



January 29, 2016

***VIA ELECTRONIC FILING AND
OVERNIGHT DELIVERY***

Mr. Timothy Sullivan
Executive Director
California Public Utilities Commission
505 Van Ness Avenue
San Francisco, CA 94102-3298

**RE: Bear Valley Electric Service (U 913 E) First Annual Report on the Mobile Home
Park Conversion Program**

In accordance with California Public Utilities Commission Decision 14-03-021, Section 4.3.4, and ordering paragraphs 10 and 11, Golden Water Company on behalf of its division Bear Valley Electric Service (BVES) submits its first annual report on the program to convert master-metered mobile home parks (MHP) to direct utility service.

It is respectfully requested that all formal correspondence and Staff requests regarding this filing be addressed to the following:

By Email: nquan@gswater.com

By regular mail: Nguyen Quan
Golden State Water Company
630 E. Foothill Blvd
San Dimas, CA 91773

Informal inquiries may be directed to Ronald Moore at (909) 394-3600.

Sincerely,

Nguyen Quan
Manager, Regulatory Affairs

Enclosure

cc: President Michael Picker

Commissioner Mike Florio
Commissioner Catherine J.K. Sandoval
Commissioner Carla J. Peterman
Commissioner Liane M. Randolph
Chief ALJ Karen Clopton
Edward Randolph, Director, Energy Division
Elizaveta Malashenko, Director, SED
Sunil Shori, Safety Enforcement Division

BEAR VALLEY ELECTRIC SERVICE (U913 E)

FIRST ANNUAL REPORT

MOBILE HOME PARK CONVERSION PILOT PROGRAM

January 29, 2016

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**BEAR VALLEY ELECTRIC SERVICE (U913 E)
FIRST ANNUAL REPORT
MOBILE HOME PARK CONVERSION PILOT PROGRAM**

I. Introduction

In D. 14-03-021, the Commission approved a three-year pilot program to evaluate the voluntary conversion of master-metered/ sub-metered Mobile Home Parks and Manufactured Housing Communities (MHP) from a private distribution and service system to direct utility distribution and service system (MHP Pilot Program). Under the MHP Pilot Program, Bear Valley Electric Service (BVES) is authorized to convert approximately 10 percent of the master-metered/sub-metered MHP spaces within its service territory over a three-year period.

Pursuant to D.14-03-021, Ordering Paragraph 10, requires annual reports be prepared to confirm the utilities progress in implementing the pilot program. For the first required report, each utility is required to submit a status report due on or before February 1, 2016, including the following items:

- Pilot timeline and where the utility is at one that timeline
- Number of initial applications received
- The MHPs selected for conversion
- Problems experienced with the prioritization process and solutions

II. Pilot Program Timeline

BVES has identified seven different phases in the MHP Pilot Program timeline:

- Open Enrollment Phase;
- Park Prioritization Phase;
- Application Phase;
- Engineering Design and Planning Phase;
- MHP Agreement Phase;
- Construction Period; and
- MHP Pilot Program Completion and Closure.

Open Enrollment Phase – Completed

There are seven MHPs located within BVES service territory. Among them there are three MHPs that are served by both BVES and Southwest Gas (SWG). To announce the establishment of the MHP Pilot Program and the process to participate in the program, BVES and SWG mailed on January 1, 2015 a jointly drafted letter and brochure to MHPs that are served by both energy utilities. BVES mailed its own announcement letter to MHPs that are not serviced by SWG. Together BVES and SWG received from the seven MHPs a total of four Forms of Intent (FOI). Two of the four FOIs pertain to overlapping energy services.

Park Prioritization Phase – Completed

On June 15, 2015, BVES and SWG mailed a jointly drafted letter to the MHP owners who have submitted their FOIs to inform them that the utilities were still waiting for the Commission prioritization results. The Commission Safety Enforcement Division (SED) reviewed the FOIs and notified BVES on May 22, 2015, that one park out of the four submitted FOIs had been prioritized for conversion under the MHP Pilot Program. The following table lists the one MHP selected by SED for conversion.

Mobile Home Park Selected for Conversion

MHP	Location	# of Spaces	Utility Services to be Converted	Overlapping Electric Utility	Projected Construction Start Date
1	Big Bear Lake, San Bernardino County	82	Gas/Electric	BVES	6/1/16

Application Phase – Completed

Pursuant to SED approval in May 2015, BVES and SWG started communications with the selected MHP in July 2015. On September 15, 2015 BVES and SWG provided a joint Mobilehome Park Utility Upgrade Program Application (MHP Application) to the MHP owner and operator. On October 8, 2015 BVES and SWG met with the owner and manager of the selected MHP for the purpose of planning and coordination among personnel. On November 3, 2015 BVES received the completed MHP Application from the owner of the selected MHP.

Engineering Design and Planning Phase – In Progress

Tasks included in this phase are:

- Contractor selected by MHP owner.
- Preliminary design work to be completed by BVES
- Preliminary beyond-the-meter design work completed by contractor

- Meetings with MHP owner or MHP contact
- Preliminary contact with MHP residents
- Creation of the MHP Agreement

On December 2, 2015, BVES and SWG engineers and operations supervisors completed an on-site assessment of the electrical and gas infrastructures of the selected MHP and its 82 coaches. The assessment pertained to the conditions of the access path to the coaches, the location of the meters and other technical requirements necessary for upgrades. BVES preliminary design work and the selection of a contractor by the MHP to perform beyond-the-meter work are in progress. Once the scope of work has been confirmed, estimated costs can be determined and the Mobilehome Park Utility Upgrade Program Agreement (MHP Agreement) can be signed.

MHP Agreement – In Progress

On January 6, 2016, BVES sent the MHP Agreement to the owner of the selected MHP for his review.

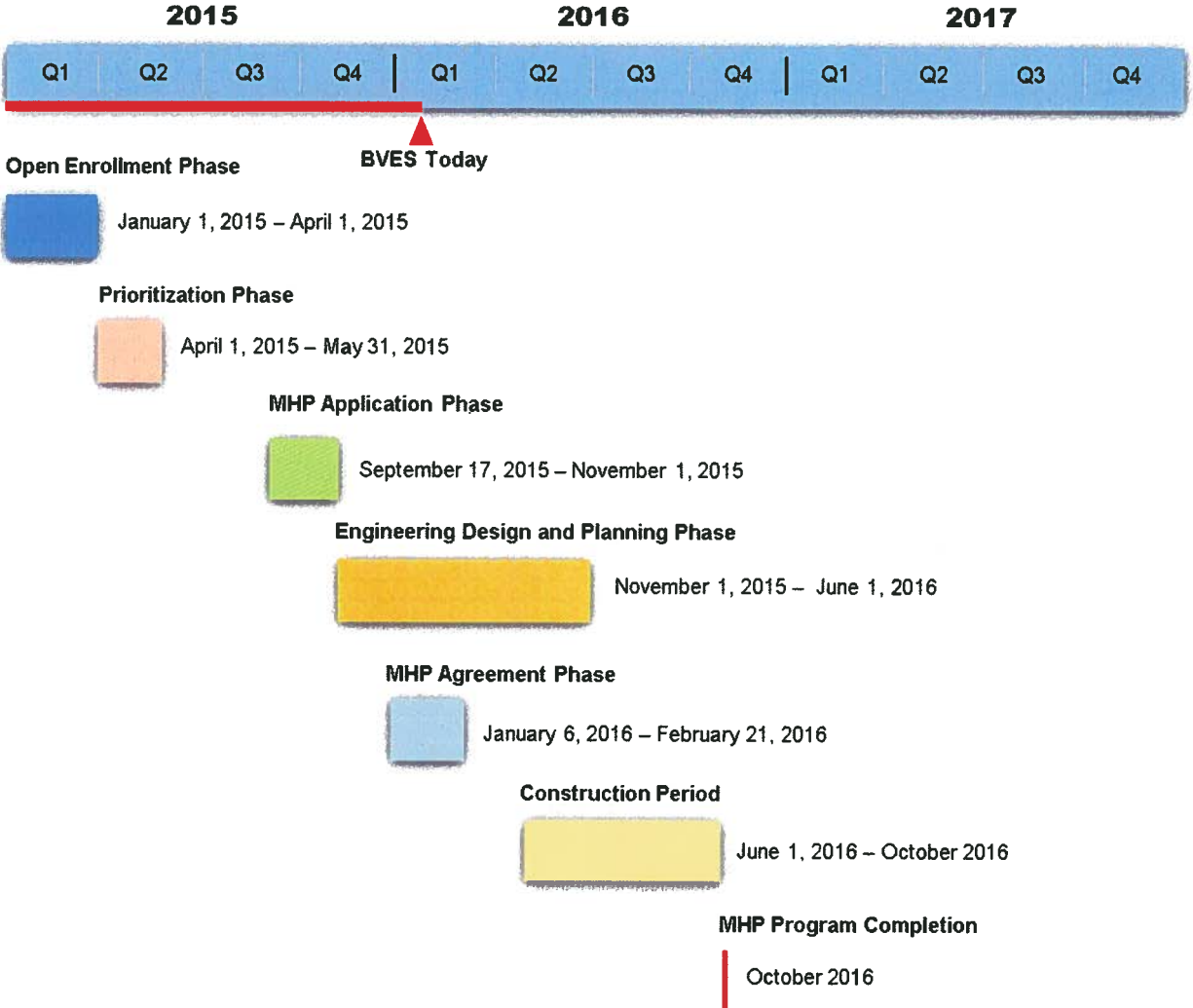
Construction Phase – Not Started

Construction is anticipated to start in June 2016 and completed by October 2016.

MHP Pilot Program Completion and Closure – Not Started

BVES anticipates being able to complete the conversion for both parks by the end of 2016.

The chart below provides the time line of the seven phases described above.



The table below provides the dates of specific activities that were performed in the implementation of the MHP Pilot Program.

Date	Audience	Event/Meeting/Outreach	Method
1/1/2015	MHP Owners/Operators	General Outreach Packet	Informational Letter/Brochure
6/15/2015	MHP Owners/Operators	Prioritization Selection Status	Informational Letter
9/15/2015	MHP Owners/Operators	Application sent to selected MHP	Informational Letter
10/8/2015	MHP Owners/Operators	Planning and Coordination with MHP	In-Person Meeting
12/2/15	MHP Owners/Operators	Site Walk-Through/Meter Spot	In-Person Meeting
1/6/2016	MHP Owners/Operators	Agreement sent to selected MHP	Agreement Packet

III. Challenges and Obstacles

To date, BVES has not experience any significant issues with implementing the MHP Pilot Program. The Open Enrollment and FOI submission Phase, the park Prioritization Phase, and the Application Phase were completed without incident. As noted in the time line the Engineering Design and Planning Phase is still in progress as well as the MHP Agreement Phase. Construction will not start until all the phases are completed and it is anticipated to begin in June 2016.

Certification

I have reviewed, or have caused to be reviewed, this compliance submittal.

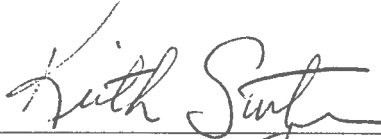
Based on my knowledge, information, or belief, this compliance submittal does not contain any untrue statement of a material fact or omit to state a material fact necessary to make the statements true.

Based on my knowledge, information, or belief, this compliance submittal contains all of the information required to be provided by Commission Orders, rules and regulations.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on January 29, 2016, at San Dimas, California.

GOLDEN STATE WATER COMPANY

A handwritten signature in cursive script, appearing to read "Keith Switzer", written over a horizontal line.

Keith Switzer
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