

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF SAN BERNARDINO COUNTY  
AND RECORD OF ACTION**

August 20, 2024

**FROM**

**NOEL CASTILLO, Director, Department of Public Works – Transportation**

**SUBJECT**

Common Use Agreement, Plans and Specifications for the Pine View Drive and Big Bear Airport Channel Improvements Project in the Big Bear Lake Area

**RECOMMENDATION(S)**

1. Approve **Common Use Agreement No. 24-804** with the Big Bear Airport District for a term of approximately 20 years, effective upon execution by both parties and ending on July 30, 2044, with the option of a one year automatic renewal, for the San Bernardino County Public Works operations and maintenance staff to perform routine maintenance of portions of Pine View Drive, Blue Water Drive, Blue Water Channel, and certain common use areas of the airport premises located in the unincorporated community of Big Bear City.
2. Approve the plans and specifications for the Pine View Drive and Big Bear Airport Channel Improvements Project in the Big Bear Lake Area, as signed and sealed by a registered civil engineer.
3. Authorize the Director of the Public Works to advertise the Pine View Drive and Big Bear Airport Channel Improvements Project in the Big Bear Lake Area for formal bids.  
(Presenter: Noel Castillo, Director, 387-7906)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Ensure Development of a Well-Planned, Balanced, and Sustainable County.**

**Provide for the Safety, Health and Social Service Needs of County Residents**

**Pursue County Goals and Objectives by Working with Other Agencies and Stakeholders**

**FINANCIAL IMPACT**

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). The Pine View Drive, Blue Water Drive and Blue Water Channel Improvements Project (Project), also referred to as the Big Bear Flood Mitigation project, is funded with American Rescue Plan Act (ARPA) funding allocated to the Department of Public Works (Department) by the Board of Supervisors (Board) on June 25, 2024 (Item No. 86) for eligible costs. The requested administrative actions have minimal financial impact. The Department of Public Works (Department) staff anticipates minimum financial impact for routine maintenance of the Project. The maintenance will occur primarily during heavy rainstorms and other natural disasters. Staff estimates approximately \$20,000 annually for routine maintenance work, and this amount will be funded with the Gas Tax revenues. There will be no exchange of funds between the parties. Sufficient revenue and appropriation are included in the Department's 2024-25 Road Operations budget (6650002000 H15190) and will be included in future recommended budgets.

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**BACKGROUND INFORMATION**

The Project is intended to alleviate flooding impacts to the community and in the unincorporated area south of Big Bear Airport along Pine View Drive that may occur during large rainstorms and from snowmelt runoff. The Project involves the construction of channel improvements in the Blue Water Drive south of the Big Bear Airport and will include work to rehabilitate the pavement on Pine View Drive from Fairway Boulevard south to Sugarloaf Boulevard. The Project will also improve the existing Blue Water Channel to increase the amount of recapture of surface runoff and mitigate the potential for overflows onto the airport run/taxiway. Channel improvements include widening the channel bottom and side slopes will be concreted.

On June 25, 2024 (Item No. 86), the Board approved the Capital Improvement Program and allocation of American Rescue Plan Act fund for this Project and directed the Clerk of the Board to file and post said notice.

On August 6, 2024 (Item No. 44), the Board certified that the Initial Study/Mitigated Negative Declaration for the Project has been completed in compliance with the California Environmental Quality Act (CEQA), adopted the Mitigation Monitoring and Reporting Program for the Project, and directed the Clerk of the Board to file and post said notice.

Upon completion of this construction work, the Department desires to perform routine maintenance for Pine View Drive and Blue Water Drive. Thus, the County also seeks to enter into a Common Use Agreement (CUA) with the Big Bear Airport District (BBAD).

The proposed CUA is a request of authorization for the Department's operations and maintenance staff to perform routine maintenance work, on certain common use areas of the airport premises, for the purpose of being proactive in reducing the amount of flooding on the nearby residential streets during rainstorms. Maintenance work may be performed during and after the Project construction. Routine maintenance consists of, but is not limited to, road rehabilitation, debris removal, weed abatement, drainage, and channel concrete repair.

Pursuant to the CUA, the BBAD agrees to permit the County to construct, operate and maintain certain portions of the airport premises, known as Common Use area, as shown in Exhibit "A" of the CUA, at the County's sole expense. The CUA further provides that both parties shall not interfere or conflict with work performed by the other party and will coordinate their operations to the greatest extent possible. The CUA shall be in effect for approximately 20 years, from August 20, 2024 through July 30, 2044, with an option of a one automatic renewal, unless terminated in accordance with the CUA. The BBAD approved the subject CUA on August 14, 2024.

The CUA meets the County and the Chief Executive Officer's goals and objectives by working closely with BBAD to ensure the safety needs of County residents are met by ensuring the roadway and drainage are operational during rainstorms and other natural disasters.

The Project also aligns with the County and the Chief Executive Officer's goals and objectives of ensuring development of a well-planned, balanced and sustainable County by preserving and improving the structural integrity of existing road surfaces and drainage for the safety of County residents.

The Project's specifications include an allowance in the amount of \$70,000 for unforeseen differing site conditions associated with utility conflicts and/or soil conditions.

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**PROCUREMENT**

The Project will be advertised to invite formal bids in accordance with Section 22037 of the California Public Contract Code. The Department anticipates returning to the Board for an award of the construction contract in the fall of 2024.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Aaron Gest, Deputy County Counsel, 387-5455) on July 25, 2024; Finance (Jessica Trillo, Administrative Analyst, 387-4222 and Guy Martinez, ARPA Compliance Officer, 387-5428) on August 2, 2024; and County Finance and Administration (Paloma Hernandez-Barker, Deputy Executive Officer, 387-5423) on August 5, 2024.

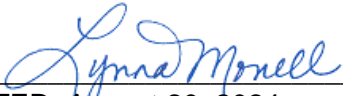
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Record of Action of the Board of Supervisors  
San Bernardino County

**APPROVED (CONSENT CALENDAR)**

Moved: Curt Hagman Seconded: Joe Baca, Jr.  
Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: August 20, 2024



cc: PW/Trans - Johnson w/agree  
Contractor - c/o PW/Trans w/agree  
File - w/agree w/CD w/map  
CCM 08/26/2024