



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, 2019
RE: REGULAR BOARD MEETING FROM: BOARD SECRETARY

The date for the regularly scheduled board meeting was changed from 9:00 a.m. on March 20, 2019 to 9:00 a.m. on March 21, 2019 and therefore the meeting was adjourned to that later date.

The Regular Meeting of the Board of Directors of the Running Springs Water District has been adjourned to Thursday, March 21, 2019, at the hour of 9:00 A.M. at the District Office located at 31242 Hilltop Boulevard, Running Springs, California. This agenda was posted prior to 5:00pm on March 15, 2019 at the Running Springs Water District Office and Website.

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 Joan C. Eaton, 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
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are expected to be routine and non-controversial and will be acted on at one time without discussion unless an item is withdrawn by a Board Member for questions or discussion.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. 02-19, Fixing and Levying Fire Suppression Availability Charges for Fiscal Year 2019-2020 **Page 21**
- D. Consider Adopting Resolution No. 03-19, Fixing Sewer Standby or Availability Charges for Fiscal Year 2019-2020 **Page 22**
- E. Consider Adopting Resolution No. 04-19, Fixing Water Standby or Availability Charges for Fiscal Year 2019-2020 **Page 24**
- F. Consider Adopting Resolution No. 05-19, Amending and Adopting Local Guidelines for Implementing the California Environmental Quality Act **Page 26**
- G. Consider Declaring Certain Equipment as Surplus and Authorize Staff to Dispose of Property **Page 29**
- H. Consider Granting the Running Springs Area Chamber of Commerce Permission to Utilize the Running Springs Water District's Downtown Property for their 2019 Events **Page 34**

- 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 Providing Any Additional Direction to Staff in Preparation for Fiscal Year 2019-2020 and 2020-2021 Budgets (Presenter: Ryan Gross, General Manager) **Page 37**
 - B. Consider Authorizing Purchase of Pumps for Sewer Lift Stations (Presenter: Trevor Miller, Wastewater Supervisor) **Page 38**

- 5. Information Items – The following information items do not require any action by the Board of Directors and are for informational purposes only.
 - A. Update on Property Annexations **N/A**
 - B. Draft Rate Study Report Update **N/A**
 - C. Water Production & Precipitation Report **Page 44**

- 6. General Manager's Report
- 7. Report from Legal Counsel
- 8. Board Member Comments/Meetings
- 9. Meeting Adjournment

Upcoming Meetings: Regular Board Meeting, April 17, 2019 at 9:00 am

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: March 21, 2019
TO: Board of Directors
FROM: 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 January 22, 2019.

ATTACHMENTS

Attachment 1 – Draft Meeting Minutes

MINUTES – January 22, 2019
PAGE 1 OF 5

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF DIRECTORS RUNNING SPRINGS WATER DISTRICT
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA
JANUARY 22, 2019**

The date for the regularly scheduled board meeting was changed from 9:00 a.m. on January 16, 2019 to 9:00 a.m. on January 22, 2019 and therefore the meeting was adjourned to that later date. The Regular Meeting of the Board of Directors of the Running Springs Water District was held on Tuesday, January 22, 2019 at the hour of 9:00 A.M. at the District office located at 31242 Hilltop Boulevard, Running Springs, California.

The following Directors were present:
Errol Mackzum, Vice-President
Mike Terry, Director
Bill Conrad, Director

Director Mark Acciani arrived at 9:33 A.M.

President Tony Grabow was absent

Also present were the following:
Ryan Gross, General Manager
Joan C. Eaton, Board Secretary/Treasurer/Administration Supervisor
Mike Vasquez, Fire Department Battalion Chief
George Corley, Fire Department Chief
Trevor Miller, Wastewater Treatment Division Supervisor
Randy Bobroff, Water Division Supervisor
Mike Riddell, Legal Counsel, Best, Best & Krieger
Steve Gagnon, Raftelis Financial Consulting, Inc.

Visitors Present:
Rita and Paul Bender, Running Springs Residents

MEETING MINUTES

AGENDA ITEMS

1. Call Meeting to Order and Pledge of Allegiance

The meeting was called to order at 9:00 A.M. by Vice-President Mackzum and Director Terry led the assembly in the pledge of allegiance to the flag.

2. Recognize and Hear From Visitors/Public Comment

Paul and Rita Bender were introduced for the record and they asked the Board to approve Action Item 4.C., Customer Opt-Out Policy for the Automatic Meter Reading (AMR) Technology Upgrade Program. Paul and Rita Bender were then excused from the meeting.

3. Approval of Consent Items

A. Approve December 19, 2018 Regular Board Meeting Minutes

B. Ratify December 2018 Expenditures

Upon motion by Director Terry, second by Director Conrad and carried by a 3 to 0 vote, the Consent Items were approved.

4. Action Items

A. Consider Providing Direction to Staff and Consultant on Draft 2019 Rate Study

Steve Gagnon with Raftelis Financial Consultants, Inc. presented the draft 2019 District Water, Wastewater, Fire and Ambulance Financial Plans and proposed Water/Wastewater Rates and Capacity Fees. The presentation incorporated four steps of conducting a rate study beginning with the rate setting framework, financial plan, cost of service/rate design and final rate adoption. Mr. Gagnon reported on Proposition 218 and setting water and wastewater rates that he said are rising across the country due to infrastructure age replacement. The Raftelis presentation also included District financial health, wastewater rates based on both fixed charge and volumetric derivation and monthly customer bill impacts.

The Board took a break from 11:04 A.M. to 11:13 A.M.

Discussion continued that included water and wastewater revenue adjustment options and Proposition 218 public outreach with Manager Gross saying the CSA-79 considerations will be put on hold for now.

Upon motion by Director Conrad, second by Director Terry and carried by a 4 to 0 vote, Directing District Staff to Proceed with the Proposition 218 Hearing for a 3% annual increase in water and sewer rates for each of the next five years, was approved.

The Proposition 218 Hearing will be conducted at the June 19, 2019 Board Meeting and Manager Gross confirmed that the Fiscal Year 2019/2020 District Budgets will include a 3% increase effective July 1, 2019.

Mr. Gagnon then presented the Fire and Ambulance Financial Plan Assumptions and discussion continued.

Steve Gagnon was excused from the meeting.

B. Consider Authorizing Emergency Roof Repair at Wastewater Treatment Plant

Manager Gross reported on the Wastewater Treatment Plant building emergency roof repair saying the District received three contractor bids for the project with the low bid received from Kurt Norlander Roofing for \$7,800.

Upon **motion** by Director Conrad, **second** by Director Acciani and **carried by a 4 to 0 vote**, Awarding a Construction Contract for the Wastewater Treatment Plant Roof Improvements Project to Kurt Norlander Roofing for their low bid of \$7,800, Authorize the General Manager to Execute the Contract and Approve Change Orders as Needed for the Project Not to Exceed 15% of the Original Construction Contract Amount, was Approved.

C. Consider a Customer Opt-Out Policy for Automatic Meter Reading (AMR) Technology Upgrade Program

The District received a customer request to opt-out of the Automatic Meter Reading (AMR) technology upgrade project which was approved on a case by case basis by the Board of Directors on November 14, 2018. The proposed AMR Program Opt-Out Policy was further discussed with Manager Gross confirming there will be a \$17.50 charge each time an operator has to physically read the meter that would cover associated Administrative and staff costs. District staff will verify and reconcile the water meter readings every six months.

Upon **motion** by Director Conrad, **second** by Director Terry and **carried by a 4 to 0 vote**, a Customer Opt-Out Policy for Automatic Meter Reading (AMR) Technology Upgrade Program, was approved.

D. Consider Approving Resolution No. 01-19, Adopting a Revised District Credit Card Policy

Supervisor Eaton reported on the District Credit Card Policy that allows staff members to make purchases in the best interest of the District. Resolution No. 01-19 revises the policy to correct position titles for District issued cards.

Upon **motion** by Director Terry, **second** by Director Acciani and **carried by a 4 to 0 vote**, RESOLUTION NO. 01-19, REVISED CREDIT CARD POLICY, was adopted. (Resolution No. 01-19 is on file in the District office)

E. Consider Authorizing the Board President, General Manager and Administration Supervisor to Sign Checks for District Business

Supervisor Eaton said the transition from First Mountain to First Foundation Bank, requires revised documentation to assign District powers regarding banking functions.

District staff proposed authorizing the Board President, General Manager and Administration Supervisor to sign checks for District business. District policy currently requires two signatures for checks totaling \$5,000 or more with Vice-President Mackzum suggesting the amount be increased to \$10,000. The revised documentation will be generated and presented at the February 20, 2019 Regular Board meeting.

Upon motion by Director Terry, second by Director Conrad and carried by a 4 to 0 vote, Authorizing the Board President Tony Grabow, General Manager Ryan Gross and Administration Supervisor Joan C. Eaton, to sign checks for District business and to increase the two signature check requirement from \$5,000 to \$10,000, was approved.

5. Information Items

A. Quarterly Budget/Financial Update

Manager Gross reported on the Quarterly Budget Report and Financial Summary that compares the current year to prior year summary statement of net position, changes in net position and liquidity ratios. Discussion continued that included the operating and debt reserves and CIP accounts with Manager Gross saying the Ambulance and Fire Department Budget report includes revenue received for reimbursed outside fire department assignments that were not budgeted.

B. Quarterly Investment Report

Manager Gross referred to the District Investment Policy and the Local Agency Investment Fund Remittance Advice stating the earnings for the quarter ending December 31, 2018 was \$15,705.79 or 2.4%.

C. Water Production and Precipitation Report

Manager Gross presented the Water Production and Precipitation Report stating the District recorded over ten (10) inches of recent precipitation and discussion continued that included the upstream users and peaking factors.

6. General Manager's Report

Manager Gross reported on the Local Agency Formation Commission (LAFCO) hearing on January 16, 2019 regarding the proposed Pali Mountain Camp Property annexation. The LAFCO commissioners voted 4 to 3 to not include Fire Service in the Pali Mountain annexation and the Fire Service that will not be detached from the County. Manager Gross confirmed that Pali Mountain is still inside the District Ambulance service area and Chief Corley said the Running Springs Fire Department will continue to respond to calls at Pali Mountain Camp.

The Personnel Committee met on January 18, 2019 and discussed the upcoming cost of living adjustments (COLA), organization succession planning, restructuring of division salary schedules, position titles and an early warning retirement notification incentive for District employees.

7. Report From Legal Counsel

Attorney Riddell reported on the Water Shutoff Protection Act Senate Bill SB998 that will be implemented on April 1, 2020. Under the Act, a water system must adopt a written policy on discontinuation of water service for nonpayment and make it available on the water system’s website. The bill imposes additional protection for customers who are not able to pay their water bills. Attorney Riddell also reported on the State Water Resources Control Board who is proposing legislation that would increase benefits for low income customers who are not able to pay for water.

8. Board Member Comments/Meetings

Supervisor Eaton asked that we pay respect to the memory of Isaiah Hall, Wastewater Collection Supervisor who passed away on December 20, 2018.

9. Meeting Adjournment

The meeting was adjourned at 12:22 P.M. in the name of Isaiah Hall by Vice-President Mackzum.

Respectfully Submitted,

President, Board of Directors
Running Springs Water District

Secretary of the Board of Directors
Running Springs Water District

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: March 21, 2019
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 January and February 2019 expenditures.

A copy of the District's Cash Reserve Fund Summary as of February 28, 2019, the Pooled Cash Balance History and Fire Department Operating Reserve Fund Surplus/Shortfall 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.

FISCAL INFORMATION

Refer to attachments.

ATTACHMENTS

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

Running Springs Water District

Accounts Payable Checks

January 2019

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
2 Hot Uniforms inc	Uniforms Cody Snow	01/25/19	198.79	102889	198.79
Action Automotive Repair Inc	Tires, Mount and balance	01/08/19	1,099.19	102786	1,099.19
Airgas Inc.	Large Helium	01/09/19	47.60	102801	47.60
Albert A. Webb Associates	NOB Hill Improvements	01/11/19	4,873.50	102822	4,873.50
American Family Life Assurance Company of Colum	Additional Insurance Premiums December 2018	01/08/19	714.66	102787	714.66
Ameripride Services, Inc	Cleaning Supplies December 2018	01/08/19	287.40	102788	287.40
Arrowbear Park County Water District	Purchased Water December 2018	01/09/19	3,118.78	102809	3,118.78
Bacon/Wagner Excavating, Inc.	Bio Solids Hauling	01/23/19	800.00	102871	800.00
Best, Best & Krieger LLP	Legal Services December 2018	01/23/19	1,717.09	102872	1,717.09
Billie Hall	January Medical Deduction Reimbursement	01/23/19	434.51	102873	434.51
BURR Group Inc.	Trash Service December 2018	01/09/19	69.04	102802	580.59
	Trash Service and Loads December 2018	01/09/19	330.16	102802	
	Trash Service December 2018	01/09/19	181.39	102802	
CalPERS	Health Insurance Premiums January 2019	01/03/19	18,188.47	DFT0000872	18,188.47
	Replacement Benefit Contribution	01/03/19	10,583.88	DFT0000873	10,583.88
	Employ Contribu Classic/Prepra 12/31/18	01/08/19	28,795.87	DFT0000874	28,795.87
	Employ Contribu Classic/Prepra 1/14/19	01/18/19	25,684.47	DFT0000879	25,684.47
Canon	Monthly Service Fee/Usage January 2019	01/23/19	573.43	102874	573.43
Charter Communitcations	Telephone and Internet January 2019	01/11/19	583.30	102823	583.30
	Telephone and Internet Jan-Feb 19	01/17/19	193.19	102849	323.15
	Telephone and Internet Jan-Feb 2019	01/17/19	129.96	102849	
Citibank, N.A.	Miscellaneous Supplies and Parts	01/11/19	133.70	102824	397.33
	Home Depot supplies	01/11/19	263.63	102824	
	Office Supplies Dec 18-Jan 19	01/23/19	289.60	102875	289.60
Clinical Laboratory of San Bernardino	Water Samples December 2018	01/17/19	1,746.00	102850	2,640.00
	Wastewater Samples December 2018	01/17/19	894.00	102850	
ConFire JPA	Dispatch and Radio Fees Jan-Mar 2019	01/09/19	12,871.42	102810	12,871.42
County of San Bernardino	Monthly Parcel Map Revisions January 2019	01/11/19	2.00	102825	2.00
	T1800966 Encina Way Permit	01/11/19	66.00	102826	66.00
	Lien Release	01/11/19	8.00	102827	8.00
	Radio Labor Services and Materials and Parts	01/17/19	1,242.04	102851	1,242.04
	Lien Release	01/25/19	8.00	102890	8.00
Crestline-Lake Arrowhead Water Agency	Purchased water January 2019	01/09/19	8,731.19	102811	8,731.19
Cypress Ancillary Benefits	Dental Insurance Premiums Jan 2019	01/08/19	1,128.71	102789	1,128.71
Dixi Willemse	Reimbursement Claim	01/11/19	399.40	102828	399.40
	Reimbursement Claim	01/17/19	46.87	102852	46.87
Donald G. Rice	Truck Repair	01/17/19	590.16	102853	590.16
Federal Express Corporation	Shipping Charges Dec 2018	01/17/19	109.93	102854	109.93
Fire Apparatus Solutions	Shock, Gab/FSV	01/17/19	96.71	102855	96.71
Fire Fighters Association	FFAD Association Fees January 2019	01/17/19	420.00	102856	420.00
Frontier Communications	Telephone and Internet January 2019	01/09/19	145.57	102803	424.20
	Telephone Dec 18-Jan 19	01/09/19	55.63	102803	
	Telephone Dec 18-Jan 19	01/09/19	55.75	102803	
	Telephone Dec 18-Jan 19	01/09/19	55.75	102803	
	Telephone Dec 18- Jan 19	01/09/19	55.75	102803	

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Frontier Communications	Telephone January 2019	01/09/19	55.75	102803	424.20
	Telephone January 2019	01/11/19	54.17	102829	54.17
	Telephone Jan-Feb 2019	01/17/19	54.16	102857	54.16
	Telephone Jan-Feb 19	01/23/19	74.01	102876	195.57
	Telephone Jan-Feb 19	01/23/19	121.56	102876	
Galls, LLC	Streetguard Glove Kevlar	01/23/19	42.52	102877	42.52
GM Excavating, INC.	Hazard abatement	01/11/19	1,425.00	102830	3,903.00
	Hazard Abatement fees	01/11/19	2,478.00	102830	
HD Supply Facilities Maintenance LTD	Glass Fiber Filter	01/11/19	87.83	102831	87.83
	Filter papers	01/17/19	356.16	102858	356.16
Healthnet	Ambulance Refund	01/23/19	2,197.40	102878	2,197.40
Inland Bobcat, Inc.	Parts	01/11/19	85.71	102832	85.71
Inland Desert Security & Communications	Answering Service December 18	01/17/19	129.30	102859	129.30
Inland Water Works Supply Company	Brass Nipple various sizes	01/09/19	36.90	102812	36.90
Joan Eaton	Reimbursement Claim	01/17/19	557.41	102860	780.64
	Reimbursement Claim	01/17/19	223.23	102860	
Kaiser Permanente	Ambulance Refund	01/17/19	1,847.72	102861	1,847.72
Kent Jenkins	Reimbursement Claim	01/11/19	3,398.95	102833	3,398.95
Lake Arrowhead Construction Inc	Load and Transport Broken Asphalt	01/25/19	875.00	102891	875.00
Life-Assist, Inc	Ambulance supplies	01/08/19	877.95	102790	877.95
	Ambulance supplies	01/09/19	101.84	102813	101.84
	Ambulance Supplies	01/11/19	277.03	102834	277.03
	Ambulance Supplies	01/17/19	101.84	102862	101.84
	Ambulance Supplies	01/23/19	-101.84	102879	821.94
	Ambulance Supplies	01/23/19	923.78	102879	
Linda Mayfield	Reimbursement Claim	01/08/19	788.30	102791	788.30
	Reimbursement Claim	01/23/19	772.00	102880	772.00
MCI	Long Distance December 2018	01/09/19	49.49	102804	49.49
McMaster-Carr Supply Company	Panel Light and Toggle Switch	01/09/19	57.94	102805	87.67
	Toggle Switch	01/09/19	29.73	102805	
	Large Cell Battery Rechargeable	01/11/19	48.53	102835	48.53
Metropolitan Life Insurance Company	Vision Insurance Premiums January 2019	01/08/19	181.96	102792	181.96
Myers-Stevens & Toohey Co. Inc	Disability Insurance Premiums January 2019	01/08/19	220.00	102793	220.00
NAPA Auto Parts	Miscellaneous Parts and Supplies	01/09/19	568.34	102814	568.34
	Miscellaneous Parts and Supplies	01/11/19	471.99	102836	471.99
Nick Nikas	Reimbursement Claim	01/09/19	446.40	102815	446.40
Nuckles Oil Company, Inc	Red dye for WWTP diesel tank	01/17/19	2,859.83	102863	3,095.40
	Polar Power	01/17/19	235.57	102863	
Obe & Sons Inc	Emergency Purchase- Heater Replacement ST51	01/17/19	2,225.00	102864	2,225.00
One Stop Landscape Supply	July 2018 to December 2018 biosolids disposal	01/08/19	1,264.80	102794	1,264.80
Ovivo USA, LLC	Polymer for MBR cold weather performance	01/23/19	5,539.21	102881	5,539.21
Petty Cash	Community Relations and Postage Dues	01/17/19	123.26	102865	123.26
Polydyne Inc.	Blanket PO for Polydyne	01/08/19	1,405.17	102795	1,405.17
Rafetlis	Water and Wastewater Study Services	01/23/19	12,701.91	102882	12,701.91
Redlands Community Hospital	Ambulance Refund.	01/23/19	414.79	102883	414.79
	Ambulance Refund	01/25/19	2,475.68	102892	2,475.68
Reliance Standard Life Insurance Company	Life Insurance Premiums Jan 2019	01/08/19	1,130.64	102796	1,130.64
Rim Forest Lumber Company, Inc.	Hi-Strength Epoxy	01/09/19	25.85	102816	25.85
Rocio Silva	Janitorial Services for December 2018	01/08/19	485.00	102797	485.00
Roger E. Fox, M.D.	Dot Exam	01/11/19	50.00	102837	50.00

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Rogers Anderson Malody & Scott LLP	Consultant Fees November 2018	01/08/19	14,889.44	102798	14,889.44
	Consultant fees for November 2018	01/11/19	4,857.22	102838	5,741.72
	Consultant Fees for December 2018	01/11/19	884.50	102838	
Running Springs Area Chamber of Commerce	RS Chamber membership	01/08/19	125.00	102799	125.00
Sacramento Metropolitan Fire District	GEMT Cost per Transport	01/25/19	671.45	102893	671.45
Safe-Entry	Gas Tech + Calibration Gas	01/08/19	720.14	102800	720.14
	Gas Tech + Calibration Gas	01/17/19	241.95	102866	241.95
Southern California Edison Company	Electricity December 2018	01/09/19	26.74	102806	10,971.29
	Electricity December 2018	01/09/19	168.85	102806	
	Electricity December 2018	01/09/19	294.71	102806	
	Electricity December 2018	01/09/19	129.47	102806	
	Electricity December 2018	01/09/19	195.63	102806	
	Electricity December 2018	01/09/19	93.31	102806	
	Electricity December 2018	01/09/19	1,059.89	102806	
	Electricity December 2018	01/09/19	368.83	102806	
	Electricity December 2018	01/09/19	112.24	102806	
	Electricity December 2018	01/09/19	245.15	102806	
	Electricity December 2018	01/09/19	38.96	102806	
	Electricity December 2018	01/09/19	288.41	102806	
	Electricity December 2018	01/09/19	497.11	102806	
	Electricity December 2018	01/09/19	7,451.99	102806	
	Electricity December 2018	01/09/19	413.52	102817	3,451.07
	Electricity December 2018	01/09/19	49.63	102817	
	Electricity December 2018	01/09/19	271.89	102817	
	Electricity December 2018	01/09/19	363.21	102817	
	Electricity December 2018	01/09/19	1,227.65	102817	
	Electricity December 2018	01/09/19	388.30	102817	
	Electricity December 2018	01/09/19	98.69	102817	
	Electricity Dec 2018	01/09/19	126.44	102817	
	Electricity December 2018	01/09/19	185.03	102817	
	Electricity December 2018	01/09/19	326.71	102817	
	Electricity December 2018	01/11/19	178.67	102839	743.35
	Electricity December 2018	01/11/19	10.84	102839	
	Electricity December 2018	01/11/19	100.14	102839	
	Electricity December 2018	01/11/19	453.70	102839	
Southern California Gas Company	Gas Usage December 2018	01/11/19	395.75	102840	788.93
	Gas Usage December 2018	01/11/19	393.18	102840	
	Gas Usage December 2018	01/17/19	344.91	102867	895.10
	Gas Usage December 2018	01/17/19	531.67	102867	
	Gas Usage December 2018	01/17/19	18.52	102867	
State of California - State Water Resource Control	Water Treatment Certification Renewal	01/25/19	60.00	102894	60.00
State Water Resources Control Board	Water Systems Fees July 18-June 19	01/09/19	12,769.00	102818	12,769.00
Terminix International Company LP	Pest Control- Treatment Plant	01/09/19	47.00	102807	47.00
Tina M. Taylor	Power Source Membership	01/11/19	1,570.00	102841	1,570.00
Trevor Miller	Reimbursement Claim	01/11/19	49.55	102842	49.55
Underground Service Alert of Southern California	New Tickets and Maintenance Fee January 2019	01/09/19	24.85	102819	24.85
University of Southern California	Member renewal	01/17/19	143.00	102868	143.00
US Postal Service	Permit #14 Postage	01/23/19	3,000.00	102884	3,000.00
Verizon Wireless Services LLC	Cell phone billing December 2018	01/11/19	405.42	102843	405.42
Village Hardware	Miscellaneous Parts and Supplies	01/23/19	329.48	102885	329.48

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Visa	Eaton- Condolence Flowers and Employ Lunch Gift	01/09/19	854.04	102808	2,215.09
	Suction hoses for MBR cleaning	01/09/19	984.20	102808	
	Station Supplies	01/09/19	376.85	102808	
	Bobroff-Cert Renw and Misc Tools,	01/11/19	477.62	102844	2,941.47
	Truck repair	01/11/19	1,191.30	102844	
	Corley- Int & Late fee- Visa waving in Feb 19	01/11/19	31.20	102844	
	Ellsberry- Int and late fee- Visa waive in Feb 19	01/11/19	61.30	102844	
	Vasquez- Mircrosoft Office for Ipad	01/11/19	74.02	102844	
	Bed for Station 50	01/11/19	1,106.03	102844	
Vyanet Operating Group	Security/Monitoring Feb-April 2019	01/11/19	135.80	102845	135.80
WestNet	Station 50 First in Alert Smart Station	01/11/19	6,839.14	102846	34,195.69
	Station 50 First in Alert Smart Station	01/11/19	6,839.14	102846	
	Station 50 First in Alert Smart Station	01/11/19	17,097.87	102846	
	Station 50 First in Alert Smart Station	01/11/19	3,419.54	102846	
York Risk Services Group, Inc	Wrkers Comp Admin Fees December 18	01/09/19	112.00	102820	112.00
Zenner Performance Meter, Inc	GPS install and radios	01/17/19	3,752.53	102869	3,752.53
Zoll Medical Corporation GPO	Zoll Preventive Maintenance Contract	01/23/19	765.00	102886	765.00

Totals

Payment Type	Payable Count	Payment Count	Payment
Regular Checks	158	103	197,375.89
Manual Checks	0	0	0.00
Voided Checks	0	2	-17,365.12
Bank Drafts	4	4	83,252.69
EFT's	0	0	0.00
Totals	162	109	263,263.46

Running Springs Water District

Accounts Payable Checks

Febuary 2019

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Action Automotive Repair Inc	Shackle Kit	02/04/19	333.61	102898	333.61
Airgas Inc.	Large Helium	02/11/19	47.60	102927	47.60
Albert A. Webb Associates	Nob Hill Improvements -Design West Engineering	02/11/19	7,590.00	102928	7,590.00
American Family Life Assurance Company of Colun	Additional Insurance Premiums January 2019	02/04/19	367.50	102899	367.50
Ameripride Services, Inc	Cleaning Supplies January 2019	02/11/19	359.25	102929	359.25
Ariens Specialty Brands LLC	Uniform Allowance - Jenkins	02/11/19	240.95	102930	240.95
Arrowbear Park County Water District	Purchased Water Dec 18-Jan 19	02/04/19	2,857.78	102900	2,857.78
Bacon/Wagner Excavating, Inc.	Bio Solids Hauling	02/04/19	800.00	102901	800.00
	Bio Solids Hauling	02/25/19	800.00	102972	800.00
Best, Best & Krieger LLP	Legal Services January 2019	02/25/19	3,257.63	102973	3,257.63
Billie Hall	Aflac Prorated reimbursement	02/25/19	19.19	102974	19.19
Brithinee Electrict	Electric motor for permeate pump	02/04/19	1,147.54	102913	1,147.54
BURR Group Inc.	Trash Service January 2019	02/04/19	69.04	102914	580.50
	Trash Service and Load January 2019	02/04/19	330.07	102914	
	Trash Service January 2019	02/04/19	181.39	102914	
California Computer Options Inc	Network Maintenance and Monitoring Feb 2019	02/04/19	2,375.00	102902	2,375.00
	Sonicpoint and Switch upgrades	02/11/19	3,982.75	102931	3,982.75
California Underground Facilities Safe Excavation	EState Fee for Regulatory Costs	02/11/19	242.46	102932	242.46
California Water Environment Association	Mechanical Technologist Grade 2 Test	02/25/19	185.00	102975	185.00
CalPERS	Employ Contribut Classic/Prepra 1/28/19	02/01/19	25,277.71	DFT0000884	25,277.71
	Health Insurance Premiums Feb 2019	02/01/19	14,920.21	DFT0000885	14,920.21
	Employ Contribu Classic/Prepra 2/11/19	02/14/19	23,669.06	DFT0000890	23,669.06
Canon	Service and Meter charges March 2019	02/19/19	576.37	102949	576.37
Charter Communitcations	Telephone and Internet Feb-Mar 2019	02/19/19	583.30	102950	906.45
	Telephone and Internet Feb-March 2019	02/19/19	193.19	102950	
	Telephone and Internet Feb-Mar 2019	02/19/19	129.96	102950	
Citibank, N.A.	Supplies	02/11/19	299.87	102933	470.97
	Miscellaneous Supplies	02/11/19	171.10	102933	
	Miscellaneous Office Supplies	02/19/19	226.63	102951	944.53
	STAPLES -OFFICE SUPPLIES	02/19/19	717.90	102951	
Clinical Laboratory of San Bernardino	Water Samples January 2019	02/19/19	1,219.00	102952	2,212.00
	Wastewater Samples	02/19/19	993.00	102952	
County of San Bernardino	2 Lien Releases	02/04/19	16.00	102915	16.00
	T1900010	02/19/19	122.00	102953	122.00
	Dump Fees January 2019	02/25/19	55.55	102976	55.55
Crestline-Lake Arrowhead Water Agency	Purchased Water January 2019	02/04/19	13,415.80	102903	13,415.80
Cypress Ancillary Benefits	Dental Insurance Premiums Feb 2019	02/04/19	815.47	102916	815.47
Dixi Willemse	Reimbursement Claim	02/19/19	435.00	102954	435.00
Employers Mutual Inc	Ambulance Refund	02/19/19	383.28	102955	383.28
Fire Fighters Association	February 2019 Association Dues	02/19/19	420.00	102956	420.00
Frontier Communications	Scada Line Jan-Feb 19	02/04/19	104.56	102917	292.45
	Telephone Jna-Feb 19	02/04/19	74.01	102917	
	Telephone Dec 18-Jan 19	02/04/19	56.94	102917	
	Telephone Jna-Feb 2019	02/04/19	56.94	102917	
	Telephone Jan-Feb 2019	02/11/19	56.94	102934	313.69

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Frontier Communications	Telephone February 2019	02/11/19	56.94	102934	313.69
	Telephone February 2019	02/11/19	145.64	102934	
	Telephone February 2019	02/11/19	54.17	102934	
	Telephone Feb-Mar 2019	02/25/19	54.13	102977	166.51
	Scada Line Feb-Mar 2019	02/25/19	110.83	102977	
	Telephone Feb-Mar 2019	02/25/19	1.55	102977	
	Telephone Feb-Mar 2019	02/27/19	74.01	102984	148.02
	Telephone Feb-Mar 2019	02/27/19	74.01	102984	
	Galls, LLC	Polyester Clip on Tie w/Button	02/11/19	51.77	102935
Polyester Clip on tie W/ button		02/11/19	45.29	102935	
Grant E. Foraker	Comet Anywhere 2019 Subscription	02/19/19	231.66	102957	231.66
Hose-Man Inc	hydraulic hoses for Back Hoe	02/25/19	618.63	102978	618.63
Inland Desert Security & Communications	Answering Service	02/19/19	109.30	102958	109.30
Joan Eaton	Reimbursement Claim	02/04/19	259.36	102918	259.36
	Reimbursement Claim	02/19/19	774.45	102959	774.45
Kent Jenkins	Boot Reimbursement	02/04/19	99.95	102904	99.95
	Reimbursement Claim	02/19/19	851.32	102960	851.32
Kurt Norlander Roofing	Treatment plant roof repair, emergency	02/19/19	950.00	102961	8,750.00
	Roof Repair	02/19/19	7,800.00	102961	
Life-Assist, Inc	Ambulance Supplies	02/04/19	713.44	102905	713.44
	Fentanyl	02/11/19	342.00	102936	342.00
	Ambulance Supplies	02/25/19	658.28	102979	1,867.71
	Ambulance supplies	02/25/19	1,209.43	102979	
Linda Mayfield	Reimbursement Claim	02/04/19	148.75	102906	148.75
	Reimbursement Claim	02/19/19	788.30	102962	788.30
Lou's Gloves, Inc	Nitrile Exam Grade Gloves size Large	02/04/19	88.00	102919	88.00
MCI	Long Distance January 2019	02/04/19	49.23	102920	49.23
Metropolitan Life Insurance Company	Vision Insurance Premiums February 2019	02/04/19	169.50	102921	169.50
Myers-Stevens & Toohey Co. Inc	Disability Insurance Premium Feb 2019	02/04/19	220.00	102907	220.00
NAPA Auto Parts	Miscellaneous Parts and Supplies	02/11/19	316.10	102937	369.60
	Miscellaneous Parts and Supplies	02/11/19	53.50	102937	
NBS Government Finance Group	Delinquency Reminder letter reimbursement	02/04/19	20.94	102908	20.94
Nestle Waters North America	Drinking Water for Treatment Plant	02/04/19	54.76	102909	54.76
Nuckles Oil Company, Inc	Fuel order	02/19/19	8,178.54	102963	8,178.54
One Stop Landscape Supply	Bio Solids Hauling Jan. 19 to Jun.19	02/11/19	2,878.80	102938	2,878.80
Polydyne Inc.	Blanket PO for Polydyne	02/04/19	1,405.17	102910	1,405.17
Rafetlis	Consultant Costs for Water/Wstwr Rate Study	02/25/19	8,181.24	102980	8,181.24
Reliance Standard Life Insurance Company	Life Insurance Premiums February 2019	02/04/19	1,130.64	102922	1,130.64
Roger E. Fox, M.D.	2 DOT Exams	02/19/19	50.00	102964	50.00
Rogers Anderson Malody & Scott LLP	Consultant Fees January 2019	02/19/19	2,049.28	102965	2,049.28
San Bernardino County Fire Chiefs Association	Association Renewal 2019	02/27/19	105.00	102985	105.00
Southern California Edison Company	Electricity January 2019	02/04/19	185.17	102911	3,750.55
	Electricity January 2019	02/04/19	1,050.90	102911	
	Electricity January 2019	02/04/19	377.83	102911	
	Electricity January 2019	02/04/19	111.20	102911	
	Electricity January 2019	02/04/19	296.12	102911	
	Electricity January 2019	02/04/19	170.03	102911	
	Electricity January 2019	02/04/19	137.52	102911	
	Electricity January 2019	02/04/19	156.91	102911	
	Electricity January 2019	02/04/19	204.60	102911	

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Southern California Edison Company	Electricity January 2019	02/04/19	114.63	102911	3,750.55
	Electricity January 2019	02/04/19	234.77	102911	
	Electricity January 2019	02/04/19	710.87	102911	
	Electricity January 2019	02/04/19	387.42	102923	4,083.36
	Electricity January 2019	02/04/19	73.58	102923	
	Electricity January 2019	02/04/19	317.86	102923	
	Electricity January 2019	02/04/19	97.93	102923	
	Electricity January 2019	02/04/19	371.25	102923	
	Electricity January 2019	02/04/19	88.57	102923	
	Electricity January 2019	02/04/19	200.93	102923	
	Electricity January 2019	02/04/19	1,265.71	102923	
	Electricity January 2019	02/04/19	290.13	102923	
	Electricity January 2019	02/04/19	459.51	102923	
	Electricity January 2019	02/04/19	51.31	102923	
	Electricity January 2019	02/04/19	479.16	102923	
	Electricity January 2019	02/11/19	432.21	102939	8,768.12
	Electricity January 2019	02/11/19	181.79	102939	
	Electricity January 2019	02/11/19	8,143.31	102939	
	Electricity January 2019	02/11/19	10.81	102939	
Southern California Emergency Medicine	Pre-Employment Physical-Snow	02/25/19	620.00	102981	620.00
Southern California Gas Company	Gas Usage January 2019	02/11/19	366.25	102940	706.33
	Gas Usage January 2019	02/11/19	340.08	102940	
	Gas Usage January 2019	02/19/19	341.66	102966	819.83
	Gas Usage January 2019	02/19/19	463.87	102966	
	Gas Usage January 2019	02/19/19	14.30	102966	
State of California - Department of Forestry & Fire State Fire Marshall Auto Extrication Class Certs		02/19/19	308.00	102967	308.00
State of California - State Water Resource Control	Water Treat Op T2- Renewal for Jenkins	02/27/19	60.00	102986	125.00
	Water Treatment 2 exam	02/27/19	65.00	102986	
Stephen Newcombe Service LLC	Cutting Edge for Plow	02/25/19	188.26	102982	188.26
Terminix International Company LP	Pest Control January 2019	02/04/19	47.00	102924	47.00
Trevor Miller	Reimbursement Claim	02/04/19	195.00	102912	195.00
	Gym Reimbursement	02/11/19	250.00	102941	250.00
	Reimbursement Claim	02/19/19	391.60	102968	391.60
	Reimbursement Claim	02/25/19	195.00	102983	195.00
Turnout Maintenance Company	Turnout Maintenance/ Repair	02/19/19	204.80	102969	204.80
Underground Service Alert of Southern California	New Ticket Charges and Maintenance Fee Februar	02/11/19	21.55	102942	21.55
Verizon Wireless Services LLC	Cell phone charges January 2019	02/11/19	438.20	102943	438.20
Village Hardware	Miscellaneous Supplies and Parts	02/19/19	485.89	102970	485.89
Visa	Eaton-Sympathy Flowers Tapia Family	02/11/19	99.99	102944	5,489.55
	Training Computer	02/11/19	1,952.42	102944	
	Gross- Hireright/Active 911/Team Meeting Purcha	02/11/19	223.89	102944	
	Miller-State Water Programs	02/11/19	163.53	102944	
	New engine heater for Treatment Plant generator	02/11/19	852.53	102944	
	Strebel-Uniform and boots	02/11/19	168.02	102944	
	Firefighter boots Cindy Strebel	02/11/19	617.10	102944	
	Vasquez- Miscellaneous Supplies	02/11/19	153.98	102944	
	Granzow Company Officer 2A Training	02/11/19	1,258.09	102944	
	Bobroff-Uniform Purchases/Thermostat	02/19/19	156.98	102971	279.97
	AMAZON - TOOLS/LIGHTS	02/19/19	122.99	102971	
York Risk Services Group, Inc	Administration Fee for January 2019	02/11/19	112.00	102946	112.00

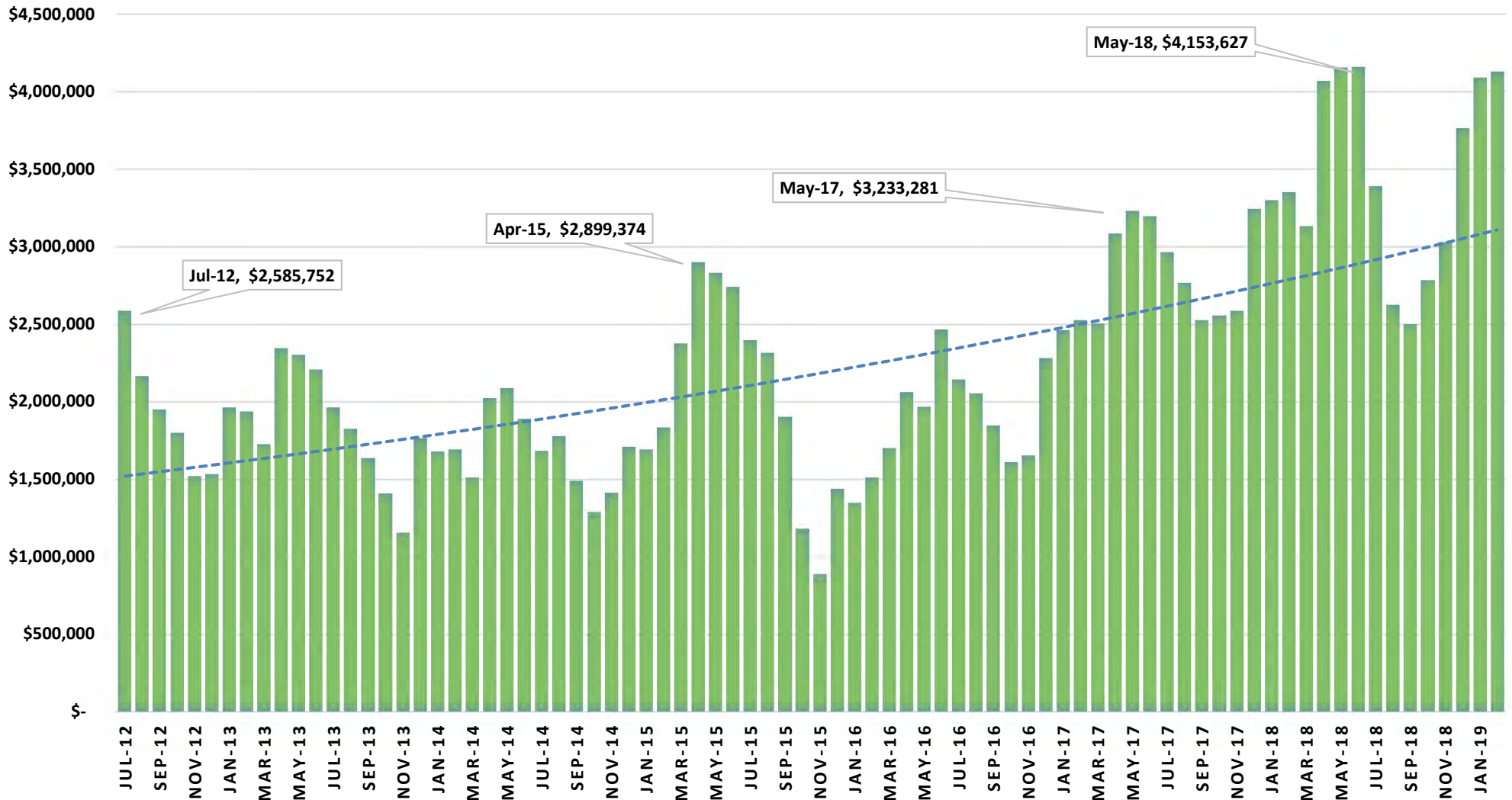
Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Zenner Performance Meter, Inc	Install and Travel Expenses	02/11/19	3,515.00	102947	3,515.00
Zoll Medical Corporation GPO	Lnc Adult reusable sensor	02/11/19	238.40	102948	238.40

Totals

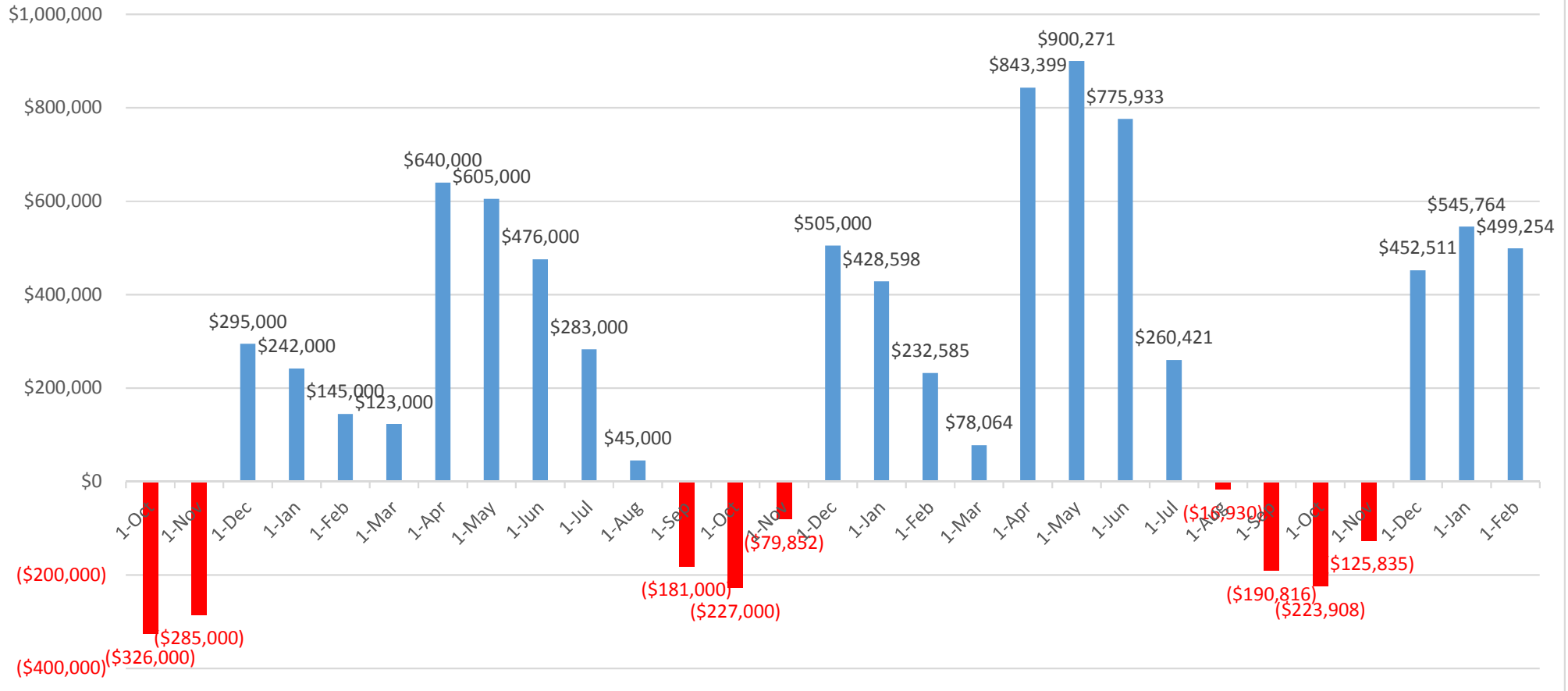
Payment Type	Payable Count	Payment Count	Payment
Regular Checks	144	86	118,716.89
Manual Checks	0	0	0.00
Voided Checks	0	1	0.00
Bank Drafts	3	3	63,866.98
EFT's	0	0	0.00
Totals	147	90	182,583.87

Fund Balances as of February 28, 2019	
Fire & Ambulance Department	
Fire Department Operating Reserve	1,355,093
Ambulance Department Operating Reserve	257,130
Subtotal Fire & Ambulance Department Operating Reserve Funds	1,612,223
Recommended Operating Reserve Fund Target (6 Months Operating Expenses)	1,112,969
Fire & Ambulance Department Operating Reserve Surplus / (Shortfall)	499,254
Wastewater Division	
Wastewater Capital Improvement Project Reserve	176,476
Wastewater System Connection & Capacity Charges	193,983
CWSRF Loan Agreement 14-813 Debt Reserve (Restricted for SLS 1-3 Debt Service)	171,537
Wastewater Operating Reserve Fund	554,896
Recommended Operating Reserve Fund Target (4 Months Operating Expenses)	554,896
Wastewater Operating Reserve Surplus / (Shortfall)	-
Water Division	
Water Capital Improvement Project Reserve	569,190
Water System Connection & Capacity Charges	18,348
Water Infrastructure R&R Reserve (MFC Debt Reserve)	65,341
Water Operating Reserve	528,461
Recommended Operating Reserve Fund Target (4 Months Operating Expenses)	528,461
Water Operating Reserve Surplus / (Shortfall)	-
Assessment Districts Restricted Funds	
Water Assessment District No. 9 Construction Funds	28,555
Water Assessment District No. 10 Construction Funds	26,421
Water Assessment District No. 10 O&M	72,135
Water Assessment District No. 10 Bond Reserve Fund	113,074
Subtotal Assessment Districts	240,184
Total District Designated & Operating Reserve Funds	3,890,454
Assessment District Funds	240,184
Combined Pooled Cash	4,130,638
Checking Account (General)	344,518
LAIF	3,657,445
York Insurance Deposit	14,601
BNY Mellon (AD #10 Bond Reserve)	113,074
Petty Cash	1,000
Combined Pooled Cash	4,130,638

COMBINED POOLED CASH BALANCE



Fire Department Operating Reserve Surplus / (Shortfall)



RESOLUTION NO. 02-19**RESOLUTION OF THE BOARD OF DIRECTORS OF THE RUNNING SPRINGS WATER DISTRICT FIXING AND LEVYING FIRE SUPPRESSION AVAILABILITY CHARGES FOR FISCAL YEAR 2019-20**

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 fiscal year 2019-20 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 2019-20 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 21st day of March 2019.

Ayes:

Noes:

Abstentions:

Absent:

ATTEST:

President, Board of Directors
Running Springs Water District

Secretary of the Board of Directors
Running Springs Water District

RESOLUTION NO. 03-19**RESOLUTION OF THE BOARD OF DIRECTORS OF THE RUNNING SPRINGS WATER DISTRICT FIXING SEWER STANDBY OR AVAILABILITY CHARGES FOR FISCAL YEAR 2019-20**

WHEREAS, Section 31104 of the California Water Code authorizes the Running Springs Water District to fix, on or before the first day of July of each year, a sewer standby or availability charge 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;

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

1. This Board of Directors finds and determines that 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:

1.01 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.

1.02 Certain half (½) lots that have been combined, for the purpose of assessment, into a maximum equivalent of one and one-half (1½) lots by the County of San Bernardino Assessor's Office will be treated as a single lot or parcel for purposes of availability charges.

1.03 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 sewer system is built across lot lines, and where the remaining portions of land do not meet the County of San Bernardino's 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, 2019. 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.

2. This Board of Directors does hereby fix sewer standby or availability charges for the fiscal year 2019-20 as follows:

2.01 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.

2.02 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.

2.03 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.

2.04 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 mailed, such parcels shall be considered unimproved and shall be subject to the availability charge.

3. Availability charges shall be due and payable immediately and if not paid by July 1, 2019, a six percent (6%) late payment charge shall be added to the delinquent amount. The amount of any unpaid availability charge plus late payment charge shall be added to the tax roll, and shall constitute a lien on that land.

On or before August 1, 2019, the Secretary of the Board of Directors shall furnish in writing to the County Auditor a description of each and every parcel of land within the District upon which an availability charge remains unpaid, together with the amount of said unpaid charges plus late payment charge on each said parcel of land.

ADOPTED this 21st day of March 2019.

Ayes:
Noes:
Abstentions:
Absent:

ATTEST:

President, Board of Directors
Running Springs Water District

Secretary of the Board of Directors
Running Springs Water District

RESOLUTION NO. 04-19**RESOLUTION OF THE BOARD OF DIRECTORS OF THE RUNNING SPRINGS WATER DISTRICT FIXING WATER STANDBY OR AVAILABILITY CHARGES FOR FISCAL YEAR 2019-20**

WHEREAS, Section 31032.1 of the California Water Code authorizes the Running Springs Water District to fix, on or before the first day of July of each year, a water standby or availability charge not to exceed thirty dollars (\$30) per acre per 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;

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

1. This Board of Directors finds and determines that water is made available by the District to all lots and parcels of land within the District, as shown by the County Assessor's Map Book, provided that:

1.01 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.

1.02 Certain half (½) lots that have been combined, for the purpose of assessment, into a maximum equivalent of one and one-half (1½) lots by the County of San Bernardino Assessor's Office will be treated as a single lot or parcel for purposes of availability charges.

1.03 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, 2019. 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.

2. This Board of Directors does hereby fix water standby or availability charges for the fiscal year 2019-20 as follows:

2.01 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.

2.02 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.

2.03 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 availability charge invoices have been mailed.

2.04 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 availability charge invoices are mailed, such parcels shall be considered unimproved and shall be subject to the availability charge.

3. Availability charges shall be due and payable immediately and if not paid by July 1, 2019, a six percent (6%) late payment charge shall be added to the delinquent amount. The amount of any unpaid availability charge plus late payment charge shall be added to the tax roll, and shall constitute a lien on that land.

On or before August 1, 2019, the Secretary of the Board of Directors shall furnish in writing to the County Auditor a description of each and every parcel of land within the District upon which an availability charge remains unpaid, together with the amount of said unpaid charges plus late payment charge on each said parcel of land.

ADOPTED this 21st day of March 2019.

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 21, 2019

TO: Board of Directors

FROM: Ryan Gross, General Manager

SUBJECT: CONSIDER ADOPTING RESOLUTION NO. 05-19, APPROVING THE 2019 UPDATE TO THE LOCAL CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) GUIDELINES

RECOMMENDATION

It is recommended that the Board of Directors adopt Resolution No. 05-19, approving the 2019 Update to the Local California Environmental Quality Act (CEQA) Guidelines. A draft of the resolution is included as Attachment 1.

REASON FOR RECOMMENDATION

The State CEQA Guidelines requires local agencies to adopt “objectives, criteria and procedures” to implement the requirements of the CEQA statute and the State CEQA Guidelines. (State CEQA Guidelines Section 15022). The Running Springs Water District's Local CEQA Guidelines have been revised and amended to reflect the State CEQA Guidelines, the Public Resources Code, relevant court opinions and local practices.

BACKGROUND INFORMATION

The CEQA, as contained in Public Resources Code sections 21000 et seq., is California's most comprehensive environmental law. It requires all public agency actions. CEQA also aims to prevent significant environmental effects from occurring as a result of agency actions by requiring agencies to avoid or reduce, when feasible, the significant environmental impacts of their decisions.

To this end, CEQA requires all public agencies to adopt specific objectives, criteria and procedures for evaluating public and private projects that are undertaken or approved by such agencies.

The Running Springs Water District has prepared a proposed updated set of Local CEQA Guidelines for 2019 in compliance with CEQA's requirements. These Guidelines reflect recent changes in the Public Resources Code, the State CEQA Guidelines and relevant court opinions. These Local CEQA Guidelines also provide instructions and forms for preparing all environmental documents required under CEQA.

A summary of the 2019 changes to the Local CEQA Guidelines and the full 237 page 2019 CEQA Guidelines document to be provided at Board meeting.

FISCAL INFORMATION

No fiscal impact is anticipated from amending the Local CEQA Guidelines.

ATTACHMENTS

Attachment 1 – Resolution No. 05-19

Attachment 2 – Summary of Changes to Local CEQA Guidelines (Provided under separate cover and available for public inspection at the District office)

Attachment 3 – 2019 Local Guidelines for Implementing CEQA (Provided under separate cover and available for public inspection at the District office)

RESOLUTION NO. 05-19

A RESOLUTION OF THE RUNNING SPRINGS WATER DISTRICT AMENDING AND ADOPTING LOCAL GUIDELINES FOR IMPLEMENTING THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (PUBLIC RESOURCES CODE §§ 21000 ET SEQ.)

WHEREAS, the California Legislature has amended the California Environmental Quality Act (“CEQA”) (Pub. Resources Code §§ 21000 et seq.), the Natural Resources Agency has amended portions of the State CEQA Guidelines (Cal. Code Regs, tit. 14, §§ 15000 et seq.), and the California courts have interpreted specific provisions of CEQA; and

WHEREAS, Public Resources Code section 21082 requires all public agencies to adopt objectives, criteria and procedures for (1) the evaluation of public and private projects undertaken or approved by such public agencies, and (2) the preparation, if required, of environmental impact reports and negative declarations in connection with that evaluation; and

WHEREAS, the Running Springs Water District must revise its local guidelines for implementing CEQA to make them consistent with the current provisions and interpretations of CEQA and the State CEQA Guidelines.

NOW, THEREFORE, the Running Springs Water District (“District”) hereby resolves as follows:

SECTION 1. The District hereby adopts the “2019 Local Guidelines for Implementing the California Environmental Quality Act,” a copy of which is on file at the offices of the District and is available for inspection by the public.

SECTION 2. All prior actions of the District enacting earlier guidelines are hereby repealed.

ADOPTED this 21st day of March, 2019, at the meeting of the Board of Directors of Running Springs Water District by the following majority vote of the Board:

Ayes:

Noes:

Absent:

Abstain:

Tony Grabow, President of the Board of Directors
Running Springs Water District

ATTEST:

Secretary of the Board of Directors
Running Springs Water District

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: March 21, 2019

TO: Board of Directors

FROM: Ryan Gross, General Manager

SUBJECT: CONSIDER CERTAIN EQUIPMENT AND MATERIALS BE DECLARED AS SURPLUS PROPERTY AND AUTHORIZE STAFF TO DISPOSE OF PROPERTY

RECOMMENDED BOARD ACTION

It is recommended that the Board of Directors consider certain equipment and materials surplus property and authorize staff to properly dispose of the property.

REASON FOR RECOMMENDATION

District staff has determined that the equipment, materials and/or property is no longer of any use or value to the District and recommends it be declared surplus and disposed of.

BACKGROUND

Periodically the District performs an inventory of outdated and unused items and then develops a listing of surplus property that is no longer of value to the District, and that should be properly disposed of. The following is a list of the property staff is recommending be declared surplus at this time:

Collections Division:

Chart Recorder

Quantity: 1

Resale Value: Scrape

Brand: ABB

Recommendation: Disposal



Towable Compressor IR 125

Quantity: 1

Resale Value: Scrape

Brand: Ingersoll Rand

Recommendation: Auction



Lift Station 1 and 2 spare pumps

Quantity: 2

Resale Value: Scrape

Brand: Alice / Chalmers

Recommendation: Disposal



Lift Station 1 and 2 Security Camera Components

Quantity: 2

Resale Value: Scrape

Brand: Various

Recommendation: Disposal



Lift Station 3 spare Motors

Quantity: 2

Resale Value: Scrape

Brand: Toshiba 7.5 hp

Recommendation: Disposal



Workstation PC and Appurtenances

Quantity: 1 LOT

Resale Value: Scrape

Brand: Various

Recommendation: Disposal



Water Division:

Quantity: 1

Resale Value: \$1,000

Brand: Nissan (1995)

Mileage: 74,360

Recommendation: Auction

Quantity: 1

Resale Value: \$1,000

Brand: Nissan (1998)

Mileage: 64,618

Recommendation: Auction



Quantity: 1 Lot
Resale Value: Scrap
Brand: Misc. meter lids
Recommendation: Disposal



Quantity: 1 Lot
Resale Value: Scrap
Brand: Misc. water meters
Recommendation: Disposal



RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: March 21, 2019

TO: Board of Directors

FROM: Ryan Gross, General Manager

SUBJECT: CONSIDER GRANTING THE RUNNING SPRINGS AREA CHAMBER OF COMMERCE PERMISSION TO UTILIZE THE RUNNING SPRINGS WATER DISTRICT'S DOWNTOWN PROPERTY FOR THEIR 2019 EVENTS

RECOMMENDED BOARD ACTION

It is recommended that the Board of Directors consider granting the Running Springs Area Chamber of Commerce (Chamber) permission to utilize the Running Springs Water District's (District) downtown property for their 2019 Farmers Market, Artisan Faire, Mountain Top Days, Easter Egg Roll and Home Expo Events and authorize the General Manager to execute the Right of Entry/Hold Harmless Agreement.

REASON FOR RECOMMENDATION

The Chamber is requesting permission to utilize our downtown property for their 2019 events.

BACKGROUND INFORMATION

Since 2012 the District Board of Director's has annually approved the Chamber's request to use the District's downtown property for their various events.

FISCAL INFORMATION

N/A

ATTACHMENTS

Attachment 1 – Chamber Letter
Attachment 2 – Right of Entry/Hold Harmless Agreement



Running Springs Area Chamber of Commerce

Post Office Box 96
Running Springs, CA 92382
(909) 867-2411

Arrowbear • Green Valley • Running Springs

February 10, 2019

Running Springs Water District
31242 Hilltop Boulevard
Running Springs, CA 92382

Running Springs Water District Board of Directors:

Thank you again for allowing Running Springs Area Chamber of Commerce Certified Farmers Market and Artisan Faire use of Running Springs Water District Downtown Property during the summers since 2012.

The Running Springs Area Chamber of Commerce again requests use of Running Springs Water District's Downtown Property, next to the Running Springs Firehouse Playground, every Saturday 4am-5pm May-September 2019. Mountain Top Days, on August 3, is an all day event, so use of the land 4am-8pm on August 3 would be most appreciated, as well as Friday, August 2, 2019 from 5pm-8:30pm for marking the field.

The Running Springs Water District is named as additionally insured on the Running Springs Area Chamber of Commerce's insurance for the Farmers Market and Artisan Faire. A certificate will be provided. 2019 Saturday market dates include: May 4, May 11, May 18, May 25, June 1, June 8, June 15, June 22, June 29, July 6, July 13, July 20, July 27, August 3 (Mountain Top Days), August 10, August 17, August 24, August 31, September 7, September 14, September 21 and September 28. Additionally we would like to request the same Water District property for our Easter Egg Roll on Saturday, April 20, 2019.

A letter clarifying that the Running Springs Area Water District is indeed granting permission to use owned land next to the Running Springs Firehouse Playground on the above dates and times is needed annually for Agriculture/Weights and Measures Farmers Market event approval. Last year a copy of the Right of Entry / Hold Harmless Agreement was accepted.

Thank you for your time in considering these requests. Your support for the local community is greatly appreciated.

Sincerely,

A handwritten signature in blue ink that reads "Susan Heisler". The signature is written in a cursive, flowing style.

Susan Heisler

Market Manager, Running Springs Area Chamber of Commerce Certified Farmers Market and Artisan Faire

**RUNNING SPRINGS WATER DISTRICT
2019 RIGHT OF ENTRY/HOLD HARMLESS AGREEMENT**

This Right of Entry/Hold Harmless Agreement (“Agreement”) is made and entered into as of the 21st day of February, 2019, by and between the Running Springs Water District (“District”) and the Running Springs Area Chamber of Commerce (“Chamber”) and is executed in connection with the use of the real property identified as Assessor’s Parcel No. 0295-105-11 (the “Downtown Property”) for the purpose of holding a regularly scheduled Farmer’s Market event held by the Chamber.

In consideration of the use of the Downtown Property, the District and Chamber hereby agree as follows:

1. The Chamber and its invitees are authorized to enter the Downtown Property for the purpose of holding a Farmer’s Market and Artisan Faire between the hours of 4:00 a.m. to 5:00 p.m. every Saturday from May through September 2019. Additionally, the Chamber and its invitees are authorized to enter the Downtown Property for the purpose of holding an Easter Egg Event between the hours of 8:00 a.m. to 1:00 p.m. on Saturday, April 20, 2019 and for the purpose of Mountain Top Days between the hours of 5:00 p.m. to 8:30 p.m. on August 2nd and 4:00 a.m. to 8:30 p.m. on August 3rd, 2019.

2. The Chamber agrees to obtain insurance and insurance endorsements that are satisfactory to the District, naming the District as an additional insured.

3. The Chamber shall and does hereby agree to hold harmless and indemnify the District, its officials, officers, employees, contractors, agents and volunteers from any and all claims, demands, suits, causes of action, proceedings, damages, injuries, losses, and liabilities of any kind, whether to persons or property, in law or in equity, resulting from or arising out of or related to the use of the Downtown Property pursuant to this Agreement. The Chamber also waives its own rights to claims, demands, suits, causes of action or proceedings that the Chamber would or may have resulting from or arising out of or related to the use of the Downtown Property.

4. The Chamber agrees that the hold harmless described herein shall apply to damages, losses, costs or expenses which are presently unknown and may arise in the future as a result of the use of the Downtown Property pursuant to this Agreement. The Chamber hereby confirms that this hold harmless agreement has been negotiated and agreed upon in light of that, and the Chamber hereby expressly waives any and all rights which the Chamber may have under California Civil Code section 1542, or under any statute or common law or equitable principle of similar effect.

5. The individual who has signed this Agreement below warrants that he/she has the legal power, right, and authority to execute this Agreement on behalf of the Chamber.

RUNNING SPRINGS WATER DISTRICT

**RUNNING SPRINGS AREA CHAMBER OF
COMMERCE**

By: _____
Ryan Gross
General Manger

By: _____
Kevin Somes
President

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: March 21, 2019

TO: Board of Directors

FROM: Ryan Gross, General Manager

SUBJECT: FISCAL YEAR 2019/2020 AND 2020/2021 BUDGET PLANNING

RECOMMENDED BOARD ACTION

Consider Providing Additional Direction to Staff on the Fiscal Year 2019/2020 and 2020/2021 Budget Planning Assumptions.

BACKGROUND INFORMATION

Staff has prepared the Fiscal Year 2019/2020 and 2020/2021 Budget Planning Presentation for review and discussion. A copy of the presentation is being provided as a separate document and is not attached to this staff report.

The District has historically conducted a budget workshop each year, generally in January or February, to discuss the upcoming budgetary process between staff and the Board of Directors. This has proven to be an effective method of informing the Board of anticipated operational needs and planned future projects.

The following is a tentative schedule for the upcoming Fiscal Year 2019/2020 and 2020/2021 budget development process.

Board Budget Planning and Assumptions	Thursday, March 21, 2019
Staff Prepares Draft Budgets	February 20 – April 2, 2019
Draft Budget Review, Finance Committee	Wednesday, April 3, 2019
Draft Budget Review, Board Meeting	Wednesday, April 17, 2019
Mail out Prop 218 Notices	Tuesday, April 30, 2019
District Budget, Prop 218 Public Hearing and Approval	Wednesday, June 19, 2019

ATTACHMENTS

Attachment 1 – Fiscal Year 2019/2020 and 2020/2021 Budget Planning Presentation
(**PROVIDED AS A SEPARATE DOCUMENT**)

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: March 21, 2019
TO: Board of Directors
FROM: Trevor Miller, Operations Manager
Ryan Gross, General Manager
SUBJECT: PURCHASE OF PUMPS FOR SEWER LIFT STATIONS 7 & 8

RECOMMENDED BOARD ACTION

Consider authorizing the purchase of three Barnes SGV5042L 2-inch grinder pumps with vortex impellers and 5 HP, 3450 RPM, 3 phase, 460 volt motor and 30-feet of cable for sewer lift stations (SLS) 7 and 8, plus 1 spare.

REASON FOR RECOMMENDATION

Staff is recommending this purchase to replace one pump at SLS 7, one pump at SLS 8 and a spare pump for inventory in case of a future pump failure.

BACKGROUND INFORMATION

On February 23rd, 2019 there was a wet well high level alarm at SLS 9. This wet well high level was caused by a pump failure. A replacement pump was installed from inventory and while installing the pump, staff conducted an assessment of the other pump at SLS 9 as well as the pumps at SLS 7 and 8.

After staff's assessment, it was determined that the pumps at each of the other two SLS are in need of replacement as well. This is due to impeller wear and overall condition of the pumps. The horsepower of the pumps, 5 hp, does not warrant rebuilding, so replacement is the only option available.

The total number of pumps at SLS 7,8 and 9 is six, we are suggesting that one pump at each of the SLS (7 and 8) be replaced so all three SLS have one new pump and one old pump and there will be one spare pump in inventory. In fiscal year 2019/20 the wastewater department will be replacing the remaining three pumps at SLS 7, 8 and 9.



FISCAL INFORMATION

Three vendors were contacted to provide pricing for the replacement pumps:

- | | |
|---------------------------|---|
| 1. Evans Hydro | \$3,450 plus tax each; \$11,178 for three |
| 2. PumpBiz | \$4,545 plus tax each; \$14,692 for three |
| 3. Southern Water Service | \$3,108 plus tax each; \$10,072 for three |

The district will purchase the pumps from low bidder Southern Water Service. Funding for this purchase will come from the Wastewater Capital Improvement Project Reserve, the current balance in that account is \$176,476.

ATTACHMENTS

Attachment 1 – Bids



Southern Water Service, LLC

4983 North Lee Hwy
Cleveland, TN 37312

Quote

Date	Quote #
3/7/2019	54331

Name / Address

Running Springs Water District
PO Box 2206
Running Springs, CA 92382-2206

Ship To

Running Springs Water District
31242 Hilltop Blvd.
Running Springs, CA 92382

Lead times quoted are estimates based on component availability at the time of the quote.
Dates are subject to change and do not constitute compensation.

P.O. No.	Ship Via	EST. Lead Time - SUBJECT TO CHANGE	Quote Expiration	
	Best Way	10 Days to Ship	30 days	
Item	Description	Qty	Price Each	Total
Barnes item	SGV5042L- Grinder Pump with Heat Sensors Part #111617 5HP, 480V, 3 Phase	3	3,108.48	9,325.44

Shipping included in price above

Southern Water Service is not responsible for damaged products due to shipping. It is the sole responsibility of the receiving party to fully inspect the product at the time of delivery for any potential damage and/or missing items. We recommend removing any protective wrapping to fully inspect the product before the driver leaves.

Phone: (423) 479-2753

Fax: (423) 728-2358

E-mail: asanders@southernwaterservice.com

Subtotal	\$9,325.44
Sales Tax (0.0%)	\$0.00
Total	\$9,325.44

Evans HYDRO, Inc.

18128 S. Santa Fe Ave.
Rancho Dominguez, CA. 90221

www.EvansHydro.com

Phone: (310) 608-5801

Fax: (310) 608-6936

March 6, 2019

Running Springs Water District
31242 Hilltop Blvd.
Running Springs, Ca. 92382

Attention: Trevor Miller

Subject: Barnes SGV50421

Hello Trevor,

Here's the pricing you requested for a new Barnes submersible grinder pump and motor.

Barnes SGV5042L 2" grinder pump with a vortex impeller and a 5 HP, 3450 RPM, 3
Pnhase, 460 volt motor and 30' of cable.

Price: \$ 3,450.00

Delivery: 1 week ARO .

Tax and freight charges are not included.

Please give me a call if you have any questions or concerns.

Thanks,
Robby Byrom
Evans-Hydro
CC: Alex Vago - (C) 949-547-8032

[Click to expand](#)

Scroll Down For Product Details

Manufacturer: **Barnes**Series (13 Models): **SGV Grinder Cutter Pumps**Product Name: **Submersible Grinder pump 5HP**Model Number: **SGV5042L**Gallons Per Hour: **6180** (103 GPM)Voltage: **460**Horsepower: **5**

460V/3

\$4,545.00[Email to a Friend](#)[ADD TO CART](#)[Compare](#)[Wishlist](#)[Description](#)[Product Details](#)[Supporting Docs](#)

5. C.

RSWD Total Water Production (Acre-Feet)															
	2013			2017				2018				2019			
	Precipitation (Inches)	(AF)	(gallons)	Precipitation (Inches)	(AF)	(gallons)	% Reduction from 2013	Precipitation (Inches)	(AF)	(gallons)	% Reduction from 2013	Precipitation (Inches)	(AF)	(gallons)	% Reduction from 2013
January	3.90	44	14,348,960	24.35	30	9,938,312	31%	8.05	31	9,978,886	30%	14.85	30	9,682,215	33%
February	3.60	34	11,222,900	6.25	27	8,916,787	21%	2.75	26	8,454,420	25%	27.02	25	8,249,389	26%
March	2.40	33	10,897,679	1.60	29	9,560,030	12%	12.20	30	9,788,679	10%		0		100%
April	0.35	33	10,743,916	0.00	33	10,608,910	1%	0.00	33	10,736,656	0%		0		100%
May	0.90	45	14,601,449	0.85	34	11,120,624	24%	1.37	34	11,214,444	23%		0		100%
June	0.00	45	14,610,203	0.00	43	13,893,094	5%	0.00	42	13,771,262	6%		0		100%
July	0.10	56	18,206,345	0.20	47	15,410,083	15%	0.06	45	14,804,716	19%		0		100%
August	0.00	56	18,170,122	1.30	43	14,083,494	22%	0.00	53	17,218,608	5%		0		100%
September	0.00	52	16,831,647	0.00	40	13,056,504	22%	0.00	43	14,171,236	16%		0		100%
October	2.60	35	11,312,308	0.00	37	12,156,081	-7%	1.63	35	11,561,692	-2%		0		100%
November	3.40	30	9,723,378	0.05	31	10,217,548	-5%	5.00	32	10,467,582	-8%		0		100%
December	1.25	35	11,433,417	0.00	32	10,329,147	10%	4.53	28	9,080,857	21%		0		100%
Total	18.50	497	162,102,324	34.60	427	139,290,614	14%	35.59	433	141,249,038	13%	41.87	55	17,931,604	89%