



RUNNING SPRINGS WATER DISTRICT
A MULTI-SERVICE INDEPENDENT SPECIAL DISTRICT

31242 Hilltop Boulevard • P.O. Box 2206
Running Springs, CA 92382

TO: BOARD OF DIRECTORS DATE POSTED: MARCH 15, 2024
RE: REGULAR BOARD MEETING FROM: BOARD SECRETARY

The Regular Meeting of the Board of Directors of the Running Springs Water District will be held on Wednesday, March 20, 2024, at the hour of 9:00 am at the District Office located at 31242 Hilltop Boulevard, Running Springs, California. This agenda was posted prior to 5:00 pm on March 15, 2024, at the Running Springs Water District Office and Website.

Pursuant to AB 361, the meeting will be conducted as a hybrid (in-person and via Zoom) meeting.

To join the meeting:

<https://us02web.zoom.us/j/89705364650?pwd=c29KTDZvczIveEdRN3BIU2piWVVKOT09>

Dial: 669-444-9171
Meeting ID: 897 0536 4650
Passcode: 2766

The Board may take action on any item on the agenda, whether listed as an action item or as an information item.

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 in order to participate in a meeting should direct such request to Amie Crowder, Board Secretary at (909) 867-2766 at least 48 hours before the meeting, if possible.

Copies of documents provided to members of the Board for discussion in open session may be obtained from the District at the address indicated above.

AGENDA

1. Call Meeting to Order and Pledge of Allegiance

ACTION ITEM – Roll call vote on whether as a result of the state declared emergency, meeting in person may present imminent risks to the health or safety of attendees and therefore this meeting will be conducted as a hybrid (in-person and via Zoom) meeting.

2. Recognize and Hear from Visitors / Public Comment - This portion of the agenda is reserved for the public to make comments on matters within the jurisdiction of the Running Springs Water District that are **not on the agenda**. The Board, except to refer the matter to staff and/or place it on a future agenda, may take no action. 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. Any person wishing to comment on an item that is on the agenda is requested to complete a request to speak form prior to the item being called for consideration or to raise their hand and be recognized by the Board President.

3. Approval of Consent Items – 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 agenda may do so by raising his/her hand and being recognized by the Board President.

- A. Approve Meeting Minutes **Page 3**
- B. Ratify Expenditures **Page 9**
- C. Consider Adopting Resolution No. 01-24, Fixing and Levying Fire Suppression Availability Charges for Fiscal Year Ending 2025 **Page 17**
- D. Consider Adopting Resolution No. 02-24, Fixing Water and Sewer Availability Charges for Fiscal Year Ending 2025 **Page 18**
- E. Consider Adopting Resolution No. 03-24, Declaring APN 0328-091-71 Surplus Land **Page 22**

4. Action Items – The following action items will be considered individually, and each **require a motion** by the Board of Directors for action.

- A. Consider Approving Cost of Living Adjustment and Proposed Water and Sewer Rate Adjustments **Page 24**
(Presenter: Ryan Gross, General Manager)
- B. Consider Approving Wastewater Treatment Plant Blower Preventive Maintenance Service **Page 37**
(Presenter: Trevor Miller, Operations Manager)
- C. Consider Approving Repair of Fire Station No. 50 Bathroom **Page 39**
(Presenter: Andy Grzywa, Fire Chief)

5. General Manager’s Report
6. Board Member Comments/Meetings
7. Meeting Adjournment

Upcoming Meetings: Regular Board Meeting, April 17, 2024, at 9:00 am

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: March 20, 2024
TO: Board of Directors
FROM: Amie Crowder, Administration Supervisor, Board Secretary, Treasurer
Ryan Gross, General Manager
SUBJECT: CONSIDER APPROVING MEETING MINUTES

RECOMMENDATION

It is recommended that the Board of Directors review and approve the attached meeting minutes.

REASON FOR RECOMMENDATION

Approval of meeting minutes.

BACKGROUND INFORMATION

The attached draft meeting minutes are from the Regular Board Meeting held on February 21, 2024 and the Finance Committee Meeting held on March 8, 2024.

ATTACHMENTS

- Attachment 1 – Draft Meeting Minutes for Regular Board Meeting held on February 21, 2024
- Attachment 2 – Draft Meeting Minutes for Finance Committee Meeting held on March 8, 2024

MINUTES – February 21, 2024
PAGE 1 OF 4

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
RUNNING SPRINGS WATER DISTRICT
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA
February 21, 2024

A Regular Meeting of the Board of Directors of the Running Springs Water District was held on Wednesday, February 21, 2024, at the hour of 9:00 A.M. at the District office located at 31242 Hilltop Boulevard, Running Springs, California, and through teleconference.

The following Directors were present at the District:

Bill Conrad, Vice-President
 Mark Acciani, Director
 Mike Terry, Director

The following Directors were present through teleconference:

Tony Grabow, President
 Laura Dyberg, Director

The following were also present through teleconference:

Ward Simmons, Legal Counsel, Best, Best & Krieger
 Shayla Antrim, Green Valley Lake Customer

No visitors were present at the District.

MEETING MINUTES

AGENDA ITEMS

1. Call Meeting to Order and Pledge of Allegiance

The Running Springs Water District Board Meeting was called to order at 9:00 A.M. by Vice President Conrad and he led the assembly in the Pledge of Allegiance.

ACTION ITEM

Upon **motion** by Director Terry, **second** by Director Acciani and **carried by a 5 to 0 roll call vote**, the Board of Directors authorized this meeting to be conducted as a hybrid meeting (in-person and via Zoom) pursuant to AB 361 and as a result of the state declared emergency, meeting in person may present imminent risks to the health or safety of attendees.

2. Recognize and Hear from Visitors/Public Comment

Shayla Antrim, Green Valley Lake Customer, introduced herself and thanked the District for the work they have been doing in Green Valley Lake on the sewer system.

3. Approval of Consent Items

A. Approve Meeting Minutes

B. Valley View Water Pipeline Replacement Project Acceptance

Upon **motion** by Director Terry, **second** by Director Acciani and **carried by a 5 to 0 roll call vote**, the Consent Items were approved.

4. Action Items – The following action items will be considered individually, and each require a motion by the Board of Directors for action.

A. Consider Authorizing Staff to Submit Letter to the San Bernardino Local Agency Formation Commission Requesting Extension of Service for Ground Ambulance Services

Manager Gross and Fire Chief Grzywa reviewed the staff report which included correspondence from LAFCO recommending that the Running Springs Water District submit an application to LAFCO to address the circumstance that the District's ICEMA Exclusive Operating Area extends beyond the District's sphere of influence. It is the District's understanding that addressing this circumstance via an expiring pilot program afforded to LAFCO would reduce risk and exposure to the District.

Upon **motion** by Director Acciani, **second** by Director Terry and **carried by a 5 to 0 roll call vote**, staff was authorized to submit a letter to LAFCO requesting extension of service area for ground emergency ambulance services.

B. Consider Approving Purchase of Replacement Backup Power Generator for Fire Station No. 50

Fire Chief Grzywa reviewed the staff report. This purchase is expected to be reimbursed by FEMA and CalOES.

Upon **motion** by Director Terry, **second** by Director Acciani and **carried by a 5 to 0 roll call vote**, the purchase of a replacement backup power generator for Fire Station No. 50 from Universal Power Systems in the amount of \$18,839.28 was approved.

C. Consider Authorizing On-Call/As-Needed Services for Supervisory Control and Data Acquisition (SCADA) System

Manager Gross and Manager Miller reviewed the staff report and the need for on-going/as-needed instrumentation, controls and SCADA system integrator services to keep this critically important system operating efficiently and kept up to date. This would be like the arrangements we have with other consultants for which there is an on-going need such as legal services (BB&K), information technology services (Computer Options) and accounting services (RAMS).

Upon **motion** by Director Acciani, **second** by Director Terry and **carried by a 5 to 0 roll call vote**, the requested on-call services budget for SCADA system operation, maintenance and other improvements in the amount of \$100,000 annually to be used only as needed was approved.

D. Consider Approving Various Operations Expenditures

Operations Manager Miller reviewed the staff report and the need for the following:

1. Purchase 4 replacements and 1 spare ultra sonic level controllers for Green Valley Lake (GVL) sewer lift station's - \$17,500. The existing ultra sonic level transducers are 22 years old and two of them have failed since we took over GVL.
2. Purchase spare wastewater treatment plant (WWTP) equalization (EQ) basin pump - \$8,000. The spare WWTP EQ pump is needed as a backup in the event that one of the EQ pumps fails.
3. Purchase replacement drum screen trunnion wheels - \$5,621.60. The replacement drum screen trunnion wheels are needed to repair and upgrade the drum screen at the WWTP.
4. Purchase 3 utility vehicles: 1 full size truck, 2 midsize trucks and ancillary equipment for Water and Wastewater Department - \$163,320. To replace 1 Water Department utility vehicle, 1 Wastewater Department utility vehicle and add 1 full size utility vehicle to the Water Department.
5. Purchase Iconic-x Aluminum Truck Pack for full size utility vehicle – \$18,000. This item is for the new full size utility vehicle to secure and protect the tools, equipment and materials stored on the vehicle, needed for water leak repairs, preventative maintenance and new water service installations.

Upon **motion** by Director Terry, **second** by Director Acciani and **carried by a 5 to 0 roll call vote**, the requested operations expenditures listed above and in the staff report were approved totaling \$212,441.60.

E. Consider Approving Professional Services Agreement for the CEQA Study at New Vehicle and Equipment Storage Building Site

Manager Gross reviewed the staff report and the need for the CEQA study related to the new vehicle and equipment storage building at the Harris property. A proposal for these services from Tom Dodson and Associates was reviewed.

Upon **motion** by Director Acciani, **second** by Director Terry and **carried by a 5 to 0 roll call vote**, a Professional Services Agreement with Tom Dodson and Associates in the amount of \$22,500 to complete the CEQA study for the new vehicle and equipment storage building at the Harris property was approved.

- 5. Information Items** – The following information items do not require any action by the Board of Directors and are for informational purposes only.

A. Budget and Rates Discussion

Manager Gross asked for direction from the Board of Directors on the Cost-of-Living Adjustment (COLA) for the Fiscal Year Ending (FYE) 2025. The FYE 2025 budget that was approved last year included an assumed 4% COLA for wages. President Grabow asked that the Finance Committee meet to discuss the matter and report back at the March 20, 2024, Regular Board Meeting with a recommendation.

B. New Fire Station Concept and Planning Update

Manager Gross and Chief Grzywa presented the plan and concept for a proposed new fire station on the District’s downtown property that has been a long-term goal of the District. Chief Grzywa is working on several potential grant opportunities with our State Senator’s office and Congressman as well as other sources. A few prefabricated steel structure fire station concepts were also displayed. The Board emphasized that public outreach needs to be a key factor in the planning of this project.

6. General Manager’s Report

No report.

7. Report from Legal Counsel

No report.

8. Board Member Comments/Meetings

No comments.

9. Meeting Adjourned

The meeting was adjourned at 9:52 A.M.

Respectfully Submitted,

President, Board of Directors
Running Springs Water District

Secretary of the Board of Directors
Running Springs Water District

MINUTES OF THE FINANCE COMMITTEE MEETING
RUNNING SPRINGS WATER DISTRICT
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA
MARCH 8, 2024

A Finance Committee Meeting of the Running Springs Water District was held on Friday, March 8, 2024 at the hour of 10:00 A.M. at the District office located at 31242 Hilltop Boulevard, Running Springs, California.

Committee Members present:

Bill Conrad, Vice-President
Mark Acciani, Director

District Staff Present:

Ryan Gross, General Manager
Andy Grzywa, Fire Chief
Rick Ellsberry, Acting Battalion Chief

There were no members of the public present:

1. The meeting was called to order at 10:00 A.M.
2. Public Comment – There was no public comment.
3. Review Fiscal Year Ending 2025 COLA – The CPI-U was discussed and it was the recommendation of the committee to propose a 4% COLA to wages for FYE 2025 which is also what is assumed in the approved budget.
4. Review Fiscal Year Ending 2025 Water and Sewer Rates – Historical water and sewer rates were reviewed. Based on the 2019 Raftelis Rate Study recommendations it will be recommended by the committee to the full Board of Directors to continue with a proposed 3% revenue adjustment to the water and sewer enterprises for at least the next five years. This will help to maintain a healthy cash reserve and minimize the need for additional debt service.
5. Finance Committee Comments – No additional comments.
6. Meeting Adjournment – The meeting was adjourned at 10:57 A.M.

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: March 20, 2024
TO: Board of Directors
FROM: Ryan Gross, General Manager
SUBJECT: RATIFY EXPENDITURES

RECOMMENDED BOARD ACTION

It is recommended that the Board of Directors review the attached accounts payable check register and ratify the District's February 2024 expenditures.

A copy of the District's Cash Reserve Fund Summary as of February 29, 2024, the Pooled Cash Balance History and Fire Department Operating Reserve Fund History is also included for review and information.

REASON FOR RECOMMENDATION

Each month staff presents the monthly check register and recommends that the Board of Directors ratify the District's expenditures.

ATTACHMENTS

- Attachment 1 – Accounts Payable Check Register
- Attachment 2 – Cash Summary
- Attachment 3 – Pooled Cash Balance History
- Attachment 4 – Fire Department Operating Reserve Fund History

Running Springs Water District Accounts Payable Checks Febuary 2024

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
2 Hot Uniforms inc	Uniform T-Shirts	02/02/24	114.19	109574	114.19
Allstar Fire Equipment	Firehouse Subs Grant - 4 inch supply hose.	02/02/24	25,088.11	109575	25,088.11
	Swivel Rocker Lug x 4"	02/15/24	646.93	109623	646.93
Amie Crowder	Reimbursement Claim 01/29/24	02/02/24	150.00	109576	150.00
	Reimbursement Claim 01/30/24	02/09/24	206.41	109607	206.41
	Claim Reimbursement 02/08/24	02/15/24	150.00	109624	150.00
Aramark	Treatment Supplies	02/02/24	139.66	109577	418.98
	Treatment Supplies	02/02/24	139.66	109577	
	Treatment Supplies	02/02/24	139.66	109577	
Arrowbear Park County Water District	Water Base 12/20/2023 - 01/19/2024	02/02/24	71.05	109578	5,931.52
	Water Purchased 12/20/23 - 01/19/24	02/02/24	5,860.47	109578	
AT&T Mobility	Internet: Treatment Plant - 02/02/2024	02/15/24	43.24	109625	43.24
Automated Gate Services	Emergency Gate Repairs	02/02/24	4,975.00	109579	4,975.00
Bacon/Wagner Excavating, Inc.	Hauling of Bio to Liberty x2 & Bin Pick Up	02/02/24	2,083.20	109580	2,083.20
Best, Best & Krieger LLP	Legal Services for January 2024	02/09/24	1,315.20	109608	1,315.20
Bound Tree	Ambulance Supplies	02/02/24	475.66	109581	1,037.14
	Ambulance Supplies	02/02/24	561.48	109581	
	Ambulance Supplies	02/09/24	8.57	109609	8.57
	Ambulance Supplies	02/15/24	117.45	109626	117.45
BURR Group Inc.	Trash Service: 31242 Hilltop Blvd. - January 2024	02/10/24	236.02	DFT0002764	236.02
	Trash Service: 32151 Hunsaker Way - January 20	02/10/24	79.37	DFT0002765	79.37
	Trash Service: 30505 Fredalba Rd. - January 2024	02/10/24	1,017.61	DFT0002766	1,017.61
California Association of Professional Firefighter	Disability Insurance Premiums - March 2024	02/23/24	147.50	109638	147.50
California Computer Options Inc	District Telephone 1/19/24 - 02/18/24	02/02/24	641.40	109582	641.40
CalPERS	Health Insurance Premiums February 2024	02/01/24	27,430.47	DFT0002761	27,430.47
	Employers Contributions PPE 02/05/2024	02/16/24	26,523.33	DFT0002777	26,523.33
	Employer Contributions - PPE 02/19/2024	02/23/24	28,570.84	DFT0002794	28,570.84
Canon	Copier Lease & Usage 12/01/23 - 12/31/23	02/02/24	442.85	109583	442.85
	Map Scanner - February 2024	02/23/24	205.02	109639	205.02
Charter Communitcations	Internet: Collections - 02/13/24 - 03/12/24	02/24/24	117.97	DFT0002797	117.97
	Internet: Station 50 - 02/13/24 - 03/12/24	02/24/24	127.97	DFT0002798	127.97
	Internet: Dist. Office/Sta. 51 - 02/09 - 03/08/24	02/24/24	252.03	DFT0002799	252.03
Citibank, N.A.	Premeate Pump Replacement	02/22/24	210.10	2131040210938	210.10
Clinical Laboratory of San Bernardino	Treatment Samples December 2023	02/02/24	479.00	109584	479.00
Cole-Parmer	LDO Probe Replacement Caps	02/02/24	501.01	109585	501.01
ConFire JPA	Dispatching & Radios January - March 2024	02/02/24	16,690.70	109586	16,690.70
County of San Bernardino	Admin Fees: FY 23/24 3rd Qtr	02/02/24	1,093.99	109587	1,093.99
	Dump Fees	02/02/24	30.31	109588	30.31
	Lien Release x 1	02/02/24	20.00	109589	20.00
	Lien Release x 2	02/15/24	40.00	109627	40.00
	Dump Fees	02/23/24	40.95	109640	40.95
Crestline-Lake Arrowhead Water Agency	Water Purchased - Forest Meter: January 2024	02/09/24	4,049.95	109610	7,023.40
	Water Purchased - Nob Hill: 01/30/2024	02/09/24	2,973.45	109610	
Cypress Ancillary Benefits	Dental Premiums - March 2024	02/23/24	799.96	109641	799.96
Dixi Willemse	Claim Reimbursement 02/20/24	02/23/24	394.35	109642	394.35

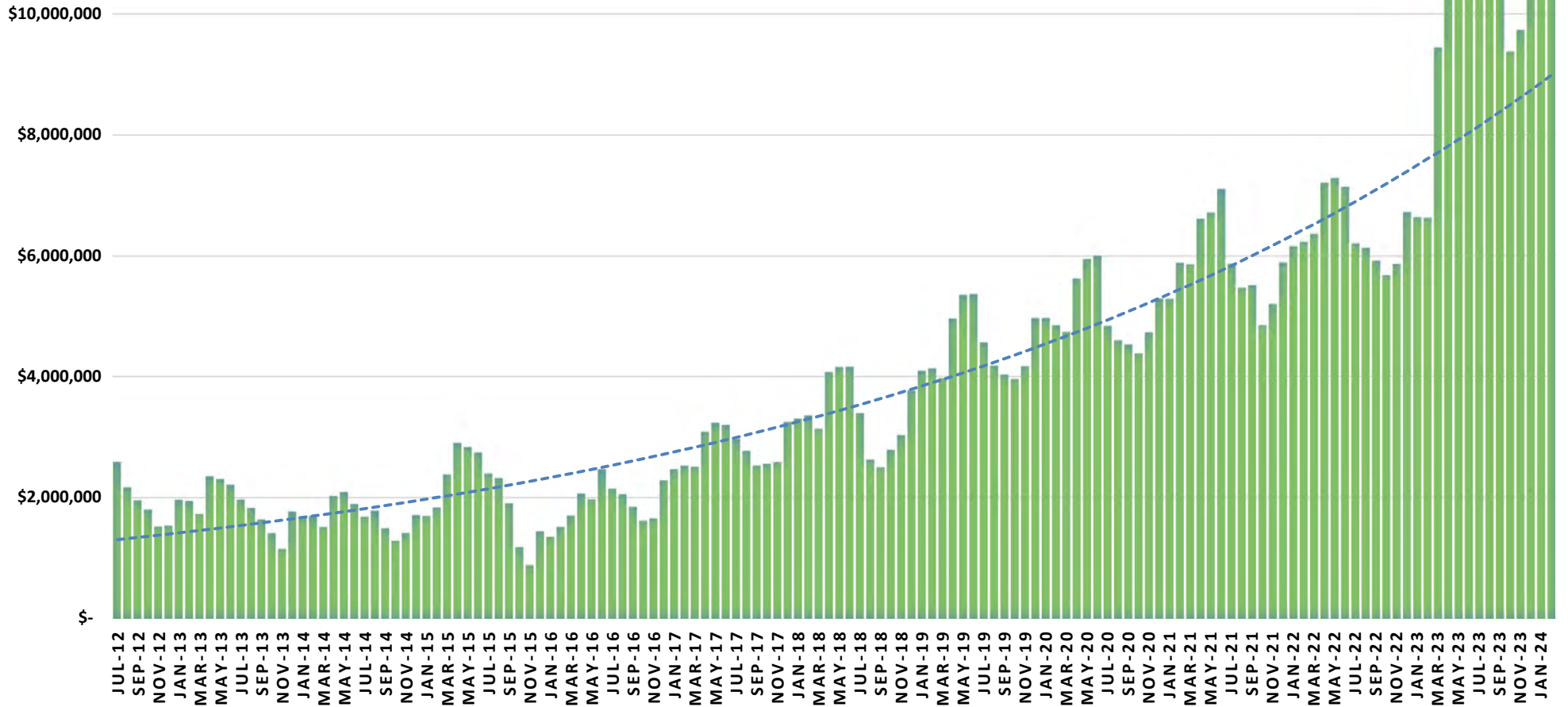
Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Erin Johnstone	Gym Membership - Perez	02/02/24	500.00	109590	500.00
Famcon Pipe & Supply, Inc	Misc. Parts and Supplies: GVL Lift Stations	02/09/24	2,594.08	109611	2,594.08
Fire Fighters Association	Union Dues: February 2024	02/23/24	820.00	109643	820.00
Frontier Communications	Telephone Booster, Treatment Plant, LS's: 02/20	02/15/24	1,550.94	109628	1,550.94
Global Payments Integrated	IVR-Web Fees - January 2024	02/02/24	5,871.99	DFT0002785	5,871.99
	Over the Counter - January 2024	02/02/24	512.86	DFT0002786	512.86
HD Supply Facilities Maintenance LTD	Float switches Crab Flats	02/23/24	375.30	109644	375.30
Hi-Desert Publishing-Mountain News	Job Announcement Advertising - Water Operato	02/23/24	152.00	109645	152.00
INFOSEND	Statement Data Processing January 2024	02/02/24	1,829.30	109591	2,725.20
	Statement Process. January '24 w/new postage i	02/02/24	895.90	109591	
Inland Bobcat, Inc.	Bobcat Repairs	02/09/24	4,554.26	109612	4,554.26
Inland Desert Security & Communications	Answering Service January 2024	02/15/24	178.00	109629	178.00
Inland Water Works Supply Company	Valley View Main Replacement	02/02/24	247.41	109592	354.23
	Misc. Parts & Supplies Refund	02/02/24	-666.40	109592	
	Misc. Parts and Supplies	02/02/24	773.22	109592	
Kurt Norlander Roofing	Roof Repair Station 51 - Storm Damage 2023	02/23/24	4,200.00	109646	4,200.00
Leslie's Poolmart, Inc	CHLOR 4X1Gal NSF 60	02/02/24	1,128.51	109593	2,308.27
	53 Gallon Drum Chlorine	02/02/24	1,179.76	109593	
Life-Assist, Inc	Ambulance Supplies	02/02/24	396.79	109594	714.06
	Ambulance Supplies	02/02/24	112.09	109594	
	Ambulance Supplies	02/02/24	205.18	109594	
Linda Mayfield	Reimbursement Claim 01/31/24	02/02/24	349.40	109595	349.40
	Claim Reimbursement 02/13/24	02/15/24	434.00	109630	434.00
	Reimbursement Claim 02/21/24	02/23/24	349.40	109647	349.40
Local Agency Formation Commission	LAFCO Exemption Determination: Gov Code 561	02/23/24	3,568.00	109648	3,568.00
Lou's Gloves, Inc	Blanket PO for Lou's Gloves	02/15/24	106.00	109631	106.00
MARTINDALE COMMERCIAL REAL ESTATE, INC.	Parking Rent at Station 50: February 2024	02/01/24	350.00	#560F-4AE0	350.00
Matthew Pattison	DOT Physical - Pattison	02/15/24	54.00	109632	54.00
McMaster-Carr Supply Company	Low Pressure Iron Saddle Tap Tee	02/02/24	75.17	109596	530.82
	Spring Latch Kit	02/02/24	20.58	109596	
	Spring Latch Kit Refund	02/02/24	-29.97	109596	
	Low Pressure Iron Saddle Tap - Return	02/02/24	-85.88	109596	
	Floor Mount Support, Flange Style, Galv. Steel	02/02/24	278.19	109596	
	Check Valves	02/02/24	272.73	109596	
	Stainless Steel Threaded Pipe Fitting	02/23/24	47.35	109649	180.73
	Spade-Terminal Relays, Socket fot Spade	02/23/24	133.38	109649	
Motorola Solutions Inc	Charger for APX8000 Radios	02/02/24	292.28	109597	292.28
Mountain Lifestyle	Job Announcement Advertisement - Water Depo	02/09/24	135.00	109613	135.00
Multi Systems, Inc	Pump Skid	02/15/24	1,200.01	109633	1,200.01
Nationwide	Employee Contributions - PPE 02/05/24	02/09/24	2,310.00	DFT0002775	2,310.00
	Employee Contributions - PPE 02/19/2024	02/23/24	2,349.00	DFT0002792	2,349.00
Nestle Waters North America	Drinking Water - Treatment Plant	02/27/24	21.54	DFT0002808	21.54
Nick Nikas	Claim Reimbursement 02/12/24	02/15/24	153.39	109634	153.39
Nuckles Oil Company, Inc	Fuel 12/21/23 to 02/10/24	02/23/24	10,263.11	109650	15,596.70
	Red Dyed Diesel for WWTP	02/23/24	5,102.18	109650	
	13349LB D-A GTD320, 5 GAL D-A GTD220	02/23/24	231.41	109650	
One Stop Landscape Supply	Solids Handling	02/09/24	2,682.40	109614	2,682.40
Paychex of New York	Flex Time - February 2024	02/20/24	303.45	DFT0002796	303.45
Principal Life Insurance Company	Vision Insurance - March 2024	02/20/24	178.53	DFT0002787	178.53
Quinn Cat	Parts Freight	02/02/24	28.02	109598	70.57

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Quinn Cat	Water Temp Part Freight	02/02/24	42.55	109598	70.57
Ram Software Systems, Inc	AIM Online Software - 02/01/2024	02/02/24	257.50	AC020224	257.50
Raul Garcia	Snow Removal at Lift Station 2	02/23/24	440.00	109651	440.00
Reliance Standard Life Insurance Company	Life Insurance and AD&D - March 2024	02/23/24	1,452.59	910284	1,452.59
Rim Forest Lumber and Hardware	Parts & Supplies for Treatment Plant Sign	02/09/24	205.80	109615	205.80
Robert Aberg	Reimbursement Claim 02/03/24	02/09/24	96.00	109616	96.00
	Claim Reimbursement 02/22/2024	02/23/24	183.40	109652	183.40
Rocio Silva	Janitorial Services January 2024	02/09/24	485.00	109617	485.00
Rogers Anderson Malody & Scott LLP	Consulting Fees November 2023	02/15/24	3,258.00	109635	3,258.00
Running Springs Professional Firefighters	RSPF Dues - February 2024	02/23/24	600.00	109653	600.00
Ryan Gross	Reimbursement Claim 01/31/24	02/02/24	48.57	109599	48.57
	Claim Reimbursement #2 - 02/13/24	02/15/24	307.14	109636	465.87
	Claim Reimbursement 02/13/24	02/15/24	158.73	109636	
Safeguard Business Systems	1500 RSWD LOGO ENVELOPES, NO WINDOW	02/02/24	266.62	109600	266.62
	ENVELOPES FOR FIRE DEPT	02/15/24	274.45	109637	274.45
SCADA Integrations	Nob Hill: Install, Configure, Program, WW Testin	02/23/24	14,500.00	109654	14,500.00
Sedgwick Claims Management Services	Worker's Comp 12/01/23 - 12/31/23	02/02/24	112.00	109601	112.00
	Payment Issued-Workers Comp. SF-2632-2024-C	02/13/24	462.00	DWR-00684310	462.00
Southern California Edison Company 2	Monthly Statement January 2024	02/12/24	34,620.57	DFT0002773	34,620.57
Southern California Gas Company	Gas Usage - January 2024 - 2536 Hunsaker	02/19/24	428.43	DFT0002779	428.43
	Gas Usage - Station 50 - January 2024	02/19/24	523.43	DFT0002780	523.43
	Gas Usage - January 2024 - 31250 Hilltop Blvd.	02/23/24	664.68	DFT0002781	664.68
	Gas Usage - January 2024 - 31246 Hilltop Blvd	02/23/24	388.43	DFT0002782	388.43
	Gas Usagae - January 2024 - 1950 Poplar	02/23/24	17.36	DFT0002783	17.36
State of California - State Water Resource Contr	Drinking Water Treatment Renewal, Grade 2 - IV	02/09/24	60.00	109618	60.00
Sun Badge Co	Badges - Chief, Batt. Chief, Captain, Engineer, FF	02/23/24	2,205.97	109655	2,205.97
Superior Automotive Warehouse	Fuel Filter for MA50/BC3602, Oil/Filter for BC360	02/09/24	283.76	109619	539.56
	Battery for MA50, Misc. Parts/Supplies	02/09/24	255.80	109619	
SYNAGRO Technologies	Biosolids to Liberty Compost	02/23/24	1,235.60	109656	1,235.60
Terminix International Company LP	Pest Control: Treatment Plant - 02/16/2024	02/21/24	73.00	DFT0002815	73.00
	Pest Control: Collections Bldg. - 02/24/2024	02/27/24	94.00	DFT0002814	94.00
Trevor Miller	Reimbursement Claim 01/23/24	02/02/24	256.31	109602	256.31
	Reimbursement Claim 01/04/24	02/09/24	90.00	109620	90.00
Underground Service Alert of Southern Californi	New Dig Ticket & Maintenance Fee - 02/01/2024	02/02/24	81.75	109603	81.75
Universal Power Systems Inc	26K Generator Down Payment - Station 50	02/23/24	8,030.98	109657	8,030.98
Utility Systems, Science, & Software, Inc.	Sewer Flow Monitoring & Materials Needed	02/07/24	45,017.50	109606	45,017.50
Valic	Employee Contributions - PPE 02/05/24	02/06/24	1,893.41	315729	1,893.41
	Employee Contributions PPE 02/19/2024	02/20/24	1,909.07	318320	1,909.07
Variable Speed Solutions	AC Drive for Rimwood Well	02/09/24	5,142.00	109621	5,142.00
Verizon Wireless Services LLC	Cell Phones / iPad / Hot Spots / SLS / Cradlepoin	02/17/24	570.06	DFT0002776	570.06
Visa	02/01/2024 Statement - Strebel	02/22/24	104.95	1CNMC5	104.95
	02/01/24 Statement - Crowder	02/22/24	559.04	1Q1PC5	559.04
	02/01/24 Statement - Gross	02/22/24	1,582.54	712PC5	1,582.54
	02/01/2024 Statement - Miller	02/22/24	1,726.59	D62PC5	1,726.59
	02/01/24 Statement - Ellsberry	02/22/24	3,065.37	GD9NC5	3,065.37
	02/01/24 Statement - Aberg	02/22/24	65.76	MK2PC5	65.76
W.W. Grainger, Inc	6V DC Battery	02/23/24	13.48	109658	174.03
	Bearings for Drum Screen Wheels	02/23/24	160.55	109658	
WELL TEC SERVICES, INC.	Pump Service: Install Check Valve, Pump, Motor	02/02/24	14,860.40	109604	14,860.40
Zoll Medical Corporation GPO	Ambulance Supplies	02/15/24	679.45	DFT0002809	679.45

	Totals		
Payment Type	Payable Count	Payment Count	Payment
Regular Checks	106	83	216,195.23
Manual Checks	0	0	0.00
Voided Checks	0	0	0.00
Bank Drafts	39	40	146,921.86
EFT's	0	0	0.00
Totals	145	123	363,117.09

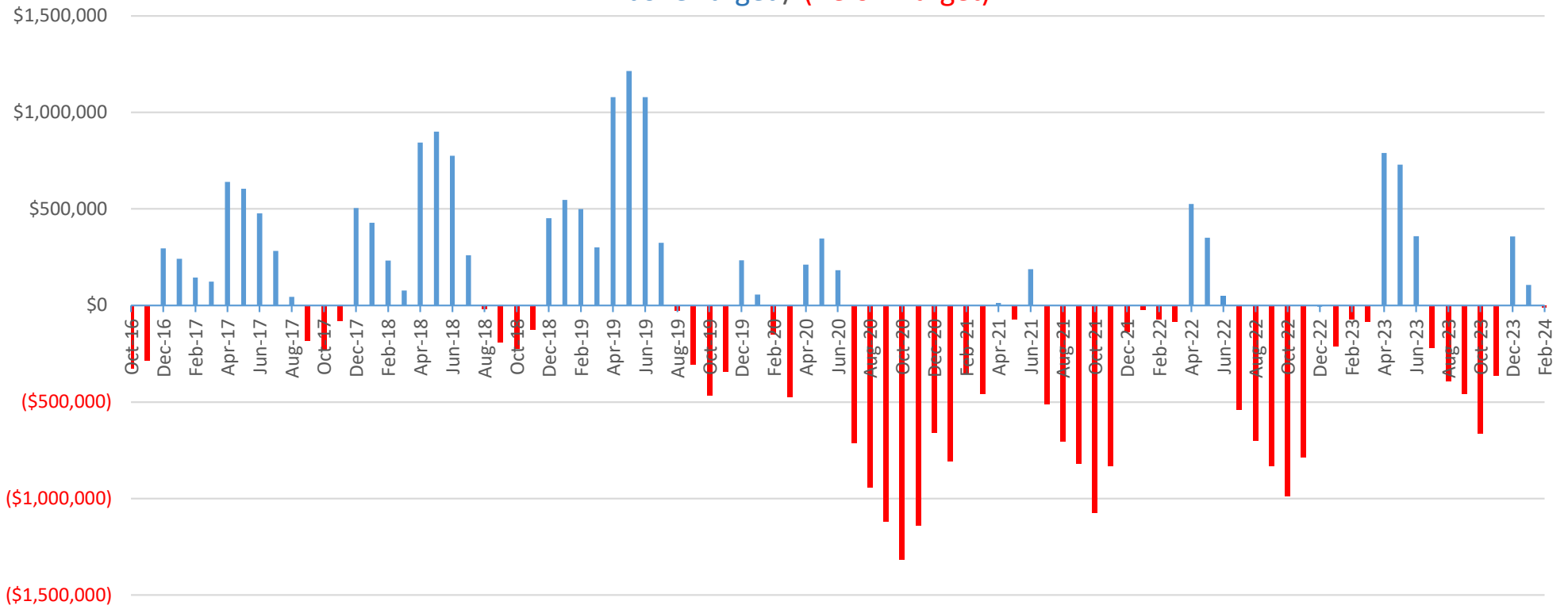
Fund Balances as of February 29, 2024	
Fire & Ambulance Department	
Fire & Ambulance Department Operating Fund	1,620,944
Recommended Operating Fund Target (6 Months Operating Expenses)	1,630,000
Fire & Ambulance Department Operating Fund, Above or (Below) Target	(9,056)
Wastewater Division	
Wastewater Capital Improvement Project Reserve	2,872,966
Wastewater System Connection & Capacity Charges	22,781
CWSRF Loan Agreement 14-813 Debt Reserve (Restricted for SLS 1-3 Debt Service)	171,537
Wastewater Operating Reserve Fund	523,000
Recommended Operating Reserve Fund Target (4 Months Operating Expenses)	523,000
Wastewater Operating Reserve, Fully Funded or (Below Target)	Fully Funded
Green Valley Lake (GVL) Wastewater Division	
Wastewater Capital Improvement Project Reserve	2,637,759
Wastewater System Connection & Capacity Charges	21,345
Wastewater Operating Reserve Fund	200,000
Recommended Operating Reserve Fund Target (4 Months Operating Expenses)	200,000
GVL Wastewater Operating Reserve, Fully Funded or (Below Target)	Fully Funded
Water Division	
Water Capital Improvement Project Reserve	1,658,463
Water System Connection & Capacity Charges	140,658
Water Infrastructure R&R Reserve (MFC & AMR SRF Debt Reserve)	89,334
Water Operating Reserve	560,000
Recommended Operating Reserve Fund Target (4 Months Operating Expenses)	560,000
Water Operating Reserve, Fully Funded or (Below Target)	Fully Funded
Assessment Districts Restricted Funds	
Water Assessment District No. 10 Construction Funds	26,421
Water Assessment District No. 10 O&M	21,169
Subtotal Assessment Districts	47,591
Total District Designated & Operating Reserve Funds	10,518,787
Assessment District Funds	47,591
Combined Pooled Cash	10,566,378
Checking Account (General)	382,567
LAIF - Investment	3,526,696
MBS Investments (Laddered CDs & US Treasury Bills)	6,651,120
York Insurance Deposit / Sedgwick	4,994
Petty Cash	1,000
Combined Pooled Cash	10,566,378

COMBINED POOLED CASH BALANCE



**Fire Department Operating Reserve Policy Target is 6 Months of Budgeted Operating Expenses
or \$1,630,000**

Above Target / (Below Target)



RESOLUTION NO. 01-24

RESOLUTION OF THE BOARD OF DIRECTORS OF THE RUNNING SPRINGS WATER DISTRICT FIXING AND LEVYING FIRE SUPPRESSION AVAILABILITY CHARGES FOR FISCAL YEAR ENDING 2025

WHEREAS, on March 11, 1980, this Board of Directors adopted Ordinance No. 9 determining and proposing for approval by the voters of this District an annual tax, called an availability charge, for fire suppression service in an amount not to exceed \$65.00 per unit of benefit, beginning in fiscal year 1980-81, pursuant to Sections 53970-53980 of the California Government Code as those sections then existed; and

WHEREAS, on November 4, 1980, more than two-thirds of the voters of Running Springs Water District who voted on the proposition approved the District’s Ordinance No. 9, establishing the annual fire suppression availability charge beginning in fiscal year 1980-81; and

WHEREAS, the Board finds it necessary to set the amount at the maximum of \$65.00; and

WHEREAS, pursuant to Section 53977 of the California Government Code as it then existed, this Board may levy fire suppression availability charges only in an amount which does not exceed the estimated annual cost of fire suppression services; and

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the Running Springs Water District as follows:

1. This Board of Directors does hereby affix and levy fire suppression availability charges for the fiscal year ending 2025 in the amount of \$65.00 per unit of benefit.
2. Units of benefit assigned to each improved lot or parcel within the District shall be determined in accordance with the District’s Ordinance No. 9.
3. Fire suppression availability charges for fiscal year ending 2025 shall be billed on the San Bernardino County tax roll.
4. Said availability charge is due and payable in two installments on the same due dates as the San Bernardino County property tax bill installments.

ADOPTED this 20th day of March 2024.

- Ayes:**
- Noes:**
- Abstentions:**
- Absent:**

ATTEST:

Secretary of the Board of Directors
Running Springs Water District

President, Board of Directors
Running Springs Water District

RESOLUTION NO. 02-24**RESOLUTION OF THE BOARD OF DIRECTORS OF RUNNING SPRINGS WATER DISTRICT FIXING WATER STANDBY OR AVAILABILITY CHARGES AND SEWER STANDBY OR AVAILABILITY CHARGES FOR FISCAL YEAR ENDING IN 2025**

WHEREAS, Section 31032.1 of the California Water Code authorizes the Running Springs Water District (the “District”) to fix, on or before the first day of July of each year, a water standby or availability charge (the “Water Charges”) not to exceed thirty dollars (\$30) per acre year for each parcel of land in the District larger than one acre, and thirty dollars (\$30) per year for each parcel of land in the District smaller in size than one acre, to which water is made available for any purpose by the District, whether the water is actually used or not; and

WHEREAS, Section 31104 of the California Water Code authorizes the District to fix, on or before the first of July of each year, a sewer standby or availability charge (the “Sewer Charges”) not to exceed ten dollars (\$10) per acre per year for each parcel of land in the District that is larger than one acre, and ten dollars (\$10) per year for each parcel of land in the District that is smaller in size than one acre, whether sewer service is used or not; and

WHEREAS, pursuant to Section 31032.1 of the California Water Code, the District may elect to have the Water Charges and Sewer Charges collected on the County of San Bernardino tax roll together with general taxes.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Running Springs Water District as follows:

SECTION 1. The above recitals are true and correct and are a substantive part of this Resolution.

SECTION 2. This Board of Directors finds and determines that water and sewer is made available by the District to all lots and parcels of land within the District, as shown by the County Assessor’s Parcel Map Books, provided that:

- (a) Lots that have been determined by the County to be unbuildable, as documented by written verification from the County to the District, will be exempt from availability charges.
- (b) Certain half (1/2) lots that have been combined, for the purpose of assessment, into a maximum equivalent of one and one-half (1 ½) lots by the County of San Bernardino Assessor’s Office will be treated as a single lot or parcel for purposes of availability charges.
- (c) Certain improved property where lots/parcels have been combined, by County lot merger, into one (1) assessor parcel number, and where a single

structure that is connected to and using the District's water and sewer system is built across lot lines, and where the remaining portions of land do not meet the County of San Bernardino's minimum building site requirements, will be treated as a single lot or parcel for the purposes of availability charges. Request(s) for this exemption must be made in writing to the District prior to July 1, 2024. A surveyed plot map showing the relationship of the structure to the lot lines or lot merger documents from the County must also be submitted with the request.

SECTION 3. This Board of Directors does hereby fix water standby or availability charges for the fiscal year ending 2025 as follows:

- (a) For unimproved parcels of land one acre or larger in size, such charges shall be in the amount of thirty dollars (\$30) for the first acre, and a prorated amount for any additional acreage rounded to the nearest one-tenth of an acre, if any portion of the parcel is within 200 feet of a water main of the District's water system; and in the amount of twelve dollars (\$12) for the first acre, and a prorated amount for any additional acreage rounded to the nearest one-tenth of an acre, if no portion of the parcel is within 200 feet from such water main.
- (b) For unimproved lots or parcels of land smaller in size than one acre, such charges shall be in the amount of thirty dollars (\$30) for each lot or parcel, if any portion thereof is within 200 feet of a water main of the District's system, and in the amount of twelve dollars (\$12) for each such parcel or lot, if no portion thereof is within 200 feet from such a water main.
- (c) For parcels of land within the District that have a water service connection from the District, no water availability charge will be levied provided that the service has not been disconnected at the time the charges are sent to the San Bernardino County tax roll.
- (d) For parcels of land within the District that do not have a water service connection from the District, or where the service is disconnected at the time the charges are sent to the San Bernardino County tax roll, such parcels shall be considered unimproved and shall be subject to the availability charge.

SECTION 4. This Board of Directors does hereby fix sewer standby or availability charges for the fiscal year ending 2025 as follows:

- (a) For unimproved parcels of land one acre or larger in size, such charges shall be in the amount of ten dollars (\$10) for the first acre, and a prorated amount for any additional acreage rounded to the nearest one-tenth of an acre, if any portion of the parcel is within 200 feet of a sewer main of the District's sewer system; and in the amount of four dollars (\$4) for the first acre, and a prorated amount for any additional acreage rounded to the

nearest one-tenth of an acre, if no portion of the parcel is within 200 feet from such sewer main.

- (b) For unimproved lots or parcels of land smaller in size than one acre, such charges shall be in the amount of ten dollars (\$10) for each lot or parcel if any portion thereof is within 200 feet of a sewer main of the District's system, and in the amount of four dollars (\$4) for each such parcel or lot if no portion thereof is within 200 feet from such sewer main.
- (c) For parcels of land within the District that are connected to the District's public sewer system, and each connected improvement is receiving the monthly unit sewer service charge, no availability charge will be levied.
- (d) For parcels of land within the District that are not connected to and using the District's public sewer system, and where each connected improvement is not receiving the monthly unit sewer service charge at the time the sewer availability charge invoices are charges are sent to the San Bernardino County tax roll, such parcels shall be considered unimproved and shall be subject to the availability charge.

SECTION 5. Pursuant to Section 31032.1 of the California Water Code, Water Charges and Sewer Charges shall be collected on the County of San Bernardino tax roll in the same manner and together with general taxes.

SECTION 6. The Secretary shall certify to the adoption of this Resolution.

ADOPTED this 20th day of March, 2024.

Ayes:

Noes:

Abstentions:

Absent:

Tony Grabow
PRESIDENT

ATTEST:

COUNTY OF SAN BERNARDINO)
STATE OF CALIFORNIA)

I, Amie R. Crowder, Secretary of the Board of Directors of the Running Springs Water District, do hereby certify that Resolution No. 02-24 was adopted at a regular meeting of the District held on the 20th day of March, 2024 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Amie R. Crowder
DISTRICT SECRETARY

DATED:

RESOLUTION NO. 03-24

RESOLUTION OF THE BOARD OF DIRECTORS OF THE RUNNING SPRINGS WATER DISTRICT DECLARING PURSUANT TO GOVERNMENT CODE SECTION 54221 THAT REAL PROPERTY OWNED BY THE RUNNING SPRINGS WATER DISTRICT AT APN 0328-091-71 LOCATED NEAR ALDER COURT IN RUNNING SPRINGS, CALIFORNIA IS EXEMPT SURPLUS LAND, AND FINDING THE FOREGOING CATEGORICALLY EXEMPT FROM CEQA REVIEW

WHEREAS, the Running Springs Water District (the “District”) is the owner in fee simple of that certain real property known as Assessor Parcel Number 0328-091-71, located near 30991 Alder Court (“Property”); and

WHEREAS, the Property is an unimproved 0.39 acre site which was no longer needed for any District purpose; and

WHEREAS, the District would like to move toward being able to dispose of the Property; and

WHEREAS, the Surplus Land Act, Government Code sections 54220 *et seq.* (as amended, the “Act”), applies when a local agency disposes of “surplus land,” as that term is defined in Government Code section 54221; and

WHEREAS, the Property is “surplus land” under the Act, because it is land owned in fee simple by the District for which the District’s Board of Directors will take formal action (in the form of adoption of this resolution) in a regular public meeting declaring that the Property is surplus and is not necessary for the District’s use; and

WHEREAS, pursuant to Government Code section 54221(f)(1)(B) the Property may be declared exempt surplus land if it is (i) less than one-half acre in area, and (ii) not contiguous to state or local agency property used for open-space or low- or moderate-income housing; and

WHEREAS, none of the characteristics listed under Government Code section 54221(f)(2) apply to the Property.

NOW, THEREFORE, BE IT RESOLVED that the Running Springs Water District’s Board of Directors hereby finds and declares that the Property is “exempt surplus land” as defined by the Act, because the Property is owned in fee simple by the District, fits within the definition of “exempt surplus land” as set forth in Government Code Section 54221(f)(1)(B) because it is less than one-half acre in area and is not contiguous to state or local agency property used for open-space or low- or moderate-income housing, and is not necessary for the District’s use.

BE IT FURTHER RESOLVED that this resolution supersedes and replaces Resolution No. 14-23 dated September 20, 2023.

BE IT FURTHER RESOLVED that this Resolution has been reviewed with respect to the applicability of the California Environmental Quality Act (Public Resources Code Section 21000 *et seq.*) (“CEQA”). District staff has determined that the mere designation of the Property as exempt surplus and authorization for the General Manager to comply with the Act do not have the potential for creating a significant effect on the environment and are therefore exempt from further review under CEQA pursuant to State CEQA Guidelines Section 15060(c)(3), because such actions do not

constitute a “project” as defined by the CEQA Guidelines, Section 15378. Adoption of the Resolution does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment. This Resolution does not constitute a binding commitment to any particular use of the Property. If and when any of the Property is sold to a purchaser, and that purchaser proposes a use for the Property that requires a discretionary permit and CEQA review, that future use and project will be analyzed at the appropriate time in accordance with CEQA.

BE IT FURTHER RESOLVED that the District hereby authorizes the General Manager or their designee to take all necessary actions to fully comply with the Act and carry out the District Board of Directors direction as set forth herein, including submittal to the California Department of Housing and Community Development for review and approval.

ADOPTED this 20th day of March 2024.

Ayes:
Noes:
Abstentions:
Absent:

ATTEST:

Secretary of the Board of Directors
Running Springs Water District

President, Board of Directors
Running Springs Water District

**RUNNING SPRINGS WATER DISTRICT
MEMORANDUM**

DATE: March 20, 2024

TO: Board of Directors

FROM: Ryan Gross, General Manager

THROUGH: Finance Committee

SUBJECT: CONSIDER COST OF LIVING ADJUSTMENT AND RATE ADJUSTMENTS FOR FISCAL YEAR ENDING 2025

RECOMMENDATION

It is recommended that the Board of Directors (BOD) consider:

1. Approving a four percent (4%) Cost of Living Adjustment (COLA) and associated wage scales for the fiscal year ending (FYE) 2025 will take effect June 25, 2025.
2. Authorizing staff to proceed with the Proposition 218 process for water and wastewater rate adjustments of three percent (3%) per year for five years.

BACKGROUND INFORMATION

The Finance Committee met on March 8, 2024 to discuss and develop recommendations for the proposed FYE 2025 COLA along with Water and Sewer rate adjustments for the next five years.

The FYE 2025 budget that was approved in June 2023 assumed a COLA of 4% for wages. The CPI-U for Riverside-San Bernardino-Ontario for the 12-month period from January 2023 to January 2024 was 2.9% (Refer to Attachment 1). The FYE 2025 wage scales including a proposed 4% COLA are included in Attachment 2. The Firefighter Union Local 5308 has a proposed new wage scale that will also be discussed.

The District does not currently have an approved rate adjustment for its water and wastewater rates for FYE 2025 through FYE 2029. The 2019 Water and Wastewater Rate Study (Study) completed by Raftelis recommended and the District implemented 3% annual revenue adjustments for the FYE 2019 through FYE 2024. Based on the analysis in the 2019 Raftelis Study and the cash flow situation projected for the next five years it is recommended to continue with the 3% revenue adjustments for water and sewer rates for the next five years. If approved by the BOD, a Proposition 218 process will be initiated in the coming months. A draft Proposition 218 notice is included in Attachment 3.

These proposed rate adjustments do not apply to Green Valley Lake customers. As a condition of the LAFCO annexation the Green Valley Lake sewer only customers existing sewer service rate of \$65.77 per month will remain until FYE 2028 at which time a rate study will be conducted to determine any proposed adjustments.

FISCAL INFORMATION

Assuming that the BOD approves the 4% COLA for all full-time positions, the resulting total change in base wages including expected merit increases would be an increase of approximately \$130,000 or 4.6% from FYE 2025. This includes the assumption that the vacant positions are filled.

These proposed rate adjustments do not apply to Green Valley Lake customers.

ATTACHMENTS

Attachment 1 – CPI-U

Attachment 2 – Proposed Wage Scales

Attachment 3 – Proposed Prop 218 Notice

CONSUMER PRICE INDEXES PACIFIC CITIES AND U. S. CITY AVERAGE January 2024

(All items indexes. 1982-84=100 unless otherwise noted. Not seasonally adjusted.)

MONTHLY DATA	All Urban Consumers (CPI-U)						Urban Wage Earners and Clerical Workers (CPI-W)					
	Indexes			Percent Change			Indexes			Percent Change		
				Year ending	1 Month ending					Year ending	1 Month ending	
	Jan 2023	Dec 2023	Jan 2024	Dec 2023	Jan 2024	Jan 2024	Jan 2023	Dec 2023	Jan 2024	Dec 2023	Jan 2024	Jan 2024
U. S. City Average.....	299.170	306.746	308.417	3.4	3.1	0.5	293.565	300.728	302.201	3.3	2.9	0.5
West.....	317.477	325.932	328.053	3.6	3.3	0.7	309.696	317.689	319.433	3.6	3.1	0.5
West – Size Class A ¹	327.337	335.308	337.095	3.7	3.0	0.5	316.889	323.863	325.172	3.5	2.6	0.4
West – Size Class B/C ²	184.717	190.095	191.586	3.5	3.7	0.8	185.843	191.462	192.783	3.6	3.7	0.7
Mountain ³	126.000	129.156	129.814	3.0	3.0	0.5	127.157	130.406	130.881	3.1	2.9	0.4
Pacific ³	122.406	125.743	126.632	3.8	3.5	0.7	123.379	126.574	127.357	3.7	3.2	0.6
Los Angeles-Long Beach-Anaheim, CA.....	318.591	323.456	326.640	3.5	2.5	1.0	307.694	311.427	313.743	3.0	2.0	0.7
BI-MONTHLY DATA (Published for odd months)	Indexes			Percent Change			Indexes			Percent Change		
				Year ending	2 Months ending					Year ending	2 Months ending	
	Jan 2023	Nov 2023	Jan 2024	Nov 2023	Jan 2024	Jan 2024	Jan 2023	Nov 2023	Jan 2024	Nov 2023	Jan 2024	Jan 2024
Riverside-San Bernardino-Ontario, CA ³	127.683	131.372	131.358	4.3	2.9	0.0	127.936	131.963	131.840	4.4	3.1	-0.1
San Diego-Carlsbad, CA.....	354.453	366.343	367.917	5.2	3.8	0.4	336.315	347.878	348.486	4.9	3.6	0.2
Urban Hawaii.....	320.790	331.428	333.172	3.6	3.9	0.5	320.135	330.577	332.335	3.8	3.8	0.5
BI-MONTHLY DATA (Published for even months)	Indexes			Percent Change			Indexes			Percent Change		
				Year ending	2 Months ending					Year ending	2 Months ending	
	Dec 2022	Oct 2023	Dec 2023	Oct 2023	Dec 2023	Dec 2023	Dec 2022	Oct 2023	Dec 2023	Oct 2023	Dec 2023	Dec 2023
Phoenix-Mesa-Scottsdale, AZ ⁴	175.019	181.391	179.733	2.9	2.7	-0.9	174.903	181.521	179.593	2.7	2.7	-1.1
San Francisco-Oakland-Hayward, CA.....	331.222	341.219	339.915	2.8	2.6	-0.4	326.465	337.698	335.597	2.5	2.8	-0.6
Seattle-Tacoma-Bellevue, WA.....	330.489	345.992	344.982	4.8	4.4	-0.3	324.906	340.263	338.852	4.4	4.3	-0.4
Urban Alaska.....	256.634	263.984	261.178	1.1	1.8	-1.1	255.001	261.285	258.598	0.1	1.4	-1.0

1 Population over 2,500,000 2 Population 2,500,000 and under, Dec 1996 = 100 3 Dec 2017=100 4 Dec 2001=100

NOTE: In January 2018, BLS introduced a new geographic area sample for the Consumer Price Index (CPI): www.bls.gov/regions/west/factsheet/2018cpirevisionwest.pdf

1967=100 base year indexes and tables with semiannual and annual average data are available at: www.bls.gov/regions/west/factsheet/consumer-price-index-data-tables.htm

Release date February 13, 2024. The next release date is scheduled for March 12, 2024. For questions, please contact us at BLInfoSF@bls.gov or (415) 625-2270.

RUNNING SPRINGS WATER DISTRICT ADMINISTRATION DIVISION FYE 2025 HOURLY WAGE SCHEDULE						
Exempt Positions						
CLASSIFICATION		A	B	STEP C	D	E
AS2	Hourly	\$47.96	\$49.16	\$50.38	\$51.65	\$52.94
Administration Supervisor,	Monthly	\$8,313	\$8,521	\$8,733	\$8,953	\$9,176
Board Secretary, Treasurer	Annual	\$99,757	\$102,253	\$104,790	\$107,432	\$110,115
AS1	Hourly	\$42.40	\$43.46	\$44.53	\$45.65	\$46.79
Administration Supervisor,	Monthly	\$7,349	\$7,533	\$7,719	\$7,913	\$8,110
Board Secretary, Treasurer	Annual	\$88,192	\$90,397	\$92,622	\$94,952	\$97,323
Non-Exempt Positions						
CLASSIFICATION		A	B	STEP C	D	E
A5	Hourly	\$33.40	\$34.24	\$35.09	\$35.96	\$36.86
Customer Account Specialist (Billing)	Monthly	\$5,789	\$5,935	\$6,082	\$6,233	\$6,389
Accounts Payable/Payroll Specialist	Annual	\$69,472	\$71,219	\$72,987	\$74,797	\$76,669
A4	Hourly	\$29.52	\$30.26	\$31.01	\$31.79	\$32.59
Customer Service Specialist	Monthly	\$5,117	\$5,245	\$5,375	\$5,510	\$5,649
Administrative Assistant	Annual	\$61,402	\$62,941	\$64,501	\$66,123	\$67,787
Accounts Payable/Payroll Specialist						
Customer Service Field Representative						
A3	Hourly	\$26.10	\$26.75	\$27.40	\$28.10	\$28.79
Customer Service Specialist	Monthly	\$4,524	\$4,637	\$4,749	\$4,871	\$4,990
Administrative Assistant	Annual	\$54,288	\$55,640	\$56,992	\$58,448	\$59,883
Accounts Payable/Payroll Specialist						
Customer Service Field Representative						
A2	Hourly	\$23.06	\$23.63	\$24.23	\$24.84	\$25.46
Customer Service Specialist	Monthly	\$3,997	\$4,096	\$4,200	\$4,306	\$4,413
Administrative Assistant	Annual	\$47,965	\$49,150	\$50,398	\$51,667	\$52,957
Customer Service Field Representative						
A1	Hourly	\$19.41	\$19.90	\$20.39	\$20.90	\$21.42
Administrative Assistant	Monthly	\$3,364	\$3,449	\$3,534	\$3,623	\$3,713
Customer Service Field Representative	Annual	\$40,373	\$41,392	\$42,411	\$43,472	\$44,554
Water Distribution Grade 1						
Collection System Maintenance Grade 1						
Cost of Living Adjustment (COLA):	4.00%					

RUNNING SPRINGS WATER DISTRICT						
WATER DIVISION						
FYE 2025 HOURLY WAGE SCHEDULE						
Non-Exempt Positions						
CLASSIFICATION*		STEP				
		A	B	C	D	E
LEAD OPERATOR	Hourly	\$42.20	\$43.26	\$44.35	\$45.45	\$46.58
Water Distribution Grade 3	Monthly	\$7,315	\$7,498	\$7,687	\$7,878	\$8,074
Water Treatment Grade 2	Annual	\$87,776	\$89,981	\$92,248	\$94,536	\$96,886
Collection System Maintenance Grade 1						
OPERATOR 3	Hourly	\$37.30	\$38.23	\$39.19	\$40.18	\$41.16
Water Distribution Grade 3	Monthly	\$6,465	\$6,627	\$6,793	\$6,965	\$7,134
Water Treatment Grade 2	Annual	\$77,584	\$79,518	\$81,515	\$83,574	\$85,613
OPERATOR 2	Hourly	\$32.23	\$33.03	\$33.85	\$34.69	\$35.57
Water Distribution Grade 2	Monthly	\$5,587	\$5,725	\$5,867	\$6,013	\$6,165
Water Treatment Grade 1	Annual	\$67,038	\$68,702	\$70,408	\$72,155	\$73,986
OPERATOR 1	Hourly	\$27.81	\$28.50	\$29.21	\$29.94	\$30.70
Water Distribution Grade 1	Monthly	\$4,820	\$4,940	\$5,063	\$5,190	\$5,321
Water Treatment Grade 1	Annual	\$57,845	\$59,280	\$60,757	\$62,275	\$63,856
OPERATOR IN TRAINING	Hourly	\$23.99	\$24.59	\$25.21	\$25.84	\$26.48
Entry Level / No Certification Required	Monthly	\$4,158	\$4,262	\$4,370	\$4,479	\$4,590
Customer Service Field Representative	Annual	\$49,899	\$51,147	\$52,437	\$53,747	\$55,078
Water Distribution Grade 1						
Collection System Maintenance Grade 1						
Cost of Living Adjustment (COLA):		4.0%				

RUNNING SPRINGS WATER DISTRICT						
COLLECTIONS DIVISION						
FYE 2025 HOURLY WAGE SCHEDULE						
Non-Exempt Positions						
CLASSIFICATION		STEP				
LEAD OPERATOR		A	B	C	D	E
Collection System Maintenance Grade 3	Hourly	\$42.20	\$43.26	\$44.35	\$45.45	\$46.58
Mechanical Technologist Grade 2	Monthly	\$7,315	\$7,498	\$7,687	\$7,878	\$8,074
Electrical/Instrumentation Grade 1	Annual	\$87,776	\$89,981	\$92,248	\$94,536	\$96,886
OPERATOR 3	Hourly	\$37.30	\$38.23	\$39.19	\$40.18	\$41.16
Collection System Maintenance Grade 3	Monthly	\$6,465	\$6,627	\$6,793	\$6,965	\$7,134
Mechanical Technologist Grade 1	Annual	\$77,584	\$79,518	\$81,515	\$83,574	\$85,613
OPERATOR 2	Hourly	\$32.23	\$33.03	\$33.85	\$34.69	\$35.57
Collection System Maintenance Grade 2	Monthly	\$5,587	\$5,725	\$5,867	\$6,013	\$6,165
Mechanical Technologist Grade 1	Annual	\$67,038	\$68,702	\$70,408	\$72,155	\$73,986
OPERATOR 1	Hourly	\$27.81	\$28.50	\$29.21	\$29.94	\$30.70
Collection System Maintenance Grade 1	Monthly	\$4,820	\$4,940	\$5,063	\$5,190	\$5,321
Mechanical Technologist Grade 1	Annual	\$57,845	\$59,280	\$60,757	\$62,275	\$63,856
OPERATOR IN TRAINING	Hourly	\$23.99	\$24.59	\$25.21	\$25.84	\$26.48
Entry Level / No Certification Required	Monthly	\$4,158	\$4,262	\$4,370	\$4,479	\$4,590
	Annual	\$49,899	\$51,147	\$52,437	\$53,747	\$55,078
Cost of Living Adjustment (COLA):		4.0%				

RUNNING SPRINGS WATER DISTRICT						
TREATMENT DIVISION						
FYE 2025 HOURLY WAGE SCHEDULE						
Exempt Positions						
CLASSIFICATION		A	B	STEP C	D	E
OPERATIONS MANAGER 3						
Grade 3 WWTP Operator	Hourly	\$74.47	\$76.33	\$78.24	\$80.19	\$83.77
Collection System Maintenance Grade 4	Monthly	\$12,908	\$13,231	\$13,562	\$13,900	\$14,520
Mechanical Technologist Grade 1	Annual	\$154,898	\$158,766	\$162,739	\$166,795	\$174,242
Water Distribution Grade 1						
Water Treatment Grade 1						
OPERATIONS MANAGER 2	Hourly	\$59.30	\$60.79	\$62.31	\$63.87	\$65.47
Grade 3 WWTP Operator	Monthly	\$10,279	\$10,537	\$10,800	\$11,071	\$11,348
Collection System Maintenance Grade 2	Annual	\$123,344	\$126,443	\$129,605	\$132,850	\$136,178
Mechanical Technologist Grade 1						
OPERATIONS MANAGER 1	Hourly	\$52.42	\$53.74	\$55.08	\$56.45	\$57.87
Grade 3 WWTP Operator	Monthly	\$9,086	\$9,315	\$9,547	\$9,785	\$10,031
Collection System Maintenance Grade 2	Annual	\$109,034	\$111,779	\$114,566	\$117,416	\$120,370
Mechanical Technologist Grade 1						
Non-Exempt Positions						
CLASSIFICATION*		A	B	STEP C	D	E
LEAD OPERATOR	Hourly	\$42.20	\$43.26	\$44.35	\$45.45	\$46.58
Grade 3 WWTP Operator	Monthly	\$7,315	\$7,498	\$7,687	\$7,878	\$8,074
Mechanical Technologist Grade 2	Annual	\$87,776	\$89,981	\$92,248	\$94,536	\$96,886
Collection System Maintenance Grade 1						
OPERATOR 3	Hourly	\$37.30	\$38.23	\$39.19	\$40.18	\$41.16
Grade 3 WWTP Operator	Monthly	\$6,465	\$6,627	\$6,793	\$6,965	\$7,134
Collection System Maintenance Grade 1	Annual	\$77,584	\$79,518	\$81,515	\$83,574	\$85,613
OPERATOR 2	Hourly	\$32.23	\$33.03	\$33.85	\$34.69	\$35.57
Grade 2 WWTP Operator	Monthly	\$5,587	\$5,725	\$5,867	\$6,013	\$6,165
Collection System Maintenance Grade 1	Annual	\$67,038	\$68,702	\$70,408	\$72,155	\$73,986
OPERATOR 1	Hourly	\$27.81	\$28.50	\$29.21	\$29.94	\$30.70
Grade 1 WWTP Operator	Monthly	\$4,820	\$4,940	\$5,063	\$5,190	\$5,321
Collection System Maintenance Grade 1	Annual	\$57,845	\$59,280	\$60,757	\$62,275	\$63,856
OPERATOR IN TRAINING	Hourly	\$23.99	\$24.59	\$25.21	\$25.84	\$26.48
Entry Level / No Certification Required	Monthly	\$4,158	\$4,262	\$4,370	\$4,479	\$4,590
	Annual	\$49,899	\$51,147	\$52,437	\$53,747	\$55,078
Cost of Living Adjustment (COLA):		4.0%				

FIRE DEPARTMENT						
FYE 2025 HOURLY WAGE SCHEDULE						
Exempt Positions						
CLASSIFICATION		STEP				
		A	B	C	D	E
CHIEF (40-hr Work Week)	Hourly	\$77.21	\$79.12	\$81.10	\$83.13	\$85.21
	Monthly	\$13,383	\$13,714	\$14,057	\$14,409	\$14,770
	Annual	\$160,597	\$164,570	\$168,688	\$172,910	\$177,237
		STEP				
		A	B	C	D	E
BATTALION CHIEF (40-hr Work Week)	Hourly	\$68.22	\$69.94	\$71.68	\$73.48	\$75.32
	Monthly	\$11,825	\$12,123	\$12,425	\$12,737	\$13,055
	Annual	\$141,898	\$145,475	\$149,094	\$152,838	\$156,666
Cost of Living Adjustment (COLA):		4.0%				
Yearly hours for 40 hour week =		2,080				

RUNNING SPRINGS WATER DISTRICT FIRE DEPARTMENT FYE 2025 HOURLY WAGE SCHEDULE Non-Exempt Positions													
CLASSIFICATION		STEP											
		A	A-1	B	B-1	C	C-1	D	D-1	E	E-1	F	F-1
CAPTAIN/PARAMEDIC (56 Hour Work Week)	Hourly	\$34.68	\$35.55	\$36.45	\$37.35	\$38.28	\$39.24	\$40.22	\$41.22	\$42.24	\$43.31	\$44.39	\$45.50
	Monthly	\$8,641	\$8,858	\$9,082	\$9,306	\$9,538	\$9,777	\$10,021	\$10,271	\$10,525	\$10,791	\$11,061	\$11,337
	Annual	\$103,693	\$106,295	\$108,986	\$111,677	\$114,457	\$117,328	\$120,258	\$123,248	\$126,298	\$129,497	\$132,726	\$136,045
ENGINEER/PARAMEDIC (56 Hour Work Week)	Hourly	\$31.17	\$31.95	\$32.75	\$33.56	\$34.40	\$35.26	\$36.16	\$37.07	\$38.00	\$38.96	\$39.93	\$40.92
	Monthly	\$7,767	\$7,961	\$8,160	\$8,362	\$8,571	\$8,786	\$9,010	\$9,237	\$9,468	\$9,708	\$9,949	\$10,196
	Annual	\$93,198	\$95,531	\$97,923	\$100,344	\$102,856	\$105,427	\$108,118	\$110,839	\$113,620	\$116,490	\$119,391	\$122,351
FIREFIGHTER/PARAMEDIC (56 Hour Work Week)	Hourly	\$28.63	\$29.33	\$30.08	\$30.80	\$31.56	\$32.38	\$33.18	\$34.01	\$34.86	\$35.72	\$36.62	\$37.55
	Monthly	\$7,134	\$7,308	\$7,495	\$7,674	\$7,864	\$8,068	\$8,267	\$8,474	\$8,686	\$8,900	\$9,124	\$9,356
	Annual	\$85,604	\$87,697	\$89,939	\$92,092	\$94,364	\$96,816	\$99,208	\$101,690	\$104,231	\$106,803	\$109,494	\$112,275
ADMINISTRATIVE ASSISTANT (40-hr Work Week)	Hourly	\$34.15	\$35.03	\$35.90	\$36.78	\$37.70	\$38.65	\$39.62	\$40.60	\$41.62	\$42.66	\$43.72	\$44.81
	Monthly	\$5,919	\$6,072	\$6,223	\$6,375	\$6,535	\$6,699	\$6,867	\$7,037	\$7,214	\$7,394	\$7,578	\$7,767
	Annual	\$71,032	\$72,862	\$74,672	\$76,502	\$78,416	\$80,392	\$82,410	\$84,448	\$86,570	\$88,733	\$90,938	\$93,205
Cost of Living Adjustment (COLA):		4.0%											
Yearly hours for 56 hour week = 2,990 (53 hours X 52 weeks plus 234 hours FLSA overtime (6 x 26 x 1.5 = 234))													
Yearly hours for 40 hour week = 2,080													

The Firefighter Union Local 5308 has a proposed new wage scale that will also be discussed.



RUNNING SPRINGS WATER DISTRICT

31242 Hilltop Boulevard • P.O. Box 2206
Running Springs, CA 92382

DRAFT FOR DISCUSSION PURPOSES ONLY

**NOTICE OF PUBLIC HEARING ON
PROPOSED WATER AND WASTEWATER RATE ADJUSTMENTS**

The Board of Directors of the Running Springs Water District (District or RSWD) will be holding a public hearing on June 19, 2024 at 9:00 a.m. at the District office, 31242 Hilltop Blvd., Running Springs to consider adjusting the rates of its water and wastewater service charges. If adopted, the rates will be in effect beginning July 1, 2024, and will be adjusted each July 1 thereafter through and including July 1, 2028.

REASONS FOR THE PROPOSED RATE ADJUSTMENTS

The District is committed to providing the highest quality water and wastewater services at the lowest possible rates for our customers. To meet this commitment, the District engaged an independent rate consultant to perform a water and wastewater rate study that evaluates the infrastructure, programs and operations and maintenance costs of the District's water and wastewater services and the rates necessary to recover the costs of those services. A cost of service and rate study demonstrates what it costs the District to provide these services and the appropriate rates to fairly and appropriately allocate the costs of providing them to our customers. The District's 2019 Rate Study, Cash Reserve Policy, Facilities Master Plans, as well as the fiscal years ending 2024 and 2025 District budgets were used as the basis upon which the proposed rates and charges were calculated. The rate adjustments were not the only measures used to generate a balanced budget. Other measures required to balance the budget included reductions in operating expenses where possible and deferral of nonessential activities and projects.

The results of the rate study demonstrate that adjustments in the water and wastewater rates are needed to recover increases in the costs of providing water and wastewater services. These costs include, among others, the costs of needed repairs and replacements of aging water and wastewater infrastructure, increased water purchase and electricity costs and the costs of developing additional local groundwater supplies.

PROPOSED RATES AND THE BASIS UPON WHICH THEY ARE CALCULATED

The proposed water rate structure has four customer classes - residential, commercial, schools, and irrigation and is comprised of three components; a fixed monthly base charge, a variable volumetric rate, and a fixed monthly private fire service water meter base charge. The base charge is determined on the basis of the size of the water meter serving a property (in inches) and is designed to recover a portion of the District's fixed costs of operating and maintaining the water system, such as billing and collection, and repair and replacement of infrastructure. The volumetric rate is the same for all customer classes and is imposed per unit of delivered water, with one unit equal to one cubic foot (cf) or 7.48 gallons. The volumetric rate is calculated to recover a portion of the District's fixed costs and its variable costs of purchasing and providing water service. The private fire service water meter base charge is only imposed on customers who have private fire suppression systems. It is designed to recover the proportionate share of the costs of sizing the water system necessary to provide private fire suppression service and the costs of managing and inspecting backflow prevention devices for these private systems.

The proposed wastewater rate structure has two customer classes; commercial and residential and is comprised of a fixed monthly wastewater base charge. The wastewater base charge is determined on a per equivalent dwelling unit (EDU) basis and is designed to recover a portion of the District's fixed costs of operating and maintaining the wastewater system.

Under the current wastewater rate structure there are two components - a fixed monthly wastewater base charge and a variable wastewater volumetric rate. The wastewater volumetric rate is proposed to be eliminated from the District's wastewater rate structure. As proposed under the new rate structure, the costs of repairing and replacing wastewater infrastructure will be recovered from the District's monthly wastewater base charge. The proposed water and wastewater rate adjustments are identified in the tables below.

CURRENT AND PROPOSED RESIDENTIAL, COMMERCIAL, AND IRRIGATION CUSTOMERS' MONTHLY WATER BASE CHARGE RATES (\$/METER SIZE)						
Meter Size	Current	7/1/2024	7/1/2025	7/1/2026	7/1/2027	7/1/2028
5/8" x 3/4"	\$38.49	\$39.64	\$40.83	\$42.06	\$43.32	\$44.62
1"	\$88.93	\$91.60	\$94.35	\$97.18	\$100.09	\$103.09
1 1/2"	\$172.99	\$178.18	\$183.53	\$189.03	\$194.70	\$200.54
2"	\$273.87	\$282.09	\$290.55	\$299.27	\$308.24	\$317.49
3"	\$542.88	\$559.17	\$575.94	\$593.22	\$611.02	\$629.35

CURRENT AND PROPOSED PRIVATE FIRE SERVICE WATER METER BASE CHARGE (\$/METER SIZE)						
Meter Size	Current	7/1/2024	7/1/2025	7/1/2026	7/1/2027	7/1/2028
1" and smaller	\$3.60	\$3.71	\$3.82	\$3.93	\$4.05	\$4.17
1 1/2"	\$6.07	\$6.25	\$6.44	\$6.63	\$6.83	\$7.04
2"	\$10.34	\$10.65	\$10.97	\$11.30	\$11.64	\$11.99
3"	\$25.63	\$26.40	\$27.19	\$28.01	\$28.85	\$29.71
4"	\$52.00	\$53.56	\$55.17	\$56.82	\$58.53	\$60.28
6"	\$146.66	\$151.06	\$155.59	\$160.26	\$165.07	\$170.02
8"	\$309.92	\$319.22	\$328.79	\$338.66	\$348.82	\$359.28

CURRENT AND PROPOSED WATER VOLUMETRIC RATES (\$/CF)*					
Current	7/1/2024	7/1/2025	7/1/2026	7/1/2027	7/1/2028
\$0.0544	\$0.0560	\$0.0577	\$0.0594	\$0.0612	\$0.0631

*One cubic foot (CF) = 7.48 gallons.

CURRENT AND PROPOSED RESIDENTIAL AND COMMERCIAL WASTEWATER RATES						
	Current	7/1/2024	7/1/2025	7/1/2026	7/1/2027	7/1/2028
Monthly Base Charge (\$/EDU)*	\$57.38	\$64.29	\$66.22	\$68.21	\$70.25	\$72.36
Wastewater Volumetric Rate (\$/CF)**	\$0.0112	\$0	\$0	\$0	\$0	\$0

*One EDU is the flow associated with a typical single-family dwelling.

The District purchases wholesale water from Crestline-Lake Arrowhead Water Agency (CLAWA) and Arrowbear Park County Water District (APCWD). These costs are recovered through the proposed water volumetric rate. In developing its rates, the District included projected increases in these wholesale water costs as part of its long-range financial plan. To ensure that there are sufficient revenues to provide water services to our customers, the District is also proposing to annually pass through to our customers: (1) any increases in the rates for wholesale water and any other charges that either CLAWA or APCWD imposes on the District that are greater than those projected in the District's long-range financial plan (each a "Pass Through Adjustment"). A Pass Through Adjustment will only impact the rates of the water volumetric rate set forth in the tables above. If approved by the Board of Directors, the District may implement a Pass Through Adjustment for either CLAWA or APCWD rate increases for a five-year period commencing July 1, 2024, and at any time through and including June 30, 2029. Provided, however, that: (1) any increase in the water volumetric rate described above as a result of any Pass Through Adjustment for either a CLAWA rate increase or a APCWD increase shall not exceed 8% per year; and (2) in no event shall the rates be increased as a result of a Pass Through Adjustment by more than the cost of providing water service. Prior to implementing any Pass Through Adjustment, the District will provide written notice to customers not less than 30 days prior to their effective date.

WHAT THIS MEANS TO OUR AVERAGE CUSTOMERS WATER & WASTEWATER BILL

If approved, after July 1, 2024, for an average District customer who uses 500 cubic feet (3,740 gallons) of water per month, the monthly impacts would be as follows:

CURRENT RATES & CHARGES (7/1/2023)		PROPOSED RATES & CHARGES (7/1/2024)	
Water Rates			
Monthly Water Base Charge	\$38.49	Monthly Water Base Charge	\$39.64
Monthly Water Volumetric Rate	\$27.20	Monthly Water Volumetric Rate	\$28.00
Total Monthly Water Charges:	\$65.69	Total Monthly Water Charges:	\$67.64
Wastewater Rates			
Monthly Wastewater Base Charge	\$57.38	Monthly Wastewater Base Charge	\$64.29
Monthly Wastewater Volumetric Rate	\$5.04	Monthly Wastewater Volumetric Rate	\$0
Total Monthly Wastewater Charges:	\$62.42	Total Monthly Wastewater Charges:	\$64.29
Total Monthly Water & Wastewater Charges			
Total <u>Current</u> Water & Wastewater Charges:	\$128.11	Total <u>Proposed</u> Water & Wastewater Charges:	\$131.93
			Total Proposed Monthly Adjustment:
			\$3.82

As you can see from the information in the table above, for an average use customer with a 3/4-inch water meter, **the proposed rate and fee adjustments for the fiscal year ending 2025 would result in a \$3.82 per month increase in the total bill for water and wastewater services.** The proposed rates and charges being considered for the fiscal years ending 2025-2029 are as indicated in the tables on Page 2.

These proposed wastewater rate adjustments do not apply to our Green Valley Lake customers.

PUBLIC HEARING

A public hearing to consider the proposed water and wastewater rates and charges will be held at a regular meeting of the Running Springs Water District Board of Directors on June 19, 2024 at 9:00 a.m. at the District office, 31242 Hilltop Blvd., Running Springs, CA, 92382. At the hearing, the RSWD Board of Directors will consider adoption of a resolution that adjusts the water and wastewater rates and charges as set forth in this notice. Any record owner of a parcel upon which the rates and charges are proposed for imposition, or any tenant directly responsible for the payment of water and/or wastewater service charges (i.e., a customer of record), may submit a written protest to the proposed rate adjustments; provided, however, only one protest will be counted per identified parcel. A valid protest must: (1) be in writing; (2) identify the specific rate increase or increases for which the protest is being submitted; (3) provide the location of the identified parcel (by service address or assessor’s parcel number) sufficient to identify the property where service is provided; and (4) provide the name and signature of the property owner of record as shown on the last equalized assessment roll used by the County of San Bernardino for assessing taxes, or the name and signature accompanied by written evidence that the signer is the owner if he or she is not identified as the owner of record on the last tax roll, or the name and signature of the tenant responsible for paying the water and/or wastewater bills for service. All valid written protests must be received by the District prior to close of the June 19, 2024 public hearing, which will occur when all public testimony on the proposed rates has been concluded. Any protest submitted by email or other electronic means will not be counted as a valid written protest. Written protests may be mailed, or personally delivered to:

Running Springs Water District
P.O. Box 2206, 31242 Hilltop Blvd.
Running Springs, CA 92382

Written protests may also be delivered at the public hearing. Please identify on the front of the envelope for any protest, whether mailed or submitted in person, that the enclosed letter is for the Public Hearing on Proposed Rate Increases.

The Board of Directors will consider all valid written protests timely submitted and hear and consider all public comments made at the public hearing. Oral comments at the public hearing will not qualify as formal protests unless accompanied by a written protest. At the conclusion of the public hearing, the Board of Directors will determine

whether to adopt the proposed rate increases and Pass Through Adjustments described in this notice. If, after the close of the public hearing, written protests against the proposed rate increases and Pass Through Adjustments as outlined above are not presented by a majority of the record owners and customers of record of the identified parcels upon which they are proposed to be imposed, the Board of Directors will be authorized to impose the rate adjustments and Pass Through Adjustments.

A WORD ABOUT YOUR WATER BILL

Please note that in the RSWD rate structure an important impact on your bill is the amount of water you use each day. As our customer, you may lower your bill by reducing the amount of water that you use. District staff is available to talk with you about your specific water conservation needs. Please feel free to contact us at (909) 867-2766 about your conservation needs or any questions you may have regarding the proposed rates.

NOTE: This notice was mailed using information contained on the last equalized assessment roll obtained from the County of San Bernardino. You may receive more than one copy if you own multiple properties or own property under more than one name. While District policy holds property owners responsible for payment of the Districts bills for water and/or wastewater, if the property in question is occupied by a tenant that you hold directly responsible for payment of the District's bills for water and/or wastewater service, please forward this notice to that tenant.

RUNNING SPRINGS WATER DISTRICT**MEMORANDUM**

DATE: March 20, 2024

TO: Board of Directors

FROM: Trevor Miller, Operations Manager
Ryan Gross, General Manager

SUBJECT: CONSIDER AUTHORIZING WASTEWATER DEPARTMENT
EXPENDITURE

RECOMMENDED BOARD ACTION

Consider authorizing staff to proceed with an expenditure for the Wastewater Treatment Plant (WWTP) MBR 2 Blower Preventative Maintenance Service with HTURBO Inc. for \$7,360.

REASON FOR RECOMMEND

This item is to prevent a failure of the WWTP MBR 2 blower Variable Frequency Drive and / or the Variable Frequency Drive (VFD)

BACKGROUND INFORMATION

The WWTP MBR 2 Blower provides the cleaning aeration for the membranes in MBR 2. Without the air the membranes cannot perform as designed. Over the last 14.5 years, similar versions of this service have been performed 2 other times on this blower. The service this time is a little more involved. Similarly to the last 2 services the capacitors in the VFD will be replaced, but due to the age of the blower additional equipment needs to be replaced. The additional equipment that is being replaced is the computer that controls the VFD and the onboard control screen for the computer.

This service will extend the useful life of the blower another 5 years and maintain the equipment's reliability.

FISCAL INFORMATION

The total cost for the MBR 2 Blower Preventative Maintenance Service will be \$7,360. If approved, the funding source for these expenditures would be from the Wastewater Capital Improvement Reserve Fund which has a balance of \$2,874,200 as of February 29, 2024

ATTACHMENTS

Attachment 1 – Quotes



QUOTATION

HTURBO INC
4248 DREXEL AVENUE,
AURORA, IL 60504 U.S.A
Phone: +1.630.338.9706

Quote To.: Running springs water district
30480 fredalba road
Running springs, CA 92382
Phone: 909-867-3689
Attn: Mr. Trevo Miller

Quotation No. HT-Q-24-03-12A
Date March. 12th , 2024

Quotation Comment.
VFD P.M.S

Project	#1 Turbo blower VFD Planned Maintenance Service					
NO	Item Description	Unit Price	Q'ty	Ext. Cost	Due Date	Stock status
1	SCR MODULE	\$ 397.00	1	\$ 397.00	90 days	
2	Driving control circuit board (DRV-U)	\$ 327.00	1	\$ 327.00		
3	Driving control circuit board (3KL)	\$ 377.00	1	\$ 377.00		
4	Capacitors	\$ 197.00	4	\$ 788.00		
5	Controller tube and fittings	\$ 397.00	1	\$ 397.00		
6	HMI	\$ 1,599.00	1	\$ 1,599.00		
7	Daily service fee	\$ 950.00	2	\$ 1,900.00		
8	Travel accomodations	\$ 1,575.00	1	\$ 1,575.00		

Sub Total : \$ 7,360.00

Tax : _____

Total Amount : \$ 7,360.00

We are pleased to quote you as listed above statements.
If you have any question, please do not hesitate to contact me.
Sincerely yours,

David Choe
david@hturboinc.com

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: March 20, 2024

TO: Board of Directors

FROM: Andy Grzywa, Fire Chief
Ryan Gross, General Manager

SUBJECT: CONSIDER AUTHORIZING BATHROOM REPAIR FOR FIRE STATION 50

RECOMMENDED BOARD ACTION

It is recommended that the Board of Directors consider authorizing the necessary bathroom repair work at Fire Station 50.

REASON FOR RECOMMENDATION

The bathroom at Fire Station 50 is in need of repair to make it usable.

FINANCIAL INFORMATION

Quotes to be provided at Board Meeting.