



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, 2023
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, 2023, at the hour of 9:00 am at the District Office located at 31242 Hilltop Boulevard, Running Springs, California. This agenda was posted prior to 5:00 pm on April 14, 2023, 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 Amie Crowder, Board Secretary at (909) 867-2766 at least 48 hours before the meeting, if possible.

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

AGENDA

1. Call Meeting to Order and Pledge of Allegiance
2. Recognize and Hear from Visitors / Public Comment - This portion of the agenda is reserved for the public to make comments on matters within the jurisdiction of the Running Springs Water District that are **not on the agenda**. The Board, except to refer the matter to staff and/or place it on a future agenda, may take no action. It is in the best interest of the person speaking to the Board to be concise and to the point. A time limit of five minutes per individual will be allowed. Any person wishing to comment on an item that is on the agenda is requested to complete a request to speak form prior to the item being called for consideration or to raise their hand and be recognized by the Board President.
3. Approval of Consent Items – The following consent items are expected to be routine and non-controversial and will be acted on at one time without discussion unless an item is withdrawn by a Board Member for questions or discussion. Any person wishing to speak on the consent agenda may do so by raising his/her hand and being recognized by the Board President.

A. Approve Meeting Minutes **Page 3**

B. Ratify Expenditures **Page 8**

- C. Consider Adopting Resolution No. 03-23, Fixing and Levying Fire Suppression Availability Charges for Fiscal Year Ending 2024 **Page 21**
- D. Consider Adopting Resolution No. 04-23, Fixing Sewer Standby or Availability Charges for Fiscal Year Ending 2024 **Page 22**
- E. Consider Adopting Resolution No. 05-23, Fixing Water Standby or Availability Charges for Fiscal Year Ending 2024 **Page 24**
- 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 Proposal for Dog Park on Downtown Property **N/A**
 - B. Consider Approval of Mutual Aid Agreement with Arrowbear Lake Fire Department **Page 26**
(Presenter: Andy Grzywa, Fire Chief)
 - C. Consider Authorizing Expenditure for Ten Sets of Turnouts on the CalFire Volunteer Fire Capacity Grant **Page 31**
(Presenter: Andy Grzywa, Fire Chief)
 - D. Consider Authorizing Expenditure for Payroll and Accounts Payable Consulting Services **Page 40**
(Presenter: Ryan Gross, General Manager)
- 5. Information Items – The following information items do not require any action by the Board of Directors and are for informational purposes only.
 - A. Budget Planning & COLA **Page 41**
 - B. Quarterly Investment Report **Page 59**
 - C. Quarterly Budget/Financial Update **Page 62**
 - D. Quarterly Operations Reports **Page 71**
- 6. General Manager’s Report
- 7. Report from Legal Counsel
- 8. Board Member Comments/Meetings
- 9. Meeting Adjournment

Upcoming Meetings: Regular Board Meeting, May 17, 2023, at 9:00 am

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: April 19, 2023
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 February 15, 2023.

ATTACHMENTS

Attachment 1 – Draft Meeting Minutes

MINUTES – February 15, 2023
PAGE 1 OF 4

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
RUNNING SPRINGS WATER DISTRICT
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA
February 15, 2023

A Regular Meeting of the Board of Directors of the Running Springs Water District was held on Wednesday, February 15, 2023, at the hour of 9:00 A.M. at the District office located at 31242 Hilltop Boulevard, Running Springs, California, and through teleconference.

The following Directors were present at the District:

Tony Grabow, President
 Mike Terry, Director
 Mark Acciani, Director (arrived at 9:01 A.M.)

Also present at the District were the following:

Ryan Gross, General Manager
 Andrew Grzywa, Fire Chief
 Trevor Miller, Operations Manager
 Amie R. Crowder, Secretary to the Board/Administration Supervisor

The following visitors were present through teleconference:

Bill Conrad, Vice-President
 Laura Dyberg, Director

No visitors were present.

MEETING MINUTES

AGENDA ITEMS

1. Call Meeting to Order and Pledge of Allegiance

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

2. Recognize and Hear from Visitors/Public Comment

No Visitors Present

3. Approval of Consent Items

A. Approve Meeting Minutes

B. Ratify Expenditures

C. Consider Declaring Certain Equipment as Surplus and Authorize Staff to Dispose of Property

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

4. Action Items

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

A. Consider Adopting Resolution No. 01-23 Adopting Running Springs Water District 2023 Updated Sewer System Management Plan (SSMP)

Manager Gross presented the minor revisions to the Sewer System Management Plan. Vice-President Conrad had questions pertaining to pages 66 and 67 of the board packet. Manager Gross confirmed the projects on these pages were accounted for when the original SSMP was established prior to 2010. Operations Manager Trevor Miller provided clarification to Director Acciani’s questions regarding emergency back-up capabilities at the lift stations.

Upon **motion** by Director Acciani, **second** by Director Terry and **carried by a 5 to 0 roll call vote**, Resolution No. 01-23 Adopting Running Springs Water District 2023 Updated Sewer System Management Plan (SSMP), was adopted (Resolution No. 01-23 is on file at the District office).

B. Consider Authorizing Expenditure for Backhoe Repairs

Operations Manager Trevor Miller presented the necessary backhoe repairs that are needed, as well as the benefit this backhoe will provide once the District begins serving Green Valley Lake. Director Acciani inquired about adequate staffing to take on additional tasks. Trevor confirmed the staffing is sufficient, but they will have a better idea of how to best utilize the staffing, once the department can spend time in Green Valley Lake and assess the demands.

Upon **motion** by Director Terry, **second** by Director Acciani and **carried by a 5 to 0 roll call vote**, Authorizing Expenditure for Backhoe Repairs in the amount of \$7,776.43, was approved.

C. Consider Approval to Purchase Four Sets of Turnouts of Homeland Security/San Bernardino County Office of Emergency Services (OES) Grant

Chief Grzywa presented the Office of Emergency Services Grant the District was awarded, the cost of the turnouts and the remaining responsibility the District is responsible for. Minimal conversation ensued.

Upon **motion** by Director Acciani, **second** by Director Conrad and **carried by a 5 to roll call 0 vote**, Approval to Purchase Four Sets of Turnouts of Homeland Security/San Bernardino County Office of Emergency Services (OES) Grant, was approved.

D. Consider Approval of a Mutual Aid Agreement Between the Running Springs Fire Department and the Arrowbear Lake Fire Department

Chief Grzywa presented the desire to formalize the mutual aid that has been reciprocated between Arrowbear Lake Fire Department and the Running Springs Fire Department. The goal of this is to clearly define indemnification for each agency while operating in each other's jurisdictional boundaries. Various discussions regarding equivalent training capacities within each department, fire officers vs. chiefs, and adding additional language to protect each department respectively.

Action Item No. 4.D. was tabled until the next Board Meeting, with no action taken.

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

A. GVL Update

Manager Gross provided a detailed update on the progress of transitioning Green Valley Lake into the District. As of March 1, 2023, the official change of responsibility will be the District's. Vice-President Conrad requested clarification on the timeframe in which the County reserves will be transferred to the District. Manager Gross confirmed this will happen on or around March 1, 2023. Also discussed was the new ownership of Snow Valley, Alterra Mountain Company and the new agreement being drafted between the District and Alterra Mountain Company. Additional conversation regarding their billing, excessive flow, and EDUs were discussed. Manager Gross confirmed that the new agreement will not be completed until the District can access their property and better assess the situation.

B. Quarterly Budget – Financial Review

Provided for information only. No presentation made.

C. Quarterly Investment Report

Provided for information only. No presentation made.

D. Quarterly Operations Reports

Provided for information only. No presentation made.

6. General Manager’s Report

Manager Gross provided an update on both the ROWCO Pump Station and tank replacements, which are ready to go out to bid this Spring.

In addition, the Valley View water main replacement will also go out to bid this Spring with construction in the Summer.

Manager Gross provided a detailed update on the failed culvert on Old City Creek Rd. Details of the County’s progress, cost, and ceaseless monitoring was provided. Pictures of the project were also shared.

Manager Gross shared with the board that the Running Springs Chamber of Commerce request to use the District’s property for their annual events has been a Board Meeting Agenda item for the past decade. He would like permission to eliminate it from being a Consent Item and approve it each year. The Board of Directors approved this request.

6. Board Member Comments/Meetings

Director Acciani inquired about the dog park proposal from Rim of the World Recreation and Park District. Manager Gross shared that a meeting, in the near future, is in the process of being scheduled.

7. Meeting Adjourned

Upon motion by Vice-President Conrad and second by Director Acciani, the meeting was adjourned at 10:00 A.M.

Respectfully Submitted,

President, Board of Directors
Running Springs Water District

Secretary of the Board of Directors
Running Springs Water District

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: April 19, 2023
TO: Board of Directors
FROM: Ryan Gross, General Manager
SUBJECT: RATIFY EXPENDITURES

RECOMMENDED BOARD ACTION

It is recommended that the Board of Directors review the attached accounts payable check register and ratify the District's February and March 2023 expenditures.

A copy of the District's Cash Reserve Fund Summary as of March 31, 2023, the Pooled Cash Balance History and Fire Department Operating Reserve Fund History is also included for review and information.

REASON FOR RECOMMENDATION

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

ATTACHMENTS

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

Running Springs Water District
Accounts Payable Checks
Febuary 2023

Table with 6 columns: Vendor Name, Description, Date, Invoice Amount, Check Number, Check Amount. Rows include vendors like 2 Hot Uniforms inc, American Family Life Assurance Company, Amie Crowder, Aramark, AT&T Mobility, Bacon/Wagner Excavating, Inc., BURR Group Inc., California Association of Professional Firefighters, California Computer Options Inc, CalPERS, Canon, Charter Communitcations, Citibank, N.A., Clinical Laboratory of San Bernardino, ConFire JPA, County of San Bernardino, Crestline-Lake Arrowhead Water Agency, Cypress Ancillary Benefits, DATA FACTS, and Dixi Willemse.

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Don's Auto Inc	Unit 85- Spark plugs,rod, wire & coil clean	02/02/23	558.98	108364	2,785.89
	Unit 85- Cat Converter Repair	02/02/23	2,226.91	108364	
	2011 Ranger Service and Repairs	02/16/23	150.64	108409	150.64
Don's Auto Supply 2 Inc.	Bearing Kit with Spindle	02/28/23	74.36	108433	74.36
Evans-Hydro, Inc	Repair KJII Submersible Pump	02/16/23	8,473.03	108410	8,473.03
Fire Fighters Association	February 2023 FFAD dues	02/28/23	760.00	108434	760.00
Frontier Communications	Telephone-Booster, Treat Plnt, LS's Feb 22	02/16/23	1,512.68	108411	1,512.68
	SCADA FEB-MAR 2023	02/28/23	139.39	108435	139.39
Hadronex, Inc.	Smart Cover Battery	02/02/23	447.17	108365	23,022.89
	Smart Cover level monitoring	02/02/23	22,575.72	108365	
Harrington Industrial Plastics LLC	Ayers filters	02/16/23	665.52	108412	665.52
HD Supply Facilities Maintenance LTD	Battery Adaptor Plates	02/28/23	351.70	108436	351.70
ICONIX Waterworks Inc.	Miscellaneous Parts and Supplies	02/08/23	634.36	108386	770.99
	1 Ford IPS PE Insert	02/08/23	136.63	108386	
INFOSEND	Statement Data Processing January 2023	02/08/23	1,137.05	108387	1,993.37
	Statement Process Jan 23 w/new postage price	02/08/23	856.32	108387	
	GVL WELCOME LTR MAILING	02/28/23	1,457.23	108437	1,457.23
Inland Desert Security & Communications	ON-CALL ANSWERING SERVICE	02/28/23	169.75	108438	169.75
Inland Water Works Supply Company	J & R Meter Box Lids	02/02/23	48.49	108366	139.48
	Misc Parts and Supplies	02/02/23	90.99	108366	
Landia, INC	Anoxic Mixer New	02/02/23	12,306.00	108367	12,306.00
Leslie's Poolmart, Inc	Chlorine and salt	02/16/23	1,361.52	108413	1,361.52
Life-Assist, Inc	Ambulance Supplies	02/02/23	149.62	108368	149.62
	Ambulance Supplies	02/08/23	47.25	108388	47.25
	Ambulance Supplies	02/16/23	626.88	108414	626.88
	Ambulance Supplies	02/28/23	92.67	108439	92.67
Linda Mayfield	Reimbursement Claim	02/02/23	329.80	108369	329.80
	Reimbursement Claim	02/16/23	524.79	108415	524.79
McMaster-Carr Supply Company	Miscellaneous Parts & Supplies	02/02/23	48.88	108370	343.95
	Miscellaneous Parts and Supplies	02/02/23	96.75	108370	
	Miscellaneous parts and supplies	02/02/23	99.87	108370	
	84" Long Strap for Steel Drum Truck	02/02/23	98.45	108370	
	High-Visibility Tape	02/08/23	33.60	108389	33.60
	Materail for Watch Dog install	02/16/23	207.84	108416	419.37
	Miscellaneous Parts and Supplies	02/16/23	110.03	108416	
	Flexible Rubber Foam Pipe Insulation Tube	02/16/23	101.50	108416	
	materials for Vulcan maintenance	02/28/23	329.25	108440	421.04
	Miscellaneous Parts and Supplies	02/28/23	91.79	108440	
Nationwide	Employee Contributions PPE 2/6/23	02/10/23	1,770.00	DFT0001940	1,770.00
	EMPLOYEE CONTRIBUTIONS PPE 2-20-23	02/24/23	1,770.00	DFT0001954	1,770.00
Nick Nikas	Reimbursement Claim	02/02/23	114.43	108371	114.43
Occupational Health Centers of California	DOT Recert and Physical	02/02/23	121.00	108372	121.00
	DOT Exam and Recert	02/08/23	121.00	108390	175.00
	DOT Physical	02/08/23	54.00	108390	
One Stop Landscape Supply	Solids Handling	02/08/23	1,374.10	108391	1,374.10
Patrick R. Morin	Station 50 Garage Door Repair	02/02/23	1,080.00	108373	1,080.00
	Garage door repair & service	02/28/23	3,600.00	108441	3,600.00
Principal Life Insurance Company	Vision Insurance Premiums March 2023	02/28/23	128.94	108442	128.94
Ram Software Systems, Inc	AIM Online Software	02/01/23	257.50	DFT0001935	257.50
Reliance Standard Life Insurance Company	Life Insurance Premiums March 2023	02/28/23	1,354.10	108443	1,354.10

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Robert Aberg	Reimbursement Claim	02/08/23	205.00	108392	205.00
Rocio Silva	Janitorial Services January 2023	02/02/23	485.00	108374	485.00
Rogers Anderson Malody & Scott LLP	Consultant Fees January 23	02/28/23	1,428.00	108444	1,428.00
Running Springs Professional Firefighters	Union Dues February 2023	02/28/23	400.00	108445	400.00
Ryan Gross	Reimbursement Claim	02/08/23	1,489.52	108393	1,489.52
	Reimbursement Claim	02/28/23	166.88	108446	685.88
	REIMBURSEMENT CLAIM	02/28/23	519.00	108446	
San Bernardino County Special Districts Department	ASBCSD Meeting 2/27/23-Crowder Attending	02/02/23	36.00	108375	36.00
Sedgwick Claims Management Services	Workers Comp July 2022	02/08/23	112.00	108394	784.00
	Workers Comp August 2022	02/08/23	112.00	108394	
	Workers Comp September 2022	02/08/23	112.00	108394	
	Worker's Comp October 2022	02/08/23	112.00	108394	
	Worker's Comp November 2022	02/08/23	112.00	108394	
	Workers Comp December 2021	02/08/23	112.00	108394	
	Workers Comp January 2022	02/08/23	112.00	108394	
Southern California Edison Company	Electricity January 2023	02/01/23	334.82	DFT0001907	334.82
	Electricity January 2023	02/01/23	121.59	DFT0001908	121.59
	Electricity January 2023	02/01/23	126.98	DFT0001909	126.98
	Electricity January 2023	02/01/23	719.06	DFT0001910	719.06
	Electricity January 2023	02/01/23	1,462.87	DFT0001911	1,462.87
	Electricity January 2023	02/01/23	721.33	DFT0001912	721.33
	Electricity January 2023	02/01/23	60.21	DFT0001913	60.21
	Electricity January 2023	02/01/23	121.39	DFT0001914	121.39
	Electricity January 2023	02/01/23	305.86	DFT0001933	305.86
	Electricity January 2023	02/02/23	1,428.70	DFT0001915	1,428.70
	Electricity January 2023	02/02/23	634.24	DFT0001916	634.24
	Electricity January 2023	02/02/23	754.45	DFT0001917	754.45
	Electricity January 2023	02/02/23	741.77	DFT0001918	741.77
	Electricity January 2023	02/02/23	391.35	DFT0001919	391.35
	Electricity January 2023	02/02/23	575.81	DFT0001920	575.81
	Electricity January 2023	02/02/23	2,344.62	DFT0001921	2,344.62
	Electricity January 2023	02/02/23	149.45	DFT0001922	149.45
	Electricity January 2023	02/02/23	34.82	DFT0001923	34.82
	Electricity January 2023	02/02/23	296.80	DFT0001924	296.80
	Electricity January 2023	02/02/23	1,702.60	DFT0001925	1,702.60
	Electricity January 2023	02/02/23	1,273.57	DFT0001926	1,273.57
	Electricity January 2023	02/02/23	211.20	DFT0001927	211.20
	Electricity January 2023	02/02/23	15.69	DFT0001928	15.69
	Electricity January 2023	02/02/23	370.24	DFT0001929	370.24
	Electricity January 2023	02/02/23	1,105.49	DFT0001930	1,105.49
	Electricity January 2023	02/02/23	15.42	DFT0001931	15.42
	Electricity January 2023	02/02/23	672.91	DFT0001932	672.91
	Electricity January 2023	02/02/23	17,105.43	DFT0001934	17,105.43
Southern California Gas Company	Gas Usage January 2023	02/08/23	2,341.93	108395	3,778.04
	Gas Usage January 2023	02/08/23	1,436.11	108395	
	Gas Usage January 2023 District Office	02/16/23	1,359.58	108417	3,592.60
	Gas Usage January 2023 Station 51	02/16/23	2,214.76	108417	
	Gas Usage January 2023 LSG	02/16/23	18.26	108417	
State of California - State Water Resource Control	IT2 Renewal for R. Teter	02/08/23	60.00	108396	60.00
Stryker Sales Corp	gurney batteries	02/28/23	493.06	108447	493.06

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Superior Automotive Warehouse	Miscellaneous Parts & Supplies	02/08/23	353.73	108397	949.70
	Miscellaneous Parts & Supplies	02/08/23	595.97	108397	
SYNAGRO Technologies	Biosolids to Liberty Compost	02/16/23	462.40	108418	462.40
Terminix International Company LP	PEST CONTROL FREDALBA RD	02/28/23	68.00	108448	68.00
Tesco Controls Inc	Tesco T&M for L3000 Comm issues	02/16/23	1,500.00	108419	1,500.00
Tom Dodson & Associates	VV WATER PIPELINE/ENV STUDIES	02/28/23	2,792.00	108449	2,792.00
Trevor Miller	Reimbursement Claim	02/16/23	1,581.79	108420	1,581.79
Tyler Technologies, Inc	UB Merge Conversion-CSA-79	02/28/23	362.50	108450	362.50
Underground Service Alert of Southern California	New dig tickets and Mainten fee Feb 2023	02/02/23	104.50	108376	104.50
Valic	Employee Contributions PPE 2/6/23	02/07/23	1,817.84	DFT0001941	1,817.84
	EMPLOYEE CONTRIBUTIONS PPE 2-20-23	02/21/23	1,839.39	DFT0001953	1,839.39
Verizon Wireless Services LLC	Cell Phone, Ipads, Hotspot Dialer Backup	02/07/23	562.25	DFT0001939	562.25
Visa	Crowder- Misc Office Supplies and Seminars	02/14/23	905.45	DFT0001943	905.45
	Gross- Spectrum, Zoom and SB Co Permit	02/14/23	234.51	DFT0001944	234.51
	Strebel- Station Supplies and CPR cards	02/14/23	419.37	DFT0001945	419.37
	Ellsberry- Red Helmet Training Class	02/16/23	200.00	DFT0001946	200.00
	Miller- Gas, CWEA, &misc supplies	02/16/23	1,073.72	DFT0001947	1,073.72
W.W. Grainger, Inc	Octal Relay	02/02/23	64.07	108377	64.07
	Fuses FLQ series	02/08/23	81.12	108398	81.12
Watchdog	Watch Dog System with px sensor , camera, totaliz	02/17/23	5,665.00	DFT0001951	5,665.00
Zenner Performance Meter, Inc	Encoded Type Registers (ETRs)	02/02/23	1,203.45	108378	1,203.45

Totals

Payment Type	Payable Count	Payment Count	Payment
Regular Checks	122	91	117,203.62
Manual Checks	0	0	0.00
Voided Checks	0	0	0.00
Bank Drafts	44	44	121,216.67
EFT's	0	0	0.00
Totals	166	135	238,420.29

Running Springs Water District

Accounts Payable Checks

March 2023

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Amie Crowder	REIMBURSEMENT CLAIM 3/31/2023	03/31/23	30.00	108578	30.00
Aramark	Cleaning Supplies	03/15/23	114.90	108451	114.90
	Supplies	03/25/23	119.16	108527	234.06
	Miscellaneous Supplies	03/25/23	114.90	108527	
	5880258749	03/31/23	114.90	108579	114.90
Arrowbear Park County Water District	Water Base & Usage Charges	03/25/23	68.46	108528	68.46
AT&T Mobility	Treatment Internet	03/25/23	43.24	108529	43.24
Axiom Systems Inc.	EDI File Transfer	03/15/23	297.00	108452	297.00
Bacon/Wagner Excavating, Inc.	Snow Removal - Collections 2/26, 2/27, 2/28, 3/3	03/25/23	200.00	108530	550.00
	Snow Removal PS #2 Canyon Rd 2/28/23, 3/2/23, 3/3/23	03/25/23	350.00	108530	
Best, Best & Krieger LLP	Consulting Fees	03/06/23	858.00	DFT0001967	858.00
	October 2022 Services	03/23/23	913.50	DFT0001974	913.50
BURR Group Inc.	30505 Fredalba Rd.	03/25/23	907.83	108531	1,176.44
	32151 Hunsaker Way	03/25/23	74.06	108531	
	31242 Hilltop Blvd.	03/25/23	194.55	108531	
	MARCH 2023 TRASH WWTP	03/31/23	194.55	108580	463.16
	MARCH 2023 TRASH STATION 50	03/31/23	74.06	108580	
	MARCH 2023 TRASH MAIN OFFICE	03/31/23	194.55	108580	
California Association of Professional Firefighters	April 2023 Billing - Disability Insurance	03/25/23	147.50	108532	147.50
California Computer Options Inc	Network Maintenance & Monitoring March 2023	03/15/23	3,414.50	108453	3,807.35
	Managed Cloud Backup February 2023	03/15/23	392.85	108453	
	45973 FULLY MANAGED IT PROGRAM	03/31/23	3,414.50	108581	3,414.50
CalPERS	Medical Benefits March 2023	03/02/23	22,259.83	DFT0001956	22,259.83
	Pay Period Ending 3/6/23 Contributions	03/10/23	22,822.06	DFT0001966	22,822.06
	PE 3-20-23 Contributions	03/30/23	22,909.63	DFT0001981	22,909.63
Canon	Cannon Lease & Usage	03/25/23	432.73	108533	637.75
	Scanner Lease 3/1/23-3/31/23	03/25/23	205.02	108533	
Charter Communications	Internet Station 50	03/25/23	127.97	108534	506.92
	3/13/23-4/12/23 Services	03/25/23	117.97	108534	
	Internet Dist Office/Station 51 3/9/23-4/08/23	03/25/23	260.98	108534	
	STATION 50 CHARTER	03/31/23	127.97	108582	127.97
Christopher Ehe	Partial Boundary Survey	03/30/23	1,750.00	108577	1,750.00
Citibank, N.A.	Fire Dept. Return on PO01770	03/25/23	-578.44	108535	748.78
	Miscellaneous Supplies - Water	03/25/23	64.99	108535	
	Items for remodel of Station 51	03/25/23	1,262.23	108535	
	Miscellaneous Purchases	03/25/23	324.09	108536	324.09
Clinical Laboratory of San Bernardino	Wastewater Samples - February 2023	03/25/23	141.00	108537	1,083.00
	Water Samples - February 2023	03/25/23	942.00	108537	
ConFab Consolidated Fabricators	Slant Top/Plastic Lid/Swivel Casters	03/25/23	1,655.04	108538	1,655.04
County of San Bernardino	Lien Release x 3	03/15/23	60.00	108454	60.00
County of San Bernardino Auditor-Controller/Treasurer	Monthly Parcel Map	03/25/23	4.00	108539	4.00
Crestline-Lake Arrowhead Water Agency	MARCH WATER PURCHASE	03/31/23	8,734.80	108583	8,734.80
Cypress Ancillary Benefits	Dental Premiums	03/25/23	839.19	108540	839.19
Dixi Willemse	REIMBURSEMENT CLAIM 2 3/28/2023	03/31/23	640.00	108584	650.11
	REIMBURSEMENT CLAIM 3/28/2023	03/31/23	10.11	108584	

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Don's Auto Supply 2 Inc.	Order # 737248 & 738365	03/15/23	129.90	108455	194.55
	TDR 86229 U-BOLT SQR	03/15/23	64.65	108455	
Endress & Hauser Inc	6002430169	03/31/23	1,667.15	108585	1,667.15
Fairview Ford Sales, INC	982608	03/31/23	116.96	108586	116.96
Fire Fighters Association	March 2023 Dues	03/25/23	680.00	108541	680.00
Frontier Communications	Booster, LSs, Treatment Telephone	03/25/23	1,514.43	108542	1,667.93
	3/13/23-4/12/23 Charges	03/25/23	153.50	108542	
GM Excavating, INC.	GVL Crab Flats SLS Snow Removal STORM REIMB.	03/31/23	9,000.00	108587	9,000.00
Green Valley Water Mutual Company	32958 MAPLE LANE ANNUAL BILL	03/31/23	1,537.50	108588	3,075.00
	32985 CANYON DR ANNUAL BILL	03/31/23	1,537.50	108588	
HD Supply Facilities Maintenance LTD	Battery Adapters Reed Pump Stick	03/25/23	351.70	108543	351.70
Huber Technology Inc	Valve Check, MD Pumps	03/15/23	555.90	108456	555.90
INFOSEND	February 2023 Printing Services	03/15/23	2,007.26	108457	2,007.26
Inland Desert Security & Communications	Answering Service February 2023	03/25/23	239.00	108544	239.00
Inland Water Works Supply Company	NH14265.62x.75x.75	03/15/23	637.54	108458	637.54
	1" MUE NL FIP ORI CURB LW	03/25/23	126.93	108545	126.93
	S1063424.001	03/31/23	637.54	108589	637.54
L.N. Curtis & Sons	Replace Window	03/25/23	77.58	108546	77.58
Leslie's Poolmart, Inc	Chlorine	03/25/23	945.72	108547	945.72
Life-Assist, Inc	Ambulance Supplies	03/15/23	92.67	108459	92.67
Linda Mayfield	Reimbursement 3/1/23	03/15/23	329.80	108460	329.80
	Reimbursement Claim	03/25/23	462.29	108548	462.29
Matthew Garcia	Distribution Exam Reimbursement	03/15/23	80.00	108461	80.00
McMaster-Carr Supply Company	Stick Electrode	03/25/23	40.50	108549	147.12
	Rubber Foam Pipe/Stainless Steel Nylon Insert	03/25/23	59.91	108549	
	Snap-in Hole Plugs	03/25/23	46.71	108549	
	MCMASTER TREATMENT PLANT	03/31/23	96.49	108590	131.81
	MCMASTER WWTP	03/31/23	35.32	108590	
MMBR	Streametrics renewal	03/15/23	4,256.13	108462	4,256.13
Nationwide	Employee Contributions PPE 3-6-2023	03/10/23	1,770.00	DFT0001968	1,770.00
	PPE 3/20/23 Contributions	03/27/23	1,770.00	DFT0001975	1,770.00
NBS Government Finance Group	AD#10 Continuing Disclosure	03/15/23	2,517.96	108463	2,517.96
Nestle Waters North America	Ticket# 7930841825, 7934513180, B5035198	03/15/23	274.09	108464	274.09
Nick Nikas	Reimbursement Claim 3-9-23	03/15/23	290.12	108465	290.12
Nuckles Oil Company, Inc	Gasoline & Diesel	03/25/23	10,706.43	108550	10,706.43
Obe & Sons Inc	Pilot Assembly, Hanging Heater, Burner bars, etc	03/25/23	135.00	108551	135.00
One Stop Landscape Supply	Load Sludge	03/25/23	1,385.30	108552	1,385.30
Parkhouse Tire Inc	Tires Engine 51	03/25/23	1,618.95	108553	3,190.40
	Tires Engine 50	03/25/23	1,571.45	108553	
Plumbers Depot Inc	PD-53288	03/31/23	3,001.17	108591	3,001.17
Principal Life Insurance Company	Dental Insurance Premiums 04/01/23-04/30/23	03/25/23	122.68	108554	122.68
Quadient Leasing USA, Inc.	POSTAGE MACHINE LEASE	03/31/23	226.71	108592	226.71
Radiation Detection Company	TLD XGB Badge Quarterly	03/25/23	803.39	108555	803.39
Ram Software Systems, Inc	AIM Online Software	03/02/23	257.50	DFT0001982	257.50
Reliance Standard Life Insurance Company	Life Insurance Premiums	03/25/23	1,376.09	108556	1,376.09
Robert Aberg	Reimbursement Claim	03/25/23	10.00	108557	10.00
Rocio Silva	Janitorial Service 2/1/23 - 3/1/23	03/15/23	485.00	108466	485.00
Rogers Anderson Malody & Scott LLP	72210	03/31/23	2,537.03	108593	2,537.03
Running Springs Professional Firefighters	March 2023 Dues	03/25/23	300.00	108558	300.00
Ryan Gross	Reimbursement Claim	03/15/23	428.26	108467	428.26

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Ryan Gross	Reimbursement Claim	03/25/23	204.86	108559	507.14
	Reimbursement Claim	03/25/23	302.28	108559	
SCADA Integrations	Wonderware screens	03/15/23	5,800.00	108468	5,800.00
Sedgwick Claims Management Services	Workers Compensation	03/20/23	6.00	DFT0001970	6.00
	Workers' Comp February 2023	03/25/23	112.00	108560	112.00
	SF-2632-2023-01270500	03/27/23	428.34	DFT0001976	428.34
South Coast Air Quality Management District	2400 Oak Dr. LS #1 Emissions	03/25/23	468.76	108561	2,482.44
	2001 Wilderness Rd. LS#4 Emissions	03/25/23	468.76	108561	
	1942 Poplar Dr. LS #6 Emissions	03/25/23	468.76	108561	
	30155 Skyline Dr. LS#7 Emissions	03/25/23	468.76	108561	
	2400 Oak Dr. FY 22-23 Emissions	03/25/23	151.85	108561	
	2001 Wilderness Rd. LS #4 Emissions	03/25/23	151.85	108561	
	1942 Poplar Dr. LS #6 Emissions	03/25/23	151.85	108561	
	30155 Skyline Dr. LS #7	03/25/23	151.85	108561	
	2689 LOMA DR - ICE EM ELEC GEN-DIESEL	03/31/23	468.76	108594	620.61
	2689 LOMA DR - FLAT FEE FOR LAST FY EMISSIONS	03/31/23	151.85	108594	
Southern California Edison Company	31242 Hilltop	03/25/23	654.05	108562	33,625.81
	31172 All View Dr LWR	03/25/23	1,379.07	108562	
	3320 Tackberry	03/25/23	871.83	108562	
	31085 Outer Highway 18	03/25/23	252.84	108562	
	31242 Highway 18	03/25/23	1,404.70	108562	
	31214 Old City CreekDr.	03/25/23	682.08	108562	
	Wastewater Treatment Plant	03/25/23	17,015.28	108562	
	LS 2 2740 Canon Way	03/25/23	996.27	108562	
	LS 1 2409 Hunsaker Dr	03/25/23	902.98	108562	
	32151 Hunsaker Way	03/25/23	280.86	108562	
	32149 West Dr.	03/25/23	103.12	108562	
	LS 3 32388 Parkland Dr.	03/25/23	202.71	108562	
	LS 5 3100 Alder Ct	03/25/23	526.46	108562	
	1942 Poplar Dr. Rear	03/25/23	2,293.92	108562	
	2536 Hunsaker Dr. Collections	03/25/23	120.41	108562	
	30929 Old City Creek Rd	03/25/23	14.90	108562	
	3500 Seymour Bstr/3448 Seymour	03/25/23	287.58	108562	
	32555 Thor Way	03/25/23	206.71	108562	
	TR 7568 Lot 43	03/25/23	15.69	108562	
	30904 Nob Hill Cir	03/25/23	384.85	108562	
	31172 All View Dr	03/25/23	2,009.24	108562	
	LS 7 30155 Skyline Lane	03/25/23	624.76	108562	
	LS 4 3103 Wilderness	03/25/23	381.20	108562	
	Owl Rock Well Site	03/25/23	674.38	108562	
	31050 Hilltop PMP	03/25/23	786.27	108562	
	30550 Fredalba	03/25/23	120.47	108562	
	30311 Leprechaun Crt	03/25/23	37.62	108562	
	31696 Valley View	03/25/23	395.56	108562	
	1942 POPLAR MARCH EDISON	03/31/23	817.88	108595	14,015.08
	2536 HUNSAKER COLLECTIONS MARCH EDISON	03/31/23	29.77	108595	
	30311 LEPRECHAUN MARCH EDISON	03/31/23	-12.83	108595	
	30550 FREDALBA MARCH EDISON	03/31/23	54.84	108595	
	30904 NOB HILL MARCH EDISON	03/31/23	300.07	108595	
	30929 OLD CITY CREEK MARCH EDISON	03/31/23	-40.07	108595	

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount	
Southern California Edison Company	31050 HILLTOP PUMP MARCH EDISON	03/31/23	581.76	108595	14,015.08	
	31085 OUTER HWY 18 MARCH EDISON	03/31/23	286.76	108595		
	31172 ALL VIEW LWR MARCH EDISON	03/31/23	1,363.97	108595		
	31172 ALL VIEW MARCH EDISON	03/31/23	2,051.74	108595		
	31214 OLD CITY CREEK MARCH EDISON	03/31/23	581.47	108595		
	31242 HILLTOP MAIN OFFICE/STATION 51 MARCH	03/31/23	1,469.31	108595		
	31242 HILLTOP MARCH EDISON	03/31/23	660.64	108595		
	31696 VALLEY VIEW MARCH EDISON	03/31/23	320.76	108595		
	32149 WEST MARCH EDISON	03/31/23	27.31	108595		
	32151 HUNSAKER MARCH EDISON	03/31/23	196.54	108595		
	32555 THOR MARCH EDISON	03/31/23	130.27	108595		
	3320 TACKABERRY MARCH EDISON	03/31/23	798.94	108595		
	LS 1 2409 HUNSAKER MARCH EDISON	03/31/23	758.41	108595		
	LS 2 2740 CANON MARCH EDISON	03/31/23	1,293.99	108595		
	LS 3 32388 PARKLAND MARCH EDISON	03/31/23	134.38	108595		
	LS 4 MARCH EDISON	03/31/23	368.42	108595		
	LS 5 MARCH EDISON	03/31/23	545.31	108595		
	LS7 MARCH EDISON	03/31/23	707.62	108595		
		OWL ROCK MARCH EDISON	03/31/23	587.82	108595	
	Southern California Emergency Medicine	Pre-Employment Physical	03/25/23	75.00	108565	170.00
Pre-Employment Physical		03/25/23	95.00	108565		
4217 COLTON URGENT CARE		03/31/23	220.00	108597	220.00	
Southern California Gas Company	1950 Poplar Dr.	03/25/23	214.62	108566	3,741.36	
	2536 Hunsaker Dr	03/25/23	749.07	108566		
	32150 Hunsaker Way	03/25/23	1,131.06	108566		
	31246 Hilltop Blvd.	03/25/23	757.94	108566		
	31250 Hilltop Blvd.	03/25/23	888.67	108566		
State of California - State Water Resource Control	Cert Grade & Fees - Grade I - Jake Black	03/15/23	125.00	108469	125.00	
State Water Resources Control Board	CLEMMER D2 RENEWAL	03/31/23	60.00	108598	165.00	
	CLEMMER T1 RENEWAL	03/31/23	55.00	108598		
	MATTHEW GARCIA T1 EXAM FEE	03/31/23	50.00	108598		
Superior Automotive Warehouse	February 2023 Statement	03/25/23	1,830.05	108567	2,980.67	
	February Statement - Fire	03/25/23	1,150.62	108567		
SYNAGRO Technologies	Biosolids to Liberty Compost	03/15/23	200.00	108470	200.00	
Terminix International Company LP	Pest Control - Collections	03/25/23	88.00	108568	88.00	
	TERMINEX WWTP	03/31/23	73.00	108599	73.00	
The Alpine Mountaineer	Newspaper Subscription - April 2023	03/15/23	25.00	108471	25.00	
TKE Engineering Inc.	ROWCO Wtr Sys Improvements - December 2022	03/15/23	16,348.83	108472	16,348.83	
Toni Nicassio	Payroll Processing Consulting Services 3-6-2023	03/15/23	133.00	108473	133.00	
	03-16-23 CCR Consulting	03/25/23	154.55	108569	154.55	
Trevor Miller	Reimbursement Claim 3/6/2023	03/15/23	60.00	108474	846.07	
	Reimbursement Claim 3-1-2023	03/15/23	786.07	108474		
Tyler Technologies, Inc	CSA-79 Conversion	03/25/23	253.75	108570	721.25	
	CSA-79 Conversion	03/25/23	145.00	108570		
	Implementation LGD-CIS/CRM CSA-79	03/25/23	250.00	108570		
	UB Merge Conversion CSA-79	03/25/23	72.50	108570		
Uline	EZ Pull Jr. Towel	03/25/23	105.32	108571	105.32	
Underground Service Alert of Southern California	RSWDSEwer	03/15/23	13.50	108475	13.50	
Valic	PPE 3/6/23 Contributions	03/14/23	1,871.13	DFT0001969	1,871.13	

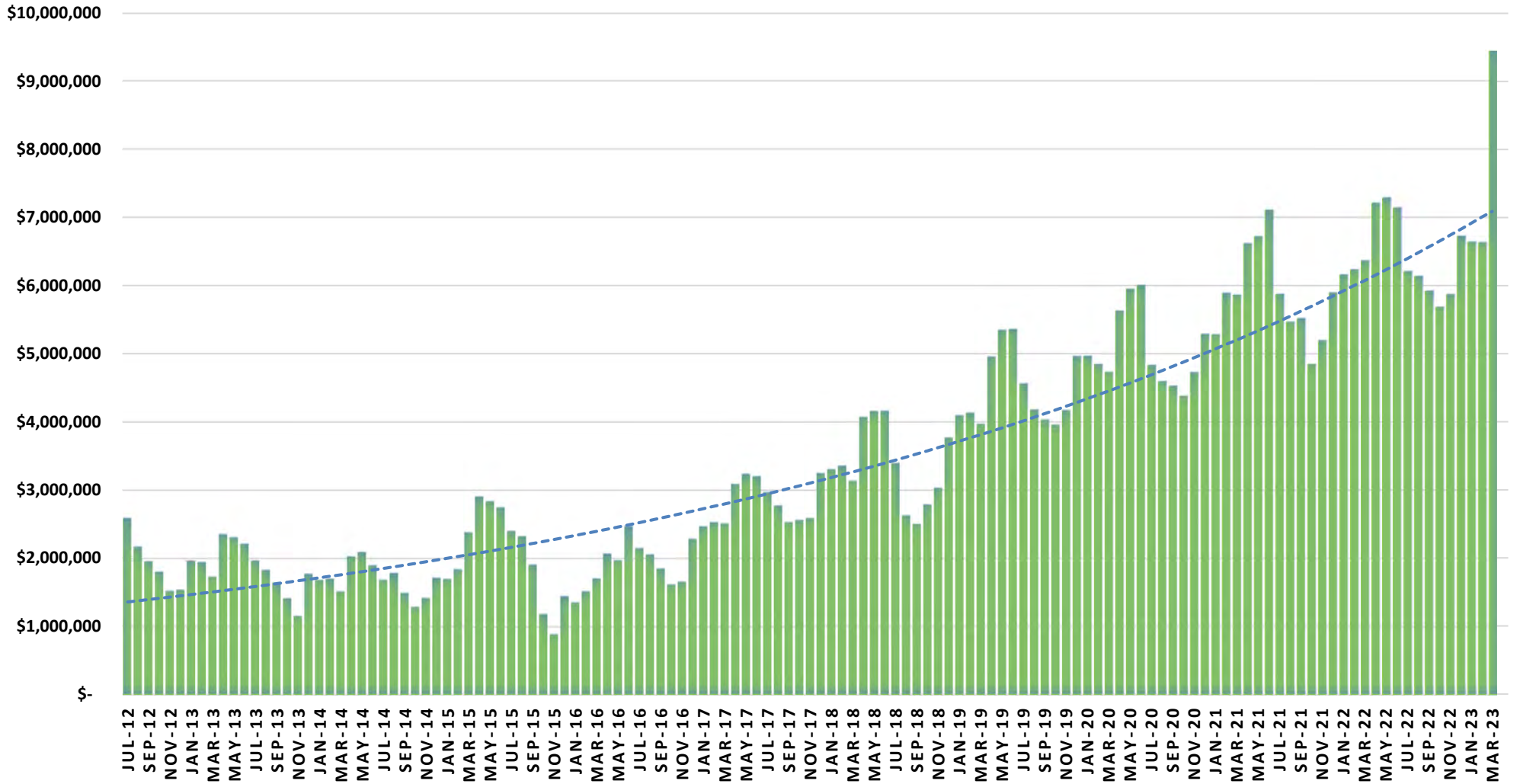
Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Valic	VALIC FOR 3/20/2023 PAYROLL	03/27/23	1,819.05	DFT0001977	1,819.05
Verizon Wireless Services LLC	Cellphones, iPads, Hotspot, GVL SLS	03/06/23	564.74	DFT0001959	564.74
Visa	Crowder Purchases	03/25/23	2,083.30	108572	6,038.73
	Ellsberry Purchases	03/25/23	320.00	108572	
	Gross Purchases	03/25/23	695.37	108572	
	Miller Purchases	03/25/23	1,657.98	108572	
	Strebel February 2023	03/25/23	1,282.08	108572	
Vyanet Operating Group	Security - Collections	03/25/23	195.60	108574	195.60
W.W. Grainger, Inc	Pressure Switch	03/25/23	43.62	108575	934.20
	Electric Drum Pump	03/25/23	718.53	108575	
	Cam/Groove plug, socket	03/25/23	22.45	108575	
	Elect WL/CEIL Htr Thermostat	03/25/23	149.60	108575	
	GRAINGER COLLECTIONS	03/31/23	62.61	108601	75.14
	GRAINGER COLLECTIONS	03/31/23	12.53	108601	
Zoll Medical Corporation GPO	Ambulance Supplies	03/15/23	238.40	108476	238.40
	Ambulance Supplies	03/25/23	518.37	108576	776.97
	Ambulance Supplies	03/25/23	258.60	108576	

Totals

Payment Type	Payable Count	Payment Count	Payment
Regular Checks	198	96	174,386.04
Manual Checks	0	0	0.00
Voided Checks	0	57	-323.55
Bank Drafts	14	14	78,404.33
EFT's	0	0	0.00
Totals	212	167	252,466.82

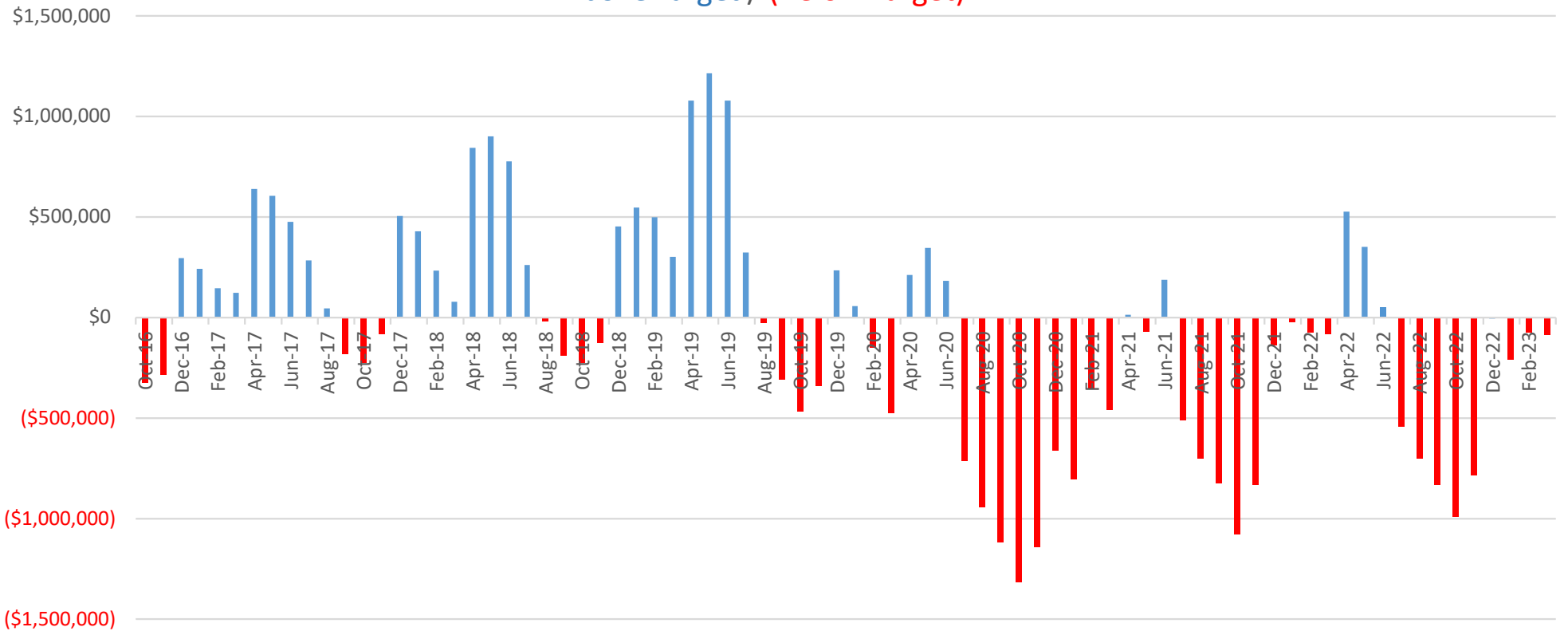
Fund Balances as of March 31, 2023	
Fire & Ambulance Department	
Fire & Ambulance Department Operating Fund	1,498,047
Recommended Operating Fund Target (6 Months Operating Expenses)	1,583,636
Fire & Ambulance Department Operating Fund, Fully Funded or (Below Target)	(85,589)
Wastewater Division	
Wastewater Capital Improvement Project Reserve	1,939,876
Wastewater System Connection & Capacity Charges	11,630
CWSRF Loan Agreement 14-813 Debt Reserve (Restricted for SLS 1-3 Debt Service)	171,537
Wastewater Operating Reserve Fund	619,190
Recommended Operating Reserve Fund Target (4 Months Operating Expenses)	619,190
Wastewater Operating Reserve, Fully Funded or (Below Target)	Fully Funded
Green Valley Lake Wastewater Division (CSA 79)	
Wastewater Capital Improvement Project Reserve	2,000,144
Wastewater System Connection & Capacity Charges	-
Wastewater Operating Reserve Fund	350,000
Recommended Operating Reserve Fund Target (4 Months Operating Expenses)	350,000
CSA 79 Wastewater Operating Reserve, Fully Funded or (Below Target)	Fully Funded
Water Division	
Water Capital Improvement Project Reserve	1,979,528
Water System Connection & Capacity Charges	155,580
Water Infrastructure R&R Reserve (MFC & AMR SRF Debt Reserve)	89,334
Water Operating Reserve	561,875
Recommended Operating Reserve Fund Target (4 Months Operating Expenses)	561,875
Water Operating Reserve, Fully Funded or (Below Target)	Fully Funded
Assessment Districts Restricted Funds	
Water Assessment District No. 10 Construction Funds	26,421
Water Assessment District No. 10 O&M	39,040
Subtotal Assessment Districts	65,461
Total District Designated & Operating Reserve Funds	9,376,742
Assessment District Funds	65,461
Combined Pooled Cash	9,442,203
Checking Account (General)	375,644
LAIF - Investment	7,857,398
MBS Investments (Laddered CDs)	1,200,649
York Insurance Deposit / Sedgwick	4,994
Petty Cash	1,000
Combined Pooled Cash	9,439,685

COMBINED POOLED CASH BALANCE



Fire Department Operating Reserve Policy Target is 6 Months of Budgeted Operating Expenses or \$1,583,636

Above Target / (Below Target)



RESOLUTION NO. 03-23

RESOLUTION OF THE BOARD OF DIRECTORS OF THE RUNNING SPRINGS WATER DISTRICT FIXING AND LEVYING FIRE SUPPRESSION AVAILABILITY CHARGES FOR FISCAL YEAR ENDING 2024

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

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

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

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

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

1. This Board of Directors does hereby affix and levy fire suppression availability charges for the fiscal year ending 2024 in the amount of \$65.00 per unit of benefit.
2. Units of benefit assigned to each improved lot or parcel within the District shall be determined in accordance with the District’s Ordinance No. 9.
3. Fire suppression availability charges for fiscal year ending 2024 shall be billed on the San Bernardino County tax roll.
4. Said availability charge is due and payable in two installments on the same due dates as the San Bernardino County property tax bill installments.

ADOPTED this 19th day of April 2023.

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

ATTEST:

Secretary of the Board of Directors
Running Springs Water District

President, Board of Directors
Running Springs Water District

RESOLUTION NO. 04-23**RESOLUTION OF THE BOARD OF DIRECTORS OF THE RUNNING SPRINGS WATER DISTRICT FIXING SEWER STANDBY OR AVAILABILITY CHARGES FOR FISCAL YEAR ENDING 2024**

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

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

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

1.01 Lots that have been determined by the County to be unbuildable, as documented by written verification from the County to the District, will be exempt from availability charges.

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

1.03 Certain improved property where lots/parcels have been combined, by County lot merger, into one (1) assessor parcel number, and where a single structure that is connected to and using the District's sewer system is built across lot lines, and where the remaining portions of land do not meet the County of San Bernardino's building site requirements, will be treated as a single lot or parcel for the purposes of availability charges. Request(s) for this exemption must be made in writing to the District prior to July 1, 2023. A surveyed plot map showing the relationship of the structure to the lot lines or lot merger documents from the County must also be submitted with the request.

2. This Board of Directors does hereby fix sewer standby or availability charges for the fiscal year ending 2024 as follows:

2.01 For unimproved parcels of land one acre or larger in size, such charges shall be in the amount of ten dollars (\$10) for the first acre, and a prorated amount for any additional acreage rounded to the nearest one-tenth of an acre, if any portion of the parcel is within 200 feet of a sewer main of the District's sewer system; and in the amount of four dollars (\$4) for the first acre, and a prorated amount for any additional acreage rounded to the nearest one-tenth of an acre, if no portion of the parcel is within 200 feet from such sewer main.

2.02 For unimproved lots or parcels of land smaller in size than one acre, such charges shall be in the amount of ten dollars (\$10) for each lot or parcel if any portion thereof is within 200 feet of a sewer main of the District's system, and in the amount of four dollars (\$4) for each such parcel or lot if no portion thereof is within 200 feet from such sewer main.

2.03 For parcels of land within the District that are connected to the District’s public sewer system, and each connected improvement is receiving the monthly unit sewer service charge, no availability charge will be levied.

2.04 For parcels of land within the District that are not connected to and using the District’s public sewer system, and where each connected improvement is not receiving the monthly unit sewer service charge at the time the sewer availability charge invoices are mailed, such parcels shall be considered unimproved and shall be subject to the availability charge.

3. Availability charges shall be due and payable immediately and if not paid by July 1, 2023, a six percent (6%) late payment charge shall be added to the delinquent amount. The amount of any unpaid availability charge plus late payment charge shall be added to the tax roll and shall constitute a lien on that land.

On or before August 1, 2023, the Secretary of the Board of Directors shall furnish in writing to the County Auditor a description of each and every parcel of land within the District upon which an availability charge remains unpaid, together with the amount of said unpaid charges plus late payment charge on each said parcel of land.

ADOPTED this 19th day of April 2023.

Ayes:
Noes:
Abstentions:
Absent:

ATTEST:

President, Board of Directors
Running Springs Water District

Secretary of the Board of Directors
Running Springs Water District

RESOLUTION NO. 05-23**RESOLUTION OF THE BOARD OF DIRECTORS OF THE RUNNING SPRINGS WATER DISTRICT FIXING WATER STANDBY OR AVAILABILITY CHARGES FOR FISCAL YEAR ENDING 2024**

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

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

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

1.01 Lots that have been determined by the County to be unbuildable, as documented by written verification from the County to the District, will be exempt from availability charges.

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

1.03 Certain improved property where lots/parcels have been combined, by County lot merger, into one (1) assessor parcel number, and where a single structure that is connected to and using the District's water and sewer system is built across lot lines, and where the remaining portions of land do not meet the County of San Bernardino's minimum building site requirements, will be treated as a single lot or parcel for the purposes of availability charges. Request(s) for this exemption must be made in writing to the District prior to July 1, 2023. A surveyed plot map showing the relationship of the structure to the lot lines or lot merger documents from the County must also be submitted with the request.

2. This Board of Directors does hereby fix water standby or availability charges for the fiscal year ending 2024 as follows:

2.01 For unimproved parcels of land one acre or larger in size, such charges shall be in the amount of thirty dollars (\$30) for the first acre, and a prorated amount for any additional acreage rounded to the nearest one-tenth of an acre, if any portion of the parcel is within 200 feet of a water main of the District's water system; and in the amount of twelve dollars (\$12) for the first acre, and a prorated amount for any additional acreage rounded to the nearest one-tenth of an acre, if no portion of the parcel is within 200 feet from such water main.

2.02 For unimproved lots or parcels of land smaller in size than one acre, such charges shall be in the amount of thirty dollars (\$30) for each lot or parcel, if any portion thereof is within 200 feet of a water main of the District's system, and in the amount of twelve dollars (\$12) for each such parcel or lot, if no portion thereof is within 200 feet from such a water main.

2.03 For parcels of land within the District that have a water service connection from the District, no water availability charge will be levied provided that the service has not been disconnected at the time the availability charge invoices have been mailed.

2.04 For parcels of land within the District that do not have a water service connection from the District, or where the service is disconnected at the time the availability charge invoices are mailed, such parcels shall be considered unimproved and shall be subject to the availability charge.

3. Availability charges shall be due and payable immediately and if not paid by July 1, 2023, a six percent (6%) late payment charge shall be added to the delinquent amount. The amount of any unpaid availability charge plus late payment charge shall be added to the tax roll and shall constitute a lien on that land.

On or before August 1, 2023, the Secretary of the Board of Directors shall furnish in writing to the County Auditor a description of each and every parcel of land within the District upon which an availability charge remains unpaid, together with the amount of said unpaid charges plus late payment charge on each said parcel of land.

ADOPTED this 19th day of April 2023.

Ayes:
Noes:
Abstentions:
Absent:

ATTEST:

Secretary of the Board of Directors
Running Springs Water District

President, Board of Directors
Running Springs Water District

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: April 19, 2023
TO: Board of Directors
FROM: Andy Grzywa, Fire Chief
SUBJECT: **CONSIDER APPROVAL OF A MUTUAL AID AGREEMENT
BETWEEN THE RUNNING SPRINGS FIRE DEPARTMENT AND
THE ARROWBEAR LAKE FIRE DEPARTMENT**

RECOMMENDED

Consider authorizing the Fire Chief to execute a Mutual Aid Agreement between the Running Springs Fire Department and the Arrowbear Lake Fire Department.

REASON FOR RECOMMENDATION

To provide a clear delineation of services currently being provided by both agencies to the other department's respective jurisdiction under the California Master Mutual Aid Plan. It will also place in writing clear and concise indemnification from liability for both jurisdictional fire departments for potential issues that could arise while operating in the others respective jurisdiction.

BACKGROUND INFORMATION

For many years, the Running Springs Fire Department and the Arrowbear Lake Fire Department have mutually worked together to control fires and other major incidents within each other's respective jurisdictional area. This assistance was provided under the California Mutual Aid Plan. Although effective, this assistance has never been clearly delineated and has occasionally been problematic. This agreement seeks to formally outline both departments' ability and desire to assist the other and provide a clearly defined indemnification for each agency while operating in each other's jurisdictional boundaries.

FISCAL INFORMATION

There is no fiscal impact to the district from this agreement.

ATTACHMENTS

Attachment 1 – Mutual Aid Agreement

1 furnish assistance to the DISTRICT upon either an actual or standby basis if the DEPARTMENT
2 determines that DEPARTMENT apparatus and personnel are immediately available for this
3 purpose.

4 II.

5 In the event of a fire or other emergency occurring within the boundaries of the
6 DEPARTMENT which is or is likely to be beyond the control or capability of the services,
7 resources, personnel, equipment, or facilities of the DEPARTMENT, the DISTRICT agrees upon
8 DEPARTMENT's request to furnish assistance to the DEPARTMENT upon either an actual or
9 standby basis, if the DISTRICT determines that apparatus and personnel are immediately available
10 for this purpose.

11 III.

12 The rendering of assistance under the terms of this Agreement shall be optional, not
13 mandatory, but the party receiving the request for assistance should immediately inform the
14 requesting party if, for any reason, assistance cannot be rendered.

15 IV.

16 When a party to this Agreement responds to a fire or other emergency initially reported to be
17 in its jurisdiction and finds, subsequently, that the fire or other emergency is within the jurisdiction
18 of the other party to this Agreement, the responding party shall by any available expeditious means
19 immediately notify the other party having jurisdiction over the area of its response, and until advised
20 by such other party to discontinue its services at such fire or emergency, the responding party shall,
21 for the purposes of this Agreement only, be deemed to have been requested to respond.

22 V.

23 The assistance to be rendered pursuant to this Agreement is to be supplementary in nature
24 and the extent of the aid to be furnished is subject to the exercise of discretion on the part of the
25 party furnishing such assistance and the protection of lives and property within the jurisdictional
26 boundaries of the furnishing party shall not be impaired.

27 VI.

28 The details as to methods of requesting assistance, and such other planning as may be
29 necessary to effectuate the purpose of this Agreement, may be covered by supplemental agreements
30 between the Fire Chiefs of the DISTRICT and DEPARTMENT.

VII.

The personnel furnished under this Agreement will work insofar as possible under the direction of their own supervisors, and the equipment furnished will insofar as possible be operated by the personnel of the party furnishing the equipment. The overall command of the forces engaged in controlling a particular fire or emergency situation shall be retained by the appropriate officers of the party requesting the assistance unless command officers of the other party have been requested by the party requesting assistance to assume command functions.

Joint training exercises are to be carried out periodically under the direction of the Fire Chiefs or their designees for the purpose of maintaining efficient interdepartmental coordination. The joint training exercises are to be carried out quarterly and shall be coordinated and observed by the respective Department Training Officers. Each agency shall assure that all responding personnel meet or exceed California State Fire Marshal minimum training standards for Firefighter 1.

VIII.

No party furnishing aid pursuant to this Agreement shall be entitled to compensation for services rendered to the requesting party, it being understood that the mutual covenants and promises contained in this Agreement shall constitute the sole consideration for such services.

IX.

It is mutually understood and agreed that this Agreement does not relieve either party hereto from the necessity and obligation of furnishing adequate fire and rescue protection within their own areas of jurisdiction.

X.

It is mutually understood and agreed that in accordance with the provisions of Section 850.6 of the Government Code, the party requesting assistance is not required to indemnify the party furnishing assistance as to any liability or damage imposed by law upon the assisting party by reason of an act or omission of its employees occurring in the performance of the service under this Agreement. The requesting party shall be responsible for the acts of the employees of the responding party performed at the scene of the emergency if and only if performed at the specific direction of an employee of the requesting party.

XI.

1 This Agreement is not and shall not be construed as or deemed to be an agreement for the
2 benefit of any third party or parties, and no third party or parties shall have any right of action
3 hereunder for any cause whatsoever.

4 XII.

5 Any services performed or expenditures made in connection with the furnishing of assistance
6 under this Agreement shall conclusively be presumed to be for the direct protection of the
7 inhabitants and property of the party furnishing the assistance.

8 XIII.

9 This Agreement shall become effective when approved and executed by the Board of
10 Directors of the Arrowbear Park County Water District/Arrowbear Lake Fire Department as the
11 governing body of the DEPARTMENT and the Board of Directors of the Running Springs Water
12 District/Running Springs Fire Department as the governing body of the DISTRICT and shall remain
13 operative and effective until this Agreement is terminated by either party upon the giving of written
14 notice to the other party at least thirty (30) days prior to the effective date of termination.

15
16 IN WITNESS WHEREOF, this Agreement has been approved and executed and is
17 effective and operative as to each of the parties as herein provided.

18
19 **ARROWBEAR PARK COUNTY WATER**
20 **DISTRICT/ARROWBEAR LAKE FD**

**RUNNING SPRINGS WATER DISTRICT/
RUNNING SPRINGS FIRE DEPARTMENT**

21
22 By _____

By _____

23 Paul Lindley, Fire Chief

Andy Grzywa, Fire Chief

24
25 **ATTEST:**

ATTEST:

26
27 By _____

By _____

28 Board Secretary

Board Secretary

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: April 19, 2023
TO: Board of Directors
FROM: Andy Grzywa, Fire Chief
SUBJECT: CONSIDER APPROVAL TO PURCHASE TEN (10) SETS OF
TURNOUTS ON THE VOLUNTEER FIRE CAPACITY (VFC)
GRANT

RECOMMENDED

Consider approval to Purchase ten (10) sets of Turnouts.

REASON FOR RECOMMENDATION

Running Springs Fire Department has been awarded grant monies from the 2022 VFC grant through CALFIRE.

BACKGROUND INFORMATION

NFPA 1500 outlines the use of protective clothing and equipment for firefighters. It is recommended that turnout gear be replaced every 10 years. We have some gear that has exceeded the 10-year recommendation and some that are nearing the 10-year mark.

FISCAL INFORMATION

The price for 10 sets of turnouts, (jacket and pants) is \$33,070.31. This is a price split grant award. VFC grant will reimburse \$16,990.25 of the purchase. Running Springs Fire Department will be responsible for the remaining \$16,080.06. If approved, the purchase will be funded form the Fire Department Operating Fund which had a balance of \$1,498,047 as of March 31, 2023.

ATTACHMENTS

Attachment 1 – VFC Grant Award Agreement
Attachment 2 – Quote for turnouts

**State of California
Department of Forestry and Fire Protection (CAL FIRE)
Cooperative Fire Protection
GRANT AGREEMENT**

APPLICANT: Running Springs Water District - Fire Department
PROJECT TITLE: Volunteer Fire Capacity
GRANT AGREEMENT: 7GF22098

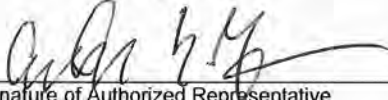
PROJECT PERFORMANCE PERIOD is from date upon approval through June 30, 2023.

Under the terms and conditions of this Grant Agreement, the applicant agrees to complete the project as described in the project description, and the State of California, acting through the Department of Forestry & Fire Protection, agrees to fund the project up to the total state grant amount indicated.

PROJECT DESCRIPTION: Cost-share funds awarded to provide assistance to rural areas in upgrading their capability to organize, train, and equip local forces for fire protection.

Total State Grant not to exceed \$ 16,990.25 (or project costs, whichever is less).

**The Special and General Provisions attached are made a part of and incorporated into this Grant Agreement.*

Running Springs Fire Department <hr/> Applicant <hr/> By  Signature of Authorized Representative <hr/> Title Andrew Grzywa Fire Chief <hr/> Date 10/20/2022 <hr/>	STATE OF CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION <hr/> By _____ <hr/> Title: Matthew Sully Staff Chief, Cooperative Fire Programs <hr/> Date _____ <hr/>
---	--

CERTIFICATION OF FUNDING

GRANT AGREEMENT NUMBER	PO ID	SUPPLIER ID
FUND 0001	FUND NAME General Fund	
PROJECT ID 354022DG2012142	ACTIVITY ID SUBGNT	AMOUNT OF ESTIMATE FUNDING \$ \$16,990.25
GL UNIT 3540	BUD REF 001	CHAPTER 43
PROGRAM NUMBER 9999000FED	ENY 2022	ADJ. INCREASING ENCUMBRANCE \$ 0.00
ACCOUNT 5340580	ALT ACCOUNT 5340580002	ADJ. DECREASING ENCUMBRANCE \$ 0.00
REPORTING STRUCTURE 35409206	SERVICE LOCATION 92734	UNENCUMBERED BALANCE \$ \$16,990.25

I hereby certify upon my personal knowledge that budgeted funds are available for this encumbrance.

Signature of CAL FIRE Accounting Officer

Date

**VOLUNTEER FIRE CAPACITY PROGRAM
TERMS AND CONDITIONS**

DEPARTMENT OF FORESTRY AND FIRE PROTECTION

STATE OF CALIFORNIA
Natural Resources Agency

Agreement for the Volunteer Fire Capacity Program of the
Cooperative Forestry Assistance Act of 1978

THIS AGREEMENT, made and entered between the STATE of California, acting through the Director of the Department of Forestry and Fire Protection hereinafter called "STATE", and Running Springs Water District-Fire Department hereinafter called "LOCAL AGENCY", covenants as follows:

RECITALS:

1. STATE has been approved as a passthrough agent of the United States Department of Agriculture, (USDA), Forest Service for the purpose of administering the Volunteer Fire Capacity program in California, hereinafter referred to as VFC, authorized by the Cooperative Forestry Assistance Act (CFAA) of 1978 (PL 95-313, 92 Stat 365, 16 U.S.C. 2101-2114), as amended.
2. This is a subaward under the 2022 Volunteer Fire Capacity Grant #22-DG-11052012-142 awarded to STATE by the Forest Service on August 26 ,2022. The Federal Assistance Listing for the award is 10.664, Cooperative Forestry Program. This subaward is funded solely with Federal funds and is subject to the Office of Management and Budget (OMB) guidance in subparts A through F of 2 CFR Part 200, as adopted and supplemented by the USDA in 2 CFR Part 400, and under certain terms and conditions to LOCAL AGENCY to assist LOCAL AGENCY to upgrade its fire protection capability.
3. LOCAL AGENCY desires to participate in said VFC and agrees to the terms and conditions specified in the Procedural Guide for Volunteer Fire Capacity Program 2022.

NOW THEREFORE, it is mutually agreed between the parties as follows:

4. **APPROVAL:** This Agreement is of no force or effect until signed by both parties and approved by the Department of General Services, if required. LOCAL AGENCY may not commence performance until such approval has been obtained.
5. **INCORPORATION:** The Procedural Guide for Volunteer Fire Capacity Program 2022, submitted Application for Funding and associated Grant Assurances are hereby incorporated by reference as part of the Grant Agreement.
6. **TIMELINESS:** Time is of the essence in this Agreement.
7. **FORFEITURE OF AWARD:** LOCAL AGENCY must return this Agreement and required resolution properly signed and executed to STATE at the email address specified in paragraph 12, with a timestamp no later than December 1, 2022 or LOCAL AGENCY will forfeit the funds.

8. **GRANT AND BUDGET CONTIGENCY CLAUSE:** It is mutually understood between the parties that this **Agreement** may have been written for the mutual benefit of both parties before ascertaining the availability of congressional appropriation of funds, to avoid program and fiscal delays that would occur if the **Agreement** were executed after that determination was made.

This **Agreement** is valid and enforceable only if sufficient funds are made available to the STATE by the United States Government for the **State Fiscal Year 2022** for the purpose of this program. In addition, this **Agreement** is subject to any additional restrictions, limitations, or conditions enacted by the Congress or to any statute enacted by the Congress that may affect the provisions, terms, or funding of this **Agreement** in any manner.

The parties mutually agree that if the Congress does not appropriate sufficient funds for the program, this **Agreement** shall be amended to reflect any reduction in funds.

The STATE has the option to invalidate the **Agreement** under the 30-day cancellation clause or to amend the **Agreement** to reflect any reduction in funds.

9. **REIMBURSEMENT:** STATE will reimburse LOCAL AGENCY, from funds made available to STATE by the Federal Government, an amount not to exceed **\$16,990.25** on a 50/50 matching funds basis, for the performance of specific projects and/or purchase of specific items identified in Proposed Project, Application for Funding, attached hereto. **Reimbursement will be only for those projects accomplished and/or items purchased between THE LAST SIGNATORY DATE ON PAGE 1 and JUNE 30, 2023.** This sum is the sole and maximum payment that STATE will make pursuant to this Agreement. **LOCAL AGENCY must bill STATE at the e-mail address specified in paragraph 12, with a timestamp no later than September 1, 2023 in order to receive the funds.** The bill submitted by LOCAL AGENCY must clearly delineate the projects performed and/or items purchased. A vendor's invoice and proof of payment to vendor(s) must be included for items purchased.
10. **LIMITATIONS:** Expenditure of the funds distributed by STATE herein is subject to the same limitations as placed by the VFC, upon expenditure of United States Government Funds. Pursuant to 2CFR200.313 Equipment, subject to the obligations and conditions set forth in that section; title to any equipment and supplies acquired under this **Agreement** vests with the LOCAL AGENCY. For any equipment items over \$5,000, the federal government may retain a vested interest in accordance with paragraph 17 below.
11. **MATCHING FUNDS:** Any and all funds paid to LOCAL AGENCY under the terms of this **Agreement**, hereinafter referred to as "VFC Funds", shall be matched by LOCAL AGENCY on a dollar-for-dollar basis, for each project listed on attachment(s) hereto identified as "Proposed Project". No amount of unpaid "contributed" or "volunteer" labor or services shall be used or consigned in calculating the matching amount "actually spent" by LOCAL AGENCY.

LOCAL AGENCY shall not use VFC Funds as matching funds for other federal grants, including Department of Interior (USDI) Rural Fire Assistance grants, nor use funds from other federal grants, including USDI Rural Fire Assistance grants, as matching funds for VFC Funds.

12. ADDRESSES: The mailing addresses of the parties hereto under the terms of the Agreement are:

LOCAL AGENCY: Running Springs Fire Department
PO Box 2206
Running Springs, Ca 92382
Attention: Cindy Strebel, Battalion Chief
Telephone Number(s): (909) 867-2630
E-mail c.strebel@runningspringsfd.org

STATE: **Department of Forestry and Fire Protection**
Grants Management Unit, Attn: Megan Esfandiary
P. O. Box 944246
Sacramento, California 94244-2460
PHONE: (916) 894-9845
E-MAIL: Megan.Esfandiary@fire.ca.gov

13. PURPOSE: Any project to be funded hereunder must be intended to specifically assist LOCAL AGENCY to organize, train, and/or equip local firefighting forces in the aforementioned rural area and community to prevent or suppress fires which threaten life, resources, and/or improvements within the area of operation of LOCAL AGENCY. Project funds are not to be used for research and development.
14. COMBINING: In the event funds are paid for two or more separate, but closely related projects, the 50/50 cost-sharing formula will be applied to the total cost of such combined projects.
15. OVERRUNS: In the event that the total cost of a funded project exceeds the estimate of costs upon which this Agreement is made, LOCAL AGENCY may request additional funds to cover the **Agreement** share of the amount exceeded. However, there is no assurance that any such funds are, or may be, available for reimbursement. Any increase in funding will require an amendment.
16. UNDERRUNS: In the event that the total cost of a funded project is less than the estimate of costs upon which this **Agreement** is made, LOCAL AGENCY may request that additional eligible projects/items be approved by STATE for **Agreement** funding. However, there is no assurance that any such approval will be funded. Approval of additional projects/items, not listed on the Proposed Project application, made by STATE, will be in writing and will require an amendment.
17. FEDERAL INTEREST IN EQUIPMENT: The Federal Government has a vested interest in any item purchased with VFC funding in excess of \$5,000 regardless of the length of this **Agreement**, until such time as the fair market value is less than \$5,000. The VFC percentage used to purchase the equipment will be applied to the sale price and recovered for the Government during the sale. This percentage will remain the same even following depreciation. The Federal Government may not have to be reimbursed if the disposal sale amounts to a fair market value of less than \$5,000. LOCAL AGENCY will notify STATE of the disposal of such items.

18. EQUIPMENT INVENTORY: Any single item purchased in excess of \$5,000 will be assigned an VFC Property Number by the STATE. LOCAL AGENCY shall forward a copy of the purchase documents listing the item, brand, model, serial number, any LOCAL AGENCY property number assigned, and a LOCAL AGENCY contact and return address to STATE at the address specified in paragraph 12. The STATE will advise the LOCAL AGENCY Contact of the VFC Property Number assigned.
19. AUDIT: LOCAL AGENCY agrees that the STATE, the Department of General Services, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this **Agreement**. LOCAL AGENCY agrees to maintain such records for possible audit for a minimum of five (5) years after final payment, unless a longer period of records retention is stipulated. LOCAL AGENCY agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, LOCAL AGENCY agrees to include a similar right of the State of California to audit records and interview staff in any subcontract related to performance of this **Agreement**. (GC 8546.7, PCC 10115 et seq., CCR Title 2, Section 1896).
20. DISPUTES: In the event of any dispute over qualifying matching expenditures of LOCAL AGENCY or audit findings, the dispute will be decided by STATE and its decision shall be final and binding.
21. MONITORING: LOCAL AGENCY agrees to the monitoring of activities as necessary by STATE to ensure that the award is used for authorized purposes, in compliance with Federal statutes, regulations, and the terms and conditions of the agreement; and that performance goals are achieved.
22. INDEMNIFICATION: LOCAL AGENCY agrees to indemnify, defend, and save harmless, the STATE, its officers, agents, and employees, from any and all claims and losses, accruing or resulting to any and all contractors, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this **Agreement**, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by LOCAL AGENCY in the performance of this **Agreement**.
23. CIVIL RIGHTS: LOCAL AGENCY agrees to comply with civil rights requirements as detailed in the Complying With Civil Rights Requirements brochure (FS-850) and the And Justice For All poster (AD-475A). The poster is to be placed at all public point of contact/reception areas.
24. DRUG-FREE WORKPLACE REQUIREMENTS: LOCAL AGENCY will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:
 - a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.
 - b. Establish a Drug-Free Awareness Program to inform employees about:

- 1) the dangers of drug abuse in the workplace;
- 2) the person's or organization's policy of maintaining a drug-free workplace;
- 3) any available counseling, rehabilitation and employee assistance programs; and,
- 4) penalties that may be imposed upon employees for drug abuse violations.

c. Every employee who works on the proposed **Agreement** will:

- 1) receive a copy of the company's drug-free workplace policy statement; and,
- 2) agree to abide by the terms of the company's statement as a condition of employment on the **Agreement**.

Failure to comply with these requirements may result in suspension of payments under the **Agreement** or termination of the **Agreement** or both and LOCAL AGENCY may be ineligible for funding of any future State **Agreement** if the department determines that any of the following has occurred: (1) the LOCAL AGENCY has made false certification, or violated the certification by failing to carry out the requirements as noted above. (GC 8350 et seq.)

25. **TERM:** The term of the **Agreement** SHALL COMMENCE ON THE LAST SIGNATORY DATE ON PAGE 1 and continue through June 30, 2023.
26. **TERMINATION:** This **Agreement** may be terminated by either party giving 30 days written notice to the other party or provisions herein amended upon mutual consent of the parties hereto.
27. **AMENDMENTS:** No amendment or variation of the terms of this **Agreement** shall be valid unless made in writing, signed by the parties and approved as required. No oral understanding or **Agreement** not incorporated in the **Agreement** is binding on any of the parties.
28. **INDEPENDENT CONTRACTOR:** LOCAL AGENCY, and the agents and employees of LOCAL AGENCY, in the performance of this **Agreement**, shall act in an independent capacity and not as officers or employees or agents of the STATE or the Federal Government.
29. **INDIRECT RATE:** LOCAL AGENCY may not assess an indirect rate in excess of their Federally approved Negotiated Indirect Cost Rate Agreement (NICRA), a de minimis rate if LOCAL AGENCY does not have an approved NICRA, or the VFC program cap rate of 10%, whichever is lesser. LOCAL AGENCY may also elect not to assess an indirect rate. The approved indirect cost rate at the time of execution is 0%.

30. MEDIA: LOCAL AGENCY shall acknowledge STATE and USDA Forest Service support in any publications, audiovisuals and electronic media developed as a result of this award.

It is encouraged to give public notice of the receipt of this award and announce progress and accomplishments, acknowledging STATE and USDA Forest Service support. Follow direction in USDA Supplemental 2 CFR 415.2.

31. ASSIGNMENT: This Agreement is not assignable by LOCAL AGENCY either in whole or in part.

Western Fire Supply
 3941 Park Dr. #20-142
 El Dorado Hills, CA
 95762-4549 US
 accounting@s3dvbe.com
 www.WesternFireSupply.com

Quote



**WESTERN FIRE
 SUPPLY**
 An S3 DVBE Company

ADDRESS
Z. Granzow Running Springs Fire Department P.O. Box 2206 Running Springs, CA 92382

SHIP TO
Z. Granzow Running Springs Fire Department 31250 Hilltop BLVD Running Springs, CA 92382

QUOTE #	DATE	EXPIRATION DATE
2016	10/21/2022	12/01/2022

SALES REP
 Mike Scotti

ACTIVITY	QTY	RATE	AMOUNT
Veridian - TVNG-830-D37-C1-GBT - Vanguard Trousers Compliance Level NFPA 1971 Vanguard Trousers Compliance Level NFPA 1971 *See Attached Spec Sheet*	10	1,331.44	13,314.40T
Veridian - CVNG-830-D37-C1-GBT - Vanguard Coat Compliance Level NFPA 1971 Vanguard Coat Compliance Level NFPA 1971 *See Attached Spec Sheet*	10	1,737.73	17,377.30T
Freight:Shipping Free Shipping	1	0.00	0.00

Please Review the Attached Spec Sheet Carefully Before Ordering

SUBTOTAL	30,691.70
TAX	2,378.61
TOTAL	\$33,070.31

Accepted By

Accepted Date

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: April 19, 2023
TO: Board of Directors
FROM: Ryan Gross, General Manager
SUBJECT: CONSIDER AUTHORIZING EXPENDITURE FOR PAYROLL AND ACCOUNTS PAYABLE PROCESSING CONSULTING SERVICES

RECOMMENDED BOARD ACTION

Consider authorizing the General Manager to engage Eide Bailly for payroll and accounts payable processing consulting services.

REASON FOR RECOMMENDATION

The District's Accounts Payable / Payroll Clerk resigned on March 3, 2023. We began advertising to fill the vacant position on March 8, 2023. The workload for payroll and accounts payable processing is currently being absorbed by other staff but we will need outside help until we are able to fill the position.

BACKGROUND INFORMATION

Eide Bailly and their assigned staff is highly capable, familiar with our existing process and software applications and is able to assist with these payroll and accounts payable processing tasks in an efficient and cost-effective manner. Attached is a copy of the proposal and engagement letter.

FISCAL INFORMATION

We anticipate up to 30 hours per month or approximately \$6,000 for these temporary consulting services until the position can be filled.

ATTACHMENTS

Attachment 1 – Proposal and Engagement Letter

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: April 19, 2023
TO: Board of Directors
FROM: Ryan Gross, General Manager
SUBJECT: FISCAL YEARS ENDING 2024 AND 2025 BUDGET PLANNING

RECOMMENDED BOARD ACTION

Consider Providing Additional Direction to Staff on the Fiscal Years Ending (FYE) 2024 and 2025 Budget Planning Assumptions.

BACKGROUND INFORMATION

Staff has prepared the attached FYE 2024 and 2025 Budget Planning Presentation for review and discussion. The following is a tentative schedule for the upcoming FYE 2024 and 2025 budget development process.

Board Budget Planning and Assumptions	April 19, 2023
Staff Prepares Draft Budgets	February 1 – April 19
Draft Budget Review, Finance Committee	TBD
Draft Budget Review, Board Meeting	Wednesday, May 17, 2023
District Budget Approval	Wednesday, June 21, 2023

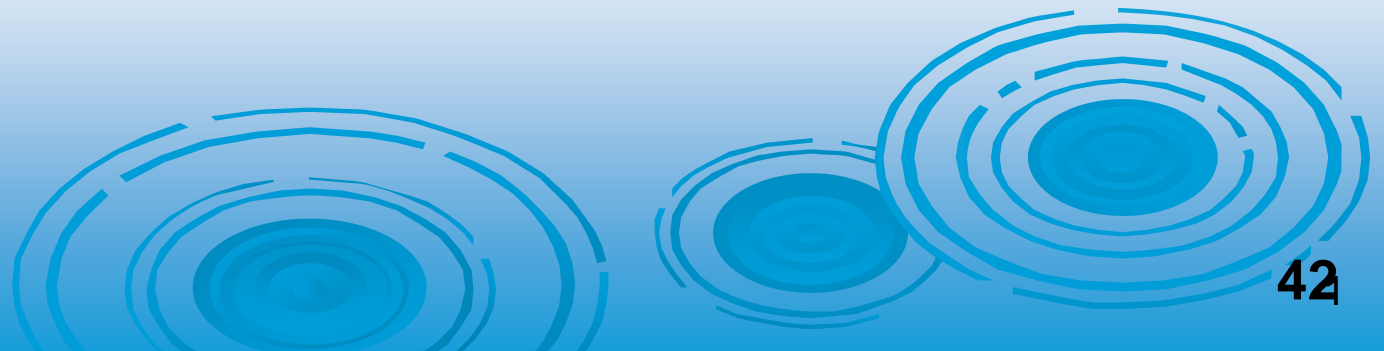
ATTACHMENTS

Attachment 1 – FYE 2024 and 2025 Budget Planning Presentation



April 19, 2023

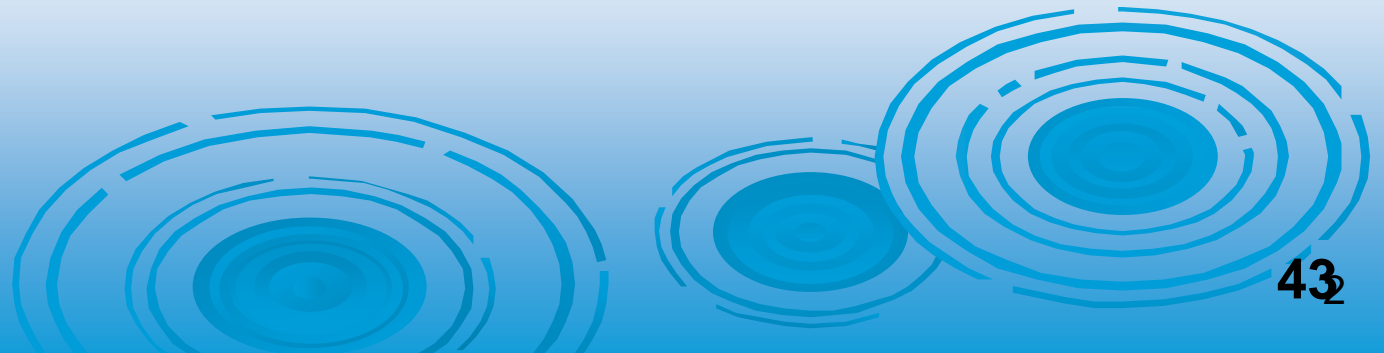
Fiscal Years Ending 2024 and 2025 Budget Planning & Assumptions



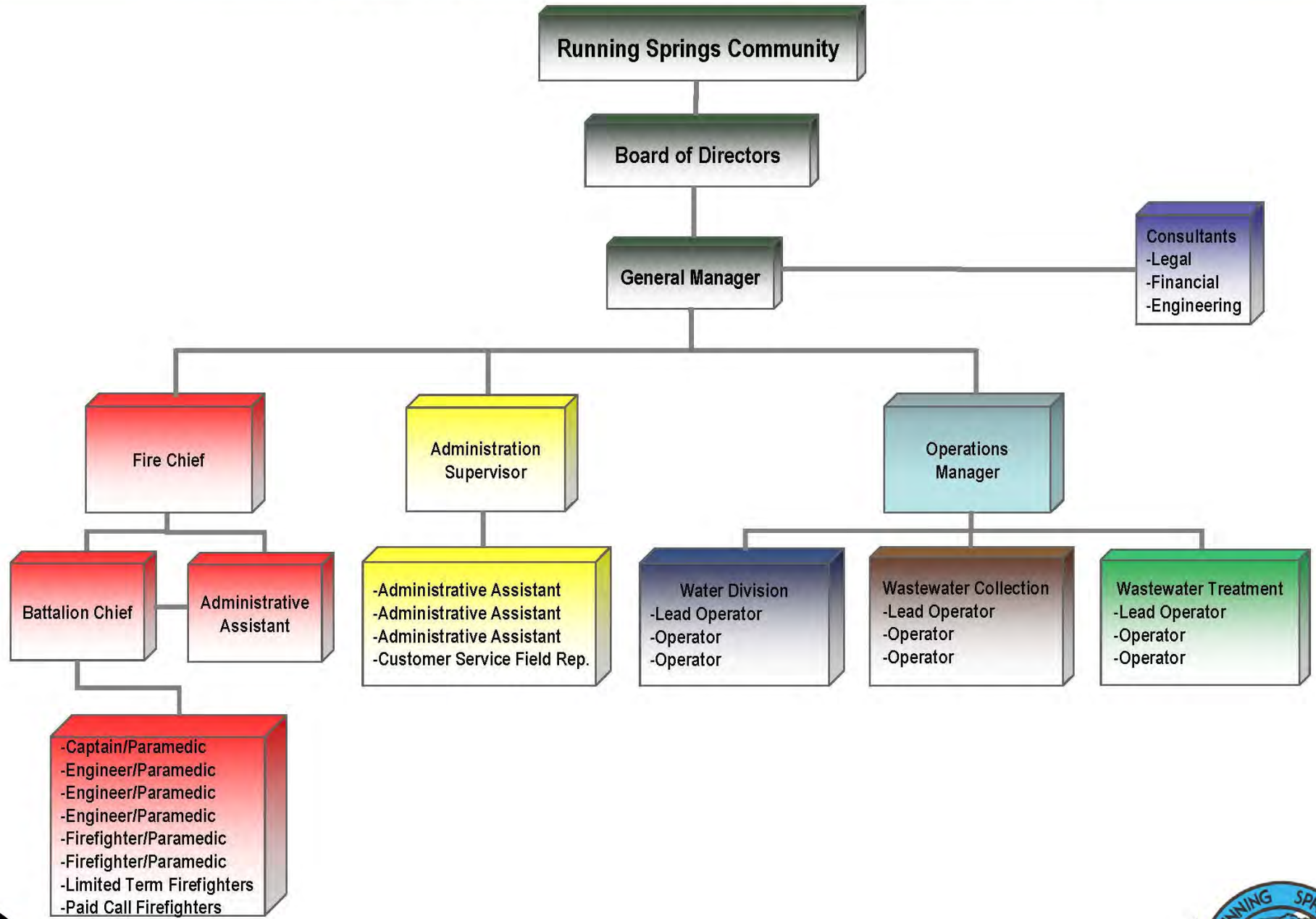
Schedule

The following is a tentative schedule for the upcoming Fiscal Years Ending (FYE) 2024 and 2025 budget development process:

Board Budget Planning	Wednesday, April 19, 2023
Staff Prepares Draft Budgets	February 1 – April 19, 2023
Draft Budget Review, FC	TBD
Draft Budget Review, Board Meeting	Wednesday, May 17, 2023
Adopt Budget	Wednesday, June 21, 2023



Running Springs Water District Organizational Chart



Total Revenue Summary

	FYE 2023 Budget	FYE 2024 Budget	% Change From Prior Year	FYE 2025 Budget	% Change From Prior Year
Water	\$ 2,406,320	\$ 2,509,538	4.3%	\$ 2,567,598	2.3%
Collections	\$ 1,143,679	\$ 1,459,729	27.6%	\$ 1,522,113	4.3%
Treatment	\$ 1,792,563	\$ 1,880,052	4.9%	\$ 1,955,254	4.0%
Fire & Ambulance	\$ 3,257,620	\$ 3,697,873	13.5%	\$ 3,838,678	3.8%
District Total	\$ 8,600,182	\$ 9,547,192	11.0%	\$ 9,883,643	3.5%

*Additional \$1.2 million in annual revenue expected from Green Valley Lake (GVL) sewer only customers to be accounted for in Fund 370.

Total Operating Expenses Summary

	FYE 2023	FYE 2024	% Change	FYE 2025	% Change
	Budget	Budget	From Prior	Budget	From Prior
			Year		Year
Water	\$ 2,012,212	\$ 2,119,201	5.3%	\$ 2,222,280	4.9%
Collections	\$ 983,802	\$ 1,072,609	9.0%	\$ 1,123,284	4.7%
Treatment	\$ 1,404,572	\$ 1,553,856	10.6%	\$ 1,608,364	3.5%
Fire & Ambulance	\$ 3,449,764	\$ 3,952,407	14.6%	\$ 4,102,423	3.8%
District Total	\$ 7,850,349	\$ 8,698,072	10.8%	\$ 9,056,351	4.1%

- GVL sewer only customers to be accounted for in Fund 370.
- **30%** of Wastewater Collections Personnel, Administrative and O&M expenses plus all direct O&M expenses will be allocated to GVL Fund 370. (30% is based on proportionate share of total WWC Equivalent Dwelling Units (EDUs))
- **25%** of Wastewater Treatment expenses will be allocated to GVL Fund 370. (25% is based on proportionate share of total WWTP EDUs)

*Includes Depreciation Expense

FYE 2024 Budget

Combined Statement of Revenues, Expenses, and Changes in Net Position

	Water	Wastewater Collection	Wastewater Treatment	Fire & Ambulance	Total
<u>OPERATING REVENUES</u>					
Service Charges	1,467,421	1,195,471	890,866	\$600,000	4,153,758
Usage Charges	915,619	-	157,999	-	1,073,618
Property Tax	-	-	-	2,200,000	2,200,000
Arrowbear & GVL Charges	-	254,120	539,398	-	793,518
GEMT, IGT & Other Reimbursements	-	-	-	600,000	600,000
Other Revenues	50,000	17,190	12,810	29,000	109,000
Total Operating Revenues	2,433,040	1,466,781	1,601,073	3,429,000	8,929,894
<u>OPERATING EXPENSES</u>					
Personnel Expense*	658,184	461,210	558,730	3,039,096	4,717,220
Operations & Maintenance	575,210	197,713	489,024	405,098	1,667,045
Administrative Services**	564,433	188,144	188,144	235,180	1,175,902
Uncollectible Accounts Expense	-	-	-	150,000	150,000
Depreciation Expense	321,373	225,541	317,958	123,033	987,906
Total Operating Expenses	2,119,201	1,072,609	1,553,856	3,952,407	8,698,072
NET OPERATING INCOME	313,839	394,173	47,217	(523,407)	231,821
<u>NON-OPERATING REVENUES</u>					
Availability Charges	40,000	8,022	5,978	205,000	259,000
Investment Income	35,000	15,000	18,000	16,000	84,000
Miscellaneous Income	5,000	860	641	-	6,500
Arrowbear & GVL CIP	-	-	248,487	-	248,487
Leasing Revenue	5,873	5,873	5,873	47,873	65,493
Interest on Long-term Debt	(\$9,375)	(\$36,807)	-	-	(46,181)
Total Non-operating Revenue	76,499	(7,052)	278,979	268,873	617,298
NET INCOME (LOSS)	390,338	387,121	326,195	(254,534)	849,120
<u>TOTAL REVENUES</u>	2,509,538	1,459,729	1,880,052	3,697,873	9,547,192
<u>TOTAL EXPENSES</u>	2,119,201	1,072,609	1,553,856	3,952,407	8,698,072
CHANGE IN NET POSITION	390,338	387,121	326,195	(254,534)	849,120
<u>CASH CONSIDERATIONS</u>					
Depreciation Non-Cash Expense	321,373	225,541	317,958	123,033	987,906
Uncollectible Accounts Non-Cash Expense	-	-	-	150,000	150,000
Principal Loan Payments	(\$79,959)	(\$132,773)	-	-	(212,732)
Capital Projects & Fixed Assets	(1,296,000)	(170,000)	(565,000)	(119,800)	(2,150,800)
CHANGE IN CASH BALANCE	(664,249)	309,889	79,153	(101,301)	(376,507)

* Does not include Personnel Expense for Administration Department.

**Administrative Expense includes Personnel Expense for Administration Department.

FYE 2024 and 2025 Budget

Comparative Statement of Revenues, Expenses, and Changes in Net Position

DISTRICT TOTAL	FYE 2021 Actual	FYE 2022 Actual	FYE 2023 Budget	FYE 2024 Budget	FYE 2025 Budget	FYE 2024 vs. FYE 2023 Budget	FYE 2025 vs. FYE 2024 Budget		
<u>OPERATING REVENUES</u>									
Service Charges	3,795,224	3,976,338	3,966,721	4,407,878	4,277,969	441,157	11%	(129,909)	-3%
Usage Charges	1,069,394	994,320	1,032,866	1,073,618	1,116,562	40,752	4%	42,945	4%
Property Tax	1,916,714	2,036,001	2,076,943	2,200,000	2,288,000	123,057	6%	88,000	4%
Arrowbear & GVL Charges	405,519	502,184	466,639	539,398	825,259	72,759	16%	285,861	53%
GEMT, IGT & Other Reimbursements	194,653	80,833	385,000	600,000	624,000	215,000	56%	24,000	4%
Other Revenues	715,422	260,970	90,910	109,000	112,400	18,090	20%	3,400	3%
Total Operating Revenues	8,096,926	7,850,646	8,019,079	8,929,894	9,244,190	910,815	11%	314,296	4%
<u>OPERATING EXPENSES</u>									
Personnel Expense*	4,990,608	5,425,298	4,964,493	5,526,827	5,747,900	562,334	11%	221,073	4%
Operations & Maintenance	1,467,388	1,552,940	1,457,247	1,667,045	1,733,727	209,798	14%	66,682	4%
Administrative Services**	280,441	328,631	327,596	366,295	380,947	38,699	12%	14,652	4%
Uncollectible Accounts Expense	52,172	178,642	150,000	150,000	150,000	-	0%	-	0%
Depreciation Expense	912,494	922,602	951,013	987,906	1,043,777	36,893	4%	55,872	6%
Total Operating Expenses	7,703,103	8,408,113	7,850,349	8,698,072	9,056,351	847,724	11%	358,278	4%
NET OPERATING INCOME	393,824	(557,467)	168,730	231,821	187,839	63,091	37%	(43,982)	-19%
<u>NON-OPERATING REVENUES</u>									
Availability Charges	259,147	258,017	261,020	259,000	261,610	(2,020)	-1%	2,610	1%
Investment Income	26,383	23,532	69,484	84,000	85,960	14,517	21%	1,960	2%
Miscellaneous Income	37,501	43,733	12,179	6,500	6,560	(5,679)	-47%	60	1%
Arrowbear & GVL CIP	197,097	248,652	282,750	248,487	258,426	(34,263)	-12%	9,939	4%
Leasing Revenue	21,186	21,836	17,025	65,493	68,112	48,468	285%	2,620	4%
Gain/(Loss) on Disposal of Assets	(57,722)	10,437	-	-	-	-	-	-	-
Interest on Long-term Debt	(61,286)	(56,636)	(61,354)	(46,181)	(41,216)	15,173	-25%	4,965	-11%
Total Non-operating Revenue	422,306	549,571	581,103	617,298	639,453	36,195	6%	22,154	4%
NET INCOME (LOSS)	816,130	(7,896)	749,833	849,120	827,292	99,286	13%	(21,827)	-3%
TOTAL REVENUES	8,519,233	8,400,217	8,600,182	9,547,192	9,883,643	947,010	11%	336,451	4%
TOTAL EXPENSES	7,703,103	8,408,113	7,850,349	8,698,072	9,056,351	847,724	11%	358,278	4%
CHANGE IN NET POSITION	816,130	(7,896)	749,833	849,120	827,292	99,286	13%	(21,827)	-3%
<u>CASH CONSIDERATIONS</u>									
Depreciation Non-Cash Expense	912,494	922,602	951,013	987,906	1,043,777	36,893	4%	55,872	6%
Uncollectible Accounts Non-Cash Expense	52,172	178,642	150,000	150,000	150,000	-	0%	-	0%
Principal Loan Payments	(197,642)	(202,231)	(206,936)	(212,732)	(217,697)	(5,796)	3%	(4,965)	2%
Capital Projects & Fixed Assets	(900,629)	(847,838)	(1,515,000)	(2,150,800)	(1,111,500)	(635,800)	42%	1,039,300	-48%
CHANGE IN CASH BALANCE	682,525	43,279	128,910	(376,507)	691,872	(505,417)	-392%	1,068,379	-284%

* Includes Administration Department Personnel Expense.

** Does not include Personnel Expense for Administration Department.

Debt Service Costs

- CWSRF loan for \$400,000 at 1.8% interest for 20 years with AMR Technology Upgrade (**\$0.68 / month per customer**)
 - **Repayment began 10/1/2019 (\$23,993 per year)**
- CWSRF loan for \$2.8M at 1.9% interest for 20 years SLS 1-3 Improvements (**\$4.75 / month per customer**)
 - **Repayment began 10/29/2017 (\$170,000 per year)**
- Municipal Finance Corporation Loan for \$550K at 3.4% interest for 10 years for AA GW Well Project (**\$1.88 per month per customer**)
 - **Repayment began 9/20/2015**
 - **Two Payments of \$32,670 per year**



Currently Proposed 5-Year CIP Plan (subject to change)



Fire & Ambulance Capital Expenses

Project Description	2024	2025	2026	2027	2028	TOTAL	DEFERRED
Replace 1999 Type 1 KME Engine (E-51) San Manuel Grant						\$ -	\$ 1,021,197
New Engine Hose (Seeking Grant Funds)	\$ 27,800				\$ 60,000	\$ 87,800	
Snow Plow Vehicle and Plow	\$ 15,000						
Station 50 Downstairs Bathroom Remodel	\$ 12,000					\$ 12,000	
Heavy Duty Air Compressor	\$ 5,000						
Replace Water & Fire 50 kw Generator shared cost 50%		\$ 25,000				\$ 25,000	
3 x Stair Chairs		\$ 9,000		\$ 5,000		\$ 14,000	
Replace Air Conditioning Unit at Station 51		\$ 6,000				\$ 6,000	
Replace MA51 (2007 Chevrolet)			\$ 210,000			\$ 210,000	
Replace Concrete Aprons at Station 50 and Station 51			\$ 60,000			\$ 60,000	
Vehicle & Equipment Storage Building at Harris Property	\$ 60,000	\$ 60,000				\$ 120,000	
Kitchen Remodel Counter Tops and Cabinets Station 50			\$ 6,000			\$ 6,000	
Replace (2005 Chevrolet Staff Vehicle - BC3602)				\$ 60,000		\$ 60,000	
Oxygen Generator				\$ 40,000		\$ 40,000	
Replace MA50A (2016 FORD)					\$ 250,000	\$ 250,000	
Brush Engine 51						\$ -	\$ 600,000
Replace 2003 KME Pumper						\$ -	\$ 785,000
Fire Department Subtotal	\$ 119,800	\$ 100,000	\$ 276,000	\$ 105,000	\$ 310,000	\$ 890,800	\$ 2,406,197

Water Division 5-Year CIP Plan

Project Description	2024	2025	2026	2027	2028	TOTAL
Update Water Master Plan	\$ 50,000					\$ 50,000
Replace Two Rowco 100K Gallon Tanks	\$ 1,000,000					\$ 1,000,000
Vehicle & Equipment Storage Building at Harris Property	\$ 60,000	\$ 60,000				\$ 120,000
Well Site Telemetry	\$ 60,000					\$ 60,000
Replace Water & Fire 50kw Generator shared cost 50%	\$ 50,000					\$ 50,000
Relocate Back Lot Meters (80 Total) 27 / year	\$ 50,000	\$ 50,000	\$ 50,000			\$ 150,000
Groundwater Pumping Equipment Replacements	\$ 15,000	\$ 16,500	\$ 18,150	\$ 19,965	\$ 21,962	\$ 91,577
2.5 Inch Boring Tool	\$ 6,000					\$ 6,000
Transfer Pump Repairs	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 25,000
Nob Hill & CLAWA Tank Interconnection Improvements		\$ 60,000				\$ 60,000
Replace 4X4 Vehicle Unit # 76		\$ 40,000				\$ 40,000
SCADA Communications Improvements		\$ 10,000				\$ 10,000
Nob Hill 0.133 MG Tank Rehabilitation			\$ 60,000			\$ 60,000
Nob Hill 1 MG Tank Rehabilitation				\$ 250,000		\$ 250,000
Replace Portable Compressor and Jackhammer				\$ 30,000		\$ 30,000
Water Division Improvements Subtotal	\$ 1,296,000	\$ 241,500	\$ 133,150	\$ 304,965	\$ 26,962	\$ 2,002,577

Collections Division 5-Year CIP Plan

Project Description	2024	2025	2026	2027	2028	TOTAL
Wastewater Collection System Improvements						
Update Wastewater Master Plan	\$ 50,000					\$ 50,000
Vehicle & Equipment Storage Building at Harris Property	\$ 60,000	\$ 60,000				\$120,000
Seal Coat Sewer Manholes 5 per year at \$3,000 each	\$ 15,000	\$ 15,000	\$15,000	\$15,000	\$15,000	\$ 75,000
Point Repairs Utilizing Pipe Liner 5 per year at \$3,000 each	\$ 15,000	\$ 15,000	\$15,000	\$15,000	\$15,000	\$ 75,000
Purchase Track Drive CCTV transporter	\$ 15,000					\$ 15,000
SLS 7 Generator Repairs	\$ 10,000					\$ 10,000
Point Repairs (in house) 10 per year at \$500 each O&M	\$ 5,000	\$ 5,000	\$ 5,000	\$5,000	\$5,000	\$ 25,000
Upgrade Control Panels & SCADA Screens at Sewer Lift Stations Nos. 7, 8 & 9		\$ 20,000				\$ 20,000
Increase 120' of mainline from 10" to 15" on school trunk MH 52-51		\$ 30,000				\$ 30,000
Install Flow Meter & Vault at Sewer Lift Station 7		\$ 35,000				\$ 35,000
Replace Unit 77 Light Utility Service Truck			\$40,000			\$ 40,000
Purchase Sewer Manhole Lids 20 per year at \$400 each			\$ 8,000	\$8,000	\$8,000	\$ 24,000
Replace Unit 84 Light Utility Service Truck						\$ -
Green Valley Lake Projects (PLACEHOLDER)					\$40,000	\$ 40,000
Wastewater Collection System Subtotal	\$170,000	\$180,000	\$83,000	\$43,000	\$83,000	\$559,000

Treatment Division 5-Year CIP Plan

Project Description	2024	2025	2026	2027	2028	TOTAL
MBR 1 Lower Cassette Replacement	\$200,000					\$ 200,000
Upgrade Rag & Grit Removal System at Headworks	\$300,000					\$ 300,000
Mixer & Submersible Pump Replacement	\$ 50,000	\$ 60,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 170,000
MBR Blower VFD repairs	\$ 10,000					\$ 10,000
MCC Replacement Buckets	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 25,000
WWTP Road Replacement		\$ 400,000				\$ 400,000
Upgrade, R&R Treatment PLC processor		\$ 40,000				\$ 40,000
Replacement of Disposal Ponds Piping, Valve Structures & SCADA		\$ 85,000	\$150,000			\$ 235,000
Wheel Loader Replacement			\$275,000			\$ 275,000
Utility Truck Unit 80 Replacement				\$ 40,000		\$ 40,000
Utility Truck Unit 85 Replacement					\$ 40,000	\$ 40,000
Generator & ATS Replacement				\$200,000		\$ 200,000
Future Treatment Process Upgrades for RWQCB WDR & USFS				\$300,000	\$400,000	\$ 700,000
Treatment Plant Improvements Subtotal	\$565,000	\$ 590,000	\$450,000	\$565,000	\$465,000	\$2,635,000
Net Cost to RS Rate Payers (56.5%):	\$319,225	\$ 333,350	\$254,250	\$319,225	\$262,725	\$1,488,775

Administration Division 5-Year CIP Plan

Project Description	2024	2025	2026	2027	2028	TOTAL
EOL Computer Workstation Replacements	\$15,000					\$15,000
Replace Fluorescent Lights with LED	\$10,000					\$10,000
Miscellaneous Information Technology	\$2,700	\$ 2,700				\$5,400
Security Camera System Maintenance	\$2,000	\$ 2,000				\$4,000
Replace Administration Building Windows		\$20,000				\$20,000
Replace window treatments		\$ 5,000				\$5,000
Replace Paper Shredder		\$ 5,000				\$5,000
Administration Projects Subtotal	\$29,700	\$34,700	\$0	\$0	\$0	\$64,400

FYE 2024 Project Summary

Capital Expenditures

• Administration	\$ 29,700
• Fire Department	\$ 119,800
• Water Division	\$1,296,000
• Collection Division	\$ 170,000
• Treatment Division	\$ 565,000
• TOTAL	\$2,180,500

Funding Sources*

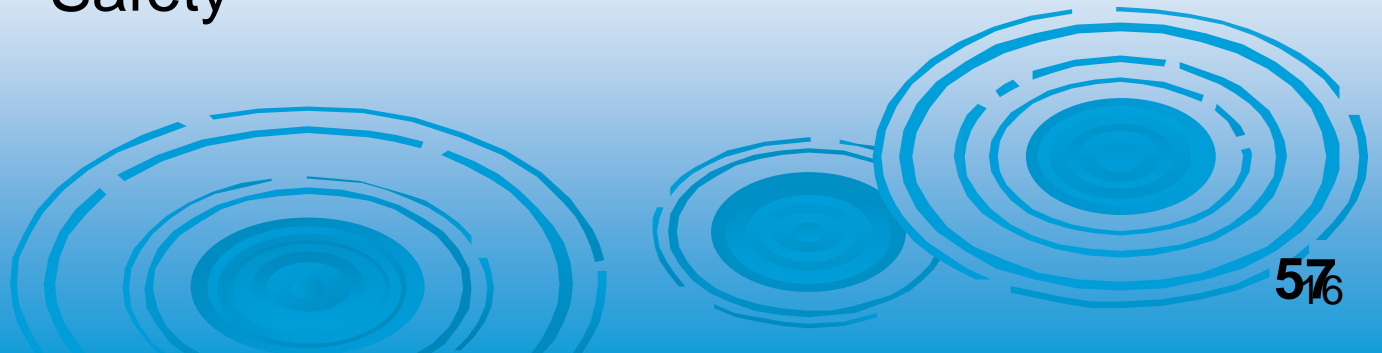
• Fire Department Operating Fund	\$ 129,700
• Water CIP Reserve	\$1,305,900
• Wastewater CIP Reserve	\$ 744,900
• TOTAL	\$2,180,500

***Includes share of Admin CIP**



FYE 2024 Budget Assumptions

- Cost of Living Adjustment (COLA)
 - Consumer Price Index for All Urban Consumers (CPI-U) for Riverside-San Bernardino-Ontario for Year Ending January 2023 is **7.3%**
- COLA floor of 0% and cap of 4% was approved by Board of Directors in 2022
- CalPERS Additional Lump Sum UAL Payment:
 - \$100,000 Miscellaneous
 - \$0 Safety



Conclusion

- Recommendation is to Consider Adopting the two-year Budget on June 21, 2023 that continues to work towards the goals set out in the Cash Reserve Policy and provides funding for deferred projects
- FYE 2025 budget will assume inflationary increases to revenues and expenses based on 2019 Raftelis Rate Study (3% - 5%)
- We are expected to provide our ratepayers with reliable, safe drinking water, fire protection, emergency medical, wastewater collection, treatment and disposal services **24/7**



RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: April 19, 2023
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 Resolution No. 11-22 which was adopted June 15, 2022. In accordance with this policy Attachment 1 contains a copy of the latest Local Agency Investment Fund (LAIF) remittance advice indicating the amount invested and the rate of return. Attachment 2 includes the MBS CD investment summary. 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 – LAIF Remittance Advice
Attachment 2 – MBS CD Investment Summary



MALIA M. COHEN California State Controller

LOCAL AGENCY INVESTMENT FUND REMITTANCE ADVICE

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

As of 04/14/2023, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 03/31/2023.

Earnings Ratio		.00007493902135155
Interest Rate		2.74%
Dollar Day Total	\$	493,591,031.04
Quarter End Principal Balance	\$	7,857,397.74
Quarterly Interest Earned	\$	36,989.23

Running Springs Water District eConnectDirect - Account exx-xx0630, Running Springs Water District - Account Rxx-xx0767

Month Ending	Beginning Accrued	Ending Accrued	Net Accrued	Unearned Interest	Paid Interest	Interest Earned	Paid Principal
July 2022	\$0.00	\$443.46*	\$443.46	0	\$0.00	\$443.46	\$0.00
August 2022	\$443.46	\$3,968.84*	\$3,525.38	0	\$0.00	\$3,525.38	\$0.00
September 2022	\$3,968.84	\$7,314.27*	\$3,345.43	0	\$0.00	\$3,345.43	\$0.00
October 2022	\$7,314.27	\$10,771.19*	\$3,456.92	0	\$0.00	\$3,456.92	\$0.00
November 2022	\$10,771.19	\$14,116.60*	\$3,345.41	0	\$0.00	\$3,345.41	\$0.00
December 2022	\$14,116.60	\$17,573.52*	\$3,456.92	0	\$0.00	\$3,456.92	\$0.00
January 2023	\$17,573.52	\$4,148.94*	(\$13,424.58)	0	\$16,881.51	\$3,456.93	\$0.00
February 2023	\$4,148.94	\$7,271.32*	\$3,122.38	0	\$0.00	\$3,122.38	\$0.00
March 2023	\$7,271.32	\$10,728.24*	\$3,456.92	0	\$0.00	\$3,456.92	\$0.00
Report Totals:					\$16,881.51	\$27,609.75	\$0.00

* Indicates a user-adjusted value.

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: April 19, 2023
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, 2023. Attachment 2 contains the budget report and account summary through the third quarter of the fiscal year ending 2023.

ATTACHMENTS

Attachment 1 – Designated reserve fund balances as of March 31, 2023
Attachment 2 – Quarterly Budget Report and Account Summary

Fund Balances as of March 31, 2023	
Fire & Ambulance Department	
Fire & Ambulance Department Operating Fund	1,498,047
Recommended Operating Fund Target (6 Months Operating Expenses)	1,583,636
Fire & Ambulance Department Operating Fund, Fully Funded or (Below Target)	(85,589)
Wastewater Division	
Wastewater Capital Improvement Project Reserve	1,939,876
Wastewater System Connection & Capacity Charges	11,630
CWSRF Loan Agreement 14-813 Debt Reserve (Restricted for SLS 1-3 Debt Service)	171,537
Wastewater Operating Reserve Fund	619,190
Recommended Operating Reserve Fund Target (4 Months Operating Expenses)	619,190
Wastewater Operating Reserve, Fully Funded or (Below Target)	Fully Funded
Green Valley Lake Wastewater Division (CSA 79)	
Wastewater Capital Improvement Project Reserve	2,000,144
Wastewater System Connection & Capacity Charges	-
Wastewater Operating Reserve Fund	350,000
Recommended Operating Reserve Fund Target (4 Months Operating Expenses)	350,000
CSA 79 Wastewater Operating Reserve, Fully Funded or (Below Target)	Fully Funded
Water Division	
Water Capital Improvement Project Reserve	1,979,528
Water System Connection & Capacity Charges	155,580
Water Infrastructure R&R Reserve (MFC & AMR SRF Debt Reserve)	89,334
Water Operating Reserve	561,875
Recommended Operating Reserve Fund Target (4 Months Operating Expenses)	561,875
Water Operating Reserve, Fully Funded or (Below Target)	Fully Funded
Assessment Districts Restricted Funds	
Water Assessment District No. 10 Construction Funds	26,421
Water Assessment District No. 10 O&M	39,040
Subtotal Assessment Districts	65,461
Total District Designated & Operating Reserve Funds	9,376,742
Assessment District Funds	65,461
Combined Pooled Cash	9,442,203
Checking Account (General)	375,644
LAIF - Investment	7,857,398
MBS Investments (Laddered CDs)	1,200,649
York Insurance Deposit / Sedgwick	4,994
Petty Cash	1,000
Combined Pooled Cash	9,439,685

Budget Report

Account Summary

Running Springs Water District

For Fiscal: 2022-2023 Period Ending: 03/31/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 100 - Administration Operating Fund							
Revenue							
100-74000-00	Interest Income	0.00	0.00	20.63	159.25	159.25	0.00 %
100-77000-00	Property Lease Revenue	22,700.00	22,700.00	1,957.73	17,021.01	-5,678.99	74.98 %
	Revenue Total:	22,700.00	22,700.00	1,978.36	17,180.26	-5,519.74	75.68%
Expense							
100-50100-00	Salaries and Wages	500,506.00	500,506.00	43,792.53	376,182.32	124,323.68	75.16 %
100-50110-00	Salaries and Wages - Overtime	1,500.00	1,500.00	311.99	1,283.95	216.05	85.60 %
100-50120-00	Medicare Tax	7,062.00	7,062.00	626.19	5,192.79	1,869.21	73.53 %
100-50130-00	Worker's Compensation Insurance	-880.93	-880.93	0.00	-880.93	0.00	100.00 %
100-50140-00	Employee Benefits-Group Insurance	66,530.00	66,530.00	-1,871.85	47,210.11	19,319.89	70.96 %
100-50150-00	Employee Benefits-Retirement	228,891.00	228,891.00	4,058.34	182,407.15	46,483.85	79.69 %
100-52200-00	Bank charge	0.00	0.00	45.00	90.00	-90.00	0.00 %
100-53050-00	Deposits Over and Short	0.00	0.00	0.00	-0.20	0.20	0.00 %
100-53120-00	Director's Compensation Fees	9,315.00	9,315.00	0.00	3,100.00	6,215.00	33.28 %
100-53200-00	Education & Seminars	4,140.00	4,140.00	884.00	4,878.16	-738.16	117.83 %
100-56100-00	Memberships & Subscriptions	12,963.00	12,963.00	445.34	12,177.34	785.66	93.94 %
100-57100-00	Permits & Fees	10,902.00	10,902.00	0.00	10,234.09	667.91	93.87 %
100-57140-00	Professional Services	226,872.00	226,872.00	18,165.89	180,940.88	45,931.12	79.75 %
100-57310-00	Repairs and maintenance	19,944.00	19,944.00	1,018.64	5,563.92	14,380.08	27.90 %
100-57440-00	Office Supplies & Expenses	30,455.00	30,455.00	3,284.02	35,665.70	-5,210.70	117.11 %
100-58200-00	Uncollectible Accounts	0.00	0.00	0.00	-38.01	38.01	0.00 %
100-58250-00	Utilities - Electric, Gas, Phone, Trash	17,744.00	17,744.00	805.87	11,791.66	5,952.34	66.45 %
100-60000-00	Depreciation	4,212.00	4,212.00	1,468.62	13,217.55	-9,005.55	313.81 %
100-86000-00	Administrative Expense Reimburse...	-1,131,204.00	-1,131,204.00	-94,267.00	-848,403.00	-282,801.00	75.00 %
	Expense Total:	8,951.07	8,951.07	-21,232.42	40,613.48	-31,662.41	453.73%
Fund: 100 - Administration Operating Fund Surplus (Deficit):		13,748.93	13,748.93	23,210.78	-23,433.22	-37,182.15	-170.44%
Fund: 200 - Water Operating Fund							
Revenue							
200-40100-00	Service Charges - Residential	1,355,607.00	1,355,607.00	110,813.86	997,984.20	-357,622.80	73.62 %
200-40200-00	Service Charges - Commercial	55,375.00	55,375.00	4,249.40	38,114.28	-17,260.72	68.83 %
200-40300-00	Service Charges - Landscape Irrigation	1,959.00	1,959.00	74.72	672.48	-1,286.52	34.33 %
200-40500-00	Service Charges - Fire Meter Base Cha...	11,709.00	11,709.00	1,223.10	16,945.48	5,236.48	144.72 %
200-41100-00	Water Usage / metered charges - Res...	808,437.00	808,437.00	49,062.16	551,487.66	-256,949.34	68.22 %
200-41200-00	Water Usage / metered charges - Co...	71,861.00	71,861.00	2,914.45	44,426.79	-27,434.21	61.82 %
200-41400-00	Water Usage / metered charges - Out...	8,983.00	8,983.00	374.66	3,182.90	-5,800.10	35.43 %
200-41500-00	Water Usage / metered charges - Fire...	4,492.00	4,492.00	850.07	3,385.33	-1,106.67	75.36 %
200-41600-00	Water Usage - Landscape	4,492.00	4,492.00	0.00	2,780.87	-1,711.13	61.91 %
200-43000-00	Meter Turn-on & Shut-Off Charge	20,600.00	20,600.00	1,400.00	12,800.00	-7,800.00	62.14 %
200-44000-00	Delinquent Fees	28,325.00	28,325.00	-5.69	16,638.70	-11,686.30	58.74 %
200-49000-00	Other service fees	0.00	0.00	310.00	4,028.01	4,028.01	0.00 %
200-71000-00	Availability Charges	42,000.00	42,000.00	0.00	38,114.39	-3,885.61	90.75 %
200-71200-00	Availability Charge - Penalties & cost ...	0.00	0.00	768.00	1,153.61	1,153.61	0.00 %
200-72000-00	Connection Fee	0.00	0.00	0.00	8,321.14	8,321.14	0.00 %
200-74000-00	Interest Income	25,500.00	25,500.00	0.00	24,190.04	-1,309.96	94.86 %
200-74500-00	Unrealized Gain/Loss	0.00	0.00	-419.89	-14,951.67	-14,951.67	0.00 %
200-78000-00	Miscellaneous Income-Non Op	5,000.00	5,000.00	0.00	0.30	-4,999.70	0.01 %
200-78100-00	Gain or Loss on Sales of Capital Assets	0.00	0.00	7,175.00	18,875.00	18,875.00	0.00 %
	Revenue Total:	2,444,340.00	2,444,340.00	178,789.84	1,768,149.51	-676,190.49	72.34%
Expense							
200-50100-00	Salaries and Wages	314,739.00	314,739.00	25,401.93	239,804.36	74,934.64	76.19 %

Budget Report

For Fiscal: 2022-2023 Period Ending: 03/31/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
200-50110-00	Salaries and Wages - Overtime	48,000.00	48,000.00	3,963.77	28,396.73	19,603.27	59.16 %
200-50120-00	Medicare Tax	5,009.00	5,009.00	416.83	4,072.25	936.75	81.30 %
200-50130-00	Worker's Compensation Insurance	9,292.06	9,292.06	0.00	9,292.06	0.00	100.00 %
200-50140-00	Employee Benefits-Group Insurance	63,054.00	63,054.00	4,475.15	47,564.30	15,489.70	75.43 %
200-50150-00	Employee Benefits-Retirement	182,678.00	182,678.00	3,046.23	143,822.34	38,855.66	78.73 %
200-50160-00	Employee Benefits-Uniform Allowance	1,891.00	1,891.00	463.19	930.91	960.09	49.23 %
200-53200-00	Education & Seminars	3,105.00	3,105.00	165.00	3,650.69	-545.69	117.57 %
200-54100-00	Gas, Fuel & Oil	8,973.00	8,973.00	2,465.69	9,951.19	-978.19	110.90 %
200-54300-00	Insurance - liability	45,348.55	45,348.55	0.00	48,655.49	-3,306.94	107.29 %
200-56100-00	Memberships & Subscriptions	6,873.00	6,873.00	150.50	860.16	6,012.84	12.52 %
200-56150-00	Miscellaneous Supplies, Tools & Expe...	8,795.00	8,795.00	559.93	6,874.22	1,920.78	78.16 %
200-57100-00	Permits & Fees	29,337.00	29,337.00	0.00	23,632.73	5,704.27	80.56 %
200-57314-00	Repairs and maintenance - Source of ...	32,432.00	32,432.00	1,309.94	34,617.15	-2,185.15	106.74 %
200-58250-00	Utilities - Electric, Gas, Phone, Trash	7,578.00	7,578.00	1,494.01	7,563.76	14.24	99.81 %
200-58253-00	Utilities - Power for Pumping	91,204.00	91,204.00	7,323.57	76,281.12	14,922.88	83.64 %
200-58300-00	Vehicle Maintenance	6,831.00	6,831.00	57.60	9,763.74	-2,932.74	142.93 %
200-59100-00	Water Purchases	265,293.00	265,293.00	8,072.32	196,044.91	69,248.09	73.90 %
200-59200-00	Water Testing & Analysis	28,833.00	28,833.00	942.00	9,143.04	19,689.96	31.71 %
200-60000-00	Depreciation	309,968.00	309,968.00	23,743.12	214,346.14	95,621.86	69.15 %
200-84000-00	Interest Expense	12,060.00	12,060.00	0.00	5,783.53	6,276.47	47.96 %
200-86000-00	Administrative Expense	542,978.00	542,978.00	45,248.17	407,233.53	135,744.47	75.00 %
	Expense Total:	2,024,271.61	2,024,271.61	129,298.95	1,528,284.35	495,987.26	75.50%
	Fund: 200 - Water Operating Fund Surplus (Deficit):	420,068.39	420,068.39	49,490.89	239,865.16	-180,203.23	57.10%
Fund: 220 - Water Capacity Charge Fund - Restricted							
Revenue							
220-72100-00	Fac. Capacity Chg.	0.00	0.00	0.00	13,356.00	13,356.00	0.00 %
	Revenue Total:	0.00	0.00	0.00	13,356.00	13,356.00	0.00%
	Fund: 220 - Water Capacity Charge Fund - Restricted Total:	0.00	0.00	0.00	13,356.00	13,356.00	0.00%
Fund: 300 - Sewer Collection							
Revenue							
300-40100-00	Service Charges - Residential	1,079,283.00	1,079,283.00	96,655.76	869,865.58	-209,417.42	80.60 %
300-40200-00	Service Charges - Commercial	81,236.00	81,236.00	3,183.47	50,917.87	-30,318.13	62.68 %
300-44000-00	Delinquent Fees	7,441.00	7,441.00	-452.91	15,084.94	7,643.94	202.73 %
300-49000-00	Other service fees	0.00	0.00	50.00	675.00	675.00	0.00 %
300-70500-00	In lieu of taxes	0.00	0.00	60.00	480.00	480.00	0.00 %
300-71000-00	Availability Charges	8,033.00	8,033.00	0.00	7,739.02	-293.98	96.34 %
300-71200-00	Availability Charge - Penalties & cost ...	0.00	0.00	35.41	106.31	106.31	0.00 %
300-73000-00	Sewer Hot Taps & Septic Waste Dump..	862.00	862.00	0.00	0.00	-862.00	0.00 %
300-74000-00	Interest Income	10,652.00	10,652.00	0.00	10,593.92	-58.08	99.45 %
300-74500-00	Unrealized Gain/Loss	0.00	0.00	-187.82	-6,420.27	-6,420.27	0.00 %
	Revenue Total:	1,187,507.00	1,187,507.00	99,343.91	949,042.37	-238,464.63	79.92%
Expense							
300-50100-00	Salaries and Wages	276,238.00	276,238.00	17,137.64	197,691.90	78,546.10	71.57 %
300-50110-00	Salaries and Wages - Overtime	20,000.00	20,000.00	2,135.82	14,860.42	5,139.58	74.30 %
300-50120-00	Medicare Tax	4,134.00	4,134.00	275.33	3,029.20	1,104.80	73.28 %
300-50130-00	Worker's Compensation Insurance	8,810.96	8,810.96	0.00	8,810.96	0.00	100.00 %
300-50140-00	Employee Benefits-Group Insurance	27,441.00	27,441.00	2,934.06	26,635.62	805.38	97.07 %
300-50150-00	Employee Benefits-Retirement	104,984.00	104,984.00	1,966.52	83,749.79	21,234.21	79.77 %
300-50160-00	Employee Benefits-Uniform Allowance	1,611.00	1,611.00	0.00	691.55	919.45	42.93 %
300-53200-00	Education & Seminars	2,070.00	2,070.00	0.00	0.00	2,070.00	0.00 %
300-54100-00	Gas, Fuel & Oil	4,711.00	4,711.00	2,687.31	11,573.10	-6,862.10	245.66 %
300-54300-00	Insurance - liability	39,232.60	39,232.60	0.00	39,232.60	0.00	100.00 %
300-56100-00	Memberships & Subscriptions	4,969.00	4,969.00	0.00	2,575.66	2,393.34	51.83 %
300-56300-00	Office Supplies	1,035.00	1,035.00	0.00	211.99	823.01	20.48 %
300-57100-00	Permits & Fees	12,910.00	12,910.00	620.61	5,847.56	7,062.44	45.29 %
300-57310-00	Repairs and maintenance - Collection	28,183.00	28,183.00	523.10	12,893.08	15,289.92	45.75 %
300-57311-00	Repairs and maintenance - Lift Station	20,056.00	20,056.00	9,408.42	13,402.78	6,653.22	66.83 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
300-57440-00	Supplies & Materials	4,961.00	4,961.00	1,536.63	3,204.57	1,756.43	64.60 %
300-58252-00	Utilities - Lift Station	32,363.00	32,363.00	5,638.62	36,847.06	-4,484.06	113.86 %
300-58300-00	Vehicle Maintenance - Collections	6,107.00	6,107.00	679.13	6,466.22	-359.22	105.88 %
300-60000-00	Depreciation	202,818.00	202,818.00	17,543.82	158,058.44	44,759.56	77.93 %
300-84000-00	Interest Expense	42,193.00	42,193.00	0.00	48,470.22	-6,277.22	114.88 %
300-86000-00	Administrative Expense	180,993.00	180,993.00	15,082.75	138,996.42	41,996.58	76.80 %
	Expense Total:	1,025,820.56	1,025,820.56	78,169.76	813,249.14	212,571.42	79.28%
	Fund: 300 - Sewer Collection Surplus (Deficit):	161,686.44	161,686.44	21,174.15	135,793.23	-25,893.21	83.99%
Fund: 320 - Sewer Capacity Charge Fund - Restricted							
Revenue							
320-72100-00	Fac. Capacity Chg.	0.00	0.00	0.00	11,630.00	11,630.00	0.00 %
	Revenue Total:	0.00	0.00	0.00	11,630.00	11,630.00	0.00%
	Fund: 320 - Sewer Capacity Charge Fund - Restricted Total:	0.00	0.00	0.00	11,630.00	11,630.00	0.00%
Fund: 350 - Sewer Treatment							
Revenue							
350-40100-00	Service Charges - Residential (TR)	804,283.00	804,283.00	66,144.90	595,304.10	-208,978.90	74.02 %
350-40200-00	Service Charges - Commercial (TR)	60,537.00	60,537.00	0.00	0.00	-60,537.00	0.00 %
350-41100-00	Sewer Usage - Residential (TR)	141,888.00	141,888.00	9,004.46	97,864.81	-44,023.19	68.97 %
350-41200-00	Sewer Usage - Commercial (TR)	10,680.00	10,680.00	384.52	6,173.74	-4,506.26	57.81 %
350-42100-00	O&M Payments-Arrowbear CWD	205,131.00	205,131.00	18,987.00	170,883.00	-34,248.00	83.30 %
350-42200-00	O&M Payments-CSA 79	261,508.00	261,508.00	0.00	168,640.00	-92,868.00	64.49 %
350-44000-00	Delinquent Fees	5,544.00	5,544.00	448.60	4,037.40	-1,506.60	72.82 %
350-71000-00	Availability Charges	5,987.00	5,987.00	0.00	5,987.00	0.00	100.00 %
350-73000-00	Sewer Hot Taps & Septic Waste Dump..	642.00	642.00	0.00	0.00	-642.00	0.00 %
350-74000-00	Interest Income	7,938.00	7,938.00	0.00	12,465.65	4,527.65	157.04 %
350-74500-00	Unrealized Gain/Loss	0.00	0.00	-223.79	-7,747.20	-7,747.20	0.00 %
350-75100-00	Capital Payments - Arrowbear CWD	123,370.00	123,370.00	10,920.00	98,280.00	-25,090.00	79.66 %
350-75200-00	Capital Payments-CSA 79	159,380.00	159,380.00	0.00	101,792.00	-57,588.00	63.87 %
	Revenue Total:	1,786,888.00	1,786,888.00	105,665.69	1,253,680.50	-533,207.50	70.16%
Expense							
350-50100-00	Salaries and Wages	276,196.00	276,196.00	21,975.03	213,376.24	62,819.76	77.26 %
350-50100-02	Salaries and Wages - SLS #2	2,070.00	2,070.00	0.00	0.00	2,070.00	0.00 %
350-50110-00	Salaries and Wages - Overtime	25,000.00	25,000.00	1,577.06	12,315.42	12,684.58	49.26 %
350-50120-00	Medicare Tax	4,380.00	4,380.00	330.05	3,178.26	1,201.74	72.56 %
350-50130-00	Worker's Compensation Insurance	18,081.72	18,081.72	0.00	18,081.72	0.00	100.00 %
350-50140-00	Employee Benefits-Group Insurance	47,126.00	47,126.00	3,098.73	32,618.07	14,507.93	69.21 %
350-50150-00	Employee Benefits-Retirement	167,857.00	167,857.00	2,747.70	135,845.96	32,011.04	80.93 %
350-50160-00	Employee Benefits-Uniform Allowance	1,611.00	1,611.00	0.00	740.63	870.37	45.97 %
350-53200-00	Education & Seminars	2,588.00	2,588.00	0.00	1,402.84	1,185.16	54.21 %
350-53300-00	Effluent Disposal	8,798.00	8,798.00	0.00	0.00	8,798.00	0.00 %
350-54100-00	Gas, Fuel & Oil	5,046.00	5,046.00	4,121.08	5,992.76	-946.76	118.76 %
350-54300-00	Insurance - liability	36,970.36	36,970.36	0.00	36,970.36	0.00	100.00 %
350-56100-00	Memberships & Subscriptions	3,969.00	3,969.00	125.00	1,848.68	2,120.32	46.58 %
350-57100-00	Permits & Fees	32,189.00	32,189.00	0.00	36,165.19	-3,976.19	112.35 %
350-57100-02	Permits & Fees (SLS #2)	2,070.00	2,070.00	0.00	682.00	1,388.00	32.95 %
350-57310-00	Repairs & Maintenance - Sewer Inter...	2,588.00	2,588.00	315.72	315.72	2,272.28	12.20 %
350-57310-02	Repairs and Maintenance (SLS #2)	2,950.00	2,950.00	0.00	135.99	2,814.01	4.61 %
350-57314-00	Repairs & Maintenance - Treatment P...	64,429.00	64,429.00	14,470.65	72,253.21	-7,824.21	112.14 %
350-57430-00	Solids Handling	64,211.00	64,211.00	2,334.40	43,492.71	20,718.29	67.73 %
350-57440-00	Miscellaneous Supplies & Materials	7,704.00	7,704.00	249.63	1,835.51	5,868.49	23.83 %
350-57444-00	Supplies - Office	6,728.00	6,728.00	0.00	702.71	6,025.29	10.44 %
350-58251-00	Utilities - Joint Use Facilities	105,903.00	105,903.00	35,333.75	137,326.92	-31,423.92	129.67 %
350-58251-02	Utilities - SLS#2	7,245.00	7,245.00	1,471.53	9,269.69	-2,024.69	127.95 %
350-58300-00	Vehicle Maintenance - Treatment	7,090.00	7,090.00	3,649.01	12,310.92	-5,220.92	173.64 %
350-59200-00	Wastewater Testing & Analysis	12,627.00	12,627.00	141.00	10,883.89	1,743.11	86.20 %
350-60000-00	Depreciation	308,152.00	308,152.00	25,748.63	231,746.78	76,405.22	75.21 %

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For Fiscal: 2022-2023 Period Ending: 03/31/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
350-86000-00	Administrative Expense	180,993.00	180,993.00	15,082.75	135,744.75	45,248.25	75.00 %
	Expense Total:	1,404,572.08	1,404,572.08	132,771.72	1,155,236.93	249,335.15	82.25%
	Fund: 350 - Sewer Treatment Surplus (Deficit):	382,315.92	382,315.92	-27,106.03	98,443.57	-283,872.35	25.75%
Fund: 370 - CSA 79 - Sewer Only							
Revenue							
370-78500-00	Contributed Capital	0.00	0.00	2,389,703.53	2,389,703.53	2,389,703.53	0.00 %
	Revenue Total:	0.00	0.00	2,389,703.53	2,389,703.53	2,389,703.53	0.00%
Expense							
370-57310-00	Repairs and maintenance - Collection	0.00	0.00	0.00	900.00	-900.00	0.00 %
370-57311-00	Repairs and maintenance - Lift Station	0.00	0.00	4,050.00	9,850.00	-9,850.00	0.00 %
370-58252-00	Utilities - Lift Station	0.00	0.00	7,793.67	8,464.87	-8,464.87	0.00 %
370-86000-00	Administrative Expense	0.00	0.00	322.50	2,540.98	-2,540.98	0.00 %
	Expense Total:	0.00	0.00	12,166.17	21,755.85	-21,755.85	0.00%
	Fund: 370 - CSA 79 - Sewer Only Surplus (Deficit):	0.00	0.00	2,377,537.36	2,367,947.68	2,367,947.68	0.00%
Fund: 400 - Ambulance Operating Fund							
Revenue							
400-40000-00	Service Charges	1,142,400.00	1,142,400.00	167,446.56	1,085,480.46	-56,919.54	95.02 %
400-40050-00	Ambulance Contractural Allowance	-612,000.00	-612,000.00	-57,154.05	-409,687.27	202,312.73	66.94 %
400-44000-00	Ambulance Late Fees	4,000.00	4,000.00	400.00	3,880.00	-120.00	97.00 %
400-49000-00	Other service fees	0.00	0.00	0.00	6,220.00	6,220.00	0.00 %
400-70000-00	Property Taxes	1,584,707.00	1,584,707.00	130,215.05	1,060,857.60	-523,849.40	66.94 %
400-74000-00	Interest Income	5,202.00	5,202.00	0.00	-1,111.46	-6,313.46	21.37 %
400-76010-00	Medi-Cal IGT Program	185,000.00	185,000.00	0.00	-111,216.00	-296,216.00	60.12 %
400-76020-00	Medi-Cal GEMT Support Reimburse...	0.00	0.00	235,570.68	366,314.95	366,314.95	0.00 %
400-77000-00	Property Lease Revenue	0.00	0.00	2,625.00	23,625.00	23,625.00	0.00 %
	Revenue Total:	2,309,309.00	2,309,309.00	479,103.24	2,024,363.28	-284,945.72	87.66%
Expense							
400-50100-00	Salaries and Wages	1,068,884.00	1,068,884.00	53,648.65	551,546.45	517,337.55	51.60 %
400-50110-00	Salaries and Wages - Overtime	262,500.00	262,500.00	48,917.13	191,770.91	70,729.09	73.06 %
400-50120-00	Medicare Tax	18,353.00	18,353.00	1,508.18	11,318.90	7,034.10	61.67 %
400-50130-00	Worker's Compensation Insurance	44,638.11	44,638.11	0.00	44,638.11	0.00	100.00 %
400-50140-00	Employee Benefits-Group Insurance	79,006.00	79,006.00	5,643.41	61,574.87	17,431.13	77.94 %
400-50150-00	Employee Benefits-Retirement	421,262.00	421,262.00	13,245.29	373,709.00	47,553.00	88.71 %
400-50160-00	Employee Benefits-Uniform Allowance	8,151.00	8,151.00	-341.30	-356.41	8,507.41	-4.37 %
400-54100-00	Gas, Fuel & Oil	10,091.00	10,091.00	2,188.39	10,582.21	-491.21	104.87 %
400-54300-00	Insurance - liability	23,209.02	23,209.02	0.00	23,209.02	0.00	100.00 %
400-56100-00	Memberships & Subscriptions	19,686.00	19,686.00	257.50	11,283.70	8,402.30	57.32 %
400-57143-00	Professional Services - Dispatching Se...	52,779.00	52,779.00	0.00	33,788.18	18,990.82	64.02 %
400-57310-00	Repairs and maintenance - Spec. Pur...	4,140.00	4,140.00	0.00	3,311.78	828.22	79.99 %
400-57441-00	Supplies & Materials - Medical	28,463.00	28,463.00	104.95	18,873.64	9,589.36	66.31 %
400-57442-00	Supplies & Materials - Misc	6,210.00	6,210.00	135.30	2,165.81	4,044.19	34.88 %
400-57443-00	Supplies & Materials - Station	6,417.00	6,417.00	587.22	731.73	5,685.27	11.40 %
400-58100-00	Communications	1,242.00	1,242.00	231.82	2,229.13	-987.13	179.48 %
400-58200-00	Uncollectible Accounts	150,000.00	150,000.00	0.00	5,684.53	144,315.47	3.79 %
400-58250-00	Utilities - Electric, Gas, Phone, Trash	17,292.00	17,292.00	3,267.23	21,537.34	-4,245.34	124.55 %
400-58300-00	Vehicle Maintenance	20,027.00	20,027.00	1,799.59	9,232.38	10,794.62	46.10 %
400-60000-00	Depreciation	41,556.00	41,556.00	4,037.86	37,158.61	4,397.39	89.42 %
400-86000-00	Administrative Expense	113,120.00	113,120.00	9,426.67	84,840.03	28,279.97	75.00 %
	Expense Total:	2,397,026.13	2,397,026.13	144,657.89	1,498,829.92	898,196.21	62.53%
	Fund: 400 - Ambulance Operating Fund Surplus (Deficit):	-87,717.13	-87,717.13	334,445.35	525,533.36	613,250.49	-599.12%
Fund: 500 - Fire Operating Fund							
Revenue							
500-44500-00	Fire College Course Revenue	0.00	0.00	0.00	1,402.50	1,402.50	0.00 %
500-46000-00	Hazard Abatement Program	20,000.00	20,000.00	2,460.00	25,010.00	5,010.00	125.05 %
500-49000-00	Other service fees	5,000.00	5,000.00	570.00	5,072.00	72.00	101.44 %
500-49500-00	Other service fees - Fire Payroll Reim...	200,000.00	200,000.00	0.00	0.00	-200,000.00	0.00 %

Budget Report

For Fiscal: 2022-2023 Period Ending: 03/31/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
500-70000-00	Property Taxes	528,236.00	528,236.00	41,985.40	322,612.52	-205,623.48	61.07 %
500-70100-00	Property Taxes - PY Taxes and Assess...	0.00	0.00	1,419.61	23,951.04	23,951.04	0.00 %
500-70200-00	Property Tax - Penalties & cost on del...	0.00	0.00	516.37	354.06	354.06	0.00 %
500-70300-00	Property Tax - Homeowners Property...	0.00	0.00	0.00	7,055.60	7,055.60	0.00 %
500-71000-00	Availability Charges	205,000.00	205,000.00	0.00	204,327.50	-672.50	99.67 %
500-74000-00	Interest Income	20,400.00	20,400.00	0.00	10,751.12	-9,648.88	52.70 %
500-74500-00	Unrealized Gain/Loss	0.00	0.00	-354.10	-10,275.82	-10,275.82	0.00 %
500-76000-00	Grants	0.00	0.00	0.00	7,302.50	7,302.50	0.00 %
500-77000-00	Property Lease Revenue	0.00	0.00	875.00	7,875.00	7,875.00	0.00 %
	Revenue Total:	978,636.00	978,636.00	47,472.28	605,438.02	-373,197.98	61.87%
Expense							
500-50100-00	Salaries and Wages	356,295.00	356,295.00	35,662.83	357,129.77	-834.77	100.23 %
500-50110-00	Salaries and Wages - Overtime	87,500.00	87,500.00	19,568.37	68,223.74	19,276.26	77.97 %
500-50120-00	Medicare Tax	6,117.00	6,117.00	743.16	5,440.21	676.79	88.94 %
500-50130-00	Worker's Compensation Insurance	28,507.01	28,507.01	546.34	29,949.35	-1,442.34	105.06 %
500-50140-00	Employee Benefits-Group Insurance	26,336.00	26,336.00	1,881.14	22,592.86	3,743.14	85.79 %
500-50150-00	Employee Benefits-Retirement	140,421.00	140,421.00	4,415.10	122,501.53	17,919.47	87.24 %
500-50160-00	Employee Benefits-Uniform Allowance	2,717.00	2,717.00	-113.76	1,468.80	1,248.20	54.06 %
500-50170-00	Unemployment Benefit Expenses	0.00	0.00	0.00	689.97	-689.97	0.00 %
500-53200-00	Education & Seminars	12,875.00	12,875.00	0.00	2,121.02	10,753.98	16.47 %
500-54100-00	Gas, Fuel & Oil	12,721.00	12,721.00	2,903.59	12,947.12	-226.12	101.78 %
500-54200-00	Hazard Abatement Expense	19,055.00	19,055.00	0.00	21,017.50	-1,962.50	110.30 %
500-54300-00	Insurance - liability	30,802.99	30,802.99	0.00	30,802.99	0.00	100.00 %
500-56100-00	Memberships & Subscriptions	5,413.00	5,413.00	335.00	4,806.45	606.55	88.79 %
500-56150-00	Misc expense	0.00	0.00	25.85	25.85	-25.85	0.00 %
500-56300-00	Office Expense	6,592.00	6,592.00	0.00	2,733.09	3,858.91	41.46 %
500-57100-00	Permits & Fees	3,966.00	3,966.00	0.00	617.06	3,348.94	15.56 %
500-57143-00	Professional Services - Dispatching Se...	17,593.00	17,593.00	0.00	11,262.72	6,330.28	64.02 %
500-57310-00	Repairs and Maintenance - Structures...	10,300.00	10,300.00	185.91	8,216.85	2,083.15	79.78 %
500-57400-00	Safety Equipment & Clothing	35,226.00	35,226.00	0.00	9,590.31	25,635.69	27.23 %
500-58250-00	Utilities - Electric, Gas, Phone, Trash	5,764.00	5,764.00	1,089.08	7,178.94	-1,414.94	124.55 %
500-58300-00	Vehicle Maintenance	42,910.00	42,910.00	1,099.47	38,972.46	3,937.54	90.82 %
500-81000-00	Tax fee	0.00	0.00	431.17	3,484.35	-3,484.35	0.00 %
500-85000-00	Capital Expenditures	31,000.00	31,000.00	2,033.37	1,454.93	29,545.07	4.69 %
500-86000-00	Administrative Expense	113,120.00	113,120.00	9,426.66	84,839.94	28,280.06	75.00 %
	Expense Total:	995,231.00	995,231.00	80,233.28	848,067.81	147,163.19	85.21%
	Fund: 500 - Fire Operating Fund Surplus (Deficit):	-16,595.00	-16,595.00	-32,761.00	-242,629.79	-226,034.79	1,462.07%

Group Summary

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 100 - Administration Operating Fund						
Revenue	22,700.00	22,700.00	1,978.36	17,180.26	-5,519.74	75.68%
Expense	8,951.07	8,951.07	-21,232.42	40,613.48	-31,662.41	453.73%
Fund: 100 - Administration Operating Fund Surplus (Deficit):	13,748.93	13,748.93	23,210.78	-23,433.22	-37,182.15	-170.44%
Fund: 200 - Water Operating Fund						
Revenue	2,444,340.00	2,444,340.00	178,789.84	1,768,149.51	-676,190.49	72.34%
Expense	2,024,271.61	2,024,271.61	129,298.95	1,528,284.35	495,987.26	75.50%
Fund: 200 - Water Operating Fund Surplus (Deficit):	420,068.39	420,068.39	49,490.89	239,865.16	-180,203.23	57.10%
Fund: 220 - Water Capacity Charge Fund - Restricted						
Revenue	0.00	0.00	0.00	13,356.00	13,356.00	0.00%
Fund: 220 - Water Capacity Charge Fund - Restricted Total:	0.00	0.00	0.00	13,356.00	13,356.00	0.00%
Fund: 300 - Sewer Collection						
Revenue	1,187,507.00	1,187,507.00	99,343.91	949,042.37	-238,464.63	79.92%
Expense	1,025,820.56	1,025,820.56	78,169.76	813,249.14	212,571.42	79.28%
Fund: 300 - Sewer Collection Surplus (Deficit):	161,686.44	161,686.44	21,174.15	135,793.23	-25,893.21	83.99%
Fund: 320 - Sewer Capacity Charge Fund - Restricted						
Revenue	0.00	0.00	0.00	11,630.00	11,630.00	0.00%
Fund: 320 - Sewer Capacity Charge Fund - Restricted Total:	0.00	0.00	0.00	11,630.00	11,630.00	0.00%
Fund: 350 - Sewer Treatment						
Revenue	1,786,888.00	1,786,888.00	105,665.69	1,253,680.50	-533,207.50	70.16%
Expense	1,404,572.08	1,404,572.08	132,771.72	1,155,236.93	249,335.15	82.25%
Fund: 350 - Sewer Treatment Surplus (Deficit):	382,315.92	382,315.92	-27,106.03	98,443.57	-283,872.35	25.75%
Fund: 370 - CSA 79 - Sewer Only						
Revenue	0.00	0.00	2,389,703.53	2,389,703.53	2,389,703.53	0.00%
Expense	0.00	0.00	12,166.17	21,755.85	-21,755.85	0.00%
Fund: 370 - CSA 79 - Sewer Only Surplus (Deficit):	0.00	0.00	2,377,537.36	2,367,947.68	2,367,947.68	0.00%
Fund: 400 - Ambulance Operating Fund						
Revenue	2,309,309.00	2,309,309.00	479,103.24	2,024,363.28	-284,945.72	87.66%
Expense	2,397,026.13	2,397,026.13	144,657.89	1,498,829.92	898,196.21	62.53%
Fund: 400 - Ambulance Operating Fund Surplus (Deficit):	-87,717.13	-87,717.13	334,445.35	525,533.36	613,250.49	-599.12%
Fund: 500 - Fire Operating Fund						
Revenue	978,636.00	978,636.00	47,472.28	605,438.02	-373,197.98	61.87%
Expense	995,231.00	995,231.00	80,233.28	848,067.81	147,163.19	85.21%
Fund: 500 - Fire Operating Fund Surplus (Deficit):	-16,595.00	-16,595.00	-32,761.00	-242,629.79	-226,034.79	1,462.07%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
100 - Administration Operating Fund	13,748.93	13,748.93	23,210.78	-23,433.22	-37,182.15
200 - Water Operating Fund	420,068.39	420,068.39	49,490.89	239,865.16	-180,203.23
220 - Water Capacity Charge Fund -	0.00	0.00	0.00	13,356.00	13,356.00
300 - Sewer Collection	161,686.44	161,686.44	21,174.15	135,793.23	-25,893.21
320 - Sewer Capacity Charge Fund -	0.00	0.00	0.00	11,630.00	11,630.00
350 - Sewer Treatment	382,315.92	382,315.92	-27,106.03	98,443.57	-283,872.35
370 - CSA 79 - Sewer Only	0.00	0.00	2,377,537.36	2,367,947.68	2,367,947.68
400 - Ambulance Operating Fund	-87,717.13	-87,717.13	334,445.35	525,533.36	613,250.49
500 - Fire Operating Fund	-16,595.00	-16,595.00	-32,761.00	-242,629.79	-226,034.79
510 - Fire - Workers Comp PISIS Fu	0.00	0.00	0.00	-239.54	-239.54
590 - Fire - GW (Govenment Wide)	-57,519.00	-57,519.00	-7,314.16	-65,936.01	-8,417.01
Report Surplus (Deficit):	815,988.55	815,988.55	2,738,677.34	3,060,330.44	2,244,341.89

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: April 19, 2023

TO: Board of Directors

FROM: Staff

SUBJECT: QUARTERLY OPERATIONS REPORTS

ADMINISTRATION DIVISION

3rd Quarter January - March 2023

- Employee Relations – CalPERS Employee Health Insurance, Dental, and Vision Open Enrollment 2023.
- Green Valley Lake
- Recruit for vacant Administrative Assistant position.
- Train in and process Accounts Payable/Payroll Specialist duties.

The following are various statistics for the Administration Division:

Billing	January	February	March
Rereads	5	4	0
Closings	18	13	18
Delinquent Bill	426	429	0*
Door Tags			0**
Locked Meters	11	0***	0***
Disconnected Meters	1	1	2
Reconnected Meters	2	1	1
Liens Applied	0	2	0
Liens Released	0	0	0

* No penalties applied in March due to severe winter weather.

** No tags hung due to severe winter weather.

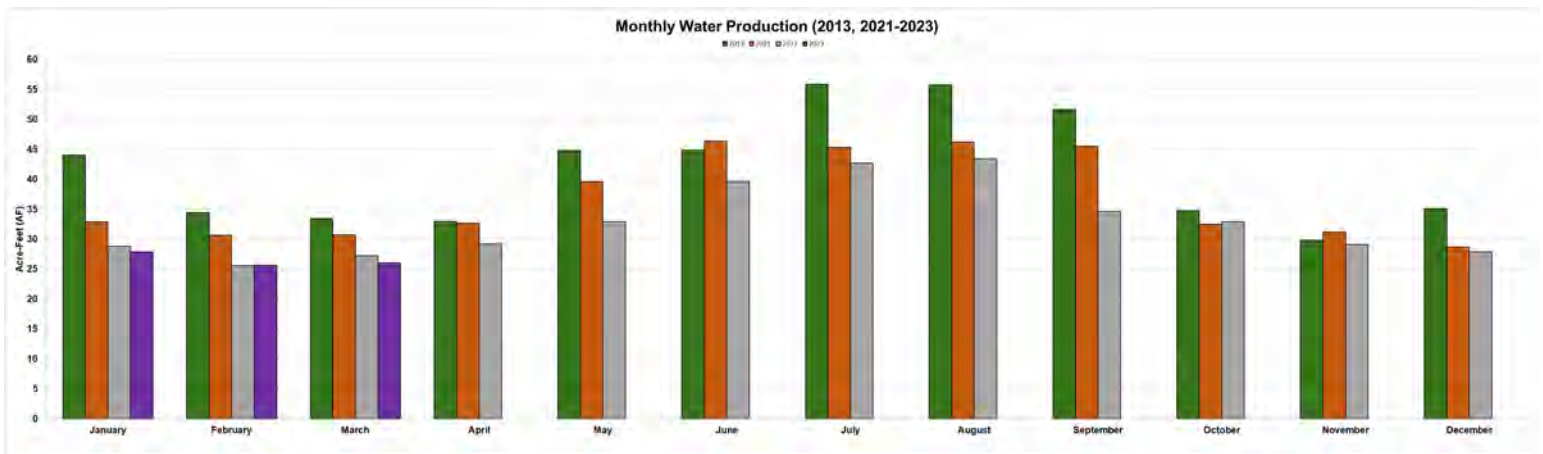
*** No meters locked due to severe winter weather.

Accounts Receivable	January	February	March
Phone/Online Payment	1352	1325	1402
Credit Card Payments	60	50	49
Leak Letters Mailed	30	21	36
Hydrant Meters	2	2	2
Co-Customer Accounts	2	1	0
Paperless Billing	6	4	4
New ACH Enrollments	4	8	5
New Owner Packet	12	7	13

Accounts Payable	January	February	March
Requisitions Processed	18	17	17
POs Processed	18	17	15
Invoices Processed	152	122	134

WATER DIVISION

	2013			2021			% Reduction from 2013	2022			2023			% Reduction from 2013	% Change from 2022
	Precipitation (Inches)	(AF)	(gallons)	Precipitation (Inches)	(AF)	(gallons)		Precipitation (Inches)	(AF)	(gallons)	Precipitation (Inches)	(AF)	(gallons)		
January	3.90	44	14,348,960	7.50	33	10,724,166	25%	0.90	29	9,397,494	23.01	28	9,084,091	37%	-15%
February	3.60	34	11,222,900	0.00	31	9,984,918	11%	2.63	26	8,335,535	15.45	26	8,346,560	26%	-16%
March	2.40	33	10,897,679	4.30	31	10,014,237	8%	4.60	27	8,858,604	14.00	26	8,476,683	22%	-15%
April	0.35	33	10,743,916	0.44	33	10,635,029	1%	1.75	29	9,512,099	0.00				
May	0.90	45	14,601,449	0.00	40	12,891,601	12%	0.00	33	10,721,180	0.00				
June	0.00	45	14,610,203	0.00	46	15,105,685	-3%	0.00	40	12,910,585	0.00				
July	0.10	56	18,206,345	0.25	45	14,769,081	19%	0.20	43	13,911,640	0.00				
August	0.00	56	18,170,122	0.13	46	15,069,832	17%	0.00	43	14,159,574	0.00				
September	0.00	52	16,831,647	0.06	45	14,827,696	12%	5.88	35	11,273,493	0.00				
October	2.60	35	11,312,308	4.44	32	10,580,129	6%	0.75	33	10,719,279	0.00				
November	3.40	30	9,723,378	0.00	31	10,151,380	-4%	10.45	29	9,485,323	0.00				
December	1.25	35	11,433,417	9.13	29	9,342,087	18%	9.98	28	9,080,188	0.00				
Total	18.50	497	162,102,324	26.24	442	144,095,843	11%	37.13	394	128,364,993	52.46	79	25,907,334		



Water Accounting Report			
Water Production (gallons)	Fiscal Year Ending 2023		
District Groundwater Wells	1Q	2Q	3Q
Ayers Acres	1,674,435	2,739,894	0
Sidewinder Canyon	5,862,600	4,877,110	13,124,408
Luring Canyon	982,610	925,052	1,072,093
Weiss Canyon	639,173	480,291	0
Rimwood	1,661,981	1,428,605	3,107,267
Owl Rock	1,149,661	1,167,561	909,388
Luring Pines	1,737,634	1,490,188	1,318,126
Complex	1,156,311	840,759	1,137,012
Harris	2,286,112	2,200,788	1,967,658
Total District Groundwater Wells	17,150,518	16,150,248	22,635,953
PURCHASED SOURCES:			
CLAWA	17,085,068	7,883,920	2,876,060
APCWD	5,267,865	5,170,625	688,235
TOTAL PURCHASED SOURCES:	22,352,933	13,054,545	3,564,295
TOTAL PRODUCTION:	39,503,451	29,204,792	26,200,247
TANKS (Gain/Loss) PRODUCTION:	-158,744	79,998	-292,914
TOTAL ADJUSTED PRODUCTION:	39,344,707	29,284,791	25,907,334
<u>WATER CONSUMPTION</u>			
Metered Sales to Customers	35,811,143	25,745,681	24,154,663
Metered Sales Thru Fire Hydrants	55,576	0	524
Metered Sales to Smiley Park	127,160	30,294	626,525
Metered District Consumption	72,249	76,595	30,204
Known Unmetered Estimated Consumption	343,000	266,000	433,500
TOTAL CONSUMPTION:	36,409,129	26,118,570	25,245,416
UNACCOUNTABLE WATER	2,935,578	3,166,220	661,918
	8.1%	12.1%	2.6%
	FYE 23 Water Loss:		7.15%

Water Operations Report				
	Fiscal Year Ending 2023			
	1Q	2Q	3Q	4Q
Potable Water Meter - Residential	6	1	0	
Fire Service Water Meter - Residential	1	3	0	
Potable Water Meter - Commercial	0	0	0	
Fire Service Water Meter - Commercial	0	0	0	
Water Service Line Replacement	1	1	0	
Leak Detection (feet)	3,000	10,000	3,000	
Leak Repair - Service Lateral	18	3	2	
Leak Repair - Main	2	2	2	
Fire Hydrant Maintenance	2	0	0	
Fire Hydrant Replacement	0	0	0	
Fire Hydrant Repair	2	0	0	
Pipe Bollard/Pole Installation/Replacement	1	0	2	
Water Quality Samples	321	280	297	
Valve Replacement	8	6	6	
Valve Can Repair	8	6	1	
Valves Exercised	162	53	0	
Curb Stop Replacement	8	5	6	
Water Meter Change Outs/Swaps	0	0	0	
Water Meter Relocations	0	0	0	
Dead End Line Flushing	0	0	0	
Road Patches Permanently Paved	2	0	0	
Service Order & Other Work				
Underground Service Alert (DigAlert) Tickets	207	119	70	
AMR Repair/Replace	38	34	13	
Check for Leak	118	91	116	
Check Meter Box	11	9	5	
Check Pressure	1	0	0	
Connect	8	8	5	
Disconnect	5	12	4	
Hydrant Meter	1	3	0	
Leak Report	3	1	2	
Lock Meter	62	60	52	
Meter Installation	1	0	0	
Occupant Change	83	70	46	
Re-Read Meter	28	6	15	
Service Action Miscellaneous	4	7	2	
Sewer Leak Report	0	0	1	
Sewer Odor Complaint	0	0	0	
Meter Swap	0	0	0	
Turn Water Off	35	51	76	
Turn Water On	14	38	43	
Unlock Meter	0	12	8	
Valve Repair/Replace	7	4	6	
Water Quality Check	1	0	4	
TOTAL	627	525	468	

Fiscal Year Ending 2023 Water Leak Report

Date	Address/Location	Service Leak	Main Related Leak	Pipe Material	Size (inches)	Estimated GPM	Estimated Loss	Dechlor.	BMP's	Notes
7/7/2022	30504 Live Oak	X		Valve	3/4"	50	18,000	X	X	Broken winglock valve
7/10/2022	32139 Cove Circle	X		Meter	3/4"	20	4,500			Meter bottom blow out
7/12/22	2170 Wilderness Rd.		X	A.C.	4"	120	170,000	X	X	4" AC coupling
7/14/2022	31704 Hilltop Blvd.	X		Galv.	3/4"	1	5,000	X	X	Leaking swing joint
7/20/2022	30521 Live Oak Dr.	X		P.E.	1"	1	5,000	X	X	1" P.E. service line leak
7/21/2022	Leprechaun Dr. & Ct.	X		P.E.	1"	1	5,000	X	X	1" P.E. service line leak
7/27/2022	31744 Panorama	X		Galv.	1"	30	21,500	X	X	1" Galv. line ripped out by Edison co
8/4/2022	30230 Enchanted Way	X		P.E.	1"	1	5,000	X	X	1" P.E. service line leak
8/4/2022	31981 Hilltop Blvd.	X		brass	3/4"	1	5,000	X	X	Broken winglock valve
8/5/2022	Parkland Dr.	X		Meter	3/4"	1	5,000			Meter bottom blow out
8/6/2022	31089 Mtn. Oak	X		Meter	3/4"	1	5,000			Meter bottom blow out
8/10/2022	31783 Christmas Tree Ln.		X	Galv.	2"	15	21,500			Leaking 2" Galv. back lot main
8/11/2022	31108 All View Dr.	X		Meter	3/4"	1	5,000			Meter bottom blow out
8/19/2022	30179 Enchanted Way	X		P.E.	1"	1	5,000	X	X	1" P.E. service line leak
8/23/2022	2477 Rim of the world Dr.	X		Meter	3/4"	1	5,000			Meter bottom blow out
9/1/2022	31001 O.C.C.	X		P.E.	1"	5	7,500	X	X	1" P.E. service line leak
9/25/2022	Pinecone Dr.	X			1"	10	14,400	X	X	Service line leak
9/25/2022	31211 All View Dr.	X		Meter	3/4"	15	21,600			Meter bottom blow out
9/26/2022	Gremlin Ct.	X		P.E.	1"	2	9,000	X	X	1" P.E. service line leak
9/27/2022	Parkland Dr.	X		Meter	3/4"	1	5,000			Meter bottom blow out
10/1/2022	30331 Live Oak Dr.	X		Galv.	1"	60	29,000	X	X	Service line leak
10/5/2022	30360 Leprechaun Dr.		X	A.C.	6"	1	10,000	X	X	A.C. shear main break
10/10/2022	30344 Live Oak	X		Galv.	1"	1	5,000	X	X	Service line leak
10/15/2022	30500 Live Oak	X		Meter	3/4"	5	72,000			Meter bottom blow out
11/15/2022	31808 O.C.C.		X	A.C.	6"	150	145,000	X	X	6" A.C. main shear break
12/22/2022	30754 Live Oak	X		Meter	3/4"	1	5,000			Meter bottom blow out
2/2/2023	2564 R.O.T.W. Dr.	X		Meter	3/4"	20	28,800			Meter Bottom blow out
3/9/2023	31563 O.C.C.	X		P.E.	1"	30	43,200	X	X	P.E. seperated from pack joint fitting
3/24/2023	2373 Rim of the world dr.		X	A.C.	4"	100	144,000	X	X	4" A.C. main shear break
3/28/2023	30593 Live Oak		X	Steel	12"	150	216,000	X	X	12" steel main with a hole in it
3/31/2023	31980 Encina Way	X		P.E.	1"		1,500	X	X	1" P.E. service line leak

WASTEWATER COLLECTION**Wastewater Collections Operations Report**

	FYE 2023			
	1Q	2Q	3Q	4Q
Sewer Pipeline Cleaning				
In-House Hydro Jetting/Flushing (feet)	18,664	4,399	0	
Contractor Cleaning (feet)	0	0	0	
Debris Removed (gallons)	50	10	0	
Water Use for Cleaning				
Potable (gallons) approximate			0	
Reclaimed (gallons)	0	0	0	
Sewer Pipeline & Manhole Inspections				
Contractor Video Inspection (feet)	0	0	0	
In-House Video Inspection (feet)	23,718	1,162	797	
Smoke Testing (feet)	0	0	0	
Fats, Oils & Grease (FOG) Inspections	8	8	8	
Hot Spot Inspections & Cleaning	0	9	0	
Manhole Rehabilitation				
Manholes Inspected/Sealed	0	0	0	
Manholes Raised to Grade	0	0	0	
Manholes Seal Coated	0	0	0	
Manhole Repairs	0	0	0	
New Manhole Installation	0	0	0	
Pipeline Rehabilitation				
Cured In Place Pipe Sliplining (feet)	0	0	0	
Pipeline Point Repairs	0	0	0	
New Pipeline Installation (feet)	0	0	0	
Sewer Pipeline Odor Control & Inhibitors				
Bioxide Usage (gallons)	1,430	510	0	
Grease Inhibitor	0	0	0	
Root Foam Inhibitor	0	0	0	
Sewer Lift Station Inspections & Maintenance				
SLS 1-9 Site Visits	14	13	13	
Other Maintenance Activities	7	9	8	
Service Order & Other Work				
Underground Service Alert (Digalert) Tickets	208	118	70	
Door Tags				
Odor Complaints	0	0	0	
Sewer Lateral Inspections		2	0	
Sewer Saddle Connection Inspections	0	0	0	
Dye Testing	0	0	0	
District Sewer Issues	0	0	0	
Private Sewer Issues	0	0	0	
Sanitary Sewer Overflows (SSOs)				
Category 1	0	0	0	
Category 2	0	0	0	
Category 3	0	0	0	
Private	0	0	0	
Flooded Home	0	0	0	

WASTEWATER TREATMENT

ACTIVITIES AND ENDEAVORS

The Wastewater Operations Manager will report on activities and endeavors for the Third Quarter

MAJOR SYSTEM COMPONENT AND EQUIPMENT OPERATION / MAINTENANCE

- MBR 1 and 2 treating record amount of snow melt
- Rebuilt EQ Pump needs to go back for service
- Rebuilt 1 Drum Screen Auger Gear Motor and purchased spare
- Drum Screen offline from end of February to end of March
- Purchased Vulcan reversing contactor and installed
- 948 Completed work orders

BIO SOLIDS

- 4 Loads to One Stop Recycling
- 3 Load to Liberty Composting
- Total gallons Waste Activated Sludge = 519,456

MONTHLY WATER QUALITY TESTING RESULTS

Total Number of Samples: 18
Regional Board Waste Discharge Requirements Met: Yes

GREEN ACRES IRRIGATION

0 Hours of runtime

WASTEWATER TREATMENT PLANT FLOWS

THIRD QUARTER

	Flow (gallons)	Percentages
<i>ARROWBEAR</i>	<i>7,914,027</i>	<i>13.40</i>
<i>CSA-79</i>	<i>15,318,100</i>	<i>25.92</i>
<i>RUNNING SPRINGS WATER DISTRICT</i>	<i>35,854,577</i>	<i>60.68</i>

SPRAY IRRIGATION / EFFLUENT DISPOSAL DATA

No spray irrigation for effluent disposal was used in the upper, middle or lower areas for this reporting period.

EFFLUENT DISPOSAL PONDS DATA

As of Memorandum date:

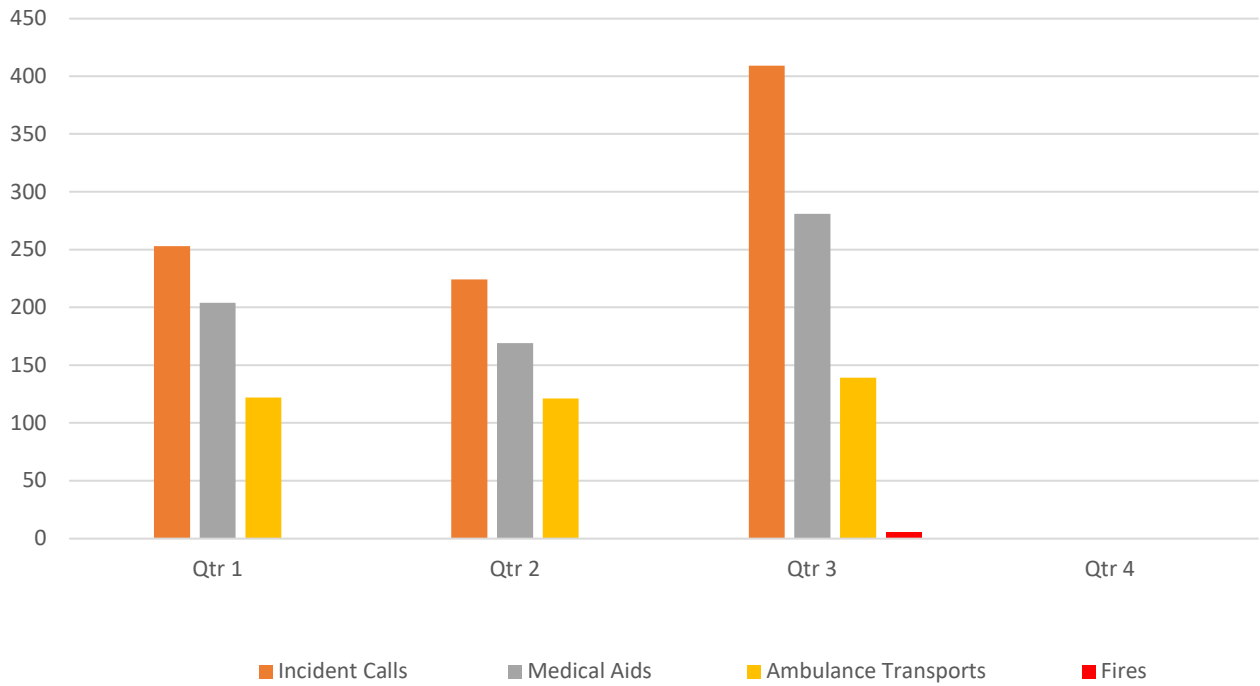
Pond 6 - 8" of capacity, 3 thru 8 and 10 thru 13, 48" of capacity.

FIRE DEPARTMENT OPERATIONS REPORT				
FISCAL YEAR 2022-23				
REPORTABLE OPERATIONS	Qtr 1	Qtr 2	Qtr 3	Qtr 4
Fire Ground Operations				
Incident Calls	253	224	409	
Medical Aids	204	169	281	
Ambulance Transports	122	121	139	
Fires	0	0	5	
FIRE/EMS Training Hrs.	430	510	468	
Ambulance Enterprise				
Ambulance Billing	\$334,127.80	\$342,577.90	\$390,388.85	
Ambulance Billing Write-Offs	\$147,137.45	\$121,994.41	\$6,426.63	
Colltectables	\$186,990.35	\$220,583.49	\$383,962.22	
Paid To Date	\$77,767.82	\$67,102.38	\$43,448.26	
GEMT	\$0.00	\$134,860.69	\$235,570.68	
IGT	\$0.00			
Collection Percentage	0.00%			
Weed Abatement				
Warrants Fees Collected			\$5,260.00	
Weed Abatement Fees Collected	\$15,266.00	\$2,100.00	\$2,380.00	
Residential Inspections	676	287	0	
Residential Violations	160	42	0	
Community Risk Reduction				
Commercial Inspections	2			
Commercial Violations	2			
Plans Checks/Review	7	3	5	
Sprinkler Plans Checks	2		3	
Sprinkler Inspections	6			
Hydrant Inspections	0			
Fees Collected				
Commercial Fire Sprinkler Inspection/Hood & Duct	\$0.00			
Commercial Plans Review	\$0.00			
Residential Fire Sprinkler Plans	\$197.00		\$591.00	
Residential Plans Review	\$2,020.00	\$560.00	\$1,000.00	
Mulit Family Fire Sprinkler Plans	\$0.00			
Mulit Family Plans Review	\$0.00			
Special Event Fees	\$0.00	\$6,220.00		
Flow Tests	\$0.00			
Public Education	\$0.00			
Cost Recovery	\$0.00			

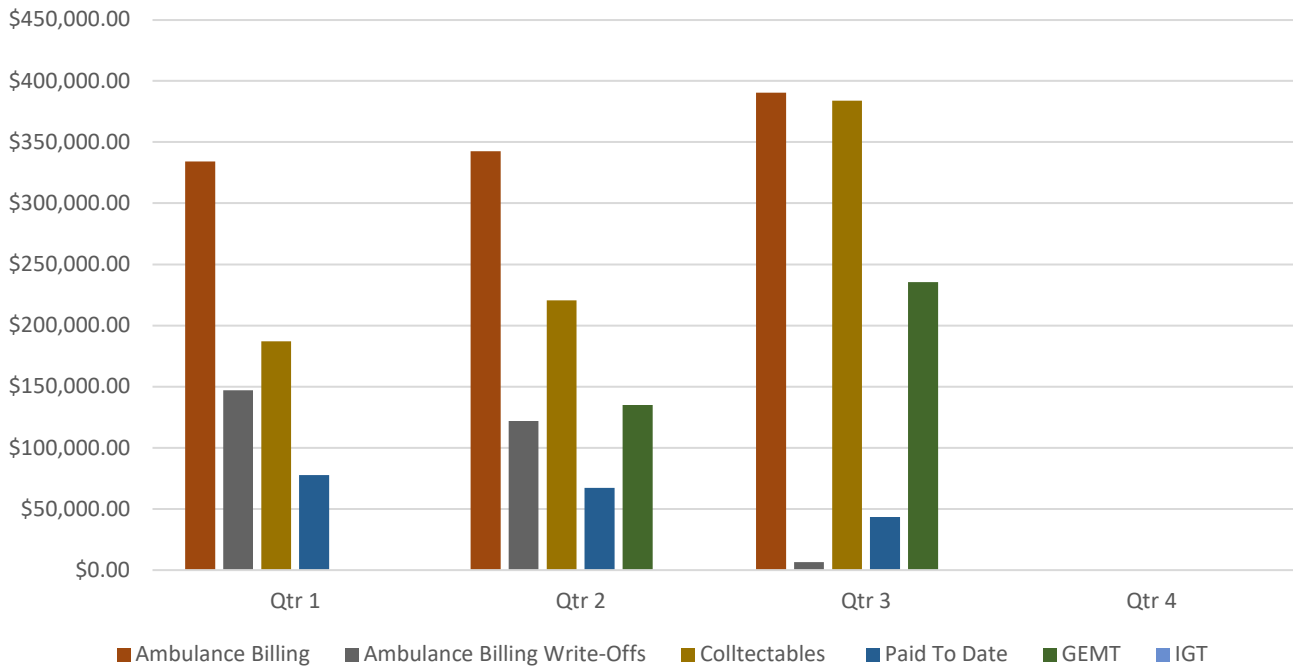
FIRE DEPARTMENT OPERATIONS REPORT

FISCAL YEAR 2022-23

Fire Ground Operations



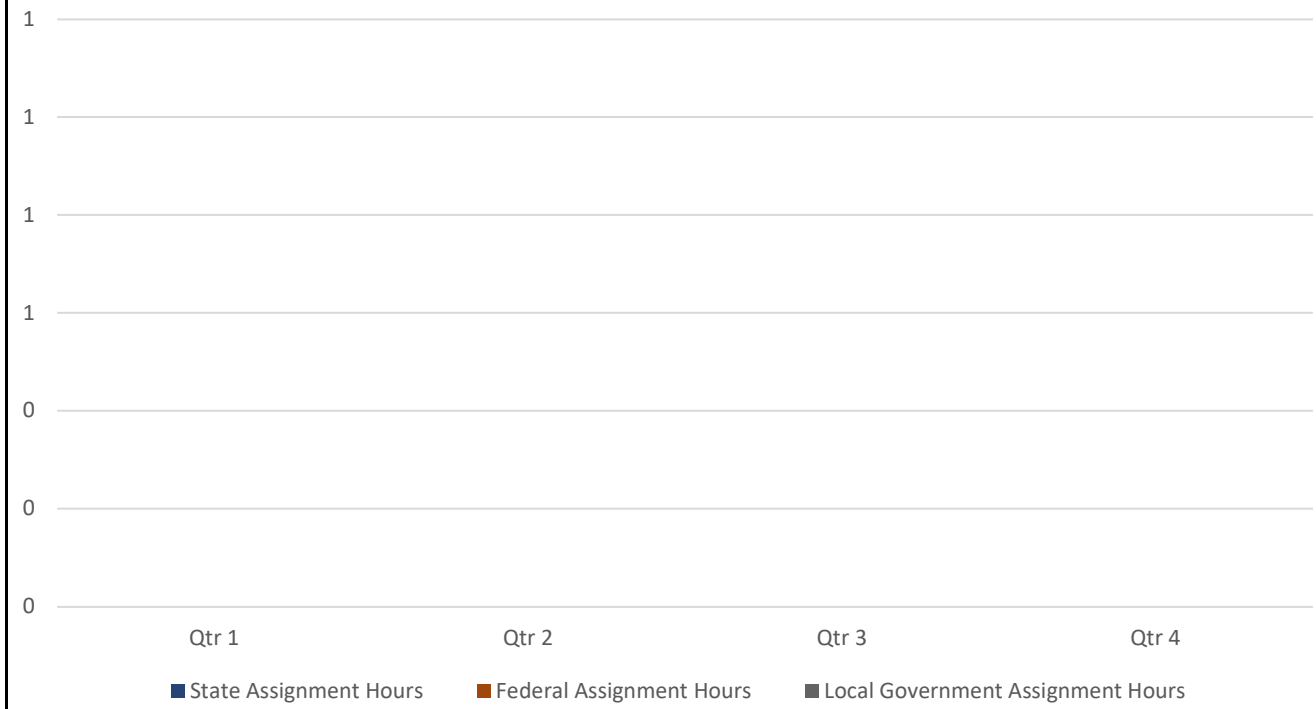
Ambulance Enterprise



FIRE DEPARTMENT OPERATIONS REPORT

FISCAL YEAR 2022-23

Fire Assignment Hours



Reimbursement

