

**MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF DIRECTORS RUNNING SPRINGS WATER DISTRICT  
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA  
JULY 17, 2019**

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The Regular Meeting of the Board of Directors of the Running Springs Water District was held on Wednesday, July 17, 2019 at the hour of 2:00 P.M. at the District office located at 31242 Hilltop Boulevard, Running Springs, California.

The following Directors were present:

Tony Grabow, President  
Errol Mackzum, Vice-President  
Mike Terry, Director  
Bill Conrad, Director  
Mark Acciani, Director

Also present were the following:

Ryan Gross, General Manager  
Joan C. Eaton, Board Secretary/Treasurer/Administration Supervisor  
Randy Bobroff, Water Division Supervisor  
Trevor Miller, Wastewater Division Supervisor  
Kent Jenkins, Water Division, Operator III/Compliance Safety  
Mike Vasquez, Fire Department Battalion Chief

Visitors Present:

Stephen Moisant, CSA-79  
Ron Pearne, CSA-79  
Pat Huckaby, CSA-79  
Tom Lawrence, CSA-79  
Lewis Murray, Representative to Janice Rutherford, District Supervisor  
Denise Acciani, Running Springs Resident

**MEETING MINUTES**

**AGENDA ITEMS**

**1. Call Meeting to Order and Pledge of Allegiance**

The Running Springs Water District and County Service Area 79 (CSA-79) combined meeting was called to order at 2:00 P.M. by President Grabow and Director Conrad led the assembly in the pledge of allegiance to the flag.

**2. Recognize and Hear From Visitors/Public Comment**

The District Board Directors, staff and visitors introduced themselves for the record.

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Kent Jenkins, Water Division, Operator III/Compliance Safety was acknowledged for over twenty-four (24) years of dedicated service to the District and his upcoming retirement on July 19, 2019.

**3. Discussion Items – Discuss Annexation of CSA-79 into Running Springs Water District**

Manager Gross reported on the proposed annexation of the County Service Area 79 into Running Springs Water District and the projection to become one sewer District that operates as a separate enterprise fund and to complete a rate study in five (5) years to re-evaluate the merger. Discussion continued between CSA-79 representatives and the District that included operating costs and reserves, sewer rates and Board of Director seats. Manager Gross said his recommendation is for the Board to review draft resolutions in August regarding the proposed annexation that will be submitted to the Local Agency Formation Commission (LAFCO) from the District and Supervisor Janice Rutherford's office.

The CSA-79 meeting adjourned at 3:20 P.M.

The Board took a break from 3:22 P.M. to 3:27 P.M.

**4. Approval of Consent Items**

**A. Approve Meeting Minutes**

**B. Ratify Expenditures**

**C. Receive and File the Fiscal Year 2018/2019 Annual Board and Employee Expense Report**

**D. Consider Adopting Resolution No. 12-19, Certifying Delinquent Charges to be Placed on the Tax Roll for Fiscal Year 2019/2020**

**E. Consider Adopting Resolution No. 13-19, Finding That Certain Properties Located in the District Constitute a Public Nuisance and Ordering Notification to Property Owners and Setting a Public Hearing**

**F. Consider Adopting Ordinance No. 53, Rescinding Ordinance No. 47**

Upon motion by Director Terry, second by Director Conrad and carried by a 5 to 0 vote, the Consent Items were approved. (Resolution No's 12-19, 13-19 and Ordinance No. 53 are on file in the District office)

**5. Action Items**

**A. Consider Awarding a Construction Contract for the Nob Hill Water System Improvements**

Manager Gross reported on the Nob Hill Water System Improvements Projects and said his recommendation to the Board is to reject all the bids that were received due to a large discrepancy between the Engineer's construction cost estimates and actual bid results. The project cost doubled from approximately \$600,000 to \$1,000,000 due to the Engineering firm, Albert A. Webb Associations, stating they underestimated the costs. Manager Gross said the District will revisit the project to possibly utilize existing facilities and eliminate redundancy.

Upon **motion** by Director Grabow, **second** by Director Terry and **carried by a 5 to 0 vote**, all bids for the Nob Hill Water System Improvement were rejected.

**B. Consider Awarding a Construction Contract for the Fire Station No. 50 Flooring Replacement**

Battalion Chief Vasquez recommended that the Board authorize staff to expend funds to complete the floor project at Fire Station 50. The Department received two bids and is recommending they move forward with the quote from Singer Carpets that includes the stairway, for an approximate cost of \$13,000. If approved, the expenditure will be funded from the Fire/Ambulance Department Reserve Fund with a balance of \$1,860,000.

Upon **motion** by Director Mackzum, **second** by Director Terry and **carried by a 5 to 0 vote**, the Construction Contract not to exceed \$13,000 for the Fire Station No. 50 Flooring Replacement Project, including the stairs, was approved.

**C. Consider Voting to Elect a Representative to the California Special Districts Association (CSDA) Board of Directors**

Manager Gross recommended Kathleen J. Tiegs who was a professional associate.

Upon **motion** by Director Grabow, **second** by Director Terry and **carried by a 5 to 0 vote**, Voting to Elect Representative Kathleen J. Tiegs to the California Special Districts Association (CSDA) Board of Directors, was approved.

**D. Consider Customer Request to Waive Standby Fees**

Manager Gross reported on a property owner's request to waive the \$16 standby fee for each of the five (5) lots located within the District boundaries and the conservation area of the San Bernardino Mountains Land Trust. Discussion continued regarding the San Bernardino Land Trust Agreement to defer standby charges for property in the same area. The Board consensus was to require the same lien agreement for deferred payment of sewer and water standby charges.

Upon **motion** by Director Conrad, **second** by Director Terry and **carried by a 5 to 0 vote**, Customer Request to Waive Standby Fees Conditional with the Customer Signing a

Lien Agreement for Deferred Payment of Sewer and Water Standby Charges, was approved.

**E. Consider Customer Request**

Manager Gross provided the Board with a letter from resident Judy Downing regarding her weed abatement notice and discussion continued with no action taken.

**6. ~~Information Items – The Following Information Items do not Require any Action by the Board of Directors and are for Informational Purposes Only~~**

**A. Quarterly Reports**

The draft Quarterly Summary Division Reports were provided to the Board for review.

**7. General Manager's Report**

Manager Gross excused Legal Counsel from further Board meetings unless there is an agenda item requiring an attorney.

**8. Board Member Comments/Meetings**

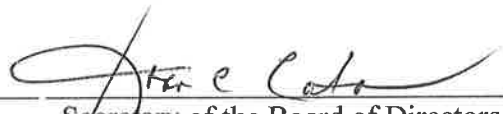
Director Mackzum requested information regarding evacuation plans on the mountain. Reverse 911 calls are in place and cellular phones can be included by contacting the Office of Emergency Services.

**9. Meeting Adjournment**

Upon motion by Director Mackzum, second by Director Conrad and carried by a 5 to 0 vote, the meeting was adjourned at 3:55 P.M.

Respectfully Submitted,

  
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President, Board of Directors  
Running Springs Water District

  
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Secretary of the Board of Directors  
Running Springs Water District