



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: APRIL 14, 2017
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, April 19, 2017, 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 5:00p.m. on April 14, 2017 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are expected to be routine and non-controversial and will be acted on at one time without discussion unless an item is withdrawn by a Board Member for questions or discussion.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 March 2017 Expenditures **Page 8**

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 Appointing Ad-Hoc Committee for CSA 79 Consolidation Review
 - B. Consider Accepting a Proposal from Tom Dodson and Associates for Assistance with the State Water Resources Control Board Clean Water State Revolving Fund Environmental Compliance Requirements **Page 14**
(Presenter: Ryan Gross, General Manager)
 - C. Consider Declaring 1995 Ford E-350 Van Ambulance (MA 51A) as Surplus and Authorize Staff to Dispose of Property **Page 55**
(Presenter: Mike Vasquez, Battalion Chief)
5. Information Items – The following information items do not require any action by the Board of Directors and are for informational purposes only.
 - A. Quarterly Budget-Financial Report **Page 57**
 - B. Quarterly Investment Report **Page 67**
 - C. Water Production & Precipitation Report **Page 71**
6. General Manager's Report
7. Report from Legal Counsel
8. Board Member Comments
9. Meeting Adjournment

Upcoming Meetings: Regular Board Meeting, May 17, 2017 at 9:00 am

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: April 19, 2017
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 March 29, 2017.

ATTACHMENTS

Attachment 1 – Draft Meeting Minutes

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF DIRECTORS RUNNING SPRINGS WATER DISTRICT
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA
MARCH 29, 2017**

The date for the regularly scheduled board meeting was changed from 9:00 a.m. on March 15, 2017 to 9:00 a.m. on March 29, 2017 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 Wednesday, March 29, 2017 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:

Kenneth Ayers, President
Pamella Bennett, Vice-President
Errol Mackzum, Director
Mike Terry, Director

Director Tony Grabow was absent

Also present were the following:

Ryan Gross, General Manager
George Corley, Fire Chief
Mike Riddell, Legal Counsel, Best, Best & Krieger
Randy Bobroff, Water Division Supervisor
Trevor Miller, Wastewater Treatment Division Supervisor
Isaiah Hall, Wastewater Collection Division Supervisor

Visitors Present:

Gerhard Hilgenfeldt, Running Springs Resident
Norman Huff, General Manager, Arrowbear Park County Water District
Ron Pearne, Green Valley Lake Resident
Ananda Foerch, Mountain News Reporter

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 President Ayers and Director Terry led the assembly in the pledge of allegiance to the flag.

2. Recognize and Hear From Visitors/Public Comment

No public comments.

3. Closed Session

Closed session was removed from the agenda.

4. Open Session

Closed session was removed from the agenda.

5. Approval of Consent Items

A. Approve Meeting Minutes

B. Consider Adopting Resolution No. 08-17, Amending and Adopting Local Guidelines for Implementing the California Environmental Quality Act (CEQA)

Upon motion by Director Bennett, second by Director Terry and carried by a 4 to 0 vote, the Consent Items were approved.

6. Action Items

A. Consider Approving Ordinance No. 47 Adopting Rate Methodology, Terms and Conditions for Transportation, Treatment and Disposal of Wastewater Received from Arrowbear Park County Water District and from San Bernardino County Service Area No. 79 and Authorize the General Manager to Sign and File the CEQA Notice of Exemption

Manager Gross reported on Ordinance No. 47 stating there were no significant changes in the ordinance since it was last reviewed in February 15, 2017. Once the existing agreements have expired, Running Springs Water District has proposed to allocate costs for variable operations and maintenance (O&M) expenses based on each District's proportion of wastewater flow and to allocate costs for the fixed O&M expenses and capital improvements and replacement for the Wastewater Transportation, Treatment and Disposal Joint Use Facilities for Running Springs, Arrowbear and CSA-79 based each District's proportion of equivalent dwelling units (EDUs).

Norman Huff requested five minutes to make comments and reiterated his and Arrowbear's opposition to the ordinance.

Attorney Riddell reported on Ordinance 47 stating a summary of the Ordinance was published prior to this meeting and a posted copy was available at the District for review.

Ron Pearne and Gerhard Hilgenfeldt also made comments.

Upon **motion** by Director Mackzum, **second** by Director Terry and **carried by a 4 to 0 vote**, Ordinance No. 47, Adopting Rate Methodology, Terms and Conditions for Transportation, Treatment and Disposal of Wastewater Received from Arrowbear Park County Water District and from San Bernardino County Service Area No. 79 and Authorizing the General Manager to Sign and File the CEQA Notice of Exemption, was adopted. (Ordinance No. 47 is on file in the District office)

B. Consider Request from Green Valley Lake Residents

Green Valley Lake Resident Ron Pearne requested that the Running Springs Water District Board of Directors consider re-evaluating consolidation of the Green Valley Lake sewer and fire services into the Running Springs Water District service area. Manager Gross will contact the various parties and schedule a public meeting to further discuss.

No action was taken

7. Information Items

A. Personnel Committee Report

Manager Gross referred to the March 22, 2017 Personnel Committee Meeting Minutes that were included in the agenda.

8. General Manager’s Report

Manager Gross informed the Board that staff was working on responding to a public records request from Norman Huff, General Manager of the Arrowbear Park County Water District.

Manager Gross updated the Board on the status of the funding application with the State Water Resources Control Board for the District’s Automatic Meter Reading project. The District’s T9 Waiver for water conservation requirements was accepted. Additional environmental review will be required and we are expecting a proposal from Tom Dodson and Associates to complete the required CEQA work.

The next Finance Committee meeting will be rescheduled to late April or early May to review the draft Water and Administration Fiscal Year 2017/2018 Budget.

9. Report from Legal Counsel

Attorney Riddell reported on the State Water Project and issues at the Oroville Dam.

10. Board Member Comments

Director Mackzum asked Manager Gross if we should be concerned with the Nestle water extraction from the mountain aquifer. Manager Gross responded by saying they are extracting water from an area near Rim Forest that is far enough away from Running Springs and not a concern.

11. Meeting Adjournment

The meeting was adjourned at 10:29 A.M.

Respectfully Submitted,

President, Board of Directors
Running Springs Water District

Assistant Secretary of the Board of Directors
Running Springs Water District

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: April 19, 2017
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 March 2017 expenditures.

REASON FOR RECOMMENDATION

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

BACKGROUND INFORMATION

Attached is a list of expenditures for March 2016.

FISCAL INFORMATION

Refer to attached accounts payable check register.

ATTACHMENTS

Attachment 1 – Accounts Payable Check Register for March 2017

Running Springs Water District

Accounts Payable Checks

March 2017

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
2 Hot Uniforms inc	Uniform Purchase	03/06/17	367.00	100294	367.00
Airgas Inc.	Helium	03/20/17	40.38	100322	40.38
Allstar Fire Equipment	Rubber Bunker Boots	03/27/17	148.81	100354	148.81
Ameripride Services, Inc	Cleaning Supplies	03/08/17	238.40	100303	238.40
Arrowbear Park County Water District	Purchased Water	03/20/17	3,635.20	100323	3,635.20
Axiom Systems Inc.	EDI Fire Transfer	03/06/17	297.00	100295	297.00
Bacon/Wagner Excavating, Inc.	Hauling non-hazardous Solids	03/08/17	1,210.00	100304	3,465.00
	Hauling of Roll off bins	03/08/17	1,100.00	100304	
	Hauling of non hazardous waste	03/08/17	1,155.00	100304	
Barr Door, Inc.	BARR Door	03/20/17	596.00	100324	596.00
Best, Best & Krieger LLP	Legal services	03/06/17	6,457.43	100296	6,457.43
	Legal Services	03/20/17	9,310.19	100325	9,310.19
BURR Group Inc.	Trash/Load	03/08/17	212.96	100305	212.96
	Trash Servicea at District Office	03/20/17	174.01	100326	174.01
California Computer Options Inc	APC Smart UPS	03/06/17	494.57	100283	494.57
	Network Maintenance and Monitoring	03/27/17	2,075.00	100355	2,075.00
California Water Environment Association	Viero's Membership Fee	03/20/17	172.00	100327	172.00
	Plant Maintenance Grade 1 Renewal	03/29/17	83.00	100373	83.00
CalPERS	Health Insurance	03/03/17	18,998.61	DFT0000373	18,998.61
	Retirement Contributions for PPE 2/27/17	03/03/17	23,600.21	DFT0000374	23,600.21
	Unfunded Accrued Liability	03/17/17	35,380.73	DFT0000383	35,380.73
Canon	Service Charges	03/27/17	1,390.24	100356	1,390.24
Capital One National Association	Supplies	03/08/17	54.26	100306	54.26
Charter Communitcations	Telephone/Internet	03/20/17	104.97	100328	958.48
	Telephone and Internet	03/20/17	190.68	100328	
	Telephone/ Internet	03/20/17	662.83	100328	
Citibank, N.A.	Miscellaneous Purchases	03/20/17	451.55	100329	631.63
	Home Depot	03/20/17	180.08	100329	
	printer for Collections operator work station	03/27/17	228.59	100357	1,052.70
	Office Supplies	03/27/17	326.02	100357	
	Office supplies	03/27/17	498.09	100357	
Clinical Laboratory of San Bernardino	Water Samples	03/20/17	1,889.00	100330	1,889.00
	Wastewater Samples	03/29/17	1,757.00	100374	1,757.00
County of San Bernardino	Lien Release	03/06/17	21.00	100284	21.00
	Parcel Map Changes	03/08/17	4.00	100307	4.00
	EOA 19- Admin Fees April-June 2017	03/27/17	642.94	100358	642.94
Crestline-Lake Arrowhead Water Agency	Purchased Water	03/06/17	3,158.18	100297	3,158.18
Dennis H. Labadie	Annual Subscription	03/06/17	22.00	100298	22.00
	Ordinance 47 Notice	03/20/17	259.87	100331	259.87
Dixi Willemse	Reimbursement Claim	03/20/17	359.33	100332	359.33
	Reimbursement Claim	03/27/17	405.00	100359	405.00
Don's Auto Supply 2 Inc.	Miscellaneous Supplies	03/20/17	365.46	100333	365.46
Fire Fighters Association	February 2017 Dues	03/06/17	430.00	100299	430.00
	Mrch 2017 Association Dues	03/29/17	730.00	100375	730.00
Frontier Communications	Telephone	03/06/17	69.19	100285	228.48

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Frontier Communications	Telephone	03/06/17	53.09	100285	228.48
	Telephone	03/06/17	53.10	100285	
	Telephone	03/06/17	53.10	100285	
	Telephone	03/08/17	140.39	100308	140.39
	Telephone Charges	03/20/17	49.67	100334	49.67
	Telephone	03/27/17	49.66	100360	270.65
	Scada Line	03/27/17	98.50	100360	
	Telephone	03/27/17	69.17	100360	
	Telephone	03/27/17	53.32	100360	
	Telephone	03/29/17	74.21	100376	132.33
	Telephone	03/29/17	58.12	100376	
George Corley	Reimbursement Claim	03/08/17	386.91	100309	386.91
Gold Coast Environmental	Miscellaneous Supplies	03/29/17	63.77	100377	63.77
Hadronex, Inc.	repair to smart cover	03/27/17	120.00	100361	120.00
Harrington Industrial Plastics LLC	Miscellaneous Supplies	03/29/17	61.74	100378	61.74
Haz Mat Trans, Inc.	Work Order #82597	03/08/17	700.00	100310	700.00
	Work Order 82645	03/29/17	1,750.00	100379	3,650.00
	Work Order # 82847	03/29/17	1,200.00	100379	
	Work Order 82022	03/29/17	700.00	100379	
Inland Desert Security & Communications	Answering Service	03/20/17	100.20	100335	100.20
Inland Water Works Supply Company	Miscellaneous Supplies	03/27/17	970.38	100362	970.38
Inter Valley Pool Supply, Inc.	Chlorine Order	03/08/17	1,487.97	100311	1,487.97
Joan Eaton	Reimbursement Claim	03/06/17	114.48	100300	114.48
	REimbursement Claim	03/27/17	156.16	100363	156.16
Liberty Composting Inc	Tipping Fees Biosolids Feb 2017	03/29/17	352.40	100380	352.40
Life-Assist, Inc	Mucosal Atomization device for Inv757605	03/20/17	-77.92	100336	310.47
	Ambulance Supplies	03/20/17	328.22	100336	
	Ambulance Supplies	03/20/17	60.17	100336	
	Ambulance Supplies	03/27/17	1,385.28	100364	1,685.30
	Ambulance Supplies	03/27/17	300.02	100364	
Linda Mayfield	Reimbursement Claim	03/29/17	452.63	100381	452.63
Liquinox	Bioxide for odor control	03/20/17	4,236.96	100337	4,236.96
Lou's Gloves, Inc	Exam GLOves	03/08/17	88.00	100312	88.00
MCI	Long Distance	03/08/17	47.06	100313	47.06
McMaster-Carr Supply Company	Turn lock COnnector	03/08/17	64.64	100314	199.39
	Miscellaneous Supplies	03/08/17	134.75	100314	
	Miscellaneous Supplies	03/20/17	315.47	100338	520.79
	MBR 1 vent	03/20/17	205.32	100338	
Myers-Stevens & Toohey Co. Inc	Disability Insurance	03/06/17	206.00	100286	206.00
National Pen Co. LLC	Pen Order	03/20/17	136.14	100339	136.14
NBS Government Finance Group	AD#10 Quarterly Administration Fees April-June 20	03/27/17	1,416.52	100365	1,416.52
Nestle Waters North America	Drinking Water	03/08/17	66.02	100315	66.02
Nick Nikas	Reimbursement Claim	03/29/17	478.00	100382	478.00
One Stop Landscape Supply	Bio Solids Disposal; One Stop	03/20/17	2,179.80	100340	2,179.80
Patricia A. Monical	Soap and Purell	03/06/17	34.37	100287	34.37
	2 Ply	03/08/17	80.25	100316	80.25
Peerless Maintenance Service Inc.	February Office Maintenance (1 day)	03/27/17	363.75	100366	848.75
	Office Cleaning	03/27/17	485.00	100366	
Polydyne Inc.	Clarifloc	03/08/17	1,066.73	100317	1,066.73
	Polydyne	03/20/17	1,066.73	100341	1,066.73

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Richard Allen Williamson	Water Heater Leak Repair	03/20/17	300.00	100342	300.00
Richard Viero	Reimbursement Claim	03/27/17	120.00	100367	120.00
Robert Aberg	Reimbursement Claim	03/06/17	165.00	100301	165.00
Roger E. Fox, M.D.	Dot Exam	03/20/17	70.00	100343	70.00
Rogers Anderson Malody & Scott LLP	Consultant Charges	03/27/17	8,711.18	100368	8,711.18
Safeguard Business Systems	Envelopes and door tags	03/20/17	313.15	100344	313.15
San Bernardino County Special Districts Department	3/20/17- Special Districts meeting	03/20/17	32.00	100345	32.00
Showtime Custom Coach, Inc.	Unit 51- Work	03/20/17	1,429.18	100346	1,429.18
Southern California Edison Company	Electricity	03/06/17	739.46	100288	3,008.82
	Electricity	03/06/17	337.06	100288	
	Electricity	03/06/17	72.00	100288	
	Electricity	03/06/17	200.53	100288	
	Electricity	03/06/17	334.98	100288	
	Electricity	03/06/17	155.18	100288	
	Electricity	03/06/17	187.50	100288	
	Electricity	03/06/17	94.65	100288	
	Electricity	03/06/17	346.71	100288	
	Electricity	03/06/17	144.22	100288	
	Electricity	03/06/17	117.23	100288	
	Electricity	03/06/17	279.30	100288	
	Electricity	03/06/17	464.74	100302	4,795.46
	Electricity	03/06/17	142.24	100302	
	Electricity	03/06/17	400.15	100302	
	Electricity	03/06/17	109.43	100302	
	Electricity	03/06/17	584.33	100302	
	Electricity	03/06/17	1,346.84	100302	
	Electricity	03/06/17	409.73	100302	
	Electricity	03/06/17	116.58	100302	
	Electricity	03/06/17	146.09	100302	
	Electricity	03/06/17	222.32	100302	
	Electricity	03/06/17	853.01	100302	
	Electricity	03/08/17	7,073.46	100318	8,299.33
	Electricity	03/08/17	997.07	100318	
	Electricity	03/08/17	10.69	100318	
	Electricity	03/08/17	218.11	100318	
	Electricity	03/29/17	420.78	100383	420.78
Southern California Gas Company	Gas Billing	03/20/17	296.47	100347	1,299.38
	Gas Billing Usage	03/20/17	332.11	100347	
	Gas Billing Usage	03/20/17	367.44	100347	
	Gas Billing Usage	03/20/17	16.74	100347	
	Gas Billing Usage	03/20/17	286.62	100347	
State of California - State Water Resource Control	Water Treatment Renewal	03/27/17	110.00	100369	110.00
Superior Automotive Warehouse, Inc.	Miscellaneous Auto Parts	03/06/17	535.44	100289	535.44
Terminix International Company LP	Pest Control	03/06/17	62.00	100290	62.00
	Pest Control	03/08/17	43.00	100319	43.00
Tesco Controls Inc	repair PLC at SLS 5	03/27/17	1,040.50	100370	1,040.50
Tina M. Taylor	J Borrie gym membership	03/20/17	250.00	100348	500.00
	Gym Membership	03/20/17	250.00	100348	
	Gym Membership- M. Davis	03/27/17	250.00	100371	250.00
Tyler Technologies, Inc	Maintenance 4/17-3/18	03/29/17	2,800.00	100384	6,800.00

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Tyler Technologies, Inc	Conversion Charges	03/29/17	3,625.00	100384	6,800.00
	Utility Billing	03/29/17	375.00	100384	
Underground Service Alert of Southern California	Dig Tickets	03/06/17	12.00	100291	12.00
Univar USA, Inc	Citric Acid	03/20/17	2,004.17	100349	2,004.17
US Postal Service	Permit 14 Postage	03/27/17	3,000.00	100372	3,000.00
Verizon Wireless Services LLC	Verizon Wireless	03/29/17	203.33	100385	203.33
Victor & Tammye Wolf	Service Connection Refund	03/06/17	10,928.00	100292	10,928.00
Visa	Gas Charge	03/08/17	75.00	100320	396.17
	windshield wiper/turn signal control	03/08/17	304.12	100320	
	Visa Charges	03/08/17	17.05	100320	
	Visa Purchases	03/20/17	206.00	100350	1,018.49
	Visa Purchases	03/20/17	109.13	100350	
	Visa Purchases	03/20/17	604.07	100350	
	Visa Purchases	03/20/17	99.29	100350	
Vyanet Operating Group	Security/Monitoring Service	03/20/17	140.12	100351	140.12
W.W. Grainger, Inc	Grainger, Replacement pump	03/20/17	414.03	100352	414.03
York Risk Services Group, Inc	Administration Fees for February 2017	03/08/17	112.00	100321	112.00
Zoll Medical Corporation GPO	Incs extention cable	03/06/17	129.30	100293	129.30
	Airway Adaptor	03/20/17	-71.25	100353	482.90
	Shipping and handling	03/20/17	-30.48	100353	
	Patient Cable	03/20/17	129.30	100353	
	Ambulance Supplies	03/20/17	455.33	100353	

Totals

Payment Type	Payable Count	Payment Count	Payment
Regular Checks	164	103	123,149.21
Manual Checks	0	0	0.00
Voided Checks	0	0	0.00
Bank Drafts	3	3	77,979.55
EFT's	0	0	0.00
Totals	167	106	201,128.76

Running Springs Water District		
First Mountain Bank Visa Transactions		
March 2017		
	Description	Amount
Bobroff	Windshield wiper/ turn signal control lever	304.12
Corley	Heart Savers- CPR card	6
	Sookasa-Subscription	200
Ellsberry	Amazon-Station Hose	109.13
Miller	Late fee- from prior month	17.05
	The Depot- Gasoline	75
Strebel	Costco- Station supplies	604.07
Vasquez	HeartSavers- CPR cards	40
	76- gasoline	59.29
	TOTAL AMOUNT DUE	1414.66

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: April 19, 2017

TO: Board of Directors

FROM: Ryan Gross, General Manager

SUBJECT: CONSIDER ACCEPTING A PROPOSAL FROM TOM DODSON AND ASSOCIATES FOR ASSISTANCE WITH THE STATE WATER RESOURCES CONTROL BOARD CLEAN WATER STATE REVOLVING FUND ENVIRONMENTAL COMPLIANCE REQUIREMENTS

RECOMMENDED BOARD ACTION

Consider accepting a proposal from Tom Dodson and Associates in the amount of \$19,630 and authorizing the General Manager to sign a professional services contract for assistance with the State Water Resources Control Board Clean Water State Revolving Fund (CWSRF) Environmental Compliance Requirements.

REASON FOR RECOMMENDATION

The CWSRF program requires the attached Environmental Package to be completed and submitted in order to be considered for funding.

BACKGROUND INFORMATION

The District is exploring alternatives for financing the Automatic Meter Reading (AMR) Technology Upgrade Project with funding through the CWSRF program. Although this project is considered categorically exempt from the California Environmental Quality Act (CEQA), the CWSRF requires what is called CEQA-plus which includes several environmental documents that must be submitted for all projects applying for funding. Attachment 3 contains a CEQA-plus brochure and Attachment 4 is a copy of the email from the CWSRF environmental reviewer. A copy of the CEQA Notice of Exemption is also included as Attachment 5.

FISCAL INFORMATION

If approved, the \$19,630 would be funded from the Water Capital Improvement Reserve Fund which has a balance of \$145,891.

ATTACHMENTS

Attachment 1 – Professional Services Agreement

Attachment 2 – CWSRF Environmental Package
Attachment 3 - SRF & CEQA-PLUS Brochure
Attachment 4 – Email from CWSRF staff
Attachment 5 – CEQA Notice of Exemption

**RUNNING SPRINGS WATER DISTRICT
PROFESSIONAL SERVICES CONTRACT**

1. PARTIES AND DATE.

This Contract is made and entered into this ___ day of April, 2017, by and between the Running Springs Water District, an independent special district with its principal place of business at Running Springs, California (“DISTRICT”) and Tom Dodson & Associates, with its principal place of business at San Bernardino, California (“Consultant”). District and Consultant are sometimes individually referred to as “Party” and collectively as “Parties.”

2. RECITALS.

2.1 Consultant.

Consultant desires to perform and assume responsibility for the provision of certain professional services required by the District on the terms and conditions set forth in this Contract. Consultant represents that it is experienced in providing services as an environmental consultant, is licensed in the State of California, and is familiar with the plans of District.

2.2 Project.

District desires to engage Consultant to render professional services for assistance with the State Water Resources Control Board Clean Water State Revolving Fund (CWSRF) environmental compliance requirements for improvements to three sewer lift stations.

3. TERMS.

3.1 Scope of Services and Term.

3.1.1 General Scope of Services. Consultant promises and agrees to furnish to the District all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply consulting services necessary for the Project (“Services”). The Services are for the assistance with the CWSRF environmental compliance requirements (Refer to Consultants Proposal Dated December 2, 2013). All Services shall be subject to, and performed in accordance with, this Contract and all applicable local, state and federal laws, rules and regulations.

3.1.2 Term. The term of this Contract shall be from the date this contract is fully executed to the completion of the project, unless earlier terminated as provided herein. Consultant shall complete the Services within the term of this Contract, and shall meet any other established schedules and deadlines.

3.2 Responsibilities of Consultant.

3.2.1 Control and Payment of Subordinates; Independent Contractor.

The Services shall be performed by Consultant or under its supervision. Consultant will determine the means, methods and details of performing the Services subject to the requirements of this Contract. District retains Consultant on an independent contractor basis and not as an employee. Consultant retains the right to perform similar or different services for others during the term of this Contract. Any additional personnel performing the Services under this Contract on behalf of Consultant shall also not be employees of District and shall at all times be under Consultant's exclusive direction and control. Consultant shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of Services under this Contract and as required by law. Consultant shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation insurance.

3.2.2 Schedule of Services. Consultant shall perform the Services expeditiously, within the term of this Contract. Consultant represents that it has the professional and technical personnel required to perform the Services in conformance with such conditions. In order to facilitate Consultant's conformance with the Schedule, District shall respond to Consultant's submittals in a timely manner. Upon request of District, Consultant shall provide a more detailed schedule of anticipated performance to meet the Schedule of Services.

3.2.3 Conformance to Applicable Requirements. All work prepared by Consultant shall be subject to the approval of District.

3.2.4 Substitution of Key Personnel. Consultant has represented to District that certain key personnel will perform and coordinate the Services under this Contract. Should one or more of such personnel become unavailable, Consultant may substitute other personnel of at least equal competence upon written approval of District. In the event that District and Consultant cannot agree as to the substitution of key personnel, District shall be entitled to terminate this Contract for cause. As discussed below, any personnel who fail or refuse to perform the Services in a manner acceptable to the District, or who are determined by the District to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project or a threat to the safety of persons or property, shall be promptly removed from the Project by the Consultant at the request of the District.

3.2.5 District's Representative. The District hereby designates the **General Manager**, or his or her designee, to act as its representative for the performance of this Contract ("District's Representative"). District's Representative shall have the power to act on behalf of the District for all purposes under this Contract. Consultant shall not accept direction or orders from any person other than the District's Representative or his or her designee.

3.2.6 Consultant's Representative. Consultant hereby designates **Tom Dodson**, or his or her designee, to act as its representative for the performance of this Contract ("Consultant's Representative"). Consultant's Representative shall have full authority to represent and act on behalf of the Consultant for all purposes under this Contract. The Consultant's Representative shall supervise and direct the Services, using his best skill and attention, and shall be responsible for all means, methods, techniques, sequences and procedures and for the satisfactory coordination of all portions of the Services under this Contract.

3.2.7 Coordination of Services. Consultant agrees to work closely with District staff in the performance of Services and shall be available to District's staff, consultants and other staff at all reasonable times.

3.2.8 Standard of Care; Performance of Employees. Consultant shall perform all Services under this Contract in a skillful and competent manner, consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California. Consultant represents and maintains that it is skilled in the professional calling necessary to perform the Services. Consultant warrants that all employees and subcontractors shall have sufficient skill and experience to perform the Services assigned to them. Finally, Consultant represents that it, its employees and subcontractors have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the Services, including a District Business License, and that such licenses and approvals shall be maintained throughout the term of this Contract. As provided for in the indemnification provisions of this Contract, Consultant shall perform, at its own cost and expense and without reimbursement from the District, any services necessary to correct errors or omissions which are caused by the Consultant's failure to comply with the standard of care provided for herein. Any employee of the Consultant or its sub-consultants who is determined by the District to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project, a threat to the safety of persons or property, or any employee who fails or refuses to perform the Services in a manner acceptable to the District, shall be promptly removed from the Project by the Consultant and shall not be re-employed to perform any of the Services or to work on the Project.

3.2.9 Laws and Regulations. Consultant shall keep itself fully informed of and in compliance with all local, state and federal laws, rules and regulations in any manner affecting the performance of the Project or the Services, including all Cal/OSHA requirements, and shall give all notices required by law. Consultant shall be liable for all violations of such laws and regulations in connection with Services. If the Consultant performs any work knowing it to be contrary to such laws, rules and regulations and without giving written notice to the District, Consultant shall be solely responsible for all costs arising there from. Consultant shall defend, indemnify and hold District, its officials, directors, officers, employees and agents free and harmless, pursuant to the indemnification provisions of this Contract, from any claim or liability arising out of any failure or alleged failure to comply with such laws, rules or regulations.

3.2.10 Insurance.

3.2.10.1 Time for Compliance. Consultant shall not commence the Services under this Contract until it has provided evidence satisfactory to the District that it has secured all insurance required under this section. In addition, Consultant shall not allow any subcontractor to commence work on any subcontract until it has provided evidence satisfactory to the District that the subcontractor has secured all insurance required under this section.

3.2.10.2 Minimum Requirements. Consultant shall, at its expense, procure and maintain for the duration of the Contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the Contract by the Consultant, its agents, representatives, employees or subcontractors. Consultant shall also require all of its subcontractors to procure and maintain the same insurance for the duration of the Contract. Such insurance shall meet at least the following minimum levels of coverage:

(A) Minimum Scope of Insurance. Coverage shall be at least as broad as the latest version of the following: (1) *General Liability:* Insurance Services Office Commercial General Liability coverage (occurrence form CG 0001); (2) *Automobile Liability:* Insurance Services Office Business Auto Coverage form number CA 0001, code 1 (any auto); and (3) *Workers' Compensation and Employer's Liability:* Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance.

(B) Minimum Limits of Insurance. Consultant shall maintain limits of: (1) *General Liability:* \$1,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with general aggregate limit is used, either the general aggregate limit shall apply separately to this Contract/location or the general aggregate limit shall be twice the required occurrence limit; (2) *Automobile Liability:* \$1,000,000 per accident for bodily injury and property damage; and (3) *Workers' Compensation and Employer's Liability:* Workers' Compensation limits as required by the Labor Code of the State of California. Employer's Liability limits of \$1,000,000 per accident for bodily injury or disease.

3.2.10.3 Professional Liability. Consultant shall procure and maintain, and require its sub-consultants to procure and maintain, for a period of three (3) years following completion of the Services, errors and omissions liability insurance appropriate to their profession. Such insurance shall be in an amount of \$1,000,000 per claim and aggregate.

3.2.10.4 Insurance Endorsements. The insurance policies shall contain the following provisions, or Consultant shall provide endorsements on forms supplied or approved by the District to add the following provisions to the insurance policies:

(A) General Liability. The general liability policy shall be endorsed to state that: (1) the District, its directors, officials, officers, employees, agents and volunteers shall be covered as additional insureds with respect to the Services or operations performed by or on behalf of the Consultant, including materials, parts or equipment furnished in connection with such work; and (2) the insurance coverage shall be primary insurance as respects the District, its directors, officials, officers, employees, agents and volunteers, or if excess, shall stand in an unbroken chain of coverage excess of the Consultant's scheduled underlying coverage. Any insurance or self-insurance maintained by the District, its directors, officials, officers, employees, agents and volunteers shall be excess of the Consultant's insurance and shall not be called upon to contribute with it in any way.

(B) Automobile Liability. The automobile liability policy shall be endorsed to state that: (1) the District, its directors, officials, officers, employees, agents and volunteers shall be covered as additional insureds with respect to the ownership, operation, maintenance, use, loading or unloading of any auto owned, leased, hired or borrowed by the Consultant or for which the Consultant is responsible; and (2) the insurance coverage shall be primary insurance as respects the District, its directors, officials, officers, employees, agents and volunteers, or if excess, shall stand in an unbroken chain of coverage excess of the Consultant's scheduled underlying coverage. Any insurance or self-insurance maintained by the District, its directors, officials, officers, employees, agents and volunteers shall be excess of the Consultant's insurance and shall not be called upon to contribute with it in any way.

(C) Workers' Compensation and Employers Liability Coverage. The insurer shall agree to waive all rights of subrogation against the District, its directors, officials, officers, employees, agents and volunteers for losses paid under the terms of the insurance policy which arise from work performed by the Consultant.

(D) All Coverages. Each insurance policy required by this Contract shall be endorsed to state that: (A) coverage shall not be suspended, voided, reduced in contract limits or canceled except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the District; and (B) any failure to comply with reporting or other provisions of the policies, including breaches of warranties, shall not affect coverage provided to the District, its directors, officials, officers, employees, agents and volunteers.

3.2.10.5 Separation of Insureds; No Special Limitations. All insurance required by this Section shall contain standard separation of insureds provisions. In addition, such insurance shall not contain any special limitations on the scope of protection afforded to the DISTRICT, its directors, officials, officers, employees, agents and volunteers.

3.2.10.6 Deductibles and Self-Insurance Retentions. Any deductibles or self-insured retentions must be declared to and approved by the District.

3.2.10.7 Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best's rating no less than A:VII, licensed to do business in California, and satisfactory to the District.

3.2.10.8 Verification of Coverage. Consultant shall furnish District with original certificates of insurance and endorsements (blanket endorsements acceptable) effecting coverage required by this Contract on forms satisfactory to the District. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf, and shall be on forms provided by the District if requested. All certificates and endorsements must be received and approved by the District before work commences. The District reserves the right to review complete, certified copies of all required insurance policies, at any time.

3.2.10.9 Claims-Made Form. If General Liability, Pollution and/or Asbestos Pollution Liability and/or Errors & Omissions coverage are written on a claims-made form:

3.2.10.9.1 The "Retro Date" must be shown, and must be before the date of the contract or the beginning of contract work.

3.2.10.9.2 Insurance must be maintained and evidence of insurance must be provided for at least three (3) years after completion of the contract of work.

3.2.10.9.3 If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a "Retro Date" prior to the contract effective date, the Contractor must purchase "extended reporting" coverage for a minimum of three (3) years after completion of contract work.

3.2.10.9.4 A copy of the claims reporting requirements must be submitted to the Entity for review.

3.2.11 Safety. Consultant shall execute and maintain its work so as to avoid injury or damage to any person or property. In carrying out its Services, the Consultant shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations, and shall exercise all necessary precautions for the safety of employees appropriate to the nature of the work and the conditions under which the work is to be performed. Safety precautions as applicable shall include, but shall not be limited to: (A) adequate life protection and life saving equipment and procedures; (B) instructions in accident prevention for all employees and subcontractors, such as safe walkways, scaffolds, fall protection ladders, bridges, gang planks, confined space procedures, trenching and shoring, equipment and other safety devices, equipment and wearing apparel as are necessary or lawfully required to prevent accidents or injuries; and (C) adequate facilities for the proper inspection and maintenance of all safety measures.

3.3 Fees and Payments.

3.3.1 Compensation. Consultant shall receive compensation, including authorized reimbursements, for all Services rendered under this Contract. The total compensation shall not exceed **NINETEEN THOUSAND SIX HUNDRED THIRTY dollars (\$19,630)** without written approval of District's General Manager. Extra Work may be authorized, as described below; and if authorized, said Extra Work will be compensated at the rates and manner set forth in this Contract.

3.3.2 Payment of Compensation. Consultant shall submit to District a monthly itemized statement which indicates work completed and hours of Services rendered by Consultant. The statement shall describe the amount of Services and supplies provided since the initial commencement date, or since the start of the subsequent billing periods, as appropriate, through the date of the statement. District shall, within 45 days of receiving such statement, review the statement and pay all approved charges thereon.

3.3.3 Reimbursement for Expenses. Consultant shall not be reimbursed for any expenses unless authorized in writing by District.

3.3.4 Extra Work. At any time during the term of this Contract, District may request that Consultant perform Extra Work. As used herein, "Extra Work" means any work which is determined by District to be necessary for the proper completion of the Project, but which the Parties did not reasonably anticipate would be necessary at the execution of this Contract. Consultant shall not perform, nor be compensated for, Extra Work without written authorization from District's Representative.

3.3.5 Prevailing Wages. Consultant is aware of the requirements of California Labor Code Sections 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 16000, et seq., ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on certain "public works" and "maintenance" projects. If the Services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and if the total compensation is \$1,000 or more, Consultant agrees to fully comply with such Prevailing Wage Laws. District shall provide Consultant with a copy of the prevailing rates of per diem wages in effect at the commencement of this Contract. Consultant shall make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to execute the Services available to interested parties upon request, and shall post copies at the Consultant's principal place of business and at the project site. Consultant shall defend, indemnify and hold the District, its elected officials, officers, employees and agents free and harmless from any claims, liabilities, costs, penalties or interest arising out of any failure or alleged failure to comply with the Prevailing Wage Laws.

3.4 Accounting Records.

3.4.1 Maintenance and Inspection. Consultant shall maintain complete and accurate records with respect to all costs and expenses incurred under this Contract. All such records shall be clearly identifiable. Consultant shall allow a representative of District during normal business hours to examine, audit, and make transcripts or copies of such records and any other documents created pursuant to this Contract. Consultant shall allow inspection of all work, data, documents, proceedings, and activities related to the Contract for a period of three (3) years from the date of final payment under this Contract.

3.5 General Provisions.

3.5.1 Termination of Contract.

3.5.1.1 Grounds for Termination. District may, by written notice to Consultant, terminate the whole or any part of this Contract at any time and without cause by giving written notice to Consultant of such termination, and specifying the effective date thereof, at least seven (7) days before the effective date of such termination. Upon termination, Consultant shall be compensated only for those services which have been adequately rendered to District, and Consultant shall be entitled to no further compensation. Consultant may not terminate this Contract except for cause.

3.5.1.2 Effect of Termination. If this Contract is terminated as provided herein, District may require Consultant to provide all finished or unfinished Documents and Data and other information of any kind prepared by Consultant in connection with the performance of Services under this Contract. Consultant shall be required to provide such documents and other information within fifteen (15) days of the request.

3.5.1.3 Additional Services. In the event this Contract is terminated in whole or in part as provided herein, District may procure, upon such terms and in such manner as it may determine appropriate, services similar to those terminated.

3.5.2 Delivery of Notices. All notices permitted or required under this Contract shall be given to the respective Parties at the following address, or at such other address as the respective parties may provide in writing for this purpose:

Consultant: Tom Dodson & Associates
2150 N. Arrowhead Avenue
San Bernardino, CA 92405
Direct: (909) 882-3612
Fax: (909) 882-7015
Email: tda@tdaenv.com

District: Ryan Gross, General Manager
PO Box 2206, 31242 Hilltop Blvd.
Running Springs, CA 92382
Phone: 909.867.2766
Cell: 909.938.8061
Fax: 909.867.2828
Email: rgross@runningspringswd.com

Such notice shall be deemed made when personally delivered or when mailed, forty-eight (48) hours after deposit in the U.S. Mail, first class postage prepaid and addressed to the Party at its applicable address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

3.5.3 Ownership of Materials and Confidentiality.

3.5.3.1 Documents & Data; Licensing of Intellectual Property.

This Contract creates a non-exclusive and perpetual license for District to copy, use, modify, reuse, or sublicense any and all copyrights, designs, and other intellectual property embodied in plans, specifications, studies, drawings, estimates, and other documents or works of authorship fixed in any tangible medium of expression, including but not limited to, physical drawings or data magnetically or otherwise recorded on computer diskettes, which are prepared or caused to be prepared by Consultant under this Contract ("Documents & Data"). Consultant shall require all subcontractors to agree in writing that District is granted a non-exclusive and perpetual license for any Documents & Data the subcontractor prepares under this Contract. Consultant represents and warrants that Consultant has the legal right to license any and all Documents & Data. Consultant makes no such representation and warranty in regard to Documents & Data which were prepared by design professionals other than Consultant or provided to Consultant by the District. District shall not be limited in any way in its use of the Documents & Data at any time, provided that any such use not within the purposes intended by this Contract shall be at District's sole risk.

3.5.3.2 Confidentiality. All ideas, memoranda, specifications, plans, procedures, drawings, descriptions, computer program data, input record data, written information, and other Documents and Data either created by or provided to Consultant in connection with the performance of this Contract shall be held confidential by Consultant. Such materials shall not, without the prior written consent of District, be used by Consultant for any purposes other than the performance of the Services. Nor shall such materials be disclosed to any person or entity not connected with the performance of the Services or the Project. Nothing furnished to Consultant which is otherwise known to Consultant or is generally known, or has become known, to the

related industry shall be deemed confidential. Consultant shall not use District's name or insignia, photographs of the Project, or any publicity pertaining to the Services or the Project in any magazine, trade paper, newspaper, television or radio production or other similar medium without the prior written consent of District.

3.5.4 Cooperation; Further Acts. The Parties shall fully cooperate with one another, and shall take any additional acts or sign any additional documents as may be necessary, appropriate or convenient to attain the purposes of this Contract.

3.5.5 Attorney's Fees. If either Party commences an action against the other Party, either legal, administrative or otherwise, arising out of or in connection with this Contract, the prevailing party in such litigation shall be entitled to have and recover from the losing party reasonable attorney's fees and all other costs of such action.

3.5.6 Indemnification. Consultant shall defend, indemnify and hold the District, its officials, officers, employees, volunteers and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity, to property or persons, including wrongful death, in any manner to the proportionate extent arising out of or incident to any alleged negligent acts, omissions or willful misconduct of Consultant, its officials, officers, employees, agents, consultants and contractors arising out of or in connection with the performance of the Services, the Project or this Contract. To the extent of Consultant's negligence, Consultant shall pay and satisfy its share of any judgment, award or decree that may be rendered against District or its directors, officials, officers, employees, agents or volunteers, in any such suit, action or other legal proceeding. Consultant shall reimburse District and its directors, officials, officers, employees, agents and/or volunteers, its share of legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the District, its directors, officials, officers, employees, agents or volunteers.

3.5.7 Entire Contract. This Contract contains the entire Contract of the Parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or Agreements. This Contract may only be modified by a writing signed by both Parties.

3.5.8 Governing Law. This Contract shall be governed by the laws of the State of California. Venue shall be in San Bernardino County.

3.5.9 Time of Essence. Time is of the essence for each and every provision of this Contract.

3.5.10 District's Right to Employ Other Consultants. District reserves right to employ other consultants in connection with this Project.

3.5.11 Successors and Assigns. This Contract shall be binding on the successors and assigns of the Parties.

3.5.12 Assignment or Transfer. Consultant shall not assign, hypothecate, or transfer, either directly or by operation of law, this Contract or any interest herein without the prior written consent of the District. Any attempt to do so shall be null and void, and any assignees, hypothecates or transferees shall acquire no right or interest by reason of such attempted assignment, hypothecation or transfer.

3.5.13 Construction; References; Captions. Since the Parties or their agents have participated fully in the preparation of this Contract, the language of this Contract shall be construed simply, according to its fair meaning, and not strictly for or against any Party. Any term referencing time, days or period for performance shall be deemed calendar days and not work days. All references to Consultant include all personnel, employees, agents, and subcontractors of Consultant, except as otherwise specified in this Contract. All references to District include its elected officials, officers, employees, agents, and volunteers except as otherwise specified in this Contract. The captions of the various articles and paragraphs are for convenience and ease of reference only, and do not define, limit, augment, or describe the scope, content, or intent of this Contract.

3.5.14 Amendment; Modification. No supplement, modification, or amendment of this Contract shall be binding unless executed in writing and signed by both Parties.

3.5.15 Waiver. No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.

3.5.16 No Third Party Beneficiaries. There are no intended third party beneficiaries of any right or obligation assumed by the Parties.

3.5.17 Invalidity; Severability. If any portion of this Contract is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

3.5.18 Prohibited Interests. Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Contract. Further, Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Contract. For breach or violation of this warranty, District shall have the right to rescind this Contract without liability. For the term of this Contract, no member, officer or employee of District, during the term of his or her service with District, shall have any direct interest in this Contract, or obtain any present or anticipated material benefit arising therefrom.

3.5.19 Equal Opportunity Employment. Consultant represents that it is an equal opportunity employer and it shall not discriminate against any subcontractor, employee or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination. Consultant shall also comply with all relevant provisions of any District's Minority Business Enterprise program, Affirmative Action Plan or other related programs or guidelines currently in effect or hereinafter enacted.

3.5.20 Labor Certification. By its signature hereunder, Consultant certifies that it is aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and agrees to comply with such provisions before commencing the performance of the Services.

3.5.21 Authority to Enter Contract. Consultant has all requisite power and authority to conduct its business and to execute, deliver, and perform the Contract. Each Party warrants that the individuals who have signed this Contract have the legal power, right, and authority to make this Contract and bind each respective Party.

3.5.22 Counterparts. This Contract may be signed in counterparts, each of which shall constitute an original.

3.6 Subcontracting.

3.6.1 Prior Approval Required. Consultant shall not subcontract any portion of the work required by this Contract, except as expressly stated herein, without prior written approval of District. Subcontracts, if any, shall contain a provision making them subject to all provisions stipulated in this Contract.

Running Springs Water District

Tom Dodson & Associates

By: _____
Ryan Gross
General Manager

By: _____
Tom Dodson

EXHIBIT "A"

SCOPE OF SERVICES

REFER TO:

Consultant's Proposal dated April 5, 2017



MEMORANDUM

April 5, 2017

From: Tom Dodson

To: Ryan Gross

Subj: Proposal to provide CEQA-Plus assistance for the District's Automatic Meter Reading Upgrade Project

Ryan, I finally received the cost estimates from my biology and cultural associates, so I can provide the following cost estimate to supply the CEQA-Plus support required for the State Water Board's State Revolving Fund (SRF) program. The following cost estimates are provided to supply technical studies that will meet the State Board's CEQA-Plus requirements:

1. Biology: Shay Lawrey's firm Jericho Systems Inc.: Fee: \$7,200
2. Cultural: CRM TECH: Fee: \$5,930.00
3. Air Quality: Giroux & Associates: Fee: \$2,500

To compile the whole report and respond to State Board Staff questions (there are always some) my fee is \$4,000. Total fee to deliver the SRF CEQA-Plus package to the State Board is: \$19,630. Should you have any questions regarding this proposal, please contact me. Deeply appreciate the opportunity to submit this proposal and if authorized, I look forward to working with you and the District again.

A handwritten signature in cursive script that reads "Tom Dodson".

Tom Dodson

ENVIRONMENTAL PACKAGE

Applicant (Entity) Name:	
Project Title:	
Contact Person:	Phone: ()

I. CEQA STATUS

Please check the **one** box that describes the project in this application.

The CEQA process has not yet started for this project
 The CEQA process is underway for this project*
 The CEQA process is complete for this project **(complete Question 2 below)**
 The CEQA process was completed for this project more than 5 years prior to anticipated State Water Board agreement execution date** **(complete Question 2 below)**

** A draft of the CEQA document shall be provided to the Division for review and comment. Also provide to the Division copies of any substantiating federal cross-cutter information (i.e., USFWS species list/biological assessment, cultural resources report, air quality analysis data, flood map, etc.). This will enable the Division to better understand the environmental impacts, and provide more meaningful comments on the draft CEQA document before it is sent to the State Clearinghouse.*

*** If the CEQA document was prepared more than five years prior to the anticipated assistance agreement execution date, please provide an updated CEQA document (subsequent, supplemental or addendum) that evaluates the current environmental status of the project.*

II. CEQA DOCUMENTS* (Complete this section only if the CEQA process has been completed for this project)**

Please check all box(es) that describe this application and submit the required attachments for the applicable section(s).

Project is covered under a CEQA Categorical or Statutory Exemption **(complete Section A below and attach documents)**
 Project is covered under a Negative Declaration **(complete Section B below and attach documents)**
 Project is covered under a Mitigated Negative Declaration **(complete Section C below and attach documents)**
 Project is covered under an Environmental Impact Report **(complete Section D below and attach documents)**

**** If a Joint CEQA/NEPA document (EIR/Environmental Assessment or EIR/Environmental Impact Statement) is prepared for the project, submit the applicable Record of Decision and/or Finding of No Significant Impact.*

Required Attachments	Section A	Section B	Section C	Section D
E1- EVALUATION FORM FOR ENVIRONMENTAL REVIEW AND FEDERAL COORDINATION				
E2- DRAFT AND FINAL INITIAL STUDY/NEGATIVE DECLARATION (IS/ND)				
E3- DRAFT AND FINAL INITIAL STUDY/MITIGATED NEGATIVE DECLARATION (IS/MND)				
E4- DRAFT AND FINAL ENVIRONMENTAL IMPACT REPORT (EIR)				
E5- COMMENTS AND RESPONSES				
E6- STATEMENT OF OVERRIDING CONSIDERATION (If Applicable)				
E7- MITIGATION MONITORING AND REPORTING PLAN/PROGRAM (MMRP)				
E8- RESOLUTION APPROVING THE CEQA DOCUMENTS				
E9- NOTICE OF EXEMPTION				
E10- NOTICE OF DETERMINATION				

FOR STATE USE ONLY	
CWSRF Project #	
Project Manager	
Date Received	

E1 – ENVIRONMENTAL REVIEW AND FEDERAL COORDINATION ATTACHMENTS

Check the box next to each item to indicate which supporting attachments you have provided with your application. The supporting documents must be provided unless it is not applicable.

- E1.1 – **Clean Air Act**
 - Air quality modeling data
 - Complete air emissions chart (see Evaluation Form below)
 - General conformity and/or air quality studies, *as applicable*
- E1.2 – **Coastal Barriers Resources Act**
 - Consultation record for CBRA resources in the vicinity of the project area with the USFWS, *if applicable*
- E1.3 – **Coastal Zone Management Act**
 - Copy of coastal zone permit or coastal exemption, *if applicable*
- E1.4 – **Endangered Species Act**
 - Up-to-date (less than one year old) USFWS, CDFW Natural Diversity Database, and CNPS species lists
 - Project-level biological resources and habitat evaluation including field survey and species lists review
 - Record of federal consultation and correspondence, *if applicable*
- E1.5 – **Environmental Justice**
 - Consultation record for the affected areas with the USEPA Office of Enforcement and Compliance Assurance, *if applicable*
- E1.6 – **Farmland Protection Policy Act**
 - Assessment of the conversion of prime/unique farmland and farmland of statewide/local importance to non-agricultural uses, *if applicable*
 - Assessment of Williamson Act lands converted and/or affected, *if applicable*
 - Consultation with USDA and correspondence, *if applicable*
- E1.7 – **Flood Plain Management**
 - FEMA flood mapping of the project area, *if applicable*
 - Assessment of flood hazard and drainage pattern alteration, *if applicable*
- E1.8 – **National Historical Preservation Act**
 - Cultural Resources Report (with less than one year old record search, extending to a half-mile beyond the project APE) on historic properties consistent with the National Historic Preservation Act requirements
- E1.9 – **Magnuson-Stevens Fishery Conservation and Management Act**
 - Essential Fish Habitat Assessment (EFH Assessment) for the State Water Board's consultation with the NOAA National Marine Fisheries Service, *if applicable*
 - Please see regulation E1.4 above for EFH Assessment requirements
- E1.10 – **Migratory Bird Treaty Act**
 - List of migratory birds including avoidance measures, *if applicable*
- E1.11 – **Protection of Wetlands**
 - Copy of 401 Certification from the Regional Water Quality Control Board, *if applicable*
 - Copy of 404 permit from the USACE, *if applicable*
 - Wetland delineation and survey assessment, *if applicable*
- E1.12 – **Safe Drinking Water Act, Sole Source Aquifer Protection**
 - Consultation record with the USEPA Region 9 Ground Water Office, *if applicable*
- E1.13 – **Wild and Scenic Rivers Act**
 - Consultation record with the USDA Forest Service Region 5 Office, *if applicable*

Evaluation Form for Environmental Review and Federal Coordination

Applicant Name: _____

Project Title: _____

1. Clean Air Act:

Air Basin Name: _____

Local Air District for Project Area: _____

Is the project subject to a State Implementation Plan (SIP) conformity determination?

No - The project is in an attainment or unclassified area for all federal criteria pollutants.

Yes - The project is in a nonattainment area or attainment area subject to maintenance plans for a federal criteria pollutant. Include information to indicate the nonattainment designation (e.g. moderate, serious, severe, or extreme), if applicable. If estimated emissions (below) are above the federal *de minimis* levels, but the project is sized to meet only the needs of current population projections that are used in the approved SIP for air quality, then quantitatively indicate how the proposed capacity increase was calculated using population projections.

• **The Lead Agency shall provide the estimated project construction and operational air emissions (in tons per year) in the chart below, and attach supporting calculations, regardless of attainment status.**

• **Also, attach any air quality studies that have been done for the project.**

Pollutant	Federal Status (Attainment, Nonattainment, Maintenance, or Unclassified)	Nonattainment Rates (i.e., moderate, serious, severe, or extreme)	Threshold of Significance for Project Air Basin (if applicable)	Construction Emissions (Tons/Year)	Operation Emissions (Tons/Year)
Ozone (O ₃)					
Carbon Monoxide (CO)					
Oxides of Nitrogen (NO _x)					
Reactive Organic Gases (ROG)					
Volatile Organic Compounds (VOC)					
Lead (Pb)					
Particulate Matter less than 2.5 microns in diameter (PM _{2.5})					
Particulate Matter less than 10 microns in diameter (PM ₁₀)					
Sulfur Dioxide (SO ₂)					

2. Coastal Barriers Resources Act:

Will the project impact or be located within or near the Coastal Barrier Resources System or its adjacent wetlands, marshes, estuaries, inlets, and near-shore waters? Note that since there is currently no Coastal Barrier Resources System in California, projects located in California are not expected to impact the Coastal Barrier Resources System in other states. If there is a special circumstance in which the project may impact a Coastal Barrier Resource System, indicate your reasoning below.

No - The project will not affect or be located within or near the Coastal Barrier Resources System or its adjacent wetlands, marshes, estuaries, inlets, and near-shore waters, explain:

Yes - Describe the project location with respect to the Coastal Barrier Resources System, and the status of any consultation with the appropriate Coastal Zone management agency and the United States Fish and Wildlife Service:

3. Coastal Zone Management Act:

Is any portion of the project site located within the coastal zone?

No - The project is not within the coastal zone, explain:

Yes - Describe the project location with respect to coastal areas and the status of the coastal zone permit, and provide a copy of the coastal zone permit or coastal exemption:

4. Endangered Species Act (ESA):

Does the project involve any direct effects from construction activities, or indirect effects such as growth inducement that may affect federally listed threatened or endangered species or their critical habitat that are known, or have a potential, to occur on-site, in the surrounding area, or in the service area?

• Required documents: Attach project-level biological surveys, evaluations analyzing the project's direct and indirect effects on special-status species, and an up-to-date species list (less than one year old from the United States Fish and Wildlife Service, the California Natural Diversity Database and the California Native Plant Society) for the project area.

No - Discuss why the project will not affect any federally listed special status species:

Yes - Provide information on federally listed species that could potentially be affected by this project and any proposed avoidance and compensation measures so that the State Water Board can initiate informal/formal consultation with the applicable federally designated agency. Explain any previous ESA consultations /coordination conducted with the National Marine Fisheries Service or US Fish and Wildlife Service for the project:

5. Environmental Justice:

Does the project involve an activity that is likely to be of particular interest to or have particular impact upon minority, low-income, or indigenous populations, or tribes?

No - Selecting "No" means that this action is not likely to be of any particular interest to or have an effect on these populations or tribes, explain:

Yes - If you answer yes, please check at least one of the boxes and provide a brief explanation below:

- The project is likely to affect the health of these populations.
- The project is likely to affect the environmental conditions of these populations.
- The project is likely to present an opportunity to address an existing disproportionate impact of these populations.
- The project is likely to result in the collection of information or data that could be used to assess potential impacts on the health or environmental conditions of these populations.
- The project is likely to affect the availability of information to these populations.
- Other reasons (please describe):

Briefly explain the answer:

6. Farmland Protection Policy Act:

Is any portion of the project located on important farmland?

No - The project will not affect protected farmland. Explain:

Yes - Include information on the acreage that would be converted from important farmland to other uses. Indicate if any portion of the project boundaries is under a Williamson Act Contract and specify the amount of acreage affected:

7. Flood Plain Management:

Is any portion of the project located within a 100-year floodplain as depicted on a floodplain map or otherwise designated by the Federal Emergency Management Agency?

• **Required documents: Attach a floodplain map.**

No - Provide a description of the project location with respect to streams and potential floodplains:

Yes - Describe the floodplain, and include a floodplains/wetlands assessment. Describe any measures and/or project design modifications that would minimize or avoid flood damage by the project:

8. National Historic Preservation Act:

Identify the area of potential effects (APE) with both cartographic and textual descriptions, including construction, staging areas, and depth of any excavation. (Note: the APE is three dimensional and includes all areas that may be affected by the project, including the surface area and extending below ground to the depth of any project excavations).

- **Required documents:** Attach a copy of a Cultural Resources Report prepared by a qualified professional that includes a current records search (less than one year old, extending to a half-mile beyond the project APE), with maps showing all sites and surveys drawn in relation to the project area, records of Native American consultation, and a consultation letter for the State Water Board to use for consultation with the State Historic Preservation Officer.

Summarize the information provided below:

9. Magnuson-Stevens Fishery Conservation and Management Act:

Does the project involve any direct effects from construction activities, or indirect effects such as growth inducement that may adversely affect essential fish habitat?

No - Discuss why the project will not affect essential fish habitat:

Yes - Provide information on essential fish habitat that could potentially be affected by this project and any proposed avoidance and compensation measures. Explain any previous consultations/coordination conducted with the National Marine Fisheries Service for the project:

10. Migratory Bird Treaty Act:

Will the project affect protected migratory birds that are known, or have a potential, to occur on-site, in the surrounding area, or in the service area?

No - Provide an explanation below.

Yes - Discuss the impacts (such as noise and vibration impacts, modification of habitat) to migratory birds that may be directly or indirectly affected by the project and mitigation measures to reduce or eliminate these impacts. Include a list of all migratory birds that could occur where the project is located:

11. Protection of Wetlands:

Does any portion of the project boundaries contain areas that should be evaluated for wetland delineation or require a permit from the United States Army Corps of Engineers?

No - Provide the basis for such a determination:

Yes - Describe the affect to wetlands, potential wetland areas, and other surface waters, and the avoidance, minimization, and mitigation measures to reduce such impacts. Provide the status of the permit and information on permit requirements:

12. Safe Drinking Water Act, Sole Source Aquifer Protection:

Is the project located in an area designated by the United States Environmental Protection Agency, Region 9, as a Sole Source Aquifer?

No - The project is not within the boundaries of a sole source aquifer.

Yes - Identify the sole source aquifer (e.g., Santa Margarita Aquifer, Scott's Valley, the Fresno County Aquifer, the Campo/Cottonwood Creek Aquifer or the Ocotillo-Coyote Wells Aquifer) that will be affected:

13. Wild and Scenic Rivers Act:

Identify watershed where the project is located: _____

Is any portion of the project located within a wild and scenic river?

• Required documents: Attach a map if any portion of the project is located within a wild and scenic river watershed.

No - The project will not affect a wild and scenic river. Explain:

Yes - Identify the wild and scenic river watershed and project location relative to the affected wild and scenic river:

Environmental Package

Detailed information, including statutes and guidelines on the California Environmental Quality Act (CEQA), can be obtained at <http://ceres.ca.gov/ceqa>. A CEQA Process Flowchart that shows interaction points between lead and responsible agencies can be found at http://www.waterboards.ca.gov/water_issues/programs/grants_loans/docs/environmental_review/ceqa_process_flow_chart.pdf.

Applicant (Entity) Name – Enter the entity that will be the legal signatory to a financing agreement.

Project Title – Enter the title of the project.

Contact Person and Phone – Enter the name and phone number of the day-to-day contact for the project. This person should be able to answer general questions about the project and application.

I. CEQA Status

Place a check (✓) in the box that describes the status of the CEQA process for the project.

❖ **Not yet started**

❖ **Underway**

A draft copy of the CEQA document should be provided to the Division for review and comment. Also provide the Division with copies of any substantiating federal cross-cutter information (i.e. USFWS species list/biological assessment, cultural resources report, air quality analysis data, flood map, etc.). This will enable the Division to better understand the project's environmental impacts, and provide more meaningful comments on the draft CEQA document before it is sent to the State Clearinghouse.

❖ **Complete**

Proceed to Question 2 below (CEQA Documents).

❖ **Complete, but more than 5 years prior to anticipated State Water Board agreement execution date**

Must provide an updated CEQA document (subsequent, supplemental or addendum) that evaluates the current environmental status of the project.

Proceed to Question 2 below (CEQA Documents).

II. CEQA Documents – Complete this section ONLY if the CEQA process is complete.

Place a check (✓) in the box(es) that describe(s) the project and submit the required attachments for each section applicable to the project.

Example: If the project is covered under a CEQA Categorical or Statutory Exemption (Section A) and a Negative Declaration (Section B), submit the following attachments:

- ✓ *Evaluation Form for Environmental Review and Federal Coordination*
- ✓ *Draft and Final Initial Study/Negative Declaration(IS/ND)*

- ✓ *Comments and Responses*
- ✓ *Resolution Approving the CEQA Documents*
- ✓ *Notice of Exemption filed with the county clerk and the State Clearinghouse*
- ✓ *Notice of Determination filed with the county clerk and the State Clearinghouse*

Please submit two copies of all applicable CEQA documents.

Attachments

- ✓ **E1 – Evaluation Form for Environmental Review and Federal Coordination:** This form (including the supporting attachments E1.1 to E1.13) must be completed for all projects seeking CWSRF funding. This enables the CWSRF Program to comply with the cross-cutting federal environmental regulations.
- ✓ **E2 – Initial Study/Negative Declaration (IS/ND):** Provide both draft and final copies.
- ✓ **E3 – Initial Study/Mitigated Negative Declaration (IS/MND):** Provide both draft and final copies.
- ✓ **E4 – Environmental Impact Report (EIR):** Provide both draft and final copies.
- ✓ **E5 – Comments and Responses:** Provide all comments and responses.
- ✓ **E6 – Statement of Overriding Consideration (SOC):** If the project has a significant unavoidable impact, the applicant must adopt an SOC.
- ✓ **E7 – Mitigation and Monitoring Program/Plan (MMRP):** Applicant must adopt an MMRP for all projects with an IS/MND and EIR CEQA documents.
- ✓ **E8 – CEQA Documents Approval:** All CEQA documents (including Addendum, Supplemental and Subsequent) must be adopted/certified by the governing body of the applicant agency seeking funds from the CWSRF Program. If the applicant is not the lead CEQA agency, then the applicant must adopt/certify the relevant CEQA documents to be able to receive funds from CWSRF Program.
- ✓ **E9 – Notice of Exemption:** A copy must be filed and date stamped by the local County Clerk and the Governor's Office of Planning and Research.
- ✓ **E10 – Notice of Determination:** A copy must be filed and date stamped by the local County Clerk and the Governor's Office of Planning and Research.

E1 – Evaluation Form for Environmental Review and Federal Coordination

Form E1 is required for all projects requesting CWSRF financing. Additional guidance can be found in the State Environmental Review Process (Appendix I of the CWSRF Policy) at http://www.waterboards.ca.gov/water_issues/programs/grants_loans/srf/finalpolicy0513.shtml or by

contacting the Environmental Review Unit (refer to contact list at http://www.waterboards.ca.gov/water_issues/programs/grants_loans/environmental_requirements.shtml).

Applicant Name – Enter the entity that will be the legal signatory to a financing agreement.

Project Title – Enter the title of the project.

1. Clean Air Act

Air Basin Name - Identify the air basin name.

Local Air District for Project Area – Enter the name of the local air district for the project area.

For CWSRF financed projects, we recommend including a general conformity section in the CEQA documents so that another public review process will not be needed, should a conformity determination be required. The applicant should check with its local air quality management district and review the California Air Resources Board's air emissions map for information on the State Implementation Plan. The applicant should also check the United States Environmental Protection Agency, Green Book, for Currently Designated Nonattainment Areas for All Critical Pollutants. For information on the analysis steps involved in evaluating air quality conformity, please contact the State Water Board environmental staff through the assigned Project Manager.

Indicate if the project is subject to a State Implementation Plan (SIP) conformity determination, and complete the chart with estimated project construction and operational air emissions data, with respect to the federal *de minimis* levels (in tons per year). Also submit supporting calculations and any air quality maintenance plans or additional supporting documents you utilize to compile the data.

2. Coastal Barriers Resources Act

The Coastal Barriers Resources Act is intended to discourage development in the Coastal Barrier Resources System and adjacent wetlands, marshes, estuaries, inlets, and near-shore waters. Since there is no designated Coastal Barrier Resources System in California, no impacts from California projects are expected. However, should the applicant believe there may be impacts to the Coastal Barrier Resources System due to special circumstances, please use the following information as a guide.

During the planning process, the applicant should consult with the appropriate Coastal Zone management agency (e.g., City or County with an approved Local Coastal Program, the California Coastal Commission, or the San Francisco Bay Conservation and Development Commission) to determine if the project will have an effect on the Coastal Barrier Resources System. If the project will have an effect on the Coastal Barrier Resources System, the State Water Board must consult with the appropriate Coastal Zone management agency and the USFWS. Any recommendations from the Coastal Zone management agency and USFWS will be incorporated into the project's design prior to approval of CWSRF financing.

For more information and to ensure that no modifications to Coastal Barrier Resources System have occurred, please visit: <http://www.fws.gov/CBRA/>.

Indicate if the project will affect or be located within or near the Coastal Barrier Resources System or its adjacent wetlands, marshes, estuaries, inlets, and near-shore waters, and describe the project location with respect to the Coastal Barrier Resources System and provide the status of any consultation with the appropriate Coastal Zone management agency and the United States Fish and Wildlife Service.

3. Coastal Zone Management Act

Projects proposing construction in the Coastal Zone will require consultation with either the California Coastal Commission (or the designated local agency with a Local Coastal Program), or the San Francisco Bay Conservation and Development Commission (for projects located in the San Francisco Bay area). The applicant must submit a copy of the approved Coastal Development permit to the State Water Board to satisfy this requirement.

For more information on Coastal Zone Management Act requirements refer to the following agencies' websites:

- United States Coastal Zone Boundaries through the NMFS website at <http://coastalmanagement.noaa.gov/mystate/docs/StateCZBoundaries.pdf>
- California Coastal Commission website at <http://www.coastal.ca.gov/ccatc.html>; and/or
- San Francisco Bay Conservation and Development Commission website at <http://www.bcdc.ca.gov/>.

Indicate if any portion of the project site is located within the coastal zone, and describe the project location with respect to coastal areas and the status of the coastal zone permit, and provide a copy of the coastal zone permit or coastal exemption.

4. Endangered Species Act (ESA)

The United States Department of the Interior, Fish and Wildlife Service (USFWS) and the United States Department of Commerce National Oceanic and Atmospheric Administration, National Marine Fisheries Service (NMFS) must be consulted for any project that will have the potential to adversely impact a federal special-status species. The USEPA delegated the State Water Board to act as the non-federal lead for initiating informal Section 7 ESA consultation with the USFWS. The State Water Board will coordinate with the USEPA for projects requiring formal Section 7 ESA consultation with the USFWS and projects that will impact federal special-status fish species under the NMFS jurisdiction. The USFWS and NMFS must provide written concurrence prior to a CWSRF financing agreement. USFWS and NMFS comments may include conservation measures, for which the applicant's CWSRF financing agreement will be conditioned to ensure compliance.

For further information on the federal ESA go to <http://www.fws.gov/endangered/laws-policies/index.html> and <http://www.nmfs.noaa.gov/pr/laws/esa/>. Note that compliance with both the state and federal ESAs is required of projects having the potential to impact state and federal special-status species. Although overlap exists between the state and federal ESAs, there might be additional or more restrictive state requirements. For further information on the California ESA, refer to the California Department of Fish and Wildlife website at <http://www.dfg.ca.gov/habcon/cesa/>.

Indicate if the project involves any direct effects from construction activities or indirect effects that may affect federal and state listed threatened or endangered species that are known, or have a potential, to occur on-site, in the surrounding area or in the service area, and provide the additional information and requested documents, i.e. species list and biological assessment completed within the last year.

5. Environmental Justice

Identify and address any disproportionately high and adverse human health or environmental effects of the project's activities on minority and low-income populations. USEPA has defined environmental justice as "the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies."

Fair Treatment means that no group of people should bear a disproportionate burden of environmental harms and risks, including those resulting from the negative consequences of industrial, governmental, and commercial operations or programs and policies.

Meaningful Involvement means that: 1) potentially affected community members have an appropriate opportunity to participate in decisions about a proposed activity that will affect their environment and/or health; 2) the public's contribution can influence the agency's decision; 3) the concerns of all participants involved will be considered in the decision-making process; and 4) the decision-makers seek out and facilitate the involvement of those potentially affected.

The term "environmental justice concern" is used to indicate the actual or potential lack of fair treatment or meaningful involvement of minority, low-income, or indigenous populations, or tribes in the development, implementation, and enforcement of environmental laws, regulations, and policies.

Indicate if the project involves an activity that is likely to be of particular interest to or have a particular impact upon minority, low-income, or indigenous populations or tribes, as identified by the Lead Agency.

Your project may involve an "environmental justice concern" if the project could:

- a) Create new disproportionate impacts on minority, low-income, or indigenous populations;
- b) Exacerbate existing disproportionate impacts on minority, low-income, or indigenous populations; or
- c) Present opportunities to address existing disproportionate impacts on minority, low-income, or indigenous populations that are addressable through the project.

No - Provide an explanation.

Yes - Place a check (✓) in the box(es) that describe the impact of the project and provide a brief explanation for your answer(s).

6. Farmland Protection Policy Act

Projects involving impacts to farmland designated as prime and unique, local and statewide importance, or under a Williamson Act Contract, will require consultation with the United States Department of Agriculture, Natural Resources Conservation Service and/or California Department of Conservation. For more information on the Farmland Protection Policy Act go to <http://www.nrcs.usda.gov/programs/fppa>, and regarding the Williamson Act Contract go to <http://www.consrv.ca.gov/dlrp/lca>.

Indicate if any portion of the project is located on important farmland, and provide information on the acreage that would be converted from important farmland to other uses. Also indicate if any portion of the project boundaries is under a Williamson Act Contract and specify the amount of coverage affected. If the project area will be within a portion of protected farmland under the Williamson Act, please be sure to complete the consultations with appropriate federal, state and local agencies and provide necessary documents to the State Water Board.

7. Flood Plain Management – Executive Order 11988

Each agency shall take action to reduce the risk of flood loss, to minimize the impact of floods on human safety, health and welfare, and to restore and preserve the natural and beneficial values served by floodplains in carrying out its responsibilities. Before taking an action, each agency shall determine whether the proposed action will occur in a designated floodplain. The generally established standard for risk is the flooding level that is expected to occur every 100 years. If an agency determines or proposes to conduct, support, or allow an action to be located in a floodplain, the agency shall consider alternatives to avoid adverse effects and incompatible development in the floodplains.

For further information regarding Floodplain Management requirements, please consult the United States Department of Homeland Security, Federal Emergency Management Agency website at <http://www.fema.gov>, as well as the USEPA floodplain management Executive Order 11988 at <http://www.epa.gov/owow/wetlands/regs/eo11988.html>.

Indicate if any portion of the project located within a 100-year floodplain as depicted on a floodplain map or otherwise designated by the Federal Emergency Management Agency, and provide the additional information and requested documentation.

8. National Historic Preservation Act (NHPA)

Section 106 of the National Historic Preservation Act requires Federal agencies to take into account the effects of their undertakings on historic properties. The Section 106 process seeks to accommodate historic preservation concerns with the needs of Federal undertakings through consultation among the agency official and other parties with an interest in the effects of the undertaking on historic properties, commencing at the early stages of project planning. Historic properties are properties that are included in the National Register of Historic Places or that meet the criteria for the National Register. Historic properties include buildings, structures, objects, and archaeological sites that are 50 years old or older. The Section 106 reports must be prepared by a qualified researcher that meets the Secretary of the Interior's Professional Qualifications Standards (http://www.nps.gov/history/local-law/arch_stnds_9.htm).

In addition, CEQA requires state, local, and other agencies subject to the jurisdiction of California to evaluate the environmental effects of the agency actions, including impacts to cultural and historic resources. CEQA law states that “a project that may cause a substantial adverse change in the significance of a historical resource is a project that may have a significant effect on the environment” (21084.1).

The Governor’s November 2005 Tribal Consultation Guidelines (http://opr.ca.gov/docs/09_14_05_Updated_Guidelines_922.pdf) states that [applicants] must conduct a record search through the appropriate regional California Historical Resources Information System (CHRIS) (http://ohp.parks.ca.gov/pages/1068/files/ic_roster.pdf) center to determine whether any listed cultural places are present in the project area, and contact the Native American tribes affiliated with a project area from a list available from the Native American Heritage Commission (NAHC) (<http://www.nahc.ca.gov/>).

The NAHC can be contacted at:

Address: 1550 Harbor Blvd., Suite 100
West Sacramento, CA 95691
Telephone: (916) 373-3710
Email: nahc@nahc.ca.gov

Identify the area of potential effects (APE), including construction areas, staging areas, and depth of any excavation. Attach a copy of the Cultural Resources Report prepared by a qualified professional, a Section 106 SHPO consultation letter, and a current records search (less than one year old, extending to a half-mile beyond the project APE). Provide maps showing all cultural resources sites and surveys drawn in relation to the project area, and records of Native American consultation from a list provided by the Native American Heritage Commission (NAHC).

9. Magnuson-Stevens Fishery Conservation and Management Act

The Magnuson-Stevens Fishery Conservation and Management Act, as amended, is designed to manage and conserve national fishery resources. Essential Fish Habitat (EFH) consultations are only required for actions that may adversely affect EFH. The applicant needs to determine whether the proposed project may adversely affect EFH. NMFS is responsible for publishing maps and other information on the locations of designated EFH, and can provide information on ways to promote conservation of EFHs to facilitate this assessment. If a project may adversely affect a designated EFH, the applicant must complete an EFH consultation.

The State Water Board will coordinate with the USEPA to request an EFH consultation from the NMFS. NMFS is required to respond informally or in writing. NMFS comments may include conservation measures, for which the applicant’s CWSRF financing agreement will be conditioned to ensure compliance. For more information, see the brochure at http://www.nmfs.noaa.gov/sfa/reg_svcs/Council%20stuff/council%20orientation/2007/2007TrainingCD/TabT-EFH/EFH_CH_Handout_Final_3107.pdf.

Indicate if the project involves any direct effects from construction activities or indirect effects that may adversely affect EFH, and provide the additional information and requested documents.

10. Migratory Bird Treaty Act (MBTA)

The MBTA restricts the killing, taking, collecting and selling or purchasing of native bird species or their parts, nests, or eggs. The MBTA, along with subsequent amendments to this act, provides legal protection for almost all breeding bird species occurring in the United States and must be addressed under CEQA. In the CEQA document, each agency must make a finding that a project will comply with the MBTA. For further information, please consult the Migratory Bird Program through the USFWS website at <http://www.fws.gov/laws/lawsdigest/migtrea.html>.

Indicate if the project will affect protected migratory birds that are known, or have a potential, to occur on-site, in the surrounding area, or in the service area, and provide a list of all protected migratory bird species that have the potential to occur in the project area, including their migration schedules and past sightings within the project area.

11. Protection of Wetlands

Projects, regardless of funding, must get approval for any temporary or permanent disturbance to federal and state waters, wetlands, and vernal pools. The 404 permitting process through the United States Army Corps of Engineers (USACE) can be lengthy, and may ultimately require project alterations to avoid wetlands and waters of the United States. Applicants must consult with the USACE early in the planning process if any portion of the project site contains wetlands, or other federal waters. The USACE Wetland Delineation Manual is available at <http://www.wetlands.com/regs/tlpge02e.htm>. California Department of Fish and Wildlife (CDFW) determines whether or not an activity may adversely affect fish and wildlife resources, and a Fish and Game code 1600 Streambed Alteration Agreement may need to be prepared. For more information on Fish and Game codes please go to <http://www.dfg.ca.gov/habcon/1600/>. Also note that the State and Regional Water Boards are involved in providing approvals through the Clean Water Act Section 401 Water Quality Certification Program and/or Waste Discharge Requirements. For more information, please go to http://www.waterboards.ca.gov/water_issues/programs/cwa401/index.shtml.

Indicate if any portion of the project boundaries contain areas that should be evaluated for wetland delineation or require a permit from the United States Army Corps of Engineers, State and Regional Water Boards, and/or California Department of Fish and Game.

12. Safe Drinking Water Act, Sole Source Aquifer Protection

Projects must comply with the Safe Drinking Water Act and document whether or not a project has the potential to contaminate a sole source aquifer. For projects impacting a listed sole source aquifer, the applicant must identify an alternative project location, or develop adequate mitigating measures in consultation with the USEPA. For more information, please go to the Sole Source Aquifer Program website at <http://epa.gov/region09/water/groundwater/ssa.html>.

Indicate if the project is located in an area designated by the USEPA, Region 9, as a Sole Source Aquifer, and identify the sole source aquifer (e.g., Santa Margarita Aquifer, Scott's Valley, the Fresno County Aquifer, the Campo/Cottonwood Creek Aquifer or the Ocotillo-Coyote Wells Aquifer) that will be affected. The Lead Agency shall be held responsible for providing an alternate project location and/or appropriate mitigation measures, if a sole source aquifer were to be significantly impacted by a project.

13. Wild and Scenic Rivers Act

There are construction restrictions or prohibitions for projects near or in a designated “wild and scenic river.” A listing of designated “wild and scenic rivers” can be obtained at <http://www.rivers.gov/california.php>. Watershed information can be obtained through the “Watershed Browser” at http://cwp.resources.ca.gov/map_tools.php.

Indicate if a portion of the project is located within a wild and scenic river. If the project is located within a wild and scenic river watershed, please provide a map identifying the watershed where the project is located.

SRF & CEQA-PLUS

Environmental Review for State
Revolving Fund (SRF) Loan
Applicants



- WHAT - WHY - HOW -

State Water Resources Control Board
Division of Financial Assistance
November 2005

If project emissions are **below the “de minimis” levels** and less than 10% of the emissions inventory for the non-attainment or maintenance area, then:

- **Further general conformity analysis is not required.**

If project emissions are **above the “de minimis” levels**:

- **A conformity determination for the area must be made.**

A conformity determination can be made if facilities are sized to meet the needs of current population projections used in an **approved** State Implementation Plan (SIP) for air quality. Using population projections, applicants must **quantify** their description of how the proposed capacity increase was calculated.

NATIONAL HISTORIC PRESERVATION ACT

Section 106 of the NHPA requires federal agencies to take into account effects on historic properties caused by federal actions (such as funding SRF projects) and to provide the Advisory Council on Historic Preservation (ACHP) a reasonable opportunity to comment on such undertakings through consultation with the State Historic Preservation Officer (SHPO) and with interested Indian Tribes and individuals.

***USEPA has delegated to the State Water Board the responsibility for carrying out the requirements of Section 106 of the NHPA.**

Historic properties include:

- Archaeological sites.
- Historic era buildings.
- Traditional cultural properties.

Starting point for the 106 process:

Applicant’s record search and cultural resource documents prepared for CEQA.

State Water Board’s Cultural Resource Officer (CRO) requires:

- Copies of all original maps and studies for consultation with SHPO.

If your project has the potential to affect historic properties the consultation process can be quite lengthy. **Please contact the CRO early in your planning process to discuss what additional information may be needed for your specific project.**

Environmental Review Process Guidelines for State Revolving Fund Loan Applicants document provides additional information on the review process and can be found on the State Water Board’s web site located at:

<http://www.waterboards.ca.gov/funding/srf.html>



WHAT IS CEQA-PLUS?

The SRF Loan Program is partially funded by the U.S. Environmental Protection Agency (USEPA) and subject to federal environmental regulations, including the Endangered Species Act (ESA), the National Historic Preservation Act (NHPA), and the General Conformity Rule for the Clean Air Act (CAA), among others. Federal agencies have their own policies on how they comply with federal environmental laws. Instead of the National Environmental Policy Act (NEPA), USEPA has chosen to use the California Environmental Quality Act (CEQA) as the compliance base for California's SRF Loan Program, in addition to compliance with ESA, NHPA and CAA. Collectively, the State Water Board calls these requirements CEQA-Plus. Additional federal regulations also may apply.

Lead Agency: **The Applicant**

Duties:

- Prepare, circulate and consider the environmental documents prior to approving the project.
- Provide the State Water Board with eight (8) copies of the applicant's CEQA documents.

Responsible Agency: **State Water Board, Division of Financial Assistance**

Duties:

- Acting on behalf of USEPA, review and consider the CEQA documents before approving the project's funding.

- Make findings as to the adequacy of the documents and require additional studies or documentation, as needed.
- Distribute the applicant's CEQA documents to selected federal agencies for review and comment before making a determination on adequacy. (This distribution is in addition to the standard State Clearinghouse distribution under CEQA.)

***The applicant must address all comments by federal agencies before funding is approved.**

ENDANGERED SPECIES ACT

Non-federal Representative (for all wastewater and water reclamation projects in California that involve an SRF loan):
State Water Board

State Water Board - Environmental Services Staff (ES) reviews SRF projects to determine potential effects on federally listed species.

Applicant Duties:

- At the earliest possible date, provide ES with:
 - **Species lists.**
 - **Biological assessments.**
 - **Other documents related to project effects on sensitive species.**
- Notify ES **early** during the planning process of any issues regarding sensitive species.

ES Duties:

- Confer informally with the U.S. Fish and Wildlife Service (USFWS) and/or National Marine Fisheries Service (NMFS), as necessary.
- Evaluate and inform USFWS/NMFS of project impacts to federally listed species.
- Ask USEPA to request formal consultation if ES, in conjunction with USFWS/NMFS, determines that a project will adversely affect a federally listed species.

***USEPA will act as the lead agency in the formal consultation process. In response to a formal request from USEPA, USFWS/NMFS may have up to 90 days to prepare a biological opinion. The process can last 135 days or longer.**

CLEAN AIR ACT

CAA general conformity analysis applies only to projects in areas:

- Not meeting National Ambient Air Quality Standards (NAAQS).
- Subject to a maintenance plan.

An analysis is necessary for each **criteria pollutant below** for which an area is considered as being in nonattainment or maintenance:

- **ozone**
- **carbon monoxide**
- **nitrogen dioxide**
- **sulfur dioxide**
- **lead**
- **inhalable particulate matter**

From: Irving, Cedric@Waterboards <cedric.irving@waterboards.ca.gov>
Sent: Wednesday, March 22, 2017 1:20 PM
To: Ryan Gross
Cc: Calderon, Melky@Waterboards; Kashkoli, Ahmad@Waterboards
Subject: RE: CWSRF Project No. 8324-110

Hello Ryan,

Most of our discussion was about how to get to the appropriate federal findings for the environmental package. You also expressed limited resources, so below I am going to provide further explanation and resources to help bridge that gap.

1. We have worked with these consultants in your area and make no endorsements: Tom Dodson and Associates, Rincon Consultants, Dudek & Associates, and Tetra-Tech. These companies should have some knowledge about CEQA-Plus and CWSRF, and would help you conduct the Air Quality, Biological, and Cultural assessments we need for the CWSRF application.
2. This link takes you to a copy of the [CWSRF application instructions](#). The environmental starts on page 14, and the federal cross-cutters begin at the bottom of page 15.
3. Section 106 report (National Historic Preservation Act) [See this kickoff brochure for what we need in the cultural report](#)
 - a. Conduct tribal contact through the NAHC, perform cultural resources record search, field survey if necessary, and have archaeologist prepare a memo making findings, such as ‘no effect to historic properties’. Please note, it is the responsibility of the archaeologist to determine the appropriate Section 106 efforts for the project.
4. Section 7 (ESA)
 - a. Conduct sensitive species record searches with databases: CNDDDB ([California Natural Diversity Database \(CNDDDB\) QuickView Tool](#)) and the USFWS ([USFWS Official Species List](#))
 - b. Have biologist prepare a memo to make effect findings pursuant to Section 7 of the ESA, such as ‘no effect’.
5. For the Clean Air Act,
 - a. the Basin name should be changed to “South Coast”,
 - b. “Yes” should be checked for this section because of the following nonattainment statuses in San Bernardino County: Ozone (extreme), PM-10 (moderate), and PM-2.5 (moderate). Then [use this table](#) to fill out the ‘de minimis levels’ in the table in the environmental package.
 - c. Here are the [local significance thresholds for the South Coast Air Quality Management District](#), to help you fill out the required table in the environmental package.
 - d. For emissions estimates, you would use the number of trucks/trips, dozers or other air pollutant-emitting equipment needed over the project, and using documented information, project the air emissions. We recommend using [CalEEmod](#); however, your engineers that produce your District Air Quality permits should be able to help with those numbers, if your environmental consultant is not.

Please note, the above information is intended to help you get started with the most time-consuming aspects of the environmental package. Please let us know if you have any questions about any of the requirements, and we can arrange teleconferences as needed – so let me know.

Best Regards,

Cedric S. Irving

Environmental Scientist
SWRCB | DFA | Environmental Review Unit
(916) 341-6983
<http://go.usa.gov/BMbk>

Notice of Exemption

Appendix E

To: Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

County Clerk

County of: San Bernardino
385 North Arrowhead Avenue
San Bernardino, CA 92415

From: (Public Agency): Running Springs Water District
PO Box 2260, 31242 Hilltop Blvd.
Running Springs, CA 92382

(Address)

Project Title: Automatic Meter Reading (AMR) Upgrade

Project Applicant: Running Springs Water District

Project Location - Specific:

Running Springs Water District service area

Project Location - City: Running Springs Project Location - County: San Bernardino

Description of Nature, Purpose and Beneficiaries of Project:

Replace existing water meters with AMR technology. The Running Springs Water District is implementing an Automatic Meter Reading (AMR) Technology Upgrade to its water system. The project consists of replacing and upgrading 2,962 water meters with AMR technology.

Name of Public Agency Approving Project: Running Springs Water District

Name of Person or Agency Carrying Out Project: Ryan Gross

Exempt Status: (check one):

- Ministerial (Sec. 21080(b)(1); 15268);
- Declared Emergency (Sec. 21080(b)(3); 15269(a));
- Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- Categorical Exemption. State type and section number: 15301 Class 1 and 15302 Class 2
- Statutory Exemptions. State code number: _____

Reasons why project is exempt:

The replacement and upgrade of existing water meters with AMR technology is exempt under the general rule that CEQA only applies to activities with the potential for causing a significant effect on the environment.

Lead Agency
Contact Person: Ryan Gross Area Code/Telephone/Extension: 909-867-2766

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? Yes No

Signature:  Date: 03/22/2017 Title: General Manager

Signed by Lead Agency Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Date Received for filing at OPR: _____



State of California - Department of Fish and Wildlife
2016 ENVIRONMENTAL FILING FEE CASH RECEIPT
 DFW 753.5a (Rev. 12/15/15) Previously DFG 753.5a

Print **StartOver** **Finalize&Email**

RECEIPT NUMBER:
 36 — 12/22/16 — 875
 STATE CLEARINGHOUSE NUMBER (If applicable)

SEE INSTRUCTIONS ON REVERSE. TYPE OR PRINT CLEARLY.

LEAD AGENCY Running Springs Water District	LEAD AGENCY EMAIL	DATE 12/22/16
COUNTY/STATE AGENCY OF FILING San Bernardino	DOCUMENT NUMBER	

PROJECT TITLE
Automatic Meter Reading (AMR) Upgrade

PROJECT APPLICANT NAME Running Springs Water District	PROJECT APPLICANT EMAIL	PHONE NUMBER (909) 867-2766
PROJECT APPLICANT ADDRESS 31242 Hilltop Blvd.; PO Box 2206	CITY Running Springs	STATE CA
		ZIP CODE 92382

PROJECT APPLICANT (Check appropriate box)

Local Public Agency
 School District
 Other Special District
 State Agency
 Private Entity

CHECK APPLICABLE FEES:

<input type="checkbox"/> Environmental Impact Report (EIR)	\$3,070.00	\$	0.00
<input type="checkbox"/> Mitigated/Negative Declaration (MND)(ND)	\$2,210.25	\$	0.00
<input type="checkbox"/> Certified Regulatory Program document (CRP)	\$1,043.75	\$	0.00
<input type="checkbox"/> Exempt from fee			
<input checked="" type="checkbox"/> Notice of Exemption (attach)			
<input type="checkbox"/> CDFW No Effect Determination (attach)			
<input type="checkbox"/> Fee previously paid (attach previously issued cash receipt copy)			
<hr/>			
<input type="checkbox"/> Water Right Application or Petition Fee (State Water Resources Control Board only)	\$850.00	\$	0.00
<input checked="" type="checkbox"/> County documentary handling fee		\$	50.00
<input type="checkbox"/> Other		\$	

PAYMENT METHOD:

Cash
 Credit
 Check
 Other
TOTAL RECEIVED \$ 50.00

SIGNATURE X Norma Fite	AGENCY OF FILING PRINTED NAME AND TITLE Norma Fite, Deputy Clerk
----------------------------------	--

NOTICE OF EXEMPTION

TO: County Clerk San Bernardino County Clerk of the Board 385 North Arrowhead Avenue San Bernardino, CA 92415	FROM: Running Springs Water District 31242 Hilltop Blvd., PO Box 2206 Running Spring, CA 92382 DATE FILED & POSTED Posted On: <u>12-22-2016</u> Removed On: <u>2-1-2017</u>
--	--

Receipt No: 36-122216-875

1. Project Title:	Automatic Meter Reading (AMR) Upgrade
2. Project Location – Identify street address and cross streets or attach a map showing project site (preferably a USGS 15’ or 7 1/2’ topographical map identified by quadrangle name):	Within service area of Running Springs Water District
3. (a) Project Location – City:	Community of Running Springs
(b) Project Location – County:	San Bernardino County
4. Description of nature, purpose, and beneficiaries of Project:	Replace existing water meters with AMR technology. The Running Springs Water District is implementing an Automatic Meter Reading (AMR) Technology Upgrade to its water system. The project consists of replacing and upgrading 2,962 water meters with AMR technology. The Running Springs Water District is located in an area where we receive snow and weather conditions frequently result in the inability to read water meters for months at a time during winter months. This often results in leaks going undetected and extraordinary water loss by the District's customers. The AMR project will result in the ability to monitor water consumption on a daily and/or hourly basis and the ability to detect leaks on a more timely basis. It will also help monitor customer water use during mandatory restrictions if necessary. This project is expected to be a categorical water efficiency project under Section 2.2-3 of the Green Project Reserve (GPR) Guidance Document.
5. Name of Public Agency approving project:	Running Springs Water District
6. Name of Person or Agency carrying out project:	Running Springs Water District
7. Exempt status: (check one)	
(a) <input type="checkbox"/> Ministerial project.	
(b) <input checked="" type="checkbox"/> Not a project.	
(c) <input type="checkbox"/> Emergency Project.	
(d) <input checked="" type="checkbox"/> Categorical Exemption. State type and class number:	Sections 15301 (Class 1 Exemption, Existing Facilities) and 15302 (Class 2 Exemption, Replacement or Reconstruction) of Title 14 of the California Code of Regulations.
(e) <input type="checkbox"/> Declared Emergency.	
(f) <input type="checkbox"/> Statutory Exemption.	
(g) <input checked="" type="checkbox"/> Other. Explanation:	
8. Reason why project was exempt:	The replacement and upgrade of existing water meters with AMR technology is exempt under the general rule that CEQA only applies to activities with the potential for causing a significant effect on the environment. (Cal. Code

Regs., tit. 14, § 15061(b)(3).) Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not a “project” and not subject to CEQA review. (*Ibid.*) Here, the replacement and upgrade of existing water meters will not require significant construction materials or result in considerable construction activities. All water meters to be replaced and upgraded are already existing. The replacement and upgrade will result in improved water efficiency through the more timely detection of leaks, and better monitoring of customer compliance with mandatory water restrictions.

Further, the activities in question are categorically exempt under the Class 1 exemption, which applies to the operation, repair, maintenance, or minor alteration of existing public or private structures, facilities, and mechanical equipment. (Cal. Code Regs., tit. 14, § 150301.) Here, the replacement of existing water meters with more advanced and efficient water meters constitutes such maintenance or minor alteration.


Finally, the Class 2 categorical exemption also exempts the proposed activities from environmental review. This exemption applies to the replacement or reconstruction of existing facilities, where the new structure would be located on the same site and have substantially the same purpose as the structure replaced. (Cal. Code Regs., tit. 14, § 15302.) Here, the District proposes to replace existing water meters with more advanced meters, to be located in generally the same location, and which will perform the same function.

Section 15300.2 of Title 14 of the California Code of Regulations identifies certain circumstances under which the above exemptions may not be used. Here, none of these exceptions to the exemptions apply. First, there is no potential for cumulative impacts from the same type of project occurring in the same place over time – once the water meters are replaced, there will be no need to further replace or upgrade the meters for the foreseeable future. Second, there are no unusual circumstances present that would result in a significant effect on the environment. Similarly, replacement of existing water meters has no potential to damage scenic resources, as the replacement meters will be substantially similar in size and placement as the existing meters. No hazardous waste sites will be affected. Finally, the replacement of existing water meters has no potential to cause a substantial adverse change in the significance of any historic resource.

9. Contact Person:	Ryan Gross, General Manger
Telephone:	(909) 867-2766

Date Received for Filing: _____

(Clerk Stamp Here)


Digitally signed by Ryan Gross
 DN: cn=Ryan Gross, o=Hunting Springs Water District,
 ou=Hunting Springs Water District,
 email=rgross@hunting Springs Water District.com, c=US
 Date: 2016.12.22 09:42:06 -0800

 Signature (Lead Agency Representative)

 General Manager
 Title

RUNNING SPRINGS WATER DISTRICT**MEMORANDUM**

DATE: April 19, 2017

TO: Board of Directors

FROM: Mike Vasquez, Battalion Chief
Ryan Gross, General Manager

SUBJECT: CONSIDER 1995 FORD E-350 VAN AMBULANCE (MA 51A) TO BE DECLARED AS SURPLUS PROPERTY AND AUTHORIZE STAFF TO DISPOSE OF PROPERTY

RECOMMENDED BOARD ACTION

It is recommended that the Board of Directors consider 1995 Ford E-350 Ambulance (MA 51A) surplus property and authorize staff to dispose of this vehicle in a resale auction process.

REASON FOR RECOMMENDATION

District staff has determined that the vehicle is no longer of any use or value to the District and recommends it be declared surplus and disposed of. The vehicle may still have some value at auction and staff will attempt to resell to the highest bidder.

BACKGROUND

The 1995 Ford E-350 (MA 51A) no longer meets the needs of the District and has been replaced by a newer 2016 Ford F-450 Ambulance (MA 50).



FISCAL INFORMATION

Quantity: 1 Vehicle (Van Ambulance) 1995
Estimated Value: \$5000
Brand: Ford E-350
Recommendation: Resale/Auction

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: April 19, 2017
TO: Board of Directors
FROM: Ryan Gross, General Manager
SUBJECT: Quarterly Budget/Financial Summary

BACKGROUND INFORMATION

Attachment 1 lists the Running Springs Water District designated reserve fund balances as of March 31, 2017. Attachment 2 compares the current year to prior year summary statement of net position, changes in net position and liquidity ratios. Attachment 3 contains the budget report and account summary through the third quarter of fiscal year 2016/2017.

ATTACHMENTS

Attachment 1 – Designated reserve fund balances as of March 31, 2017.
Attachment 2 – Net Position and Liquidity Ratio Summary
Attachment 3 – Quarterly Budget Report and Account Summary

Designated Reserve Fund	Fund Balance
Fire & Ambulance Department	
Breathing Apparatus Equipment Replacement	76,855
Future Equipment Replacement	12,178
Workers Comp PASIS Outstanding Claims	12,602
Subtotal Fire & Ambulance Department Designated Reserve Funds	101,635
Fire Department Operating Reserve	994,052
Ambulance Department Operating Reserve	151,778
Subtotal Fire & Ambulance Department Operating Reserve Funds	1,145,830
Recommended Reserve Fund Target (6 Months Operating Expenses)	1,022,579
Operating Reserve Surplus / (Shortfall)	123,251
Wastewater Division	
Wastewater Capital Improvement Project Reserve	200,000
Wastewater System Connection & Capacity Charges	119,603
Wastewater Infrastructure R&R Reserve (CWSRF Debt Reserve)	169,143
Subtotal Wastewater Designated Reserve Funds	488,746
Wastewater Operating Reserve Fund	(53,157)
Recommended Operating Reserve Fund Target (4 Months Operating Expenses)	499,285
Operating Reserve Surplus / (Shortfall)	(552,442)
Water Division	
Water Capital Improvement Project Reserve	145,891
Water System Connection & Capacity Charges	5,382
Water Infrastructure R&R Reserve (MFC Debt Reserve)	65,341
Subtotal Water Designated Reserve Funds	216,614
Water Operating Reserve	248,354
Recommended Operating Reserve Fund Target (4 Months Operating Expenses)	530,659
Operating Reserve Surplus / (Shortfall)	(282,305)
Assessment Districts	
Sewer Assessment District No. 5 Construction Funds	43
Sewer Assessment District No. 7 O&M	25,053
Water Assessment District No. 9 Construction Funds	39,026
Water Assessment District No. 10 Construction Funds	26,421
Water Assessment District No. 10 O&M	150,966
Water Assessment District No. 10 Bond Reserve Fund	117,906
Subtotal Assessment Districts	359,415
Total District Designated & Operating Reserve Funds	2,148,021
Assessment District Funds	359,415
Combined Pooled Cash	2,507,436
Checking Account (General)	246,877
LAIF	2,124,295
York Insurance Deposit	17,358
BNY Mellon (AD #10 Bond Reserve)	117,906
Petty Cash	1,000
Combined Pooled Cash	2,507,436

Running Springs Water District
Executive Summary - Q1 3/31/2017

SUMMARY STATEMENT OF NET POSITION

	<u>3/31/2017</u>	<u>3/31/2016</u>	<u>Change</u>
Cash and investments	\$ 2,507,436	\$ 1,835,210	\$ 672,226
Receivables	1,014,979	1,028,645	(13,666)
Other current assets	93,321	95,117	(1,795)
Total current assets	<u>3,615,736</u>	<u>2,958,972</u>	<u>656,764</u>
Capital assets, net	21,264,499	20,849,592	414,907
Other noncurrent assets	-	67,217	(67,217)
Deferred outflows of resources	<u>1,450,544</u>	<u>982,224</u>	<u>468,320</u>
Total Assets and Deferred Outflows of Resources	<u>26,330,779</u>	<u>24,858,005</u>	<u>1,472,774</u>
Current liabilities	477,129	571,922	(94,793)
Noncurrent liabilities	9,493,727	7,921,860	1,571,867
Deferred inflows of resources	<u>613,040</u>	<u>1,185,856</u>	<u>(572,816)</u>
Total Liabilities and Deferred Inflows of Resources	<u>10,583,896</u>	<u>9,679,638</u>	<u>904,258</u>
Net Position	<u>\$ 15,746,883</u>	<u>\$ 15,178,367</u>	<u>\$ 568,516</u>

SUMMARY STATEMENT OF CHANGES IN NET POSITION

	<u>QE Actual</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Variance to Budget:</u>	<u>PY QE Actual</u>	<u>PY YTD Actual</u>	<u>Variance to PY YTD:</u>
	<u>03/31/17</u>			<u>Favorable</u>	<u>03/31/16</u>		<u>Favorable</u>
				<u>(Unfavorable)</u>			<u>(Unfavorable)</u>
Operating revenues	\$ 1,145,981	\$ 3,330,990	\$ 3,054,488	\$ 276,502	\$ 1,060,878	\$ 2,974,902	\$ 356,088
Operating expenses	(1,487,398)	(4,646,045)	(4,386,247)	(259,798)	(1,310,220)	(4,388,353)	(257,692)
Other income	267,184	1,408,601	1,665,478	(256,876)	314,350	1,439,421	(30,820)
Other expenses	(10,600)	(24,668)	(16,940)	(7,728)	(15,369)	(33,279)	8,611
Change in net position	<u>\$ (84,833)</u>	<u>\$ 68,878</u>	<u>\$ 316,778</u>	<u>\$ (247,900)</u>	<u>\$ 49,640</u>	<u>\$ (7,309)</u>	<u>\$ 76,188</u>

LIQUIDITY RATIOS

	<u>3/31/2017</u>	<u>3/31/2016</u>	<u>Change</u>
Quick Ratio (cash and investments / current liabilities)	5.26	3.21	2.05
Current Ratio (current assets / current liabilities)	7.58	5.17	2.40
Working capital (current assets - current liabilities)	\$ 3,138,607	\$ 2,387,050	\$ 751,557

Liquidity is the ability to cover short-term obligations.

Quick Ratio is more rigorous form of the ratio that includes only cash, temporary investments and receivables

Current Ratio indicates the extent to which current liabilities are covered by assets expected to be converted into cash in the near future

Budget Report

Account Summary

Running Springs Water District

For Fiscal: 2016-2017 Period Ending: 03/31/2017

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 200 - Water Operating Fund							
Revenue							
200-40100-00	Service Charges - Residential	1,040,337.00	1,040,337.00	88,427.04	791,070.12	-249,266.88	76.04 %
200-41100-00	Water Usage / metered charges - Res...	698,640.00	698,640.00	48,184.96	550,780.62	-147,859.38	78.84 %
200-43000-00	Meter Turn-on & Shut-Off Charge	17,000.00	17,000.00	990.00	7,745.00	-9,255.00	45.56 %
200-44000-00	Delinquent Fees	40,000.00	40,000.00	2,775.20	28,997.43	-11,002.57	72.49 %
200-49000-00	Other service fees	0.00	0.00	100.00	222.50	222.50	0.00 %
200-70200-00	Property Tax - Penalties & cost on del...	0.00	0.00	0.00	1,051.66	1,051.66	0.00 %
200-71000-00	Availability Charges	44,000.00	44,000.00	0.00	38,968.20	-5,031.80	88.56 %
200-72200-00	Connection Fee - Fire Sprinkler Meter	0.00	0.00	0.00	5,182.70	5,182.70	0.00 %
200-74000-00	Interest Income	1,700.00	1,700.00	12.26	1,084.29	-615.71	63.78 %
200-75600-00	Infrastructure R&R Fees	69,000.00	69,000.00	5,622.39	49,781.35	-19,218.65	72.15 %
200-78000-00	Miscellaneous Income-Non Op	22,000.00	22,000.00	1,300.29	13,817.11	-8,182.89	62.81 %
	Revenue Total:	1,932,677.00	1,932,677.00	147,412.14	1,488,700.98	-443,976.02	77.03 %
Expense							
200-50100-00	Salaries and wages	742,347.00	742,347.00	83,600.41	570,865.06	171,481.94	76.90 %
200-50110-00	Salaries and wages - Overtime	0.00	0.00	3,422.54	3,422.54	-3,422.54	0.00 %
200-50120-00	Medicare Tax	10,866.00	10,866.00	1,245.79	9,414.02	1,451.98	86.64 %
200-50130-00	Worker's Compensation Insurance	13,000.00	13,000.00	0.00	13,513.22	-513.22	103.95 %
200-50140-00	Employee Benefits-Group Insurance	87,691.00	87,691.00	7,311.78	71,299.42	16,391.58	81.31 %
200-50150-00	Employee Benefits-Retirement	235,159.00	235,159.00	25,470.59	204,152.46	31,006.54	86.81 %
200-50160-00	Employee Benefits-Uniform Allowance	1,725.00	1,725.00	0.00	985.52	739.48	57.13 %
200-52200-00	Bank charge	0.00	0.00	0.00	70.78	-70.78	0.00 %
200-52300-00	Community Relations	1,350.00	1,350.00	0.00	688.08	661.92	50.97 %
200-53050-00	Deposits Over and Short	0.00	0.00	0.00	-2.19	2.19	0.00 %
200-53100-00	Depreciation	206,456.00	206,456.00	17,241.20	157,029.41	49,426.59	76.06 %
200-53120-00	Director's Compensation Fees	2,850.00	2,850.00	481.45	1,397.45	1,452.55	49.03 %
200-53200-00	Education & Seminars	3,500.00	3,500.00	8.00	1,869.61	1,630.39	53.42 %
200-54100-00	Gas, Fuel & Oil	9,270.00	9,270.00	0.00	4,083.47	5,186.53	44.05 %
200-54300-00	Insurance - liability	24,000.00	24,000.00	0.00	19,501.10	4,498.90	81.25 %
200-55100-00	Janitorial Services	0.00	0.00	0.00	940.00	-940.00	0.00 %
200-56100-00	Memberships & Subscriptions	6,026.00	6,026.00	272.00	2,992.69	3,033.31	49.66 %
200-56150-00	Misc expense	5,586.00	5,586.00	161.16	1,565.69	4,020.31	28.03 %
200-57100-00	Permits & Fees	22,313.00	22,313.00	111.33	18,827.43	3,485.57	84.38 %
200-57120-00	Postage	27,836.00	27,836.00	3,000.00	16,690.32	11,145.68	59.96 %
200-57141-00	Professional Services - Acct, Legal, En...	72,276.00	72,276.00	5,230.67	50,041.55	22,234.45	69.24 %
200-57142-00	Professional Services - Computer Tech...	35,000.00	35,000.00	2,569.57	27,847.80	7,152.20	79.57 %
200-57312-00	Repairs and maintenance - Fuel Stora...	700.00	700.00	0.00	204.71	495.29	29.24 %
200-57313-00	Repairs and maintenance - Equipment	12,710.00	12,710.00	1,040.92	7,398.96	5,311.04	58.21 %
200-57314-00	Repairs and maintenance - Source of ...	21,046.00	21,046.00	6.00	6,000.69	15,045.31	28.51 %
200-57400-00	Safety Equipment & Clothing	0.00	0.00	0.00	140.06	-140.06	0.00 %
200-57440-00	Supplies & Materials	28,530.00	28,530.00	2,947.45	19,213.67	9,316.33	67.35 %
200-58200-00	Uncollectible Accounts	0.00	0.00	-2.17	2,025.07	-2,025.07	0.00 %
200-58250-00	Utilities - Heat & Lights	18,052.00	18,052.00	1,216.82	9,818.35	8,233.65	54.39 %
200-58253-00	Utilities - Power for Pumping	74,100.00	74,100.00	5,231.73	38,890.81	35,209.19	52.48 %
200-58300-00	Vehicle Maintenance	6,200.00	6,200.00	304.12	7,821.62	-1,621.62	126.16 %
200-59100-00	Water Purchases	149,880.00	149,880.00	6,789.63	163,130.94	-13,250.94	108.84 %
200-59200-00	Water Testing & Analysis	33,214.00	33,214.00	1,900.83	16,056.92	17,157.08	48.34 %
200-84000-00	Interest Expense	16,691.00	16,691.00	8,140.33	16,690.70	0.30	100.00 %

Budget Report

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
200-86000-00	Administrative Expense Reimburs...	-69,939.00	-69,939.00	-5,778.57	-52,007.13	-17,931.87	74.36 %
	Expense Total:	1,798,435.00	1,798,435.00	171,923.58	1,412,580.80	385,854.20	78.55 %
	Fund: 200 - Water Operating Fund Surplus (Deficit):	134,242.00	134,242.00	-24,511.44	76,120.18	-58,121.82	56.70 %
Fund: 210 - Water Capital Improvement Fund							
Revenue							
210-77000-00	Rental & Leasing Of Property	10,636.00	10,636.00	892.00	7,960.00	-2,676.00	74.84 %
	Revenue Total:	10,636.00	10,636.00	892.00	7,960.00	-2,676.00	74.84 %
	Fund: 210 - Water Capital Improvement Fund Total:	10,636.00	10,636.00	892.00	7,960.00	-2,676.00	74.84 %
Fund: 220 - Water Capacity Charge Fund - Restricted							
Revenue							
220-72100-00	Fac. Capacity Chg.	10,764.00	10,764.00	0.00	5,382.00	-5,382.00	50.00 %
	Revenue Total:	10,764.00	10,764.00	0.00	5,382.00	-5,382.00	50.00 %
	Fund: 220 - Water Capacity Charge Fund - Restricted Total:	10,764.00	10,764.00	0.00	5,382.00	-5,382.00	50.00 %
Fund: 300 - Sewer Collection							
Revenue							
300-40100-00	Service Charges - Residential	1,335,074.00	1,335,074.00	112,495.70	1,004,778.10	-330,295.90	75.26 %
300-40200-00	Service Charges - Commercial	45,292.00	45,292.00	3,537.96	30,599.35	-14,692.65	67.56 %
300-41100-00	Sewer Usage / metered charges - Res...	86,904.00	86,904.00	6,403.75	71,541.95	-15,362.05	82.32 %
300-41200-00	Sewer Usage / metered charges - Co...	8,086.00	8,086.00	1,764.17	6,178.81	-1,907.19	76.41 %
300-45000-00	Inventory Sales -Sewer	0.00	0.00	0.00	7,266.22	7,266.22	0.00 %
300-70200-00	Property Tax - Penalties & cost on del...	0.00	0.00	0.00	154.04	154.04	0.00 %
300-71000-00	Availability Charges	14,000.00	14,000.00	0.00	13,906.40	-93.60	99.33 %
300-73000-00	Sewer Hot Taps & Septic Waste Dump..	3,000.00	3,000.00	100.00	550.00	-2,450.00	18.33 %
300-74000-00	Interest Income	7,000.00	7,000.00	0.00	-170.60	-7,170.60	2.44 %
300-75300-00	Other Charges-Treatment Plant Impr...	108,000.00	108,000.00	0.00	232.80	-107,767.20	0.22 %
300-75600-00	Infrastructure R&R Fees	82,000.00	82,000.00	15,795.46	140,955.82	58,955.82	171.90 %
300-78000-00	Delinquent Charges & Service Fees	15,000.00	15,000.00	0.00	527.24	-14,472.76	3.51 %
300-78900-00	Sewer Rev Allocation: 55% Collect & ...	0.00	-971,483.00	-63,043.67	-686,168.05	285,314.95	70.63 %
	Revenue Total:	1,704,356.00	732,873.00	77,053.37	590,352.08	-142,520.92	80.55 %
Expense							
300-50100-00	Salaries and wages	339,708.00	339,708.00	33,435.70	224,505.41	115,202.59	66.09 %
300-50110-00	Salaries and wages - Overtime	0.00	0.00	2,101.80	2,101.80	-2,101.80	0.00 %
300-50120-00	Medicare Tax	0.00	4,931.00	500.56	1,640.06	3,290.94	33.26 %
300-50130-00	Worker's Compensation Insurance	10,500.00	10,500.00	0.00	10,846.53	-346.53	103.30 %
300-50140-00	Employee Benefits-Group Insurance	37,424.00	37,424.00	3,323.92	30,176.62	7,247.38	80.63 %
300-50150-00	Employee Benefits-Retirement	111,620.00	111,620.00	10,748.81	82,148.55	29,471.45	73.60 %
300-50160-00	Employee Benefits-Uniform Allowance	0.00	1,540.00	0.00	900.34	639.66	58.46 %
300-52300-00	Community relations	0.00	700.00	0.00	411.61	288.39	58.80 %
300-53100-00	Depreciation	415,000.00	123,932.00	13,267.40	120,521.51	3,410.49	97.25 %
300-53120-00	Director's Compensation Fees	0.00	2,850.00	0.00	1,666.50	1,183.50	58.47 %
300-53200-00	Education & Seminars	1,000.00	1,000.00	8.00	683.77	316.23	68.38 %
300-54100-00	Gas, Fuel & Oil	6,127.00	6,127.00	121.88	3,465.75	2,661.25	56.57 %
300-56100-00	Memberships & Subscriptions	4,922.00	4,922.00	505.00	3,778.03	1,143.97	76.76 %
300-56150-00	Misc expense	0.00	0.00	0.00	0.02	-0.02	0.00 %
300-56300-00	Office Expense	750.00	750.00	228.59	647.53	102.47	86.34 %
300-57100-00	Permits & Fees	11,571.00	11,571.00	0.00	5,760.28	5,810.72	49.78 %
300-57140-00	Professional Services - Collection	2,200.00	2,200.00	252.22	1,351.42	848.58	61.43 %
300-57310-00	Repairs and maintenance - Collection	26,550.00	26,550.00	126.00	4,394.20	22,155.80	16.55 %
300-57311-00	Repairs and maintenance - Lift Station	33,705.00	33,705.00	5,284.59	28,111.62	5,593.38	83.40 %
300-57440-00	Supplies & Materials	6,843.00	6,843.00	0.00	42.43	6,800.57	0.62 %
300-58252-00	Utilities - Lift Station	24,744.00	24,744.00	2,413.65	17,445.29	7,298.71	70.50 %
300-58301-00	Vehicle Maintenance - Collections	4,650.00	4,650.00	0.00	2,743.39	1,906.61	59.00 %
300-84000-00	Interest Expense	6,489.00	0.00	0.00	0.00	0.00	0.00 %

Budget Report

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
300-86000-00	Administrative Expense	0.00	12,646.00	1,053.83	9,484.47	3,161.53	75.00 %
	Expense Total:	1,043,803.00	768,913.00	73,371.95	552,827.13	216,085.87	71.90 %
	Fund: 300 - Sewer Collection Surplus (Deficit):	660,553.00	-36,040.00	3,681.42	37,524.95	73,564.95	-104.12 %
Fund: 310 - Sewer Capital Improvement Fund							
Revenue							
310-75500-00	Leachate Loads	15,000.00	15,000.00	0.00	8,509.20	-6,490.80	56.73 %
	Revenue Total:	15,000.00	15,000.00	0.00	8,509.20	-6,490.80	56.73 %
	Fund: 310 - Sewer Capital Improvement Fund Total:	15,000.00	15,000.00	0.00	8,509.20	-6,490.80	56.73 %
Fund: 320 - Sewer Capacity Charge Fund - Restricted							
Revenue							
320-72100-00	Fac. Capacity Chg.	11,292.00	11,292.00	0.00	11,292.00	0.00	100.00 %
	Revenue Total:	11,292.00	11,292.00	0.00	11,292.00	0.00	100.00 %
	Fund: 320 - Sewer Capacity Charge Fund - Restricted Total:	11,292.00	11,292.00	0.00	11,292.00	0.00	100.00 %
Fund: 330 - Sewer Restricted Funds							
Revenue							
330-74000-00	Interest Income	0.00	0.00	-1,544.52	0.00	0.00	0.00 %
	Revenue Total:	0.00	0.00	-1,544.52	0.00	0.00	0.00 %
	Fund: 330 - Sewer Restricted Funds Total:	0.00	0.00	-1,544.52	0.00	0.00	0.00 %
Fund: 350 - Sewer Treatment							
Revenue							
350-42100-00	O&M Payments-Arrowbear CWD	0.00	104,286.00	0.00	79,400.05	-24,885.95	76.14 %
350-42200-00	O&M Payments-CSA 79	0.00	130,367.00	0.00	78,597.02	-51,769.98	60.29 %
350-74000-00	Interest Income	0.00	0.00	1,544.52	1,544.52	1,544.52	0.00 %
350-74200-00	California Demand response program ..	0.00	4,450.00	0.00	2,401.83	-2,048.17	53.97 %
350-75100-00	Capital Payments - Arrowbear CWD	0.00	29,925.00	0.00	38,095.05	8,170.05	127.30 %
350-75200-00	Capital Payments-CSA 79	0.00	42,188.00	0.00	40,738.15	-1,449.85	96.56 %
350-78900-00	Sewer Rev Allocation: 45% Treat & 5...	0.00	971,483.00	63,043.67	686,168.05	-285,314.95	70.63 %
	Revenue Total:	0.00	1,282,699.00	64,588.19	926,944.67	-355,754.33	72.27 %
Expense							
350-50100-00	Salaries and wages	0.00	314,212.00	38,956.28	268,690.11	45,521.89	85.51 %
350-50110-00	Salaries and wages - Overtime	0.00	0.00	1,776.75	1,776.75	-1,776.75	0.00 %
350-50120-00	Medicare Tax	0.00	4,551.00	591.41	3,249.33	1,301.67	71.40 %
350-50130-00	Worker's Compensation Insurance	0.00	11,835.00	0.00	10,092.57	1,742.43	85.28 %
350-50140-00	Employee Benefits-Group Insurance	0.00	31,414.00	1,928.26	16,583.82	14,830.18	52.79 %
350-50150-00	Employee Benefits-Retirement	0.00	93,068.00	8,946.46	68,807.05	24,260.95	73.93 %
350-50160-00	Employee Benefits-Uniform Allowance	0.00	1,050.00	0.00	675.26	374.74	64.31 %
350-52300-00	Community relations	0.00	0.00	0.00	27.11	-27.11	0.00 %
350-53100-00	Depreciation	0.00	291,068.00	23,863.09	216,200.43	74,867.57	74.28 %
350-53120-00	Director's Compensation Fees	0.00	0.00	429.00	1,434.00	-1,434.00	0.00 %
350-53200-00	Education & Seminars	0.00	1,500.00	8.00	556.14	943.86	37.08 %
350-53300-00	Effluent Disposal	0.00	9,000.00	0.00	4,649.48	4,350.52	51.66 %
350-54100-00	Gas, Fuel & Oil	0.00	4,475.00	75.00	5,597.62	-1,122.62	125.09 %
350-54300-00	Insurance - liability	0.00	23,000.00	0.00	22,494.11	505.89	97.80 %
350-56100-00	Memberships & Subscriptions	0.00	4,481.00	250.00	2,805.33	1,675.67	62.60 %
350-57100-00	Permits & Fees	0.00	31,654.00	1.33	23,501.18	8,152.82	74.24 %
350-57140-00	Professional Services - Treatment	0.00	57,400.00	16,279.36	75,302.98	-17,902.98	131.19 %
350-57310-00	Repairs & maintenance - Sewer Inter...	0.00	4,525.00	0.00	2,452.70	2,072.30	54.20 %
350-57314-00	Repairs & maintenance - Treatment P...	0.00	51,700.00	5,405.29	24,092.62	27,607.38	46.60 %
350-57430-00	Solids Handling	0.00	53,020.00	12,480.66	46,788.80	6,231.20	88.25 %
350-57440-00	Supplies & Materials	0.00	11,893.00	472.67	8,461.37	3,431.63	71.15 %
350-58100-00	Telephone	0.00	0.00	47.06	699.75	-699.75	0.00 %
350-58251-00	Utilities - Joint Use Facilities	0.00	103,368.00	8,205.43	66,613.90	36,754.10	64.44 %
350-58301-00	Vehicle Maintenance - Treatment	0.00	7,950.00	0.00	1,775.09	6,174.91	22.33 %
350-59200-00	Wastewater Testing & Analysis	0.00	9,692.00	1,757.00	9,589.87	102.13	98.95 %
350-84000-00	Interest Expense	0.00	6,489.00	2,179.90	6,489.34	-0.34	100.01 %

Budget Report

For Fiscal: 2016-2017 Period Ending: 03/31/2017

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
350-86000-00	Administrative Expense	0.00	16,596.00	1,383.00	12,447.00	4,149.00	75.00 %
	Expense Total:	0.00	1,143,941.00	125,035.95	901,853.71	242,087.29	78.84 %
	Fund: 350 - Sewer Treatment Surplus (Deficit):	0.00	138,758.00	-60,447.76	25,090.96	-113,667.04	18.08 %

Fund: 400 - Ambulance Operating Fund

Revenue							
400-40000-00	Service Charges	850,000.00	850,000.00	75,757.37	883,513.67	33,513.67	103.94 %
400-40050-00	Ambulance Contractural Allowance	-310,000.00	-310,000.00	-56,226.04	-431,999.57	-121,999.57	139.35 %
400-44000-00	Ambulance Late Fees	4,000.00	4,000.00	480.00	1,889.97	-2,110.03	47.25 %
400-74000-00	Interest Income	0.00	0.00	0.00	582.45	582.45	0.00 %
400-76000-00	Medi-Cal GEMT Support Reimburse...	0.00	100,000.00	0.00	0.00	-100,000.00	0.00 %
	Revenue Total:	544,000.00	644,000.00	20,011.33	453,986.52	-190,013.48	70.49 %

Expense							
400-50100-00	Salaries and wages	398,801.00	398,801.00	21,814.74	181,995.28	216,805.72	45.64 %
400-50110-00	Salaries and wages - Overtime	0.00	0.00	4,310.31	4,310.31	-4,310.31	0.00 %
400-50120-00	Medicare Tax	0.00	5,783.00	395.17	2,712.63	3,070.37	46.91 %
400-53100-00	Depreciation	28,732.00	28,732.00	3,717.25	33,455.41	-4,723.41	116.44 %
400-54100-00	Gas, Fuel & Oil	10,395.00	10,395.00	0.00	5,069.97	5,325.03	48.77 %
400-54300-00	Insurance - liability	7,500.00	7,500.00	0.00	7,231.80	268.20	96.42 %
400-56100-00	Memberships & Subscriptions	2,450.00	2,450.00	0.00	3,434.84	-984.84	140.20 %
400-57140-00	Professional Services	27,500.00	27,500.00	2,484.23	26,529.99	970.01	96.47 %
400-57310-00	Repairs and maintenance - Spec. Pur...	2,000.00	2,000.00	0.00	765.00	1,235.00	38.25 %
400-57441-00	Supplies & Materials - Medical	12,920.00	12,920.00	2,787.62	16,963.84	-4,043.84	131.30 %
400-57442-00	Supplies & Materials - Misc	6,000.00	6,000.00	6.00	4,578.35	1,421.65	76.31 %
400-57443-00	Supplies & Materials - Station	1,840.00	1,840.00	502.30	502.30	1,337.70	27.30 %
400-58100-00	Communications	1,440.00	1,440.00	69.17	726.09	713.91	50.42 %
400-58200-00	Uncollectible Accounts	0.00	0.00	0.00	8,789.85	-8,789.85	0.00 %
400-58300-00	Vehicle Maintenance	13,400.00	13,400.00	2,201.07	9,727.77	3,672.23	72.60 %
400-84000-00	Interest Expense	0.00	0.00	0.00	612.50	-612.50	0.00 %
400-86000-00	Administrative Expense	9,685.00	9,685.00	807.08	7,263.72	2,421.28	75.00 %
	Expense Total:	522,663.00	528,446.00	39,094.94	314,669.65	213,776.35	59.55 %
	Fund: 400 - Ambulance Operating Fund Surplus (Deficit):	21,337.00	115,554.00	-19,083.61	139,316.87	23,762.87	120.56 %

Fund: 500 - Fire Operating Fund

Revenue							
500-46000-00	Hazard Abatement Program	7,500.00	7,500.00	280.00	15,483.73	7,983.73	206.45 %
500-49000-00	Other service fees	16,700.00	16,700.00	35,580.16	128,169.83	111,469.83	767.48 %
500-49500-00	Other service fees - Fire Payroll Reim...	0.00	0.00	76,755.18	76,755.18	76,755.18	0.00 %
500-70000-00	Property Taxes	1,425,000.00	1,425,000.00	22,044.24	926,327.70	-498,672.30	65.01 %
500-70100-00	Property Taxes - PY Taxes and Assess...	0.00	0.00	438.02	8,959.86	8,959.86	0.00 %
500-70200-00	Property Tax - Penalties & cost on del...	0.00	0.00	0.00	184.72	184.72	0.00 %
500-70300-00	Property Tax - Homeowners Property...	0.00	0.00	0.00	8,387.27	8,387.27	0.00 %
500-71000-00	Availability Charges	205,000.00	205,000.00	2,953.98	119,153.88	-85,846.12	58.12 %
500-74000-00	Interest Income	1,500.00	1,500.00	0.00	3,551.23	2,051.23	236.75 %
500-76000-00	Grants	0.00	0.00	0.00	5,710.00	5,710.00	0.00 %
500-78000-00	Miscellaneous Income-Non Op	0.00	0.00	0.00	-239.76	-239.76	0.00 %
	Revenue Total:	1,655,700.00	1,655,700.00	138,051.58	1,292,443.64	-363,256.36	78.06 %

Expense							
500-50100-00	Salaries and wages	741,416.00	741,416.00	105,458.62	821,269.01	-79,853.01	110.77 %
500-50110-00	Salaries and wages - Overtime	0.00	0.00	13,555.78	13,555.78	-13,555.78	0.00 %
500-50120-00	Medicare Tax	10,751.00	10,751.00	1,687.24	11,906.40	-1,155.40	110.75 %
500-50130-00	Worker's Compensation Insurance	45,000.00	45,000.00	112.00	41,811.17	3,188.83	92.91 %
500-50140-00	Employee Benefits-Group Insurance	92,355.00	92,355.00	7,434.61	66,503.16	25,851.84	72.01 %
500-50150-00	Employee Benefits-Retirement	421,211.00	421,211.00	43,754.87	336,302.72	84,908.28	79.84 %
500-50160-00	Employee Benefits-Uniform Allowance	5,000.00	5,000.00	0.00	3,111.00	1,889.00	62.22 %
500-50170-00	Unemployment Benefit Expenses	0.00	0.00	0.00	271.85	-271.85	0.00 %
500-52300-00	Community relations	2,600.00	2,600.00	40.00	2,364.60	235.40	90.95 %
500-53120-00	Director's Compensation Fees	2,850.00	2,850.00	442.00	799.00	2,051.00	28.04 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
500-53200-00	Education & Seminars	6,500.00	6,500.00	8.00	1,998.79	4,501.21	30.75 %
500-54100-00	Gas, Fuel & Oil	11,630.00	11,630.00	59.29	5,581.06	6,048.94	47.99 %
500-54200-00	Hazard Abatement Expense	7,500.00	7,500.00	54.26	7,934.32	-434.32	105.79 %
500-54300-00	Insurance - liability	11,670.00	11,670.00	0.00	11,859.07	-189.07	101.62 %
500-56100-00	Memberships & Subscriptions	4,340.00	4,340.00	0.00	2,738.14	1,601.86	63.09 %
500-56300-00	Office Expense	3,300.00	3,300.00	1,080.85	1,687.80	1,612.20	51.15 %
500-57100-00	Permits & Fees	6,436.00	6,436.00	1.34	3,729.88	2,706.12	57.95 %
500-57140-00	Professional Services	36,200.00	36,200.00	2,327.25	27,941.38	8,258.62	77.19 %
500-57143-00	Professional Services - Dispatching Se...	38,000.00	38,000.00	0.00	18,611.47	19,388.53	48.98 %
500-57310-00	Repairs and maintenance - Structures...	8,500.00	8,500.00	742.08	1,267.55	7,232.45	14.91 %
500-57400-00	Safety Equipment & Clothing	26,500.00	26,500.00	515.81	13,867.83	12,632.17	52.33 %
500-58100-00	Telephone	0.00	0.00	120.05	360.27	-360.27	0.00 %
500-58250-00	Utilities - Heat & Lights	18,696.00	18,696.00	2,002.12	16,401.00	2,295.00	87.72 %
500-58300-00	Vehicle Maintenance	20,355.00	20,355.00	0.00	22,142.75	-1,787.75	108.78 %
500-81000-00	Tax fee	0.00	0.00	55.71	875.70	-875.70	0.00 %
500-86000-00	Administrative Expense	30,416.00	30,416.00	2,534.66	22,811.94	7,604.06	75.00 %
	Expense Total:	1,551,226.00	1,551,226.00	181,986.54	1,457,703.64	93,522.36	93.97 %
	Fund: 500 - Fire Operating Fund Surplus (Deficit):	104,474.00	104,474.00	-43,934.96	-165,260.00	-269,734.00	-158.18 %
Fund: 510 - Fire - Workers Comp PASIS Fund							
Expense							
510-50130-00	Worker's Comp Insurance Claims	0.00	0.00	0.00	354.64	-354.64	0.00 %
	Expense Total:	0.00	0.00	0.00	354.64	-354.64	0.00 %
	Fund: 510 - Fire - Workers Comp PASIS Fund Total:	0.00	0.00	0.00	354.64	-354.64	0.00 %
Fund: 590 - Fire - GW (Government Wide)							
Revenue							
590-70000-00	Property Taxes	0.00	0.00	0.00	-45,979.69	-45,979.69	0.00 %
	Revenue Total:	0.00	0.00	0.00	-45,979.69	-45,979.69	0.00 %
Expense							
590-50100-00	Salaries and wages	0.00	0.00	-1,172.16	-29,439.05	29,439.05	0.00 %
590-53100-00	Depreciation	0.00	81,924.00	6,645.36	60,162.40	21,761.60	73.44 %
	Expense Total:	0.00	81,924.00	5,473.20	30,723.35	51,200.65	37.50 %
	Fund: 590 - Fire - GW (Government Wide) Surplus (Deficit):	0.00	-81,924.00	-5,473.20	-76,703.04	5,220.96	93.63 %
	Report Surplus (Deficit):	968,298.00	422,756.00	-150,422.07	68,878.48	-353,877.52	16.29 %

Group Summary

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 200 - Water Operating Fund						
Revenue	1,932,677.00	1,932,677.00	147,412.14	1,488,700.98	-443,976.02	77.03 %
Expense	1,798,435.00	1,798,435.00	171,923.58	1,412,580.80	385,854.20	78.55 %
Fund: 200 - Water Operating Fund Surplus (Deficit):	134,242.00	134,242.00	-24,511.44	76,120.18	-58,121.82	56.70 %
Fund: 210 - Water Capital Improvement Fund						
Revenue	10,636.00	10,636.00	892.00	7,960.00	-2,676.00	74.84 %
Fund: 210 - Water Capital Improvement Fund Total:	10,636.00	10,636.00	892.00	7,960.00	-2,676.00	74.84 %
Fund: 220 - Water Capacity Charge Fund - Restricted						
Revenue	10,764.00	10,764.00	0.00	5,382.00	-5,382.00	50.00 %
Fund: 220 - Water Capacity Charge Fund - Restricted Total:	10,764.00	10,764.00	0.00	5,382.00	-5,382.00	50.00 %
Fund: 300 - Sewer Collection						
Revenue	1,704,356.00	732,873.00	77,053.37	590,352.08	-142,520.92	80.55 %
Expense	1,043,803.00	768,913.00	73,371.95	552,827.13	216,085.87	71.90 %
Fund: 300 - Sewer Collection Surplus (Deficit):	660,553.00	-36,040.00	3,681.42	37,524.95	73,564.95	-104.12 %
Fund: 310 - Sewer Capital Improvement Fund						
Revenue	15,000.00	15,000.00	0.00	8,509.20	-6,490.80	56.73 %
Fund: 310 - Sewer Capital Improvement Fund Total:	15,000.00	15,000.00	0.00	8,509.20	-6,490.80	56.73 %
Fund: 320 - Sewer Capacity Charge Fund - Restricted						
Revenue	11,292.00	11,292.00	0.00	11,292.00	0.00	100.00 %
Fund: 320 - Sewer Capacity Charge Fund - Restricted Total:	11,292.00	11,292.00	0.00	11,292.00	0.00	100.00 %
Fund: 330 - Sewer Restricted Funds						
Revenue	0.00	0.00	-1,544.52	0.00	0.00	0.00 %
Fund: 330 - Sewer Restricted Funds Total:	0.00	0.00	-1,544.52	0.00	0.00	0.00 %
Fund: 350 - Sewer Treatment						
Revenue	0.00	1,282,699.00	64,588.19	926,944.67	-355,754.33	72.27 %
Expense	0.00	1,143,941.00	125,035.95	901,853.71	242,087.29	78.84 %
Fund: 350 - Sewer Treatment Surplus (Deficit):	0.00	138,758.00	-60,447.76	25,090.96	-113,667.04	18.08 %
Fund: 400 - Ambulance Operating Fund						
Revenue	544,000.00	644,000.00	20,011.33	453,986.52	-190,013.48	70.49 %
Expense	522,663.00	528,446.00	39,094.94	314,669.65	213,776.35	59.55 %
Fund: 400 - Ambulance Operating Fund Surplus (Deficit):	21,337.00	115,554.00	-19,083.61	139,316.87	23,762.87	120.56 %
Fund: 500 - Fire Operating Fund						
Revenue	1,655,700.00	1,655,700.00	138,051.58	1,292,443.64	-363,256.36	78.06 %
Expense	1,551,226.00	1,551,226.00	181,986.54	1,457,703.64	93,522.36	93.97 %
Fund: 500 - Fire Operating Fund Surplus (Deficit):	104,474.00	104,474.00	-43,934.96	-165,260.00	-269,734.00	-158.18 %
Fund: 510 - Fire - Workers Comp PASIS Fund						
Expense	0.00	0.00	0.00	354.64	-354.64	0.00 %
Fund: 510 - Fire - Workers Comp PASIS Fund Total:	0.00	0.00	0.00	354.64	-354.64	0.00 %
Fund: 590 - Fire - GW (Government Wide)						
Revenue	0.00	0.00	0.00	-45,979.69	-45,979.69	0.00 %
Expense	0.00	81,924.00	5,473.20	30,723.35	51,200.65	37.50 %
Fund: 590 - Fire - GW (Government Wide) Surplus (Deficit):	0.00	-81,924.00	-5,473.20	-76,703.04	5,220.96	93.63 %
Report Surplus (Deficit):	968,298.00	422,756.00	-150,422.07	68,878.48	-353,877.52	16.29 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
200 - Water Operating Fund	134,242.00	134,242.00	-24,511.44	76,120.18	-58,121.82
210 - Water Capital Improvement Fi	10,636.00	10,636.00	892.00	7,960.00	-2,676.00
220 - Water Capacity Charge Fund -	10,764.00	10,764.00	0.00	5,382.00	-5,382.00
300 - Sewer Collection	660,553.00	-36,040.00	3,681.42	37,524.95	73,564.95
310 - Sewer Capital Improvement Ft	15,000.00	15,000.00	0.00	8,509.20	-6,490.80
320 - Sewer Capacity Charge Fund -	11,292.00	11,292.00	0.00	11,292.00	0.00
330 - Sewer Restricted Funds	0.00	0.00	-1,544.52	0.00	0.00
350 - Sewer Treatment	0.00	138,758.00	-60,447.76	25,090.96	-113,667.04
400 - Ambulance Operating Fund	21,337.00	115,554.00	-19,083.61	139,316.87	23,762.87
500 - Fire Operating Fund	104,474.00	104,474.00	-43,934.96	-165,260.00	-269,734.00
510 - Fire - Workers Comp PASIS Fu	0.00	0.00	0.00	-354.64	-354.64
590 - Fire - GW (Govenment Wide)	0.00	-81,924.00	-5,473.20	-76,703.04	5,220.96
Report Surplus (Deficit):	968,298.00	422,756.00	-150,422.07	68,878.48	-353,877.52

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: April 19, 2017
TO: Board of Directors
FROM: Ryan Gross, General Manager
SUBJECT: QUARTERLY INVESTMENT REPORT

RECOMMENDED BOARD ACTION

This is an information item only.

REASON FOR RECOMMENDATION

This is an information item only.

BACKGROUND INFORMATION

The District's Policy for Investment of Surplus Funds is set forth in the attached Resolution No. 1-96. In accordance with this policy Attachment 2 contains a copy of the latest Local Agency Investment Fund (LAIF) remittance advice indicating the amount invested and the rate of return. The District's surplus funds are invested in accordance with this policy and the District is able to meet its anticipated expenditure requirements for the next subsequent six months.

FISCAL INFORMATION

This is an information item only.

ATTACHMENTS

Attachment 1 – Resolution No. 1-96
Attachment 2 – LAIF Remittance Advice

RESOLUTION NO. 1-96

**RESOLUTION OF THE BOARD OF DIRECTORS OF
RUNNING SPRINGS WATER DISTRICT SETTING FORTH
A POLICY FOR INVESTMENT OF SURPLUS FUNDS**

WHEREAS, the Legislature of the State of California has declared that the deposit and investment of public funds by local officials and local agencies is an issue of State-wide concern; and

WHEREAS, the Legislature has directed that the treasurer or chief fiscal officer of each local agency shall annually render to the legislative body of the local agency a statement of investment policy, which the legislative body of the local agency shall consider at a public meeting; and

WHEREAS, the Legislature has also directed that the treasurer or chief fiscal officer of each local agency shall render a quarterly report to the legislative body of each local agency which includes the type of investment, issuer, date of maturity par and dollar amount invested on all securities, investments and monies held by the local agency, a description of any of the local agency's funds, investments, or programs that are under the management of contracted parties, and shall include a statement whether the investment portfolio is in compliance with the local agency's investment policy and a statement denoting the ability of the local agency to meet its expenditure requirements for the next subsequent six months; and

WHEREAS, the Legislature has determined that if a local agency has placed all of its investments in the Local Agency Investment Fund or in Federal Deposit Insurance Corporation-insured accounts in a bank or savings and loan association, the treasurer or chief fiscal officer may satisfy the above reporting requirements by simply supplying to the governing body and to the auditor of the local agency the most recent statement or statements received by the local agency from these institutions; and

WHEREAS, Government Code Section 16429.1 provides that notwithstanding any other provision of law, a local governmental official, with the consent of the governing body of that agency, having money in its treasury not required for immediate needs, may remit such surplus funds to the State Treasurer for deposit in the Local Agency Investment Fund for the purpose of investment;

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

1. It is the policy of the Running Springs Water District to invest funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the District and conforming to all statutes governing the investment of Running Springs Water District funds.

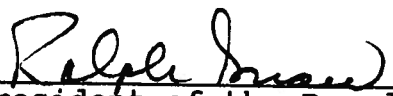
2. This Board of Directors determines that the most feasible and flexible method of implementing this policy, at least expense to the District, is to invest all surplus District funds in the Local Agency Investment Fund of the State of California.

3. Responsibility for deposits into and withdrawals from the Local Agency Investment Fund is hereby delegated to the District's General Manager.

4. At least quarterly, the General Manager will provide the Board of Directors with the most recent copies of statements from the Local Agency Investment Fund indicating amounts invested and rates of return. With each such quarterly report, the General Manager shall also indicate to the Board of Directors whether the District's surplus funds are invested in accordance with this policy, and whether the District is able to meet its anticipated expenditure requirements for the next subsequent six months.

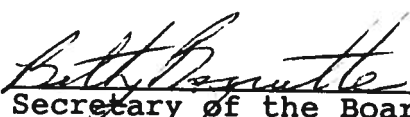
5. This policy shall be reviewed by the Board of Directors at least on an annual basis, and any modifications must be approved by the Board of Directors.

ADOPTED this 21st day of February, 1996.



President of the Board of
Directors of Running Springs
Water District

ATTEST:



Secretary of the Board of
Directors of Running Springs
Water District



BETTY T. YEE

California State Controller

LOCAL AGENCY INVESTMENT FUND
REMITTANCE ADVICE

Agency Name	RUNNING SPRINGS WATER DISTRICT
Account Number	90-36-002

As of 04/14/2017, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 03/31/2017.

Earnings Ratio		.00002126194403179
Interest Rate		0.78%
Dollar Day Total	\$	180,757,728.10
Quarter End Principal Balance	\$	2,124,295.45
Quarterly Interest Earned	\$	3,843.26

RSWD Total Water Production (Acre-Feet)																		
	2013			2014			2015				2016				2017			
	Precipitation (Inches)	(AF)	(gallons)	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	1.75	30	9,793,223	1.20	31	10,139,995	29%	7.05	31	10,167,367	29%	24.35	30	9,938,312	31%
February	3.60	34	11,222,900	3.75	26	8,419,752	3.00	25	8,175,163	27%	4.10	27	8,927,377	20%	6.25	27	8,916,787	21%
March	2.40	33	10,897,679	8.05	30	9,716,033	1.25	31	9,951,542	9%	4.55	26	8,552,646	22%	1.60	29	9,560,030	12%
April	0.35	33	10,743,916	2.85	32	10,347,929	0.80	31	10,260,776	4%	5.73	25	8,044,270	25%		0		
May	0.90	45	14,601,449	0.30	39	12,750,144	2.60	33	10,735,438	26%	0.88	27	8,849,396	39%		0		
June	0.00	45	14,610,203	0.00	51	16,459,883	0.04	37	12,085,249	17%	0.00	41	13,296,489	9%		0		
July	0.10	56	18,206,345	0.25	52	17,037,779	3.05	38	12,413,711	32%	0.00	49	15,889,782	13%		0		
August	0.00	56	18,170,122	1.00	50	16,305,276	0.00	41	13,211,462	27%	0.00	47	15,454,430	15%		0		
September	0.00	52	16,831,647	0.75	45	14,683,509	0.10	37	11,901,106	29%	0.10	41	13,369,869	21%		0		
October	2.60	35	11,312,308	1.20	38	12,465,927	2.40	33	10,825,289	4%	1.55	37	12,002,331	-6%		0		
November	3.40	30	9,723,378	1.80	40	12,983,932	3.15	27	8,827,761	9%	2.85	29	9,586,472	1%		0		
December	1.25	35	11,433,417	13.35	29	9,590,835	2.85	30	9,886,959	14%	11.40	31	10,115,160	12%		0		
Total	18.50	497	162,102,324	35.05	462	150,554,222	20.44	394	128,414,451	21%	38.21	412	134,255,589	17%	32.20	87	28,415,129	

