
	FD Coverage 09/29/24 - 10/12/24 (4) Hard Shifts	500.00	
	FD Coverage 10/13/24-10/26/24 (2) Hard Shifts	<u>200.00</u>	
		<u>7,537.48</u>	Transaction Total
Total Jonathan Hovhanessian		7,537.48	
Joseph Carpenter	FD Coverage 09/15/24 - 09/28/24 (2) Hard Shifts	270.00	
	FD Coverage 09/29/24 - 10/12/24 (2) Hard Shifts	270.00	
	FD Coverage 10/13/24-10/26/24 (1) Hard Shift	<u>135.00</u>	
		<u>675.00</u>	Transaction Total

**Arrowbear Park County Water District**

Vendor Activity

From 10/1/2024 Through 10/31/2024

Vendor Name	Description	Expenses	
Total Joseph Carpenter		675.00	
Keith Ortiz	FD Coverage 10/13/24-10/26/24 (1) Avail Shift	50.00	
		<u>50.00</u>	Transaction Total
Total Keith Ortiz		50.00	
Luccas Pizza	DO - Sec. Conference food	28.21	
		<u>28.21</u>	Transaction Total
Total Luccas Pizza		28.21	
Managsorn Vu	FD Coverage 09/15/24 - 09/28/24 (3) Hard Shifts	250.00	
	FD Coverage 09/29/24 - 10/12/24 (3) Hard Shifts	250.00	
	FD Coverage 10/13/24-10/26/24 (2) Hard Shifts	300.00	
		<u>800.00</u>	Transaction Total
Total Managsorn Vu		800.00	
Microsoft	Licensing 1 PC	6.99	
	Licensing 3 PC's	6.99	
		<u>13.98</u>	Transaction Total
Total Microsoft		13.98	
Mission Communications, LLC	DO - Annual Renewal	623.40	
		<u>623.40</u>	Transaction Total
Total Mission Communications, LLC		623.40	
Municipal Emergency Services	FD - Compressor Service Call	758.28	
		<u>758.28</u>	Transaction Total
Total Municipal Emergency Services		758.28	
My Safety Sign	DO - Safety signs	53.77	
		<u>53.77</u>	Transaction Total
Total My Safety Sign		53.77	
Nicholas Novelich	FD Coverage 09/15/24 - 09/28/24 - Line Fire	7,002.48	
	FD Coverage 09/29/24 - 10/12/24 (^) Hard Shifts	1,000.00	
	FD Coverage 10/13/24-10/26/24 (4) Hard Shifts	600.00	
		<u>8,602.48</u>	Transaction Total
Total Nicholas Novelich		8,602.48	

**Arrowbear Park County Water District**

Vendor Activity

From 10/1/2024 Through 10/31/2024

Vendor Name	Description	Expenses	
Office Depot	DO/FD - Office Supplies	202.38	
		<u>202.38</u>	Transaction Total
Total Office Depot		202.38	
Paya CC Processing	Oct 2024 CC Processing Chgs - Paya	876.43	
		<u>876.43</u>	Transaction Total
Total Paya CC Processing		876.43	
Queensboro Shirt Co	Uniforms - GM	293.13	
		<u>293.13</u>	Transaction Total
Total Queensboro Shirt Co		293.13	
Radiation Detection Company	DO - Radiation Detection Badges - Annual	591.52	
		<u>591.52</u>	Transaction Total
Total Radiation Detection Company		591.52	
Rick Mesa	FD Coverage 09/15/24 - 09/28/24 - Line Fire	6,752.48	
	FD Coverage 10/13/24-10/26/24 (3) Avail Shifts	<u>150.00</u>	
		6,902.48	Transaction Total
Total Rick Mesa		6,902.48	
Rim Forest Lumber Company	DO - Asphalt	497.58	
	DO - Well 3 Pump parts	27.93	
	DO - Yard Blower	<u>268.30</u>	
		793.81	Transaction Total
Total Rim Forest Lumber Company		793.81	
Running Springs Water District	WWTP - Oct 2024	<u>20,316.00</u>	
		20,316.00	Transaction Total
Total Running Springs Water District		20,316.00	
San Bernardino County Recorder-...	Release Lien #0429	20.00	
	Release Lien #0730	<u>20.00</u>	
		40.00	Transaction Total
Total San Bernardino County Reco...		40.00	
SecureTech Security, Inc.	DO - Security	105.00	
	DO - Security Warehouse	105.00	
	FD - Security	<u>105.00</u>	

**Arrowbear Park County Water District**

Vendor Activity

From 10/1/2024 Through 10/31/2024

Vendor Name	Description	Expenses	
		<u>315.00</u>	Transaction Total
Total SecureTech Security, Inc.		315.00	
Southern California Edison	DO - Electric Pumps - Oct 2024	30.49	
		<u>5,003.33</u>	
		<u>5,033.82</u>	Transaction Total
Total Southern California Edison		5,033.82	
Spectrum Cable	DO - Cable Bill FD - Cable	181.22	
		<u>149.98</u>	
		<u>331.20</u>	Transaction Total
Total Spectrum Cable		331.20	
Tad Marshall DC	FD - Drug Screen - R. Brownfield FD - Physical - Schwantner	25.00	
		<u>220.00</u>	
		<u>245.00</u>	Transaction Total
Total Tad Marshall DC		245.00	
Technical Duplicator Services, Inc.	Monthly Copier Chgs	<u>39.18</u>	
		<u>39.18</u>	Transaction Total
Total Technical Duplicator Service...		39.18	
The Gas Company	DO - Gas DO/FD - Gas	31.13	
		<u>68.70</u>	
		<u>99.83</u>	Transaction Total
Total The Gas Company		99.83	
The Standard Life Insurance Com...	Oct - 2024 Dental Premium	<u>619.60</u>	
		<u>619.60</u>	Transaction Total
Total The Standard Life Insurance...		619.60	
United State Treasury	95-2417611 Tax Period 12/31/2020 Penalty & interest Q2 2020 Penalty / Interest 06/30/2020 Penalty & Interest Q3 2020 Penalty / Interest	72.66 387.85 387.85 86.06 <u>86.06</u>	
		<u>1,020.48</u>	Transaction Total
Total United State Treasury		1,020.48	
United States Postal Service	Certified / Return Receipt for IRS Pymnt	9.68	

**Arrowbear Park County Water District**

Vendor Activity

From 10/1/2024 Through 10/31/2024

Vendor Name	Description	Expenses	
	DO - Postage to Return Radiation Badges	5.90	
	Postage for Radiation Badge Return	5.40	
		20.98	Transaction Total
Total United States Postal Service		20.98	
USA Bluebook	DO - Chlorine Pump	666.44	
		666.44	Transaction Total
Total USA Bluebook		666.44	
Valero Marketing and Supply	DO - Tanks for heating asphalt	58.16	
		58.16	Transaction Total
Total Valero Marketing and Supply		58.16	
Varner and Brandt	Oct 2024 Legal	1,463.20	
		1,463.20	Transaction Total
Total Varner and Brandt		1,463.20	
Verizon Wireless	DO - After hours phone	65.26	
		65.26	Transaction Total
Total Verizon Wireless		65.26	
Village Hardware	DO - Buckets for Cut. affected by H2O Outage	81.32	
	DO - Fitting for Water Tank	11.84	
	DO - Rebuild Screens in Wells	5.58	
	DO - Rebuliding screens in Wells	80.41	
	DO - Well 3 Pump parts	23.69	
		202.84	Transaction Total
Total Village Hardware		202.84	
Village Market	DO - Water for cust. affected by outage	135.49	
		135.49	Transaction Total
Total Village Market		135.49	
Wayne Eder	FD Coverage 09/15/24 - 09/28/24 (3) Hard Shifts	375.00	
	FD Coverage 09/29/24 - 10/12/24 (4) Hard Shifts	450.00	
		825.00	Transaction Total
Total Wayne Eder		825.00	
WEX Bank	Do / FD - Fuel Oct 2024	1,335.55	

**Arrowbear Park County Water District**

Vendor Activity

From 10/1/2024 Through 10/31/2024

Vendor Name	Description	Expenses	
		<u>1,335.55</u>	Transaction Total
Total WEX Bank		1,335.55	
Wicker Water Well, Inc.	DO - Well #3 Pump	<u>19,632.58</u>	
		<u>19,632.58</u>	Transaction Total
Total Wicker Water Well, Inc.		19,632.58	
Yvonne Frayre	Fd Coverage 07/21/24 - 08/03/24 (2) Hard Shifts (F...	<u>200.00</u>	
		<u>200.00</u>	Transaction Total
Total Yvonne Frayre		200.00	
Zips Truck Equipment	FD - (2) LED lights	<u>331.85</u>	
		<u>331.85</u>	Transaction Total
Total Zips Truck Equipment		331.85	
Zoom	Oct 2024	<u>15.99</u>	
		<u>15.99</u>	Transaction Total
Total Zoom		15.99	
Report Opening/Current Balance		<u>                    </u>	
Report Transaction Totals		128,641.66	
Report Current Balances		<u>                    </u>	



## Arrowbear Park County Water District

### Statement of Revenues and Expenditures

#### Water

From 10/1/2024 Through 10/31/2024

	Current Period Actual	Current Year Actual	Total Budget \$	Total Budget \$ Variance	Percent Total Budget Remaining
<b>Income Categories</b>					
4000	Sales And Fees	48,082.75	200,310.70	623,311.00	(423,000.30) (67.86)%
4010	Sales To Other Agencies	10,846.56	29,938.48	55,000.00	(25,061.52) (45.57)%
5000	Property Taxes	0.00	1,837.04	0.00	1,837.04 0.00%
5005	Standby Charges	0.00	1,880.79	35,000.00	(33,119.21) (94.63)%
5010	Interest Income	1.48	3,316.91	3,000.00	316.91 10.56%
5015	Late Charge Income	531.41	2,263.70	70,000.00	(67,736.30) (96.77)%
5020	Grant Income	0.00	0.00	500.00	(500.00) (100.00)%
5030	Other Adjustment	41.75	(157.75)	(500.00)	342.25 (68.45)%
5035	Other Fees Charges	360.77	26,535.13	6,500.00	20,035.13 308.23%
	<b>Total Income Categories</b>	<u>59,864.72</u>	<u>265,925.00</u>	<u>792,811.00</u>	<u>(526,886.00) (66.46)%</u>
<b>Expense Categories</b>					
6000	Salaries Wages Mgmt	6,611.00	6,611.00	79,206.25	72,595.25 91.65%
6005	Salaries Wages Office Reg	6,564.56	20,071.48	57,881.74	37,810.26 65.32%
6010	Salaries Wages Office Ot	0.00	0.00	500.68	500.68 100.00%
6015	Salaries Wages Field Reg	18,580.43	54,152.35	135,905.51	81,753.16 60.15%
6020	Salaries Wages Field Ot	3,198.97	8,952.59	16,164.11	7,211.52 44.61%
6035	Payroll Taxes	3,337.85	7,503.16	22,840.56	15,337.40 67.15%
6100	Benefits Retirement	2,457.94	11,296.74	26,532.02	15,235.28 57.42%
6105	Benefits Dental Insurance	371.76	1,487.04	5,735.23	4,248.19 74.07%
6110	Benefits Health Ins Active	4,373.44	17,493.76	66,534.96	49,041.20 73.71%
6115	Benefits Health Ins Retired	2,859.45	11,437.80	38,742.95	27,305.15 70.48%
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	411.52	1,271.63	900.00	(371.63) (41.29)%
6200	Director Fees	1,750.40	1,750.40	8,911.14	7,160.74 80.36%
6205	Director Training Conference	0.00	0.00	120.00	120.00 100.00%
6210	Board Misc	37.37	66.14	240.00	173.86 72.44%
6300	Prof Svcs Legal	877.92	3,248.94	4,800.00	1,551.06 32.31%
6305	Prof Svcs Accounting	0.00	0.00	1,680.00	1,680.00 100.00%
6310	Prof Svcs Engineering	0.00	0.00	250.00	250.00 100.00%
6315	Prof Svcs Audit	753.33	2,940.33	12,240.00	9,299.67 75.98%
6320	Prof Svcs Dues Membership Fees	20.00	737.24	5,160.00	4,422.76 85.71%
6325	Prof Svcs Bank Fees Charges	830.53	2,810.23	5,920.00	3,109.77 52.53%
6330	Prof Svcs Regulatory Fees	0.00	767.00	4,400.00	3,633.00 82.57%
6335	Prof Svcs Testing Lab	2,153.02	3,000.02	4,500.00	1,499.98 33.33%
6340	Prof Svcs Computer Network	0.00	205.50	3,650.00	3,444.50 94.37%
6345	Prof Svcs Misc	171.00	1,109.98	1,080.00	(29.98) (2.78)%
6400	Office Supplies	121.42	544.77	720.00	175.23 24.34%
6405	Office Printing	40.39	430.92	960.00	529.08 55.11%
6410	Office Postage	17.11	104.02	4,800.00	4,695.98 97.83%
6415	Office Software Computer	1,508.38	1,774.16	240.00	(1,534.16) (639.23)%
6420	Office Equipment/Furniture	0.00	30.04	240.00	209.96 87.48%
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	90.00	90.00	30,000.00	29,910.00 99.70%
6600	Vehicle Maintenance	0.00	124.03	3,300.00	3,175.97 96.24%

## Arrowbear Park County Water District

### Statement of Revenues and Expenditures

#### Water

From 10/1/2024 Through 10/31/2024

	Current Period Actual	Current Year Actual	Total Budget \$	Total Budget \$ Variance	Percent Total Budget Remaining	
6605	Vehicle Fuel	738.93	2,557.88	6,600.00	4,042.12	61.24%
6700	Utility Phone Internet	294.31	1,092.18	3,500.00	2,407.82	68.79%
6705	Utility Gas	59.90	205.17	2,880.00	2,674.83	92.88%
6710	Utility Electric Facilities	18.29	306.08	1,080.00	773.92	71.66%
6715	Utility Electric Pumping	4,294.18	14,168.11	30,000.00	15,831.89	52.77%
6720	Utility Security	126.00	252.00	756.00	504.00	66.67%
6800	Operations Routine Maint	0.00	1,005.26	3,000.00	1,994.74	66.49%
6805	Operations Repairs	24,909.15	27,426.06	16,000.00	(11,426.06)	(71.41)%
6810	Operations Inspecting/Testing	0.00	178.25	400.00	221.75	55.44%
6815	Operations Facilities	104.66	112.78	1,000.00	887.22	88.72%
6820	Operations Tools Equipment	937.86	937.86	2,000.00	1,062.14	53.11%
6825	Operations Uniforms	175.88	336.88	720.00	383.12	53.21%
6830	Operations Safety Equipment	32.26	133.90	900.00	766.10	85.12%
6837	Water Standby Purchase	0.00	2,611.00	2,611.00	0.00	0.00%
	<b>Total Expense Categories</b>	<u>88,829.21</u>	<u>238,238.01</u>	<u>662,397.60</u>	<u>424,159.59</u>	<u>64.03%</u>
	<b>Net Surplus/(Deficit)</b>	<u>(28,964.49)</u>	<u>27,686.99</u>	<u>130,413.40</u>	<u>(102,726.41)</u>	<u>(78.77)%</u>
	<b>Master Plan Expenses</b>	0.00	0.00	109,540.05	109,540.05	100.00%
0059	Hwy 18 Pipeline	0.00	3,153.90	97,100.00	93,946.10	96.75%
0075	Water Equip. Lease	0.00	0.00	12,440.05	12,440.05	100.00%
	<b>Total Master Plan Expenses</b>	<u>0.00</u>	<u>3,153.90</u>	<u>219,080.10</u>	<u>215,926.20</u>	<u>98.56%</u>

## Arrowbear Park County Water District

### Statement of Revenues and Expenditures

#### Sewer

From 10/1/2024 Through 10/31/2024

	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	188,153.57	560,000.00	(371,846.43) (66.40)%
5000	Property Taxes	0.00	2,755.58	0.00	2,755.58 0.00%
5005	Standby Charges	0.00	3,679.90	69,000.00	(65,320.10) (94.67)%
5010	Interest Income	0.62	1,382.05	2,000.00	(617.95) (30.90)%
5015	Late Charge Income	704.43	3,000.74	6,500.00	(3,499.26) (53.83)%
5020	Grant Income	0.00	0.00	500.00	(500.00) (100.00)%
5030	Other Adjustment	93.83	292.18	400.00	(107.82) (26.95)%
5035	Other Fees Charges	478.23	16,708.97	8,000.00	8,708.97 108.86%
	<b>Total Income Categories</b>	<b>48,327.32</b>	<b>215,972.99</b>	<b>646,400.00</b>	<b>(430,427.01) (66.59)%</b>
<b>Expense Categories</b>					
6000	Salaries Wages Mgmt	3,606.00	3,606.00	33,002.61	29,396.61 89.07%
6005	Salaries Wages Office Reg	3,519.45	10,763.96	24,117.39	13,353.43 55.37%
6010	Salaries Wages Office Ot	0.00	0.00	208.62	208.62 100.00%
6015	Salaries Wages Field Reg	10,217.39	29,602.27	90,603.68	61,001.41 67.33%
6020	Salaries Wages Field Ot	1,722.38	4,819.66	10,776.07	5,956.41 55.27%
6035	Payroll Taxes	1,802.25	4,060.42	12,423.23	8,362.81 67.32%
6100	Benefits Retirement	1,329.50	6,095.52	17,688.01	11,592.49 65.54%
6105	Benefits Dental Insurance	227.91	911.64	3,265.85	2,354.21 72.09%
6110	Benefits Health Ins Active	2,360.75	9,443.00	37,872.30	28,429.30 75.07%
6115	Benefits Health Ins Retired	1,559.69	6,238.76	16,142.90	9,904.14 61.35%
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	171.47	502.77	200.00	(302.77) (151.38)%
6200	Director Fees	954.75	954.75	3,712.98	2,758.23 74.29%
6205	Director Training Conference	0.00	0.00	50.00	50.00 100.00%
6210	Board Misc	15.58	27.58	100.00	72.42 72.42%
6300	Prof Svcs Legal	585.28	1,822.33	2,000.00	177.67 8.88%
6305	Prof Svcs Accounting	0.00	0.00	700.00	700.00 100.00%
6310	Prof Svcs Engineering	0.00	0.00	200.00	200.00 100.00%
6315	Prof Svcs Audit	753.33	2,940.33	11,880.00	8,939.67 75.25%
6320	Prof Svcs Dues Membership Fees	10.00	320.52	2,650.00	2,329.48 87.90%
6325	Prof Svcs Bank Fees Charges	851.38	3,103.18	4,680.00	1,576.82 33.69%
6330	Prof Svcs Regulatory Fees	0.00	707.00	3,000.00	2,293.00 76.43%
6340	Prof Svcs Computer Network	623.40	713.53	2,100.00	1,386.47 66.02%
6345	Prof Svcs Misc	71.25	514.40	720.00	205.60 28.56%
6400	Office Supplies	50.60	291.36	300.00	8.64 2.88%
6405	Office Printing	16.83	235.52	400.00	164.48 41.12%
6410	Office Postage	2.42	45.00	3,200.00	3,155.00 98.59%
6415	Office Software Computer	3.50	114.25	100.00	(14.25) (14.25)%
6420	Office Equipment/Furniture	0.00	12.52	100.00	87.48 87.48%
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	37.50	37.50	20,000.00	19,962.50 99.81%
6600	Vehicle Maintenance	0.00	82.68	2,200.00	2,117.32 96.24%
6605	Vehicle Fuel	492.62	1,705.26	4,400.00	2,694.74 61.24%
6700	Utility Phone Internet	169.02	619.40	1,750.00	1,130.60 64.61%

## Arrowbear Park County Water District

### Statement of Revenues and Expenditures

#### Sewer

From 10/1/2024 Through 10/31/2024

	Current Period Actual	Current Year Actual	Total Budget \$	Total Budget \$ Variance	Percent Total Budget Remaining
6705 Utility Gas	29.63	103.03	1,900.00	1,796.97	94.58%
6710 Utility Electric Facilities	12.20	204.05	450.00	245.95	54.66%
6715 Utility Electric Pumping	477.50	2,652.12	8,500.00	5,847.88	68.80%
6720 Utility Security	68.25	136.50	315.00	178.50	56.67%
6800 Operations Routine Maint	485.40	485.40	500.00	14.60	2.92%
6805 Operations Repairs	23.26	461.99	500.00	38.01	7.60%
6815 Operations Facilities	3.39	6.78	600.00	593.22	98.87%
6820 Operations Tools Equipment	180.95	180.95	1,400.00	1,219.05	87.08%
6825 Operations Uniforms	73.28	180.60	480.00	299.40	62.38%
6830 Operations Safety Equipment	21.51	89.27	600.00	510.73	85.12%
6835 Operations Treatment	20,316.00	20,316.00	266,976.00	246,660.00	92.39%
Total Expense Categories	<u>52,845.62</u>	<u>129,665.99</u>	<u>618,952.23</u>	<u>489,286.24</u>	<u>79.05%</u>
Net Surplus/(Deficit)	<u>(4,518.30)</u>	<u>86,307.00</u>	<u>27,447.77</u>	<u>58,859.23</u>	<u>214.44%</u>
Master Plan Expenses	0.00	0.00	225,803.23	225,803.23	100.00%
0044 RS Treatment Plant	0.00	0.00	168,660.00	168,660.00	100.00%
0074 Sewer Equip. Lease	0.00	0.00	57,143.23	57,143.23	100.00%
Total Master Plan Expenses	<u>0.00</u>	<u>0.00</u>	<u>451,606.46</u>	<u>451,606.46</u>	<u>100.00%</u>

## Arrowbear Park County Water District

### Statement of Revenues and Expenditures

Fire

From 10/1/2024 Through 10/31/2024

	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	24,223.07	10,000.00	14,223.07	142.23%
5000	Property Taxes	0.00	818.18	382,962.00	(382,143.82)	(99.79)%
5010	Interest Income	0.36	829.22	3,000.00	(2,170.78)	(72.36)%
5020	Grant Income	0.00	20,809.24	22,000.00	(1,190.76)	(5.41)%
5035	Other Fees Charges	0.00	3,124.19	24,000.00	(20,875.81)	(86.98)%
	<b>Total Income Categories</b>	<u>0.36</u>	<u>49,803.90</u>	<u>441,962.00</u>	<u>(392,158.10)</u>	<u>(88.73)%</u>
<b>Expense Categories</b>						
6000	Salaries Wages Mgmt	5,956.86	14,264.58	58,964.13	44,699.55	75.81%
6005	Salaries Wages Office Reg	1,778.09	5,440.14	14,470.44	9,030.30	62.41%
6010	Salaries Wages Office Ot	0.00	0.00	125.17	125.17	100.00%
6025	Salaries Wages Coverage	10,126.24	27,253.74	97,240.00	69,986.26	71.97%
6030	Salaries Wages Paid Call	45,703.08	64,840.52	0.00	(64,840.52)	0.00%
6035	Payroll Taxes	1,832.35	2,741.58	5,797.75	3,056.17	52.71%
6100	Benefits Retirement	233.81	27,626.96	30,673.09	3,046.13	9.93%
6105	Benefits Dental Insurance	19.93	79.72	557.64	477.92	85.70%
6110	Benefits Health Ins Active	227.00	908.00	6,484.34	5,576.34	86.00%
6115	Benefits Health Ins Retired	779.85	3,119.38	9,685.74	6,566.36	67.79%
6118	CEPPT Trust	0.00	0.00	3,000.00	3,000.00	100.00%
6120	Training	102.87	541.64	3,000.00	2,458.36	81.95%
6200	Director Fees	477.40	477.40	2,227.79	1,750.39	78.57%
6205	Director Training Conference	0.00	0.00	30.00	30.00	100.00%
6210	Board Misc	9.34	16.54	60.00	43.46	72.43%
6300	Prof Svcs Legal	0.00	405.58	1,500.00	1,094.42	72.96%
6305	Prof Svcs Accounting	0.00	0.00	420.00	420.00	100.00%
6315	Prof Svcs Audit	753.34	2,940.34	11,880.00	8,939.66	75.25%
6320	Prof Svcs Dues Membership Fees	173.25	457.80	3,480.00	3,022.20	86.84%
6325	Prof Svcs Bank Fees Charges	70.07	204.40	650.00	445.60	68.55%
6340	Prof Svcs Computer Network	119.88	633.79	2,000.00	1,366.21	68.31%
6345	Prof Svcs Misc	392.22	1,406.71	10,900.00	9,493.29	87.09%
6400	Office Supplies	30.36	71.86	1,380.00	1,308.14	94.79%
6405	Office Printing	10.09	51.72	340.00	288.28	84.79%
6410	Office Postage	1.45	13.21	55.00	41.79	75.98%
6415	Office Software Computer	2.10	68.55	1,260.00	1,191.45	94.56%
6420	Office Equipment/Furniture	0.00	7.52	750.00	742.48	99.00%
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	22.50	22.50	30,000.00	29,977.50	99.92%
6600	Vehicle Maintenance	331.85	9,619.70	10,000.00	380.30	3.80%
6605	Vehicle Fuel	104.00	2,056.98	7,500.00	5,443.02	72.57%
6700	Utility Phone Internet	177.16	708.64	2,750.00	2,041.36	74.23%
6705	Utility Gas	10.30	33.73	7,500.00	7,466.27	99.55%
6710	Utility Electric Facilities	231.65	1,835.47	4,970.00	3,134.53	63.07%
6720	Utility Security	120.75	241.50	483.00	241.50	50.00%
6800	Operations Routine Maint	0.00	0.00	250.00	250.00	100.00%
6810	Operations Inspecting/Testing	758.28	5,441.38	7,000.00	1,558.62	22.27%
6815	Operations Facilities	2.03	305.39	2,500.00	2,194.61	87.78%

## Arrowbear Park County Water District

### Statement of Revenues and Expenditures

#### Fire

From 10/1/2024 Through 10/31/2024

	Current Period Actual	Current Year Actual	Total Budget \$	Total Budget \$ Variance	Percent Total Budget Remaining
6820 Operations Tools Equipment	0.00	0.00	2,000.00	2,000.00	100.00%
6825 Operations Uniforms	43.97	1,582.42	3,000.00	1,417.58	47.25%
6830 Operations Safety Equipment	583.31	1,747.19	10,000.00	8,252.81	82.53%
6840 Operations Medical Supplies	0.00	459.21	1,000.00	540.79	54.08%
6845 Operations Dispatching	0.00	0.00	10,000.00	10,000.00	100.00%
6850 Operations Fire Prevention Weed Abatement	0.00	0.00	4,300.00	4,300.00	100.00%
Total Expense Categories	<u>71,185.38</u>	<u>198,853.57</u>	<u>388,312.13</u>	<u>189,458.56</u>	<u>48.79%</u>
Net Surplus/(Deficit)	<u>(71,185.02)</u>	<u>(149,049.67)</u>	<u>53,649.87</u>	<u>(202,699.54)</u>	<u>(377.82)%</u>
Master Plan Expenses					
	0.00	0.00	58,528.01	58,528.01	100.00%
0003 2016 Engine Lease Payments	0.00	0.00	48,528.01	48,528.01	100.00%
0013 Radios	0.00	0.00	10,000.00	10,000.00	100.00%
Total Master Plan Expenses	<u>0.00</u>	<u>0.00</u>	<u>117,056.02</u>	<u>117,056.02</u>	<u>100.00%</u>

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

Month of October 2024

	Payroll End Dates: 10/2/24 10/16/24 10/30/24									10/2/24 10/16/24 10/30/24									10/2/24 10/16/24 10/30/24												
	SICK TIME (HRS)			VACATION TIME (HRS)			COMP TIME (HRS)			SICK TIME (HRS)			VACATION TIME (HRS)			COMP TIME (HRS)			SICK TIME (HRS)			VACATION TIME (HRS)			COMP TIME (HRS)						
Start	Earned #1	Earned #2	Earned #3	Used #1	Used #2	Used #3	Accrued	Start	Earned #1	Earned #2	Earned #3	Used #1	Used #2	Used #3	Accrued	Start	Earned #1	Earned #2	Earned #3	Used #1	Used #2	Used #3	Accrued	Start	Earned #1	Earned #2	Earned #3	Used #1	Used #2	Used #3	Accrued
Chris	0.00	1.85	3.69	0.00	0.00	0.00	9.23	0.00	0.77	1.54	1.54	0.00	0.00	0.00	3.85																
Jason	486.78	3.69	3.69	9.50	0.00	8.00	480.35	225.35	5.85	5.85	5.85	8.00	0.00	0.00	234.90	39.920	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	14.625	0.000	4.500	0.000	1.750	0.000	18.125
Caroline	236.20	3.69	3.69	0.00	2.75	4.00	239.52	99.92	5.23	5.23	5.54	0.00	0.00	4.00	111.92	0.750	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	8.250	0.000	16.500	0.000	8.250	8.000	40.000
Logan	47.72	3.69	3.69	8.00	0.00	0.00	50.79	30.49	3.08	3.08	3.08	0.00	0.00	0.00	39.73	39.750	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	16.500	0.000	8.250	8.000	40.000
Tim	79.98	3.69	3.69	9.00	0.00	0.00	82.05	37.30	3.08	3.08	3.08	0.00	0.00	0.00	46.54	35.000	4.500	0.000	6.000	0.000	0.000	0.000	0.000	0.000	0.750	0.000	8.000	8.000	36.750	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

October 2024

#	DATE	METER #	ADDRESS	SVC	NOTES
1	10/01/24	0979	Eagle	6	Leak on 3/4" plastic service line, clamp installed
2	10/02/24	0978	Highway 18 by Lift Station	5	Leak on 2" steel main, clamp installed
3	10/04/24	0978	Ridge	5	Leak on 2" steel main, installed clamp
4	10/04/24	0979	Lone Pine	6	Repair 3/4 " service line
5	10/04/24	0979	Elko	6	Leak on plastic service line, clamp installed
6	10/05/24	0978	Lift Station	8	Clean wet well sensors
7	10/11/24	0979	Arrowbear	6	Leak on 3/4" poly service line, replace section
8	10/11/24	0979	Arrowbear	6	Replaced service line manifold
9	10/14/24	0867	Arrowbear	1	
10	10/15/24	0067	Arrowbear	2	Sewer lateral disconnected
11	10/15/24	0489	Sky	7	Assist locating shut off
12	10/15/24	0185	Independence	7	Assist locating shut off
13	10/16/24	0861	Forest	1	
14	10/17/24	0239	Donner	3	Repair meter freeze plate
15	10/17/24	0573	Ridge	3	Repair meter freeze plate
16	10/18/24	0489	Sky	7	Assist locating shut off
17	10/18/24	0696	Richmond	1	
18	10/22/24	0456	Encina	2	Tech found spin on meter
19	10/22/24	0429	Oak	1	
20	10/25/24	0071	Squirrel	1	
21	10/28/24	0078	Arrowbear	2	Tech found spin on meter
22	10/28/24	0978	Highway 18	5	Leak on 6" ACP Main, replaced 12' section
23	10/30/24	0591	Music Camp	1	
24	10/31/24	0877	Ridge	1	
25	10/31/24	0898	Hilltop	2	Sewer lateral disconnected

SVC	DESCRIPTION	CALLS	ADDITIONAL INFORMATION
1	Customer requested turn off/on	7	New Owners. 6
2	District initiated shut off (leak, etc.)	4	Liens filed 1
3	District equipment repair	2	Liens Released 0
4	Meter reads/re-reads	0	Total Liens 9
5	Main Repairs	3	Shut off notices 49
6	Service Line Repairs	5	Non-payment shut offs 7
7	Customer Inquiry Requiring Investigation	3	Turn on after shut off 11
8	Sewer Issues/Repairs	1	Meters replaced 1
	<b>Total Calls</b>	<b>25</b>	





# October 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 Carpenter Novelich	2	3 Hovhannessian Pacelli	4	5 Eder Eder Vu
		8 Rodriguez Carpenter Novelich	9	10 Hovhannessian Pacelli	11	12 Eder Eder Vu
6 Mesa Ortiz	7 Sanchez					
13 Mesa Ortiz	14 Sanchez	15 Rodriguez Carpenter Novelich	16	17 Mesa Hovhannessian Pacelli	18	19 Vu
20 Mesa Sanchez	21	22 Rodriguez Novelich	23	24 Hovhannessian Pacelli	25	26 Sanchez Vu
27	28 Rodriguez Sanchez	29 Carpenter Novelich	30 Mesa Novelich	31 Hovhannessian Pacelli		

24 Hours - Station

24 Hours - Availability

12 Hours

12 Hours

# ARROWBEAR PARK COUNTY WATER DISTRICT

## Policy Handbook

**POLICY TITLE:** Employee Status  
**POLICY NUMBER:** 2080

**2080.10** A "Full-time" employee is one who has been hired to fill a full-time position in any job classification and has completed his/her probationary period.

**2080.20** A "Temporary" employee is one who is hired to work within any job classification, but whose position is not full-time in nature. The duration of the work assignment of a temporary employee may range from one (1) day to a maximum of six (6) months of continuous service. (Temporary employees are only entitled to benefits required by applicable law.)

**2080.30** A "Part-time" employee is one who is hired to work within any job classification, but whose position is not full-time in nature. The part-time employee works whenever the District's work load increases to a level that full-time employees cannot accommodate it. He/she also works standby as discussed in Policy #2010, "Hours of Work and Overtime."

**2080.40** Part time and temporary employees serve at the will and pleasure of the General Manager and may be dismissed with or without cause, with or without prior notice and without right of appeal or hearing.

**2080.50** *Under the California Emergency Services Act, all District employees are required to act as disaster service workers during emergencies. The intent of this policy is to ensure all hands are on deck to support the community's safety and well-being, and to establish procedures that inform, protect, and direct employees during emergencies. This aids in the District's effective functioning. The General Manager is responsible for creating and enforcing procedures to support this policy. The procedures will address Administrative Leave, Remote Work, and Imminent Danger Pay.*

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

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

# ARROWBEAR PARK COUNTY WATER DISTRICT

## Policy Handbook

**POLICY TITLE:** Expense Authorization  
**POLICY NUMBER:** 3040

**3040.10** All purchases made for the District by staff shall be authorized by the General Manager or Fire Chief, and shall be in conformance with the approved District budget.

**3040.11** *No payments for goods will be made until the purchased item is in possession of the District with accompanying packing slips or invoices.*

**3040.20** Any commitment of District funds for a purchase or expense greater than \$2,000.00 shall first be submitted to the Board of Directors for approval or shall be in conformance with prior Board action and/or authorizations.

**3040.21** *Emergency Repairs/Purchases exceeding \$2,000.00 can only be made at the General Manger's discretion and must be for emergency repairs that are essential for the functionality of the District. The Board of Directors will be made known of said purchase as soon as possible.*

**3040.30** A "petty cash" fund shall be maintained in the District office having a balance-on-hand maximum of \$100.00 per fund (Water/Sewer/Fire).

**3040.31** Petty cash may be advanced to District staff or Directors upon their request and the execution of a receipt for same, for the purpose of procuring item(s) or service(s) appropriately relating to District business. After said item(s) or service(s) have been obtained, a receipt for same shall be submitted to the District Treasurer, and any remaining advanced funds shall be returned. The maximum petty cash advance shall be \$100.00 per fund (Water/Sewer/Fire).

**3040.32** No personal checks shall be cashed in the petty cash fund.

**3040.33** The petty cash fund shall be included in the District's annual independent accounting audit.

**3040.40** Whenever employees or Directors of the District incur "out-of-pocket" expenses for item(s) or service(s) appropriately relating to District business as verified by valid receipts, said expended cash shall be reimbursed upon request from the District's petty cash fund. In those instances when a receipt is not obtainable, the requested reimbursement shall be approved by the General Manager prior to remuneration.

**3040.50** Whenever employees or Directors request reimbursement for "out-of-pocket" expenses the latest State per diem and mileage schedule shall be used.

Policy revision allowing segregated Petty Cash accounts Board Approved, December 17, 2020

# ARROWBEAR PARK COUNTY WATER DISTRICT

## Policy Handbook

**POLICY TITLE:** Code of Ethics  
**POLICY NUMBER:** 4010

**4010.10** The Board of Directors of Arrowbear Park County Water District is committed to providing excellence in legislative leadership that results in the provision of the highest quality of services to its constituents. In order to assist in the government of the behavior between and among members of the Board of Directors, the following rules shall be observed,

- 4010.10.1** The dignity, style, values and opinions of each Director shall be respected.
- 4010.10.2** Responsiveness and attentive listening *in* communication is encouraged.
- 4010.10.3** The needs of the District's constituents should be the priority of the Board of Directors.
- 4010.10.4** The primary responsibility of the Board of Directors is the formulation and evaluation of policy, Routine matters concerning the operational aspects of the District are to be delegated to professional staff members of the District.
- 4010.10.5** Directors should commit themselves to emphasizing the positive, avoiding double talk, hidden agendas, gossip, backbiting, and other negative forms of interaction.
- 4010.10.6** Directors should commit themselves to focusing on issues and not personalities, the presentation of the opinions of others should be encouraged. Cliques and voting blocks based on personalities rather than issues should be avoided.
- 4010.10.7** Differing viewpoints are healthy in the decision-making process. Individuals have the right to disagree with ideas and opinions, but without being disagreeable. Once the Board of Directors takes action, Directors should commit to supporting said action and not to create barriers to the implementation of said action.
- 4010.10.8** — Directors should practice the following procedures:
  - ~~**4010.10.8.1** — In seeking clarification on informational items, Directors may directly approach professional staff members to obtain information needed to supplement, upgrade, or enhance their knowledge to improve legislative decision-making.~~
  - ~~**4010.10.8.2** — In handling complaints from residents and property owners of the District, said complaints should be referred directly to the General Manager.~~

# ARROWBEAR PARK COUNTY WATER DISTRICT

## Policy Handbook

~~4010.10.8.3~~ — In handling items related to safety, concerns for safety or hazards should be reported to the General Manager or to the District office. Emergency situations should be dealt with immediately by seeking appropriate assistance.

~~4010.10.8.4~~ — In presenting items for discussion at Board meetings, see Policy #5020.

~~4010.10.8.5~~ — In seeking clarification for policy related concerns, especially those involving personnel, legal action, land acquisition and development, finances, and programming, said concerns should be referred directly to the General Manager, or legal counsel.

~~4010.10.9~~ — When approached by District personnel concerning specific District policy, Directors should direct inquiries to the appropriate staff supervisor. The chain of command should be followed.

~~4010.10.10~~ — The work of the District is a team effort. All individuals should work together in the collaborative process, assisting each other in conducting the affairs of the District.

~~4010.10.11~~ — When responding to constituent requests and concerns, Directors should be courteous, responding to individuals in a positive manner and routing their questions through appropriate channels and to responsible management personnel.

~~4010.10.12~~ — Directors should develop a working relationship with the General Manager wherein current issues, concerns and District projects can be discussed comfortably and openly.

~~4010.10.13~~ — Directors should function as a part of the whole. Issues should be brought to the attention of the Board as a whole, rather than to individual members selectively.

~~4010.10.14~~ — Directors are responsible for monitoring the District's progress in attaining its goals and objectives, while pursuing its mission.

4010.20      *The Board of Directors of Arrowbear Park County Water District sets this policy to guide Directors on procedures for specific items. The intent is to make sure Directors can get clarification on informational items, handle complaints, address safety concerns, present items for board discussion, and work with legal matters smoothly. The purpose is to help Directors make good decisions and ensure effective governance. The General Manager will create and enforce the detailed procedures to support this policy.*



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cahwyproducts@aol.com

CERTIFIED SB (MICRO BUSINESS) # 1493100  
DIR# 1000021417 Sellers # 101-687275

TO: Arrowbear Park County Water Map Pg: \_\_\_\_\_

Address: 2365 Fir Dr PHONE: (951) 322-0985

City: Arrowbear Lake, CA 92382 FAX: \_\_\_\_\_

Attn: Chris Dumas e-Mail apcwmail@gmail.com  
eP # \_\_\_\_\_ CalTrans# \_\_\_\_\_

# PROPOSAL

Delivery Location: 32821 CA-18 Arrowbear Lake, CA

Item	Description	Unit	Qty	Price per	Extension
1	Mobilization mountain area				
2	Grind out temp patch <100 SF				
3	Compact subgrade				
4	Tack edges with emulsion				
5	Install 5" minimum CT Spec Hot Mix Asphalt				
6	Roll to proper compaction				
7	Tack edges with emulsion to seal				
8	Temp stripe edge line				
				<b>LUMP SUM</b>	<b>\$9,937.00</b>

**SBE Expires: 05-31-2026**



California Highway Products is fully licensed and insured General Engineering Construction company, NOT a broker. We carry a fully approved, Caltrans ADDITIONAL INSURED \$5,000,000 / \$2,000,000 insurance policy.

Terms: Net cash within 45 days from date of invoice. If any billing is not paid when due, California Highway Products (CHP) has the right to stop work and keep the job idle until past due payments are paid. The General Contractor agrees to be the primary responsible party to CHP for all payments.

Date: 11/6/2024



**Our Company Approval:**

Per: Glen Copeland

# S. Porter Inc.

CA. Contractors License # 913143

Mailing: P.O. BOX 596

Big Bear Lake, CA. 92315

1-909-585-0530

## Estimate

Date	Estimate #
11/7/2024	4952

Name / Address
ARROWBEAR PARK COUNTY WATER DISTRICT

P.O. No.

Item	Description	Quantity	Rate	Total
Traffic Control	HWY 18 ASPHALT PATCH Provide traffic control tee grind. Remove and replace per CALTRANS standards. Prevailing wage rates apply and DIR 100618226		12,500.00	12,500.00
			<b>Total</b>	<b>\$12,500.00</b>

E-mail
portersfirewood@gmail.com

Page 32



PH. (760) 320-9600 Desert Division  
PH. (951) 940-0200  
FAX (951) 940-9192



CONTRACT# 24-429

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ESTIMATE TO (Client)  
Arrowbear PCWD  
2365 Fir Drive  
Arrowbear Lake, CA 92382

DATE: 11/15/2024  
PROJECT: Asphalt Repairs & Fog Line  
LOCATION: 32821 California Hwy 18  
Running Springs, CA 92314

Attention: Chris D.

Phone: 951-322-0985

Fax:

E-mail: apcwdmail@gmail.com

Estimator: LT

NELSON PAVING & SEALING (hereinafter called Contractor) quotes the following estimate to Client for furnishing the materials, labor and performing the work hereinafter specified, subject to the terms and conditions hereinafter set forth on reverse side of estimate.

**ASPHALT REPAIRS AND RESTRIPE FOG LINE**

1. Setup and perform traffic control per W.A.T.C.H manual with flagmen.
2. Remove and dispose approx. 77 sq. ft. cold temp. asphalt.
3. Mill out to remove additional 88 sq. ft. of asphalt includes 3 side T-Cut where needed.
4. Apply tack coat and repave approx. 5"x 11'x15 totaling in 165 sq. ft. includes 12" T-cut at N, W & S perimeters.
5. Restripe 16' of 6" fog line with 2 coats of water-based white traffic paint and glass beads.

Total of Items 1-5:.....\$15,996.00

\*\*\*Price is valid through December 30th, 2024

\*\*Note: Project will be completed in 1 move.

\*\*Note: Per the conversation Lou Ton had with CalTrans supervisor Tim Richard. NPG is only responsible for 2 tenths thickness of replacement (I.E approx. 2.4" thick). However, NPG will replace up to 5" thick if needed. The asphalt material will be PG 70-10 1/2" HMA. Per Tim Richard, CalTrans will help set up traffic control, but NPG will provide with Flagmen.

\*\*Note: No permit nor inspection is required for this patch work.

\*\*Note: Price includes prevailing wages.

\*\*Note: Pricing is based on current market rates on trucking, materials and fuel as of the date of this proposal. Any fluctuations in any of these costs could potentially affect the final total of this proposal and are subject to change.

\*\*EXCLUSIONS: Permits, testing, inspections and thermoplastic.

**PRICE TO BE DETERMINED BY OWNERS OPTIONS AS INITIALED ABOVE**

NOTE: UPON ACCEPTANCE OF THIS CONTRACT ALL TERMS, PROVISIONS, AND CONDITIONS AS SET FORTH ON THE REVERSE SIDE OF THIS CONTRACT SHALL BECOME PART OF THIS CONTRACT.

**ACCEPTANCE OF PROPOSAL**

The above prices, specifications, and conditions are hereby accepted. You are hereby authorizing NPG Inc. to do the work as specified above with payment in full upon completion of work.

Accepted by: Print Name

Title

Authorized Signature

Date

# Notice of Exemption

# Appendix E

**To:** Office of Planning and Research  
P.O. Box 3044, Room 113  
Sacramento, CA 95812-3044  
  
County Clerk  
County of: San Bernardino  
385 North Arrowhead Avenue  
San Bernardino, CA 92415

**From:** (Public Agency): Arrowbear Park County Water District  
PO Box 4045  
Arrowbear Lake CA 92382-4045  
  
(Address)

Project Title: Highway 18 Pipeline Replacement Project

Project Applicant: Arrowbear Park County Water District

Project Location - Specific:

Within ROW of Highway 18 North and West of Arrowbear Lake

Project Location - City: Unincorporated Project Location - County: San Bernardino

Description of Nature, Purpose and Beneficiaries of Project:

Pipeline replacement necessary to improve domestic water service and fireflows to District's customers.

Name of Public Agency Approving Project: Arrowbear Park County Water District

Name of Person or Agency Carrying Out Project: Arrowbear Park County Water District

Exempt Status: **(check one):**

- Ministerial (Sec. 21080(b)(1); 15268);
- Declared Emergency (Sec. 21080(b)(3); 15269(a));
- Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- Categorical Exemption. State type and section number: Replacement/Reconstruction -15302
- Statutory Exemptions. State code number: \_\_\_\_\_

Reasons why project is exempt:

New pipeline will be located where current pipeline exists that needs to be replaced for improved system circulation and fire protection. No increase in capacity is proposed. No significant environmental impacts would occur.

Lead Agency  
Contact Person: Mr. Chris Dumas, GM Area Code/Telephone/Extension: 909-867-2704

**If filed by applicant:**

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? Yes  No

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Title: \_\_\_\_\_

Signed by Lead Agency  Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.  
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Date Received for filing at OPR: \_\_\_\_\_

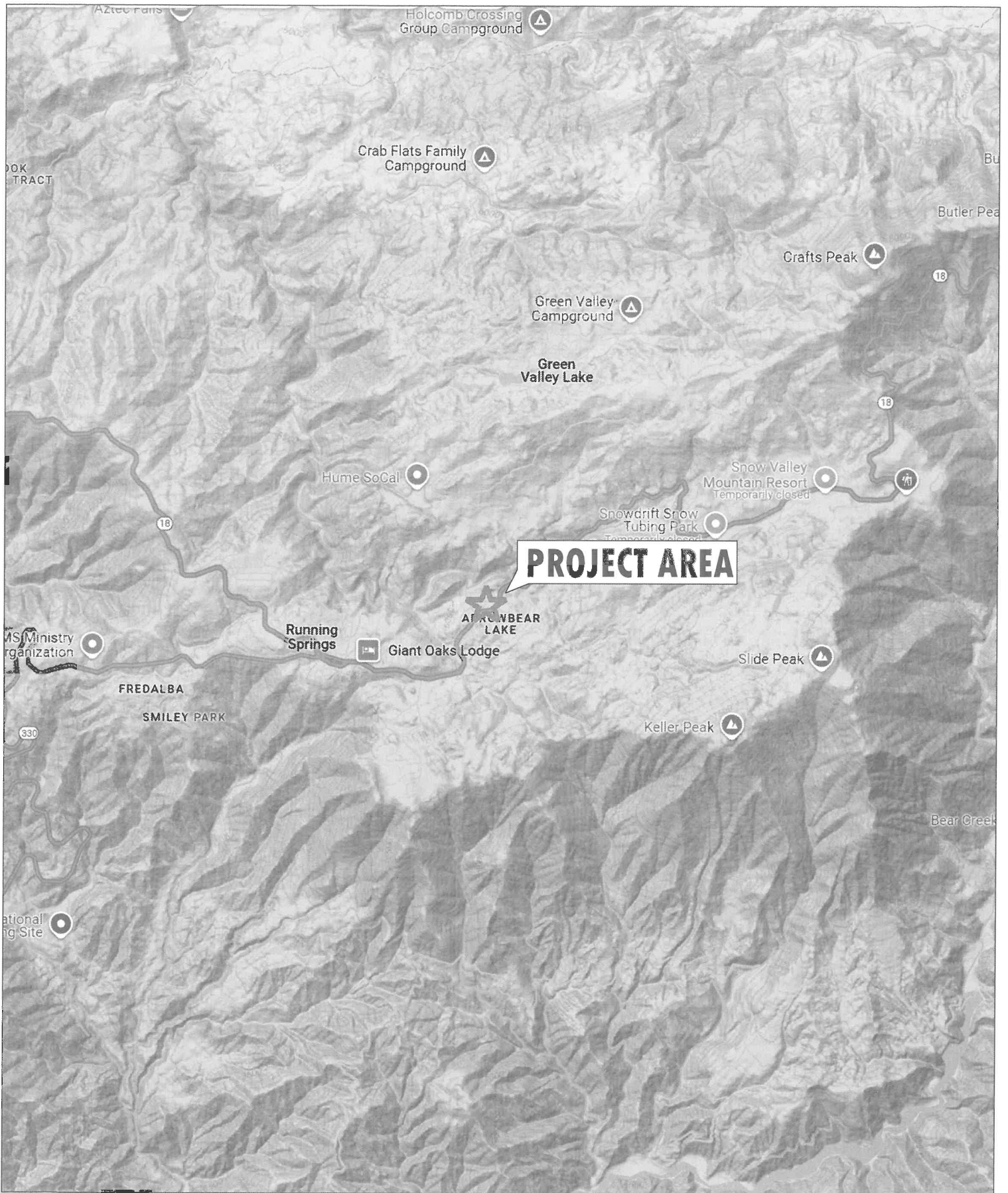
**JUSTIFICATION & FINDINGS FOR NOTICE OF EXEMPTION**  
**Arrowbear Park County Water District, Arrowbear Lake**  
**Highway 18 Pipeline Replacement Project**  
**September 2024**

**Prepared by: Lilburn Corporation**

Arrowbear Park County Water District (“District”) has completed design drawings for the Highway 18 Pipeline Replacement Project. The Project Site is located within the community of Arrowbear Lake (see Figure 1). The Proposed Project would replace the District’s water line within the right-of-way of Highway 18 at two different segments (see Figure 2). The purpose of the water line replacement is to improve system circulation and fire protection capabilities, by looping ends of an existing system. The project would not expand existing capacity or extend the water system for any new services.

The proposed project includes the replacement of waterlines within two paved portions of California State Route (SR) 18 in the community of Arrowbear Lake in unincorporated San Bernardino County, California. The 95% design plans are included herein as Figure 3, 3a, 3b, and 3c. The proposed project improvements measure approximately 1,350 linear feet and will not exceed the public right-of-way. The southwest portion of the project is located between Powers Lane and Deer Lick Drive, crossing SR 18, and measuring approximately 200 linear feet. The northeast portion of the project measures approximately 1,150 linear feet along SR 18 and is situated between Upper Boulder Road and Arrowbear Drive. The proposed project is located within Sections 33 and 34, Township 2 North, Range 2 West on the U.S. Geological Survey (USGS) (7.5-minute) *Keller Peak, California* Quadrangle.

The District is the CEQA Lead Agency and is providing herein justification herein that the project qualifies as a Class 1 Exemption from CEQA. Article 19, 15302 Replacement or Reconstruction exempts projects where the new structure will be located on the same site as the structure replaced and will have substantially the same purpose and capacity as the structure replaced. These include but are not limited to the replacement or reconstruction of existing utility systems and/or facilities involving negligible or no expansion of capacity.



**PROJECT AREA**

ARROWBEAR LAKE

Giant Oaks Lodge

Running Springs

FREDALBA

SMILEY PARK

Snow Valley Mountain Resort  
Temporarily closed

Snowdrift Snow Tubing Park  
Temporarily closed

Hume SoCal

Green Valley Campground

Green Valley Lake

Crab Flats Family Campground

Holcomb Crossing Group Campground

Crafts Peak

Slide Peak

Keller Peak

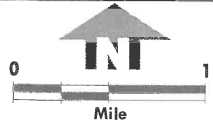
Butler Peak

18

18

18

330



**REGIONAL VICINITY**

Arrowbear Park WD Pipeline  
City of Running Springs, California



**PROJECT AREA**

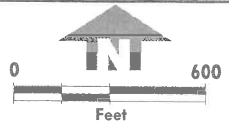
Hwy 18

Rtn of the World

Arrowbear Dr

Arrowbear Lake

Hwy 18



———— PIPELINE SEGMENTS

**LILBURN**  
CORPORATION

**VICINITY MAP**

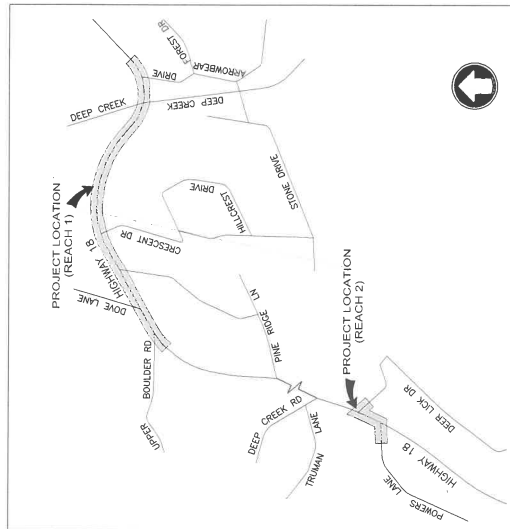
Arrowbear Park WD Pipeline  
City of Running Springs, California

**FIGURE 2**

# ARROWBEAR PARK COUNTY WATER DISTRICT HIGHWAY 18 PIPELINE REPLACEMENT PROJECT

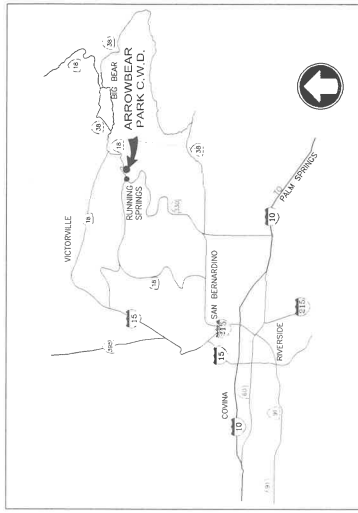
**DISTRICT ADMINISTRATION**  
 BENJAMIN MAGANA, JR. GENERAL MANAGER  
 CAROLINE RIMMER SECRETARY  
 JASON WEBER FIELD OPERATIONS

**BOARD OF DIRECTORS**  
 MARK BUNYEA PRESIDENT  
 SHEILA WYMER VICE PRESIDENT  
 VACANT DIRECTOR  
 PAUL MILLER DIRECTOR  
 SETH BURT DIRECTOR



LOCATION MAP  
N.T.S.

- LEGEND**
- 12" — 48" — HWY
  - 12" — 48" — EXIST ST. SEWER LINE/ATERIAL (P&W)
  - 12" — 48" — EXIST GAS LINE
  - 12" — 48" — EXIST WATER LINE
  - 12" — 48" — EXIST FIRE MAIN
  - 12" — 48" — EXIST FISH OUT
  - 12" — 48" — EXIST DISE. OF FLOW
  - 12" — 48" — EXIST SEWER MAIN
  - 12" — 48" — EXIST CLEAN OUT
  - 12" — 48" — EXIST POWER POLE



VICINITY MAP  
N.T.S.

- CONSTRUCTION NOTES**
- 1 8-INCH CORR. PAC (90-14, 01-305) WATERLINE AND LOCATOR WIRE DEFLECTION/TYPED AS NOTED
  - 2 STD. DI. FITTING; DEFLECTION/TYPED AS NOTED
  - 3 8-INCH RSDN(S) PER BIG BEAR DWP STD DWP NO. 4
  - 4 FLANGED 8" TEE
  - 5 DRY BARREL FIRE HYDRANT ASSEMBLY (W/ FULLY THRUST BLOCK AND GUARD POST PER STD RSDN DWP M-7A
  - 6 THRUST BLOCK
  - 7 1-INCH AIR/VACUUM VALVE ASSEMBLY PER YWMD STD DWP W-15 (BELOW GRADE INSTALLATION PER STD DWP W-15)
  - 8 1-INCH WATER SERVICE PER BIG BEAR DWP NO. 11
  - 9 PROVIDE TEMPORARY END CAP(S), BULKHEAD(S), AND VALVE(S) FOR TESTING PRIOR TO MAKING ANY CONNECTIONS

**SHEET INDEX**

SHEET NO.	DESCRIPTION
1	PLAN AND PROFILE - STA. 9+45.0 TO STA. 14+50
2	PLAN AND PROFILE - STA. 14+50 TO STA. 20+50
3	PLAN AND PROFILE - STA. 20+50 TO STA. 33+00
4	PLAN AND PROFILE - STA. 29+50 TO STA. 33+00



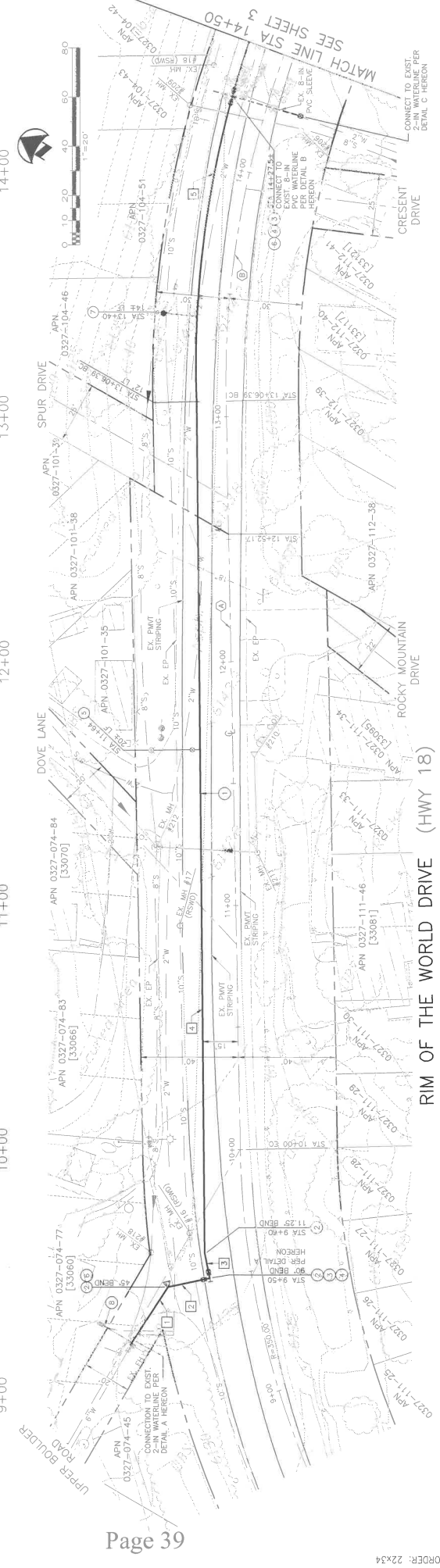
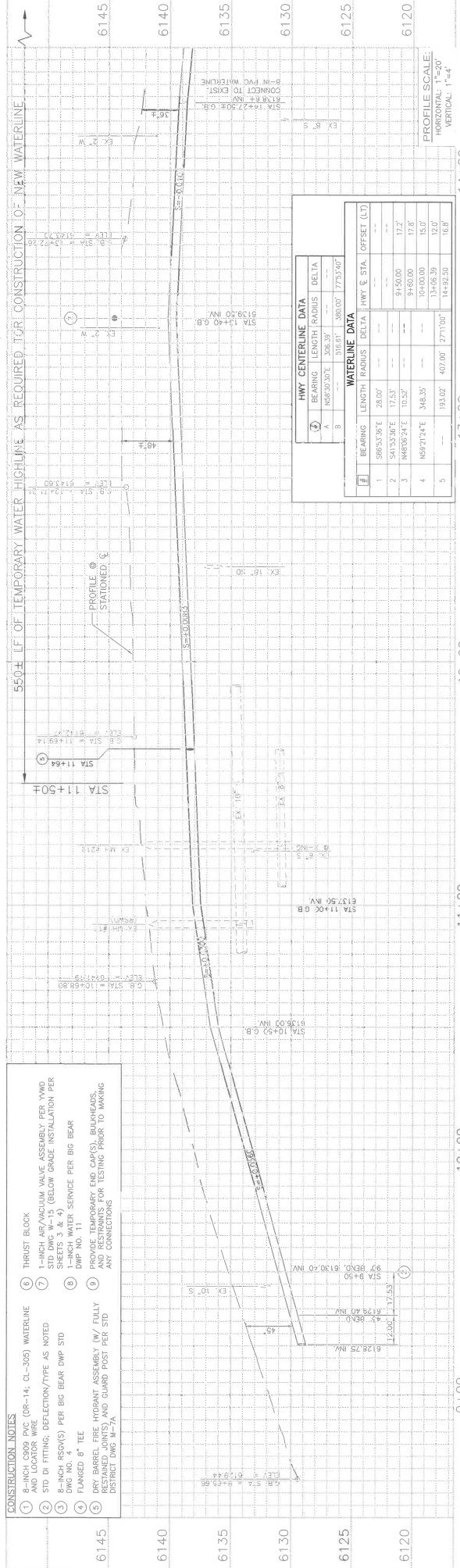
DESIGN BY: ETH  
 DRAWN BY: JCR  
 CHECKED BY: ETH  
 DATE:

**ERSF**  
 Engineering Resources of Southern California  
 1851 W. Redhead Blvd.  
 Redlands, CA 91273  
 909.800.1255

SHEET: 1  
 OF 4 SHEETS  
 FILE NO.: 030108.0112

**PIPELINE REPLACEMENT 85% DESIGN**  
 Arrowbear Park WD Pipeline  
 City of Running Springs, California

**LILBURN CORPORATION**



HWY CENTERLINE DATA			
BEARING	LENGTH	RADIUS	DELTA
A	N85°00'00"E	306.35'	---
B	S16°01'38"00"W	775.340'	---

WATERLINE DATA			
BEARING	LENGTH	RADIUS	DELTA
1	S89°53'00"E	25.00'	---
2	S43°53'00"E	17.53'	---
3	N48°05'24"E	10.52'	---
4	N59°21'24"E	348.35'	---
5	---	193.02'	407.00'

- CONSTRUCTION NOTES**
- 8-INCH C909 PVC (DR-14, CL-305) WATERLINE AND LOCATOR WIRE
  - STD DI FITTING, DEFLECTION/TYPED AS NOTED
  - 8-INCH RSO(VS) PER BIG BEAR (DWP STD SHEETS 3 & 4)
  - DWP NO. 1 WATER SERVICE PER BIG BEAR
  - FLANGED 8" TEE
  - PROVIDE TEMPORARY END CAP(S), BURKHARDS, RESTRICTED JOINTS AND GUARD PSI PER STD DISTRICT DWG M-7A
  - THRUST BLOCK
  - 1-INCH AIR/VACUUM VALVE ASSEMBLY PER YWWD
  - STD DWG W-15 BELOW GRADE INSTALLATION PER SHEETS 3 & 4
  - PROVIDE TEMPORARY END CAP(S), BURKHARDS, RESTRICTED JOINTS AND GUARD PSI PER STD DISTRICT DWG M-7A

**PIPELINE REPLACEMENT 85% DESIGN**  
**Arrowbear Park WD Pipeline**  
 City of Running Springs, California

**ARROWBEAR PARK COUNTY WATER DISTRICT**  
 HIGHWAY 18 PIPELINE REPLACEMENT PROJECT  
 HIGHWAY 18  
 STA 9+50 TO STA 14+50

(TANK FARM - 6520 HWL)

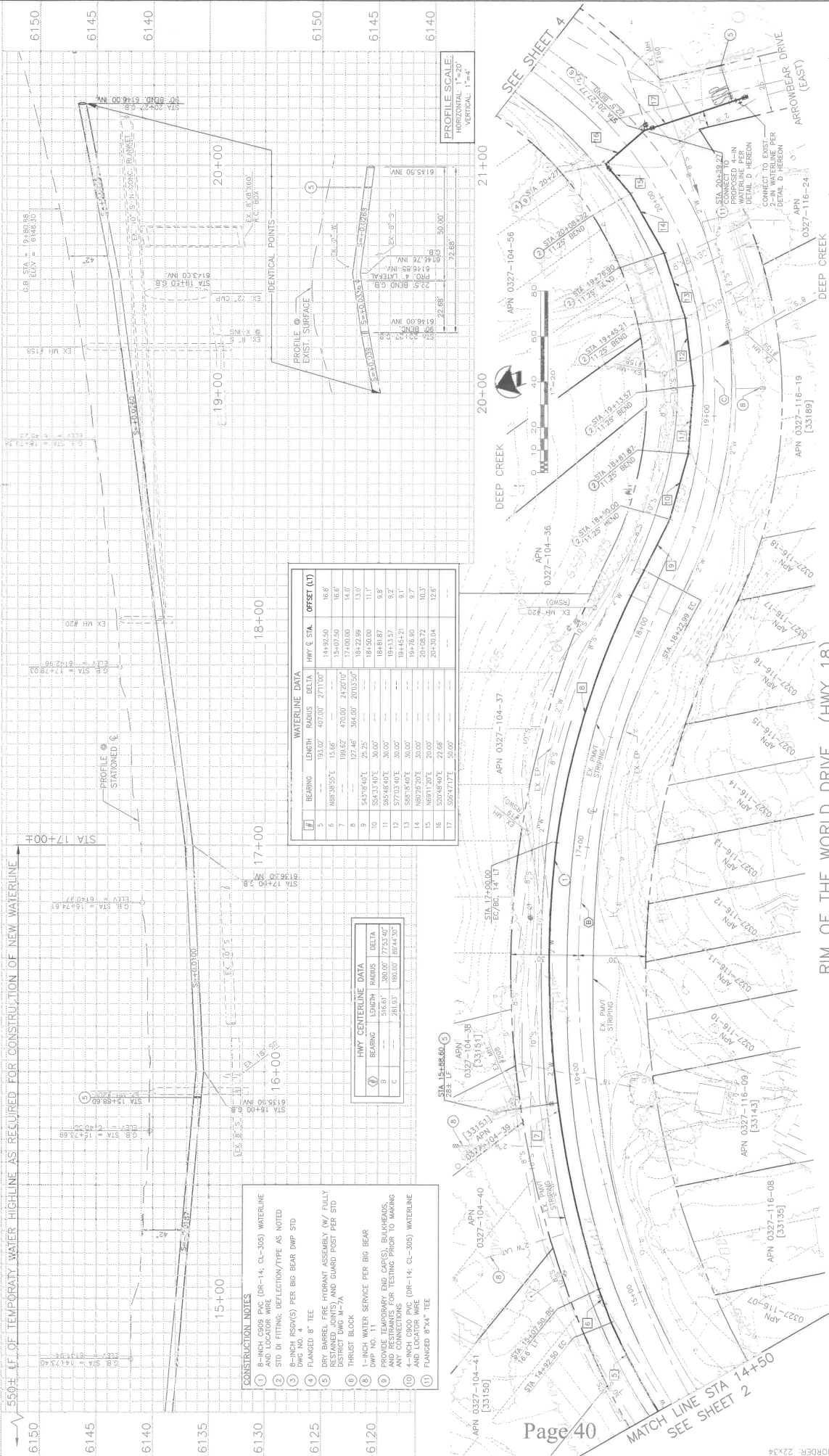
ARROWBEAR PARK COUNTY WATER DISTRICT  
 2365 Fir Drive  
 Arrowbear Lake, CA 92382  
 Phone: (909) 867-2704  
 Fax: (951) 840-0281  
 E-mail: operations@ajwd.com

**ERSC**  
 1861 W. Redlands Blvd.  
 Redlands, CA 92373  
 909.856.1255

BY: \_\_\_\_\_ DATE: \_\_\_\_\_

REVISION

APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_



550± FT. OF TEMPORARY WATER HIGHLINE AS REQUIRED FOR CONSTRUCTION OF NEW WATERLINE

- CONSTRUCTION NOTES**
- 8-INCH CS90 PVC (DR-14, CL-305) WATERLINE AND LOCATOR WIRE
  - STD DI FITTINGS, DEFLECTION/TYPE AS NOTED
  - 8-INCH RSOV(S) PER BIG BEAR DWP STD DWG NO. 4
  - FLANGED 8" TEE
  - DRY BARREL FIRE HYDRANT ASSEMBLY (W/ FULLY GROUNDED JOINTS) AND GUARD POST PER STD DISTRICT DWG #204
  - THRUST BLOCK
  - 1-INCH WATER SERVICE PER BIG BEAR DWP NO. 11
  - PROVIDE TEMPORARY END CAP(S), BULKHEAD(S), AND RESISTORS OR TESTING PRIOR TO MAKING AND LOCATOR WIRE
  - 4-INCH CS90 PVC (DR-14; CL-305) WATERLINE
  - FLANGED 8" 4" TEE

**HWY CENTERLINE DATA**

#	BEARING	LENGTH	RADIUS	DELTA	HWY & STA.	OFFSET (LT)
1	144°22'50"	144.9250	144.9250	18.8'	14492.50	18.8'
2	80°58'55"E	15.60'	473.00'	292°00'	15407.50	16.6'
3	---	---	---	---	171.0000	14.0'
4	---	---	---	---	184.2259	11.0'
5	S45°54'01"	25.25'	362.00'	80°32'50"	18150.00	11.0'
6	---	---	---	---	18481.87	9.8'
7	S45°54'01"	30.00'	30.00'	---	18413.57	9.2'
8	---	---	---	---	18476.70	8.7'
9	S88°18'40"E	30.00'	30.00'	---	18476.70	8.7'
10	---	---	---	---	204128.21	10.3'
11	N89°11'20"E	20.00'	---	---	204303.04	12.6'
12	S20°46'40"E	22.68'	---	---	---	---
13	S06°57'17"E	50.00'	---	---	---	---

**WATERLINE DATA**

#	BEARING	LENGTH	RADIUS	DELTA	HWY & STA.	OFFSET (LT)
1	144°22'50"	144.9250	144.9250	18.8'	14492.50	18.8'
2	80°58'55"E	15.60'	473.00'	292°00'	15407.50	16.6'
3	---	---	---	---	171.0000	14.0'
4	---	---	---	---	184.2259	11.0'
5	S45°54'01"	25.25'	362.00'	80°32'50"	18150.00	11.0'
6	---	---	---	---	18481.87	9.8'
7	S45°54'01"	30.00'	30.00'	---	18413.57	9.2'
8	---	---	---	---	18476.70	8.7'
9	S88°18'40"E	30.00'	30.00'	---	18476.70	8.7'
10	---	---	---	---	204128.21	10.3'
11	N89°11'20"E	20.00'	---	---	204303.04	12.6'
12	S20°46'40"E	22.68'	---	---	---	---
13	S06°57'17"E	50.00'	---	---	---	---

PROFILE SCALE:  
HORIZONTAL: 1"=40'  
VERTICAL: 1"=4'

**ERSC**  
Engineering Resources of Southern California

188 W. Beckwith Blvd  
Brea, CA 92603  
951-880-1155

DESIGN BY: ETH  
DRAWN BY: JIC  
CHECKED BY: ETH  
DATE: AUC. 2024

APPROVED BY: [Signature]

BY: [Signature]  
DATE: [Blank]

**ARROWBEAR PARK COUNTY WATER DISTRICT**  
2365 Fr. Drive  
P.O. Box 4045  
Brea, CA 92602  
Phone (951) 857-2764  
Fax (951) 845-0281  
E-mail: opecentral@gmail.com

**ARROWBEAR PARK COUNTY WATER DISTRICT**  
HIGHWAY 18 PIPELINE REPLACEMENT PROJECT  
HIGHWAY 18  
STA 14+50 TO STA 20+27

ARROWBEAR PARK COUNTY WATER DISTRICT  
TANK FARM - 6520 HWL

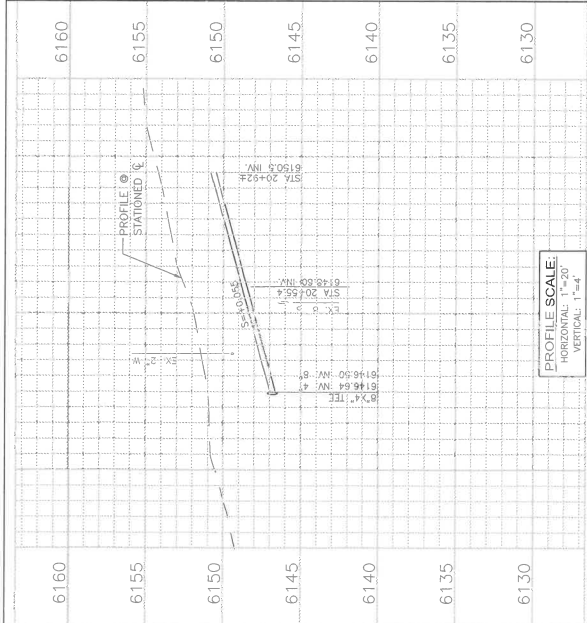
SHEET: **3**  
OF 6 SHEETS  
02/09/2012

# PIPELINE REPLACEMENT 85% DESIGN

## Arrowbear Park WD Pipeline

City of Running Springs, California

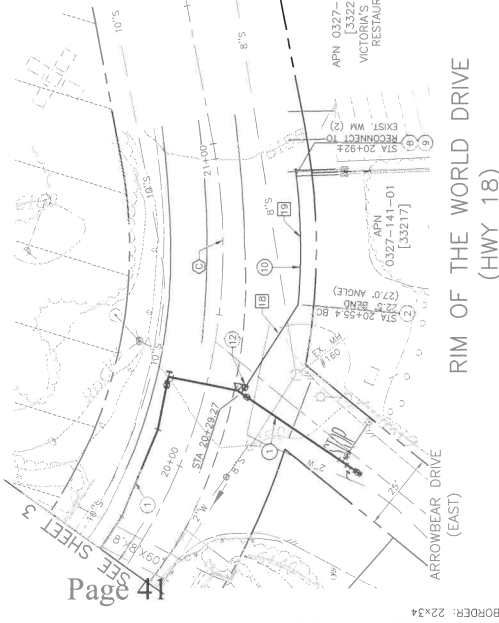




HWY CENTERLINE DATA			
#	BEARING	LENGTH	RADIUS
1	---	281.93'	180.00'
2	---	180.00'	8944.30'

WATERLINE DATA			
#	BEARING	LENGTH	DELTA
18	S89°28'50"E	33.65'	---
19	---	63.47'	205.00'



REV	DATE	REASON

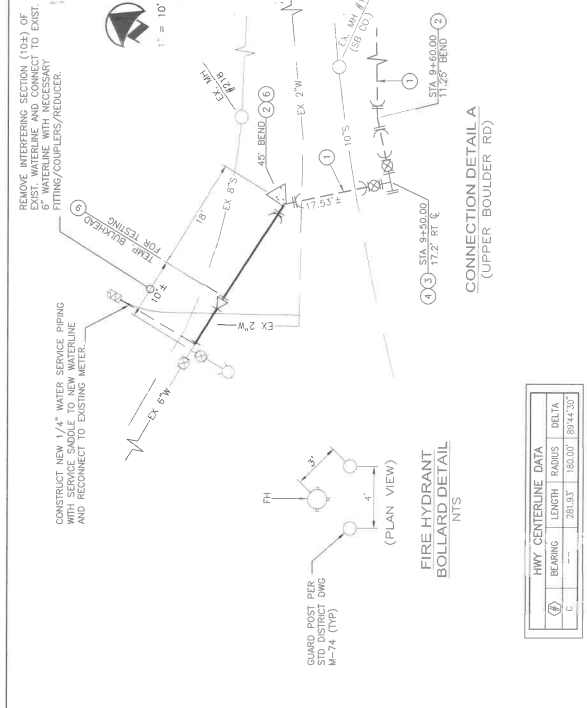
  

DESIGN BY: ETH	APPROV: AUG. 2024
DRAWN BY: JIG	
CHECKED BY: ETH	
DATE:	

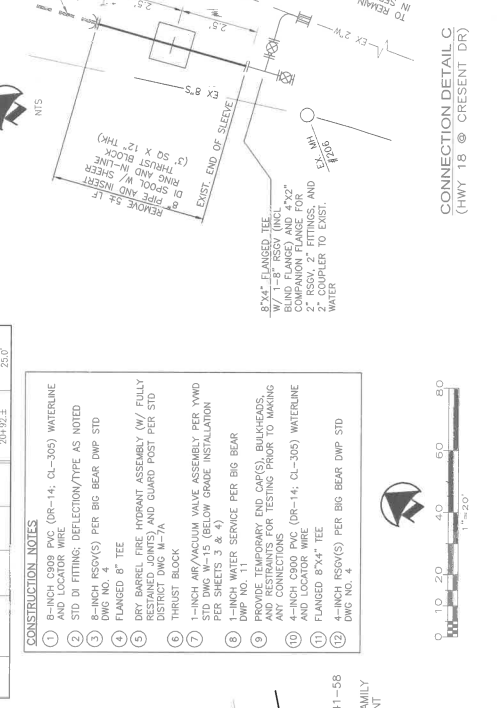
**ERSC**  
Engineering Resources of Southern California

1861 W. Redlands Blvd.  
Redlands, CA 92373  
951.850.1335

**LILBURN CORPORATION**

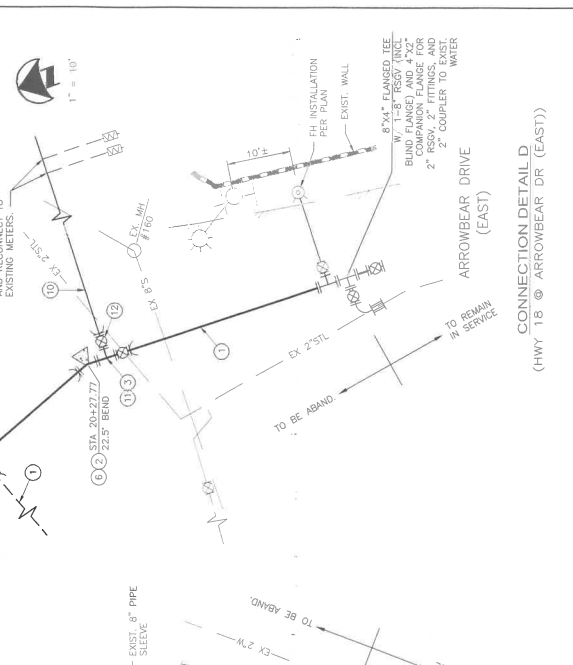
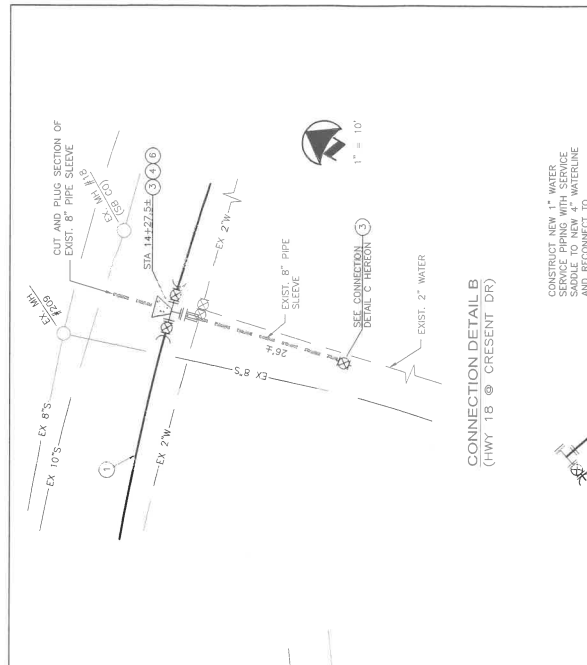


#	BEARING	LENGTH	RADIUS	DELTA
1	---	281.93'	180.00'	8944.30'
2	---	180.00'	8944.30'	---



**ERSC**  
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**LILBURN CORPORATION**



**ERSC**  
Engineering Resources of Southern California

**LILBURN CORPORATION**

## Class 1 Exemption Findings

### Zoning and Land Use

The Proposed Project is located within the ROW of Highway 18 in the unincorporated area of Arrowbear located east of Running Springs. The site designated in the San Bernardino Countywide Plan as and is zoned General Commercial. Each section of the Proposed Project is adjacent to existing land uses with County designations as shown in Table 1 and Table 2 below.

**Table 1  
Upper Section Surrounding Land Uses and Designations**

	<b>Land Use – Upper Section</b>	<b>General Plan</b>	<b>Zoning</b>
<b>Project Site</b>	<b>Existing Water Pipelines</b>	<b>Low Density Residential (LDR)</b>	<b>General Commercial (GC) and Single Residential (RS)</b>
North	Residential	LDR	RS
South	Residential and Commercial	LDR/Commercial	RS/GC
East	Residential	LDR	RS
West	Residential	LDR	RS

**Table 2  
Upper Section Surrounding Land Uses and Designations**

	<b>Land Use – Lower Section</b>	<b>General Plan</b>	<b>Zoning</b>
<b>Project Site</b>	<b>Existing Water Pipelines</b>	<b>Commercial</b>	<b>General Commercial (GC)</b>
North	Commercial	Commercial	GC
South	Commercial	Commercial	GC
East	Commercial	Commercial	GC
West	Industrial and Residential	Limited Industrial (LI)/LDR	Community Industrial (IC)/RS

Public infrastructure such as water systems are an allowable use within the commercial and residential zones. The proposed uses are therefore consistent with these land use designations.

### Biological Resources

A Biological Resources Assessment and Jurisdictional Delineation for the Proposed Project was prepared by Jennings Environmental LLC and is attached hereto. Mr. Eugene Jennings conducted the general reconnaissance survey within the Project site to identify the potential for the occurrence of special status species, vegetation communities, or habitats that could support special status wildlife species. A general assessment of jurisdictional waters regulated by the United States Army

Corps of Engineers (USACE), Regional Water Quality Control Board (RWQCB), and CDFW was also conducted for the proposed Project area.

An analysis of the likelihood for the occurrence of all California Natural Diversity Data Base-listed sensitive species documented in the *Keller Peak and Harrison Mtn.* quads is provided in the attached report. The analysis takes into account species range as well as documentation within the vicinity of the project area and includes the habitat requirements for each species and the potential for their occurrence on the site, based on required habitat elements and range relative to the current site conditions.

According to the databases, no sensitive habitat, including USFWS-designated critical habitat, occurs within or adjacent to the project site. Additionally, no plant species with the California Rare Plant Rank (CRPR) of 1 or 2 were observed on-site. No other sensitive species were observed within the Project area or buffer area. There are no streams, channels, washes, or swales that meet the definitions of Section 1600 of the State of California Fish and Game Code (FGC) under the jurisdiction of the CDFW, Section 401 (“Waters of the State” ) of the Clean Water Act (CWA) under the jurisdiction of the Regional Water Quality Control Board (RWQCB), or “Waters of the United States” (WoUS) as defined by Section 404 of the CWA under the jurisdiction of the U.S. Army Corps of Engineers (Corps) within the subject parcel. Therefore, no permit from any regulatory agency will be required.

Since there is some habitat within the immediate surrounding area that is suitable for nesting birds in general, the following condition would be required of the construction contractor if any future construction is proposed to occur between February 1 and September 15, and specifically, March 15 through August 31 for migratory passerine birds. To avoid impacts to nesting birds (common and special status) during the nesting season, a qualified Avian Biologist will conduct pre-construction Nesting Bird Surveys (NBS) prior to project-related disturbance to nestable vegetation to identify any active nests. If no active nests are found, no further action will be required. If an active nest is found, the biologist will set appropriate no-work buffers around the nest which will be based upon the nesting species, its sensitivity to disturbance, nesting stage and expected types, intensity and duration of disturbance.

### **Historic and Cultural Resources**

A Cultural Resources Study dated August 22, 2024 was prepared by BFS A Environmental Services (BFS A), and is attached hereto. A summary of the study findings is provided below.

The purpose of this investigation was to locate and record any cultural resources within the project and subsequently evaluate any resources as part of the San Bernardino County environmental review process conducted in compliance with the California Environmental Quality Act (CEQA). The archaeological investigation of the project includes an archaeological records search conducted at the South Central Coastal Information Center (SCCIC) at California State University, Fullerton (CSU Fullerton) in order to assess previous archaeological studies and identify any previously recorded archaeological sites within the project or in the immediate vicinity. The records search identified 27 previously recorded resources (eight prehistoric, two multi-component, and 17 historic) recorded within a mile radius of the project. Of the previously

recorded resources, four (sites SBR-4887H, SBR-15,181H, SBR-15,182H, and P-36-024693) intersect the project alignment. Site SBR-4887H consists of the former Brookings Railroad alignment constructed by Brookings Lumber Company to transport lumber to a mill located in Fredalba; however, all elements of this resource which would have intersected the project have been removed. Sites SBR-15,181H, SBR-15,182H, and P-36-024693 consist of historic road segments that intersect the project area.

Further, 57 reports were conducted within a mile radius of the project, four of which intersect the project alignment (Brown 1977; Mirro 2004, 2007; Wilke 1988). None of these studies identified cultural resources within the project area. A Sacred Lands File (SLF) search was also requested from the Native American Heritage Commission (NAHC). The SLF search request was returned with negative results.

During the survey, ground visibility was poor with the only visible ground consisting of the shoulder along SR 18. Based on the development plans, the waterline installment consists of linear trenching within two paved portions of SR 18 that will not exceed the public right-of-way. Therefore, the dirt shoulders and unpaved portions within the project boundaries are outside the areas of impact. No elements of Site SBR-4887H exist within the project area. Sites SBR-15,181H, SBR-15,182H, and P-36-024693 are actively maintained roads containing no historic character defining features. Further, the survey did not result in the identification of any historic or prehistoric cultural resources.

Although the property contains four recorded resources, no elements of SBR-4887H exist within the project alignment, and sites SBR-15,181H, SBR-15,182H, and P-36-024693 do not contain historic character defining features. Rather, any elements of the resources have been paved over or altered by modern development. Thus, sites SBR-15181H, SBR-15,182H, and P-36-024693 do not possess integrity, are not eligible for the California Register of Historical Resources (CRHR), and are not historical resources under CEQA criteria. Therefore, the proposed project will not impact any known historical resources and no site-specific measures are recommended for this project.

Although no site-specific measures are recommended, the visibility of the natural ground surface within the project alignment was extremely poor and affected the potential to discover any surface scatters of artifacts. Given that the current ground cover within the project might have masked archaeological deposits, the project is located near multiple natural sources of water, and the results of the records search, there remains a potential that buried archaeological resources may inadvertently be discovered within the project boundaries. Therefore, it is recommended that the project be allowed to proceed with the monitoring of project-related ground disturbances as a specific line item in the construction specifications.

### **Air Quality**

Air Quality emissions were calculated using CalEEMod 2022 for the short-term construction phase. No operational emissions are anticipated to occur from operation of the pipeline.

The construction emissions calculations of both criteria pollutants and greenhouse gases were modeled using South Coast Air Quality Management District (SCAQMD) approved model CalEEMod 2022. Results are shown in Tables 3 and 4.

**Table 3  
Construction Emissions  
“Criteria Pollutants”  
(Pounds Per Day)**

Source/Phase	ROG	NO <sub>x</sub>	CO	SO <sub>2</sub>	PM <sub>10</sub>	PM <sub>2.5</sub>
Other Construction Equip.	1.5	7.2	11.1	0.0	0.3	0.3
Rubber Tired Loader	0.5	2.5	3.5	0.0	0.1	0.1
Roller	0.7	4.3	6.0	0.0	0.2	0.2
Excavator	0.5	2.0	4.1	0.0	0.1	0.1
Paver	0.6	3.3	3.8	0.0	0.2	0.2
Misc. Paving Equipment	0.5	2.8	3.2	0.0	0.2	0.2
<b>Total</b>	<b>4.2</b>	<b>22.2</b>	<b>31.7</b>	<b>0.1</b>	<b>1.0</b>	<b>1.0</b>
SCAQMD Threshold	75	100	550	150	150	55
<b>Significant</b>	<b>No</b>	<b>No</b>	<b>No</b>	<b>No</b>	<b>No</b>	<b>No</b>

Source: CalEEMod 2022 Construction: Max Criteria Emissions.

**Table 4  
Construction Emissions  
“Greenhouse Gas”  
(Metric Tons per Year)**

Source/Phase	CO <sub>2</sub>	CH <sub>4</sub>	N <sub>2</sub> O
Other Construction Equip.	492.0	0.5	0.0
Rubber Tired Loader	239.0	0.4	0.0
Roller	134.0	0.2	0.0
Excavator	120.0	0.1	0.0
Paver	77.9	0.2	0.0
Misc. Paving Equipment	68.9	0.1	0.0
<b>Total (MTCO<sub>2</sub>e)</b>	<b>1,134</b>		
Construction Amortized for 30-Years	37.8		
SCAQMD Screening Threshold	3,000		
<b>Significant</b>	<b>No</b>		

Source: CalEEMod 2022 Construction: Max GHG Emissions.

As shown in Table 3 and Table 4 construction emissions would not exceed SCAQMD thresholds. Therefore, impacts would be less than significant.

### Water Quality

The Project poses no hydrologic or hydraulic impacts to existing drainage patterns or local streambeds. Per the SB County's WQMP Technical Guidance Document, this project falls under Category 2 "Routine Street/Road Maintenance Projects - Utility Cuts" in Table 2-1 of the

Transportation Guidance Document. Therefore, the project is exempt from having to prepare/implement a Water Quality Management Plan.

### Noise

The Project Site is located in a primarily residential and commercial area of the unincorporated community of Arrowbear, and is adjacent to Highway 18. The construction schedule is estimated to be approximately three and a half months and would occur when funds are available anticipated at the end of FY 2025-26. Construction noise is regulated within Section 83.01.080(g)(3) of the San Bernardino County Development Code. Accordingly, the Proposed Project would result in a significant impact if Proposed Project construction occurs outside the hours of 7:00 AM and 7:00 PM, or on Sundays or Federal holidays.

The Proposed Project construction will not occur outside of the hours outlined as “exempt” in County Development Code Section 83.01.080(g)(3); therefore, the Proposed Project would not exceed County-established standards relating to construction noise. Furthermore, because of its proximity to the highway, which is a major source of noise in the area, the Proposed Project is not anticipated to significantly increase ambient noise. Post-construction activities would be nominal maintenance activities and not affect ambient noise levels. Therefore, project construction will not result in or generate a substantial temporary or permanent increase in ambient noise levels in the vicinity of the project in excess of standards established in the local general plan or noise ordinance.