



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: MAY 15, 2022
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, May 18, 2022, 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 9:00 am on May 15, 2022 at the Running Springs Water District Office and Website.

Pursuant to AB 361 and state and local recommendations of social distancing in response to the COVID-19 emergency, the meeting will be conducted as a hybrid (in-person and via Zoom) meeting. In-Person Public Participation: Members wishing to attend the meeting in-person should be prepared to wear a face covering.

To join the meeting:

<https://us02web.zoom.us/j/81621049370?pwd=ZStCa3VONjEyR0ZoNlNUIZnNmtZZz09>

Dial:
669-900-6833
Meeting ID: 816 2104 9370
Passcode: 141423

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.

- A. Presentation from Multi-Bank Securities on Alternative Investment Strategies
- 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 4**
 - B. Ratify Expenditures **Page 11**
 - C. Consider Approving Contract for Fiscal Year Ending 2020 Financial Consulting Services **Page 18**
 - D. Consider Approving Contract for Fiscal Year Ending 2020 Financial Audit Services **Page 21**
 - E. Consider Reaffirming Resolution No. 11-21 and Authorizing Virtual Board and Committee Meetings Pursuant to AB 361
- 4. Action Items – The following action items will be considered individually and each **require a motion** by the Board of Directors for action.
 - A. Consider Authorizing Expenditure for Nordic Water Tank Ladder Improvements (Presenter: Trevor Miller, Operations Manager) **Page 28**
 - B. Consider Authorizing Expenditure for Nordic Water System Improvements (Presenter: Ryan Gross, General Manager) **Page 32**
 - C. Consider Authorizing Staff to Reimburse the Department of Health Care Services (DHCS) for Overpayment of Ground Emergency Medical Transportation (GEMT) Medi-Cal Reimbursement Costs (Presenter: Tony Grabow, Interim Fire Chief) **Page 40**
 - D. Consider Approving On-Call Maintenance Contracts (Presenter: Ryan Gross, General Manager) **Page 66**
 - E. Consider Authorizing Expenditure for Annual Weed Abatement (Presenter: Trevor Miller, Operations Manager) **Page 81**

May 18, 2022 Regular Board Meeting Agenda
Posted May 15, 2022

5. Information Items – The following information items do not require any action by the Board of Directors and are for informational purposes only.
 - A. Consider Proposal for Use of Downtown Property for Dog Park
6. General Manager’s Report
7. Report from Legal Counsel
8. Board Member Comments/Meetings
9. Closed Session
 - A. Public Employee Performance Evaluation, Title: General Manager. Pursuant to Government Code Section 54957
10. Open Session
 - A. The Board and/or Legal Counsel will report any action taken in closed session.
 - B. Discuss the General Manager’s Employment Agreement following annual performance evaluation and consider any changes to such.
11. Meeting Adjournment

Upcoming Meetings: Regular Board Meeting, June 15, 2022 at 9:00 am

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: May 18, 2022
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 April 20, 2022.

ATTACHMENTS

Attachment 1 – Draft Meeting Minutes

MINUTES – April 20, 2022
PAGE 1 OF 6

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
RUNNING SPRINGS WATER DISTRICT
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA
April 20, 2022

A Regular Meeting of the Board of Directors of the Running Springs Water District was held on Wednesday, April 20, 2022, 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:

Errol Mackzum, President
Bill Conrad, Director

The following Directors were present through teleconference:

Mike Terry, Vice-President
Mark Acciani, Director
Laura Dyberg, Director (arrived at 9:10 A.M.)

Also present at the District were the following:

Ryan Gross, General Manager
Tony Grabow, Interim Fire Chief
Cindy Strebel, Battalion Chief
Mike Scotti, President, Running Springs Professional Firefighters, Local 5308
Amie R. Crowder, Secretary to the Board/Administration Supervisor
Ward Simmons, Legal Counsel
Rick Ellsberry, Firefighter Paramedic/Engineer
Roland Thissen, Paid Call Firefighter
Myles Wheldon-Manion, Paid Call Firefighter

The following Visitors were present through teleconference:

Shayla Antrim, Green Valley Lake Resident, CSA-79 (left at 9:54 A.M.)

The following Visitors were present at the District:

Gerhard Hilgenfeldt, Running Springs Resident (left at 9:13 A.M.)
Marlys Wheldon, Running Springs Resident
Justin Wheldon, Running Springs Resident
Natalia Ward, Running Springs Resident

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 Errol Mackzum and he led the assembly in the Pledge of Allegiance.

2. Recognize and Hear from Visitors/Public Comment

Gerhard Hilgenfeldt introduced himself for the record.

Shayla Antrim introduced herself for the record (Left at 9:54 A.M.).

3. Employee Special Recognition Badge Pinning (PCF Wheldon-Manion)

Interim Fire Chief Grabow opened the badge pinning ceremony by thanking the Board of Directors for this opportunity. Interim Chief Grabow outlined the benchmarks of becoming a firefighter and the PCF Program; and, presented Paid Call Firefighter Myles Wheldon-Manion with his badge. Family members were present.

4. Approval of Consent Items

A. Approve Meeting Minutes

B. Ratify Expenditures and Cash Summary

C. Consider Reaffirming Resolution No. 11-21 and Authorizing Virtual Board and Committee Meetings Pursuant to AB 361

D. Consider Adopting Resolution No. 08-22, Amending and Adopting Local Guidelines for Implementing the California Environmental Quality Act

President Mackzum inquired with Ward Simmons, Legal Counsel, regarding virtual board meetings. Ward Simmons confirmed the continuation of virtual meetings would be beneficial to public agencies due to the impact the COVID-19 Pandemic has had and it continues to provide flexibility for attending the meetings virtually.

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

5. Action Items

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

A. Consider Authorizing Expenditure for Supervisory Control and Data Acquisition Upgrade

Manager Gross reported on the proposed expenditures needing authorization and explained the major components of the SCADA system. Manager Gross also

explained the current SCADA system is approaching 10-years of age and the human machine interface (HMI) application upgrade and the technology used by the alarm application will soon be obsolete. Review of the bids were conducted, and Manager Gross briefed the Board of Director's on the District's previous working relationship with Alloquent Industrial Controls and their strong competency for this project. Manager Gross summarized the total cost of this project would be approximately \$18,500. Alloquent Industrial Controls - \$14,400, Wonderware InTouch HMI Version 2020 - \$2,489, and Windows 10 Pro PC - \$1,200. If approved, the project will be funded equally between the Water and Wastewater Department's Capital Reserve Funds.

Upon **motion** by Director Conrad, **second** by Vice-President Terry and **carried by a 5 to 0 roll call vote**, Authorizing the Expenditure for the Supervisory Control and Data Acquisition Upgrade Project in the amount of \$18,500 with a 15% change order contingency, was approved.

B. Consider Approving Professional Services Contract for ROWCO Water System Improvements Design Services

Manager Gross shared that this project is past due, and the existing facilities are approaching 65-years of service. Manager Gross explained he has worked with each of the companies that provided quotes and they are all very competent engineering firms. This contract would only be for the engineering design services for both the booster station relocation and the reservoir replacement. The booster station design package is quoted at \$41,000. The reservoir replacement design package is quoted at \$106,400, for a total of \$147,400. Should this contract be approved, the funding source for this contract would be from the Water Capital Improvement Reserve Fund.

Upon **motion** by Director Conrad, **second** by Director Dyberg and **carried by a 5 to 0 roll call vote**, Approving a Professional Services Contract for ROWCO Water System Improvements Project Design Services in the amount of \$147,400, was approved.

C. Consider Allowing Use of Parking Lot for Blood Drive

Manager Gross share that former Director and General Manager, Ed Brittain, is requesting to use the District's main office parking lot for their July 2, 2022, Mobile Blood Drive. Minimal conversation ensued.

Upon **motion** by Vice-President Terry, **second** by Director Acciani and **carried by a 5 to 0 vote**, Allowing Use of Parking Lot for Blood Drive on July 2, 2022 and authorizing the General Manager to execute a Right of Entry/Hold Harmless Agreement, was approved.

D. Consider Proposal for Contract Fire and Emergency Medical Services

Interim Fire Chief Grabow reported on the contract proposal of the San Bernardino County Fire Protection District. Interim Chief Grabow and Manager Gross reviewed the expenses, pension liability, and the option of an annexation. The District desires to find a way to maintain the fire and emergency medical services. Director Dyberg thanked Manager Gross and the District for the time and effort put into this. Director Dyberg recommends the District to file and keep these documents to reference back to, if needed. She further stated the importance of the District maintaining local control in our community; and, that there is value to being present in our community and knowing our constituents.

President Mackzum requested clarification regarding the staffing proposal received by the San Bernardino County Fire Protection District. Interim Chief Grabow provided clarification. Mike Scotti, President of Running Springs Firefighters' Association, Local 5308, does not want the District to completely dismiss the proposal and the potential for future annexation to the County.

Upon **motion** by Director Dyberg, **second** by Vice-President Terry and **carried by a 5 to 0 roll call vote**, to Receive and File but not Move Forward with Either Proposal for Contract Fire and Emergency Medical Services, was approved.

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

A. Quarterly Investment Report and Presentation from Multi-Bank Securities on Alternative Investment Strategies

Due to scheduling conflicts, this Information Item will be scheduled at a later meeting.

B. Quarterly Budget/Financial Update

Manager Gross reported the District financials are on target for the third quarter of the fiscal year ending 2022.

C. Quarterly Operations Reports

Manager Gross reported the District received \$742,858.03 in property taxes, which will assist the Fire Department operating reserve fund balance and get it back to above the target goal of having six months of operating expenses in reserve.

D. Water Conservation Update

Manager Gross reviewed Governor Gavin Newsom's Executive Order N-7-22 and the potential increased water conservation measures the State Water Resource Control Board may issue later this year.

E. CSA 79 Fiscal Impact Analysis

Manager Gross reviewed the CSA 79 Fiscal Impact Analysis report, which was updated by the County of San Bernardino’s Administration Office consultant. Manager Gross reviewed the calculation and shared that the calculation is favorable to both communities. Director Conrad had a question regarding the reserves. Manager Gross reviewed his understanding of the reserves and the pension expenses. In addition, these funds would be in a separate enterprise fund from the Running Springs Water District.

Shayla Antrim, Green Valley Lake resident, sought clarification on how the Running Springs Water District would approach increasing fees for the Green Valley Lake and potential negative operating income. Manager Gross provided explanation that the Green Valley Lake rates would remain at their current amount for the first 5-years at which time a rate study will be performed and Green Valley Lake and Running Springs Water District rates would then be merged into a uniform rate.

President Mackzum inquired about the next steps of this process. Manager Gross shared that once the final application is submitted, the process will take 6 to 9-months.

7. Closed Session

The Board went into Closed Session at 9:55 A.M.

8. Open Session

The Board came out of Closed Session at 10:19 A.M. Attorney Simmons reported that there was no reportable action.

A. Consider Approval of Two-Year Memorandum of Understanding (MOU) Between the Running Springs Water District and the Running Springs Firefighters’ Association, International Association of Firefighters Local 5308 and Authorize the President and General Manager to Execute the MOU Between and on Behalf of the District.

The final version of the Memorandum of Understanding (MOU) will be printed with the appropriate signature blocks for President Errol Mackzum, General Manager Ryan Gross, and Mike Scotti, President, Running Springs Professional Firefighters, Local 5308 to sign. The MOU would take effect on April 20, 2022. The salary schedule with the 4% cost of living adjustment would take effect on or about July 1, 2022.

Upon **motion** by Director Conrad, **second** by Director Acciani and **carried by a 4 to 0 vote, with Vice-President Terry abstaining,** Approval of Two-Year Memorandum of Understanding (MOU) Between the Running Springs Water District and the Running Springs Firefighters’ Association, International Association of Firefighters Local 5308 and Authorize the President and General Manager to Execute the MOU Between and on Behalf of the District, was approved.

9. Consider Approving COLA & Salary Schedules for the Fiscal Year Ending 2023

Manager Gross reviewed the proposed wage scales for the fiscal year ending 2023 that include a 4% COLA. The Consumer Price Index for All Urban Consumers (CPI-U) for Riverside/San Bernardino/Ontario. The CPI-U from January 2021 to January 2022 was 8.6%. Manager Gross explained the proposed 4% COLA would result in a total District-wide change in base wages of approximately \$66,000 or 2.5%. President Mackzum asked if the Fire Chief recruitment will start at the beginning step. Manager Gross clarified this is negotiable based on qualifications.

Upon motion by Director Conrad, second by Vice-President Terry and carried by a 5 to 0 roll call vote, the FYE 2023 Salary Schedules including a 4% COLA, were approved.

10. General Manager’s Report

Nothing to report.

11. Report from Legal Counsel

Ward Simmons, Legal Counsel, reviewed case law concerning citizen-sponsored initiatives.

12. Board Member Comments/Meetings

Director Conrad reminded the Board of Directors that his, Director Acciani’s and Director Dyberg’s seats are up for election this year.

13. Meeting Adjourned

The meeting was adjourned at 10:49 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: May 18, 2022
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 April 2022 expenditures.

A copy of the District's Cash Reserve Fund Summary as of April 30, 2022, 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

April 2022

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Action Auto Repair Inc	Mount and Balance Tires- F450 Super Duty	04/25/22	289.50	107285	352.25
	Smog Check-Sports Trac	04/25/22	62.75	107285	
Actuarial Retirement Consulting	GASB 75 Reporting	04/15/22	2,500.00	107266	2,500.00
Albert A. Webb Associates	Professional Services through 3/26/22 Nob Hill	04/15/22	505.00	107267	505.00
Allstar Fire Equipment	PCF turnout boots	04/04/22	545.24	107235	545.24
	AFE Facepiece Fit Testing	04/25/22	840.00	107286	840.00
American Family Life Assurance Company of Colun	Additional Insurance Premiums April 2022	04/28/22	143.26	DFT0001716	143.26
Amie Crowder	Reimbursement Claim	04/11/22	288.80	107239	439.73
	CSDA Seminar Mileage Reimbursement	04/11/22	150.93	107239	
Aramark	Cleaning Supplies	04/11/22	96.59	107240	96.59
	Cleaning Supplies	04/15/22	96.59	107268	96.59
	Cleaning Supplies	04/25/22	96.59	107287	96.59
Axiom Systems Inc.	EDI File Transfers-Annual Bill	04/11/22	297.00	107241	297.00
Bacon/Wagner Excavating, Inc.	Hauling of Bio	04/11/22	2,446.18	107242	2,446.18
	Hauling of Bio to One Stop	04/25/22	844.00	107288	844.00
Best, Best & Krieger LLP	Legal Services March 2022	04/21/22	1,083.54	DFT0001714	1,083.54
Blue Shield	Ambulance Refund	04/15/22	591.22	107269	591.22
California Association of Professional Firefighters	Disability Insurance Premiums May 2022	04/25/22	177.00	107289	177.00
California Computer Options Inc	Workstation for Shoopman	04/11/22	1,274.67	107243	1,274.67
	District Telephones	04/25/22	621.02	107290	621.02
California Water Environment Association	Collect Sys Maint Grd2 Perez Test	04/11/22	195.00	107244	195.00
	Collection System Maintenance grd 2 renew	04/25/22	96.00	107291	96.00
CalPERS	Employer Contribu Misc/Safe Class/Pepra PPE 3/2:	04/01/22	21,195.90	DFT0001700	21,195.90
	Replacement Benefit Contribution RBP 2022	04/11/22	1,143.03	DFT0001708	1,143.03
	Employer Contribut Class/Pepra Misc/Safety 4/18/	04/21/22	20,762.60	DFT0001715	20,762.60
	Employ Contribution Class/Pepra Misc/Safe PPE 4/	04/29/22	20,549.53	DFT0001709	20,549.53
Canon	Monthly Service Fee and Usage April 2022	04/25/22	401.01	107292	401.01
Charter Communitcations	Internet Collections Building April-May 2022	04/25/22	117.97	107293	357.71
	Internet Dist off and Station 51 April-May 2022	04/25/22	239.74	107293	
Citibank, N.A.	Miscellaneous Supplies	04/04/22	61.15	107224	61.15
	Office Supplies	04/25/22	300.85	107294	300.85
ConFire JPA	Dispatching and equip Apr-June 2022	04/04/22	15,683.47	107225	15,683.47
County of San Bernardino	Lien Releases x5	04/15/22	100.00	107270	100.00
	Monthly Parcel Map Revisions April 22	04/25/22	4.00	107295	4.00
	EOA 19 4Qtr April-June 2022	04/25/22	584.65	107296	584.65
Cypress Ancillary Benefits	Dental Premiums May 2022	04/25/22	903.33	107297	903.33
Dixi Willemse	Reimbursement Claim	04/11/22	24.32	107245	24.32
	Reimbursement Claim	04/25/22	274.76	107298	274.76
Don's Auto Inc	Dump Truck Oil Change	04/11/22	170.60	107246	170.60
	Shocks and labor	04/25/22	490.92	107299	490.92
Federal Express Corporation	Shipping Charges	04/11/22	32.14	107247	32.14
Fire Fighters Association	FFAD Dues April 2022	04/25/22	560.00	107300	560.00
Frontier Communications	Telephone- Lift Stations, Booster, Treatment Plnt	04/11/22	1,063.19	107248	1,063.19
	SCADA Line April-May 2022	04/25/22	108.27	107301	108.27
General Medical Devices Inc	Fully-automatic Zoll AEDs	04/11/22	5,232.00	107249	5,232.00

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
HD Supply Facilities Maintenance LTD	Fluorescent Green Paint	04/11/22	109.53	107250	109.53
	Hach Nitrate/Nitrite Test Strips	04/25/22	99.88	107302	99.88
Hughes Network Systems LLC	Internet for Treatment Plant	04/04/22	115.33	107226	115.33
INFOSEND	Statement Data Processing for March 2022	04/11/22	1,860.56	107251	1,860.56
Inland Bobcat, Inc.	Edge Cut and plow bolt	04/11/22	298.93	107252	298.93
Inland Desert Security & Communications	Answering Service April 2022	04/25/22	159.80	107303	159.80
Lake Arrowhead Rentals, Inc.	Compactor Dirt Wacker	04/04/22	102.36	107227	102.36
Leslie's Poolmart, Inc	Chlor 53 Gal Drum	04/11/22	436.48	107253	436.48
	Chlorine, Salt & Soda Ash	04/25/22	620.78	107304	1,982.30
	36 Chlor Treatment	04/25/22	1,361.52	107304	
Liberty Composting Inc	Tipping Fees March 2022	04/11/22	187.40	107254	187.40
Linda Mayfield	Reimbursement Claim	04/04/22	340.20	107228	340.20
	Reimbursement Claim	04/15/22	600.50	107271	600.50
Liquinox	Bioxide for lift station odor control	04/25/22	7,743.93	107305	7,743.93
McMaster-Carr Supply Company	Wheel Counter	04/04/22	266.89	107229	424.13
	Miscellaneous Parts and Supplies	04/04/22	96.84	107229	
	Miscellaneous parts and supplies	04/04/22	60.40	107229	
	Miscellaneous parts and supplies	04/25/22	128.44	107306	251.59
	Miscellaneous Parts and Supplies	04/25/22	77.51	107306	
	Miscellaneous parts and supplies	04/25/22	45.64	107306	
Nationwide	Employee Contribution PPE 4/4/22	04/08/22	2,025.00	DFT0001706	2,025.00
	Emploee Contributions PPE 4/17/22	04/22/22	2,025.00	DFT0001718	2,025.00
Nick Nikas	Reimbursement Claim	04/11/22	65.41	107255	65.41
	Reimbursement Claim	04/15/22	226.50	107272	226.50
Nierman Industrial Materials	material for grating framework	04/15/22	746.28	107273	746.28
Nuckles Oil Company, Inc	Gasoline and Diesel Fuel	04/25/22	12,916.26	107307	12,916.26
One Stop Landscape Supply	Bio Solids disposal	04/04/22	2,984.40	107230	2,984.40
Principal Life Insurance Company	Vision Insurance Premium May 2022	04/25/22	113.68	107308	113.68
Ram Software Systems, Inc	AIM Online Software	04/15/22	250.00	107274	250.00
Reliance Standard Life Insurance Company	Life Insurance Premiums May 2022	04/25/22	1,025.60	107309	1,025.60
Richard Allen Williamson	Restroom Water Heaters	04/11/22	1,800.00	107256	1,800.00
Rocio Silva	Janitorial Services March 2022	04/11/22	485.00	107257	485.00
Rogers Anderson Malody & Scott LLP	Consulting Fees March 2022	04/15/22	1,960.00	107275	1,960.00
Running Springs Professional Firefighters	Union Dues April 2022	04/25/22	400.00	107310	400.00
Ryan Gross	Reimbursement Claim	04/15/22	370.14	107276	370.14
Sacramento Metropolitan Fire District	GEMT DHCS SFY 2018/19	04/25/22	1,204.77	107311	1,204.77
Southern California Edison Company	Electricity March 2022	04/04/22	476.65	107231	17,494.26
	Electricity March 2022	04/04/22	166.58	107231	
	Electricity March 2022	04/04/22	425.93	107231	
	Electricity March 2022	04/04/22	134.26	107231	
	Electricity March 2022	04/04/22	727.16	107231	
	Electricity March 2022	04/04/22	528.19	107231	
	Electricity March 2022	04/04/22	134.95	107231	
	Electricity March 2022	04/04/22	244.54	107231	
	Electricity March 2022	04/04/22	168.05	107231	
	Electricity March 2022	04/04/22	190.48	107231	
	Electricity March 2022	04/04/22	14,297.47	107231	
	Electricity March 2022	04/11/22	383.42	107258	397.32
	Electricity March 2022	04/11/22	13.90	107258	
	Electricity March 2021	04/25/22	1,181.44	107312	1,181.44

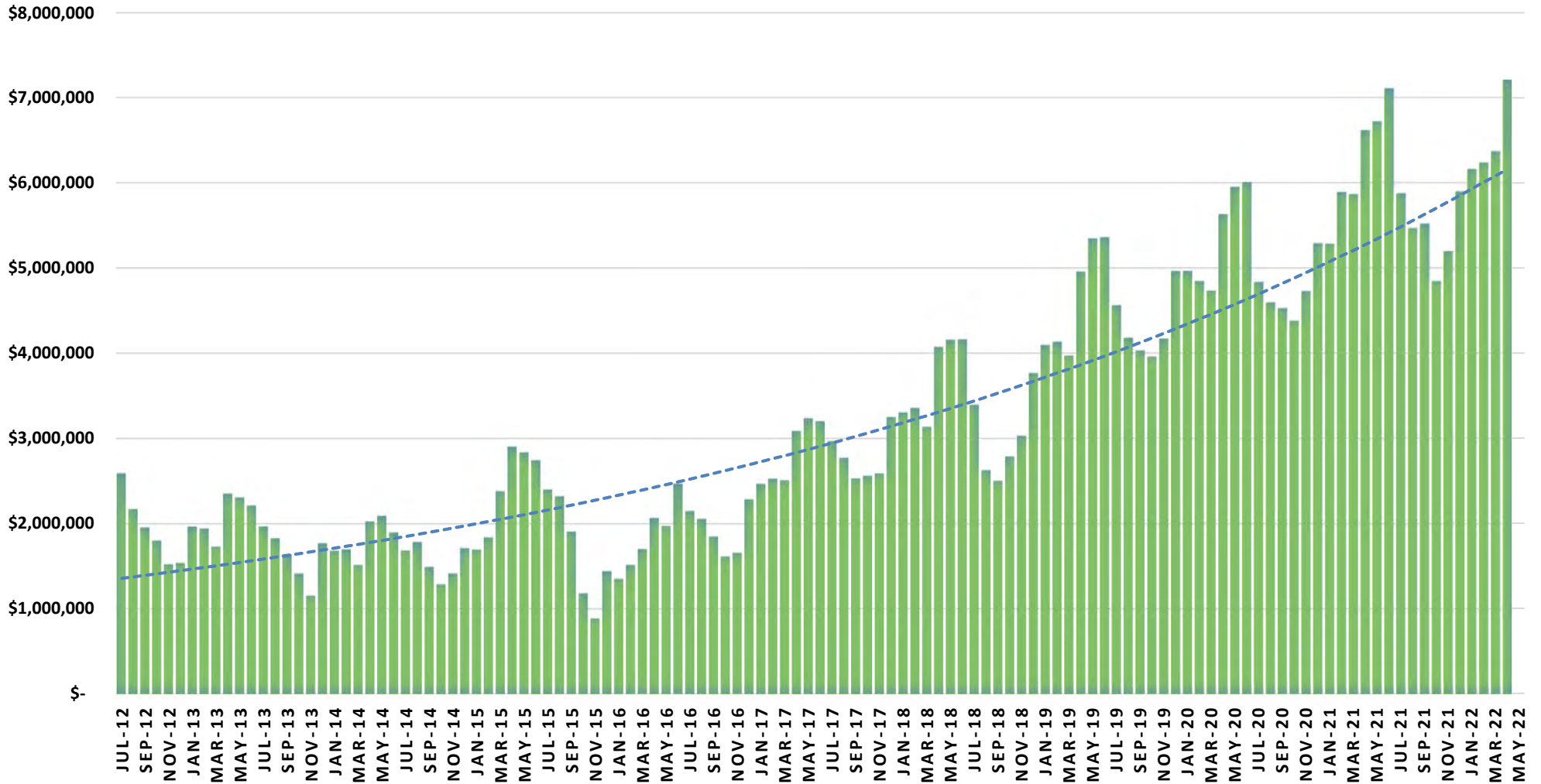
Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Southern California Emergency Medicine	DOT Exam /Recert- Hill	04/11/22	121.00	107259	121.00
Southern California Gas Company	Gas Usage March 2022 Station 50	04/11/22	476.27	107260	720.50
	Gas Usage Mar 2022- Collections	04/11/22	244.23	107260	
	Gas Usage March 2022 District Office	04/15/22	190.38	107277	550.24
	Gas Usage Station 51 March 2022	04/15/22	345.56	107277	
	Gas Usage LS6 March 2022	04/15/22	14.30	107277	
State Water Resources Control Board	Annual Permit WWTP-Fac# 8 361005094	04/15/22	1,738.00	107278	1,738.00
Superior Automotive Warehouse	Auto supplies	04/04/22	85.62	107232	420.42
	Miscellaneous Parts and Supplies	04/04/22	334.80	107232	
Terminix International Company LP	Pest Control Treatment Plant	04/11/22	68.00	107261	68.00
Tesco Controls Inc	Services/Repair LS6 Troubleshooting	04/25/22	1,815.10	107313	1,815.10
Trevor Miller	Reimbursement Claim	04/25/22	150.00	107314	150.00
Turnout Maintenance Company	Cleaning, Replace Patch and name plt -Thissen	04/25/22	118.40	107315	118.40
Tyler Technologies, Inc	Insite Transaction Fees	04/15/22	4,701.90	107279	4,701.90
	Maintenance Bar Code Scanner Jun22/May 23	04/25/22	112.74	107316	112.74
Underground Service Alert of Southern California	New Dig Tickets and Maint April 2022	04/04/22	105.70	107233	105.70
Universal Power Systems Inc	Emergnecy Repair SLS 2 Gen	04/25/22	791.00	107317	791.00
Valic	Employee Contributions PPE 4/4/22	04/07/22	2,316.82	DFT0001707	2,316.82
	Employee Contributions PPE 4/17/22	04/20/22	2,311.39	DFT0001717	2,311.39
Verizon Wireless Services LLC	Cell Phone/Hot Spot/Tablets	04/11/22	439.97	107262	439.97
Visa	Crowder-Office Supplies, Brd Refreshments, Cr Wa	04/15/22	448.79	107280	2,971.99
	AMAZON - ADMIN DEPT	04/15/22	196.73	107280	
	Elssberry- Door Repair	04/15/22	525.00	107280	
	Gross-Spectrum, Zoom, Employ Advertising	04/15/22	724.49	107280	
	Miller-Misc Supplies and parts	04/15/22	317.74	107280	
	AWWA Renewal	04/15/22	100.00	107280	
	Strebel-Station Supplies/Medical Supplies/CPR Cls:	04/15/22	449.12	107280	
	Station Boots Strebel	04/15/22	210.12	107280	
Vyanet Operating Group	Security Services Dist Off May-July 22	04/15/22	193.85	107282	193.85
W.W. Grainger, Inc	Soft starter for Sidewinder lower booster	04/04/22	461.88	107234	461.88
	overload for softstarter	04/11/22	149.83	107263	149.83
Zachary Granzow	Fuel and Battery reimbursement	04/25/22	240.35	107318	240.35
Zoll Medical Corporation GPO	Ambulance Supplies	04/15/22	137.03	107283	137.03

Totals

Payment Type	Payable Count	Payment Count	Payment
Regular Checks	118	88	112,708.33
Manual Checks	0	0	0.00
Voided Checks	0	3	-96.00
Bank Drafts	10	10	73,556.07
EFT's	0	0	0.00
Totals	128	101	186,168.40

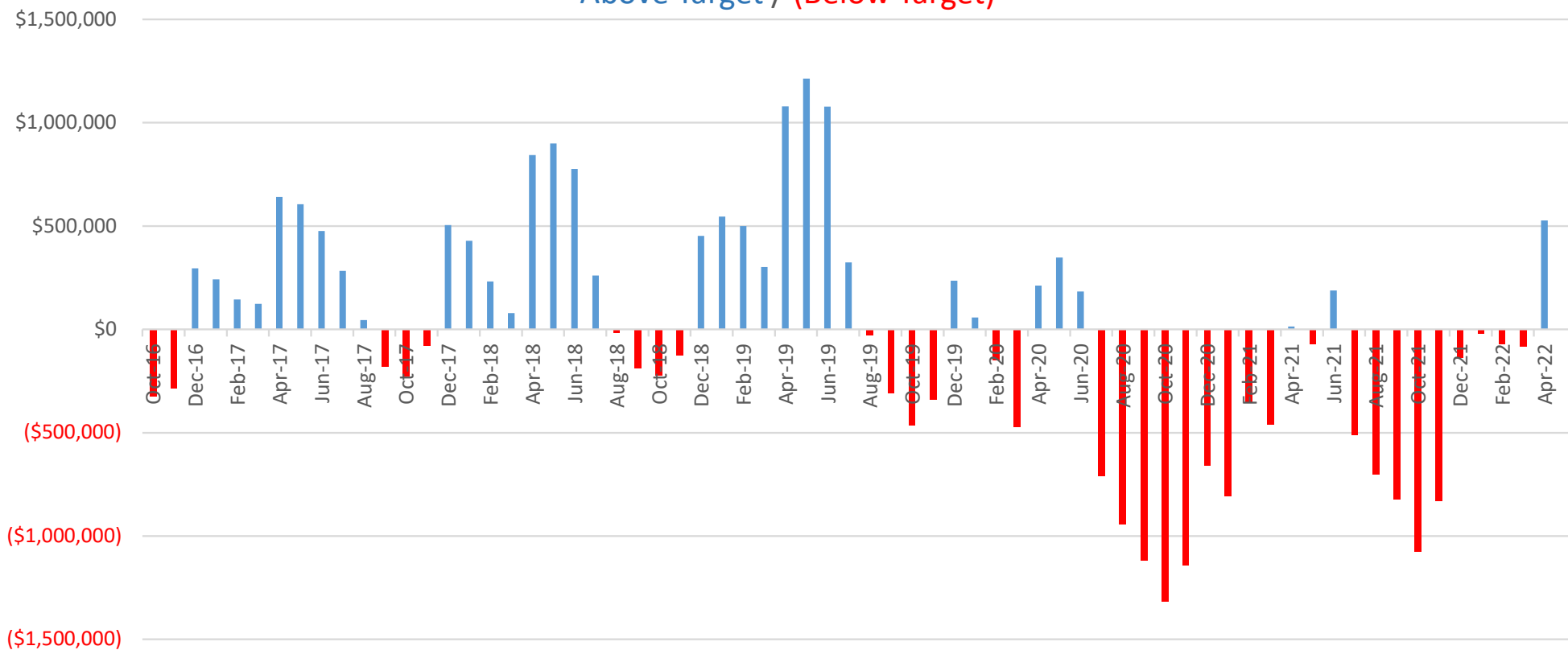
Fund Balances as of April 30, 2022	
Fire & Ambulance Department	
Fire & Ambulance Department Operating Reserve	2,003,816
Recommended Operating Reserve Fund Target (6 Months Operating Expenses)	1,477,565
Fire & Ambulance Department Operating Reserve, Above Target / (Below Target)	526,251
Wastewater Division	
Wastewater Capital Improvement Project Reserve	1,552,949
Wastewater System Connection & Capacity Charges	-
CWSRF Loan Agreement 14-813 Debt Reserve (Restricted for SLS 1-3 Debt Service)	171,537
Wastewater Operating Reserve Fund	596,698
Recommended Operating Reserve Fund Target (4 Months Operating Expenses)	596,698
Wastewater Operating Reserve, Above Target / (Below Target)	-
Water Division	
Water Capital Improvement Project Reserve	2,047,174
Water System Connection & Capacity Charges	133,320
Water Infrastructure R&R Reserve (MFC & AMR SRF Debt Reserve)	89,334
Water Operating Reserve	542,497
Recommended Operating Reserve Fund Target (4 Months Operating Expenses)	542,497
Water Operating Reserve, Above Target / (Below Target)	-
Assessment Districts Restricted Funds	
Water Assessment District No. 9 Construction Funds	2,183
Water Assessment District No. 10 Construction Funds	26,421
Water Assessment District No. 10 O&M	41,140
Water Assessment District No. 10 Bond Reserve Fund	1
Subtotal Assessment Districts	69,745
Total District Designated & Operating Reserve Funds	7,137,325
Assessment District Funds	69,745
Combined Pooled Cash	7,207,070
Checking Account (General)	416,452
LAIF	6,783,717
York Insurance Deposit	5,900
BNY Mellon (AD #10 Bond Reserve)	1
Petty Cash	1,000
Combined Pooled Cash	7,207,070
	-

COMBINED POOLED CASH BALANCE



Fire Department Operating Reserve Policy Target is 6 Months of Budgeted Operating Expenses or \$1,477,565

Above Target / (Below Target)



RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: May 18, 2022

TO: Board of Directors

FROM: Ryan Gross, General Manager

SUBJECT: CONSIDER APPROVING FISCAL YEAR ENDING 2023 PROFESSIONAL SERVICES CONTRACT WITH ROGERS, ANDERSON, MALODY AND SCOTT (RAMS)

RECOMMENDED BOARD ACTION

It is recommended that the Board of Directors consider approving a Professional Services Contract with Rogers, Anderson, Malody and Scott, LLP (RAMS) for Fiscal Year Ending 2023 Financial Consulting Services in an amount not to exceed \$45,000 for general accounting services and authorize the General Manager to execute the contract. Attachment 1 includes the RAMS Engagement Letter.

REASON FOR RECOMMENDATION

The District has the continued need for Financial Consulting Services to assist staff in following consistent and accurate accounting practices and with preparing for the District's annual financial audit and other financial and accounting matters.

BACKGROUND INFORMATION

The Fiscal Year Ending 2023 Budget includes a total of \$45,000 for Financial Consulting Services.

FISCAL INFORMATION

Staff is recommending a not to exceed amount of \$45,000 be approved for Fiscal Year Ending 2023 for outside accounting services.

ATTACHMENTS

Attachment 1 - RAMS Engagement Letter



ROGERS, ANDERSON, MALODY & SCOTT, LLP
CERTIFIED PUBLIC ACCOUNTANTS, SINCE 1948

April 27, 2022

735 E. Carnegie Dr. Suite 100
San Bernardino, CA 92408
909 889 0871 T
909 889 5361 F
ramscca.net

Board of Directors
Running Springs Water District
31242 Hilltop Boulevard
Running Springs, California 92382

PARTNERS

Terry P. Shea, CPA
Scott W. Marino, CPA, CGMA
Leena Shahbhag, CPA, MST, CGMA
Bradford A. Waterbir, CPA, MBA, CGMA
Jenny W. Liu, CPA, MST
Branda L. Odle, CPA, MST (Partner-Emeritus)

MANAGERS / STAFF

Gardenya Duran, CPA, CGMA
Britanna Schultz, CPA, CGMA
Siyoung-Hyea Lee, CPA, MBA
Evelyn Morentin-Barcelo, CPA
Veronica Hernandez, CPA
Laura Arizco, CPA
Xintu Zoe Zhang, CPA, MSA
John Maldonado, CPA, HSA
Timo Le, CPA, HBA
Julia Rodriguez Fuentes, CPA, MSA

MEMBERS

American Institute of
Certified Public Accountants

PCPS The AICPA Alliance
for CPA Firms

Governmental Audit
Quality Centre

Employee Benefit Plan
Audit Quality Center

California Society of
Certified Public Accountants



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This letter is to confirm our understanding of the professional services we are to provide the Running Springs Water District for the fiscal year ended June 30, 2023.

Scope of Services - Professional Support

Monthly services:

- Capitalization of assets
- Construction in process
- Review of bank reconciliation
- Prepare and record monthly journal entries as needed
- Review upstream user quarterly billing and assist with reconciliation of costs billed to G/L
- Assist with adjustments for monthly financial reports that include budget to actual revenue and expenditures
- Review ambulance billings and payroll postings
- Assist with allocations on cash summary sheet
- Assist with implementation of new Governmental Accounting Standards Board Statements
- Review of cash receipts posting to identify items that may need to be reclassified, adjusted or monitored (grant or reimbursement receipts, proceeds from disposal of assets, other miscellaneous receipts)
- Available to answer questions as needed

Annual basis:

- Identify and post annual adjustments for the trial balance to be provided to the auditors
- Record interest receivables and payables
- Record internal work-orders to the G/L and other inventory adjustments as necessary
- Adjust allowance for uncollectible ambulance billings
- Accrue A/P and payroll related items such as wages, vacation, sick and comp time
- Prepare pension information for audit
- Adjust prepaid expenses
- Accrue AIR as needed including other amounts such as upstream user billings, other misc. billings
- Prepare necessary work papers for the outside auditors and assist in the audit process as needed.

Additional assistance, as requested:

- Long range financial planning
- Staff training in various accounting functions

Board of Directors
Running Springs Water District

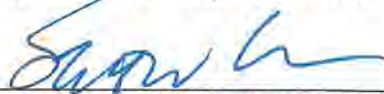
Our fee for these services will be based on actual time spent at our standard rates of \$145 - \$350 per hour, depending on staff level (excluding any special projects or services requested by the District). We estimate our fee for the above services to be \$37,650 - \$45,900 per year and is based on our estimated time and historical trends. As usual, we will only bill for work completed by our firm. The fee estimate is based on an hourly estimate of between 175 and 225 hours per year at approximately \$220 per hour.

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. If either party elects to terminate our services, our engagement will be deemed to be completed upon written notification of termination. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to the District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,

ROGERS, ANDERSON, MALODY & SCOTT, LLP



Scott W. Manno, CPA, CGMA
Partner

RESPONSE:

This letter correctly sets forth the understanding of the Running Springs Water District.

By: _____

Title: _____

Date: _____

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: May 18, 2022
TO: Board of Directors
FROM: Ryan Gross, General Manager
SUBJECT: CONSIDER ACCEPTING PROPOSAL FOR FISCAL YEAR
ENDING 2022 FINANCIAL AUDIT SERVICES

RECOMMENDATION

It is recommended that the Board of Directors consider approving the attached proposal for the Fiscal Year Ending 2022 financial audit services.

REASON FOR RECOMMENDATION

To conduct the District's Fiscal Year Ending 2022 Financial Audit.

BACKGROUND INFORMATION

Van Lant & Fankhanel (VLF) has conducted the District's last fiscal year audit. The principals of VLF have also worked on the District's last eight fiscal year audits. A copy of VLF's proposal is attached.

FISCAL INFORMATION

VLF has proposed a fee of \$23,900 which is the same as last year. For information purposes, the proposed fee for a single audit is \$2,500 and would be required if the District had received federal funding of \$750,000 or more.

ATTACHMENTS

Attachment 1 – VLF Proposal

April 26, 2022

Board of Directors and Management
Running Springs Water District
31242 Hilltop Blvd.
Running Springs, California 92382

We are pleased to confirm our understanding of the services we are to provide Running Springs Water District (District) for the year ending June 30, 2022.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of the District as of and for the year ending June 30, 2022. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Pension and OPEB Related Schedules
- 3) Budgetary Schedules

We have also been engaged to report on supplementary information other than RSI that accompanies the District's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole.

- 1) Combining Statements

In connection with our audit of the basic financial statements, we will read the following other information and consider whether a material inconsistency exists between the other information and the basic financial statements,

or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

1) Transmittal Letter and Other Introductory Section Information

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

The objectives also include reporting on internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

We will also provide a report on agreed upon procedures performed on the District's calculation of its annual appropriations limit as required by Article XIII B of the California State Constitution. We will perform the procedures in the Article XIII B Appropriations Limit Uniform Guidelines as published by the League of California Cities. This report will include a statement that the report is intended solely for the information and use of management, District Board and specific legislative or regulatory bodies and is not intended to be and should not be used by anyone other than these specified parties.

Auditor's Responsibilities for the Audit of the Financial Statements

We will conduct our audit in accordance with GAAS and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of your accounting records of the District and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Our audit of financial statements does not relieve you of your responsibilities.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of District's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Other Services

We will also assist in preparing the financial statements and related notes of the District in conformity with accounting principles generally accepted in the United States of America based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with accounting principles generally accepted in the United States of America, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by GAAS and *Government Auditing Standards*.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, or contracts or grant agreements that we report.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with accounting principles generally accepted in the United States of America (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to [include the audited financial statements with any presentation of the supplementary information that includes our report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon]. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current

findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to the District; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Van Lant & Fankhanel, LLP and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the State of California or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Van Lant & Fankhanel, LLP personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of seven years after the report release date or for any additional period requested by the regulators. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit in July/August of 2022 and to issue our reports no later than November 2022. Brett Van Lant is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will be \$23,900, plus an additional \$2,500 if a single audit is required. These fees are based on the current audit scope, and the assumption the single audit will include no more than one major program. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended through the date of termination.

We appreciate the opportunity to be of service to the District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

VAN LANT & FANKHANEL LLP



Brett Van Lant
Certified Public Accountant

RESPONSE:

This letter correctly sets forth the understanding of Running Springs Water District.

Management signature:

Title:

Date:

RUNNING SPRINGS WATER DISTRICT**MEMORANDUM**

DATE: May 18, 2022

TO: Board of Directors

FROM: Ryan Gross, General Manager

SUBJECT: CONSIDER ADOPTION OF RESOLUTION NO. 11-21 TO CONTINUE VIRTUAL MEETINGS PURSUANT TO AB 361

RECOMMENDED BOARD ACTION

That the Running Springs Water District Board of Directors reaffirm Resolution No. 11-21 and vote to continue remote meetings pursuant to AB 361 based upon the continued state of emergency for COVID-19 and find that (1) declares that it has reconsidered the circumstances of the state of emergency declared by the Governor and at least one of the following is true: (a) the state of emergency, continues to directly impact the ability of the members of this legislative body to meet safely in person; and/or (b) state or local officials continue to impose or recommend measures to promote social distancing; and (2) this legislative body declares it will be conducting teleconferencing and virtual meetings pursuant to AB 361.

REASON FOR RECOMMENDATION

To continue virtual meetings if necessary.

BACKGROUND INFORMATION

AB 361 amended the Brown Act to allow local legislative bodies to continue using teleconferencing and virtual meeting technology as long as there is a “proclaimed state of emergency.” To accommodate individuals during these teleconferences and virtual meetings, a public comment period is offered where the public can address the legislative body directly in real time. Additionally, public comments are allowed up until the public comment period is closed at the meetings. The agenda includes information on the manner in which the public may access the meeting and provide comments remotely. If technical problems arise that result in the public’s access being disrupted, the legislative body does not take any votes or other official action until the technical disruption is corrected and public access is restored.

On October 20, 2021, the Board adopted Resolution No. 11-21 to authorize this legislative body to conduct remote “telephonic” meetings pursuant to AB 361. Government Code 54953(e)(3) authorizes this legislative body to continue to conduct these remote “telephonic” meetings under AB 361 provided that it has timely made the findings specified therein. Findings must include: (a) the state of emergency, continues to

directly impact the ability of the members of this legislative body to meet safely in person; and/or (b) state or local officials continue to impose or recommend measures to promote social distancing. In light of AB 361 and in order to promote social distancing and avoid an imminent safety risk to attendees, teleconferencing and virtual meetings may continue to take place until further notice.

The Board of Directors may also decide to not proceed with remote meetings pursuant to AB 361, which would result in a return to in person Board meetings and all Brown Act requirements.

ATTACHMENTS

Attachment 1 – Resolution No. 11-21

RESOLUTION NO. 11-21

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RUNNING SPRINGS
WATER DISTRICT AUTHORIZING VIRTUAL BOARD AND COMMITTEE
MEETINGS PURSUANT TO AB 361**

WHEREAS, the Running Springs Water District (“District”) is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of the District’s legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend and participate in the Agency’s meetings; and

WHEREAS, starting in March 2020, in response to the spread of COVID-19 in the State of California, the Governor issued a number of executive orders aimed at containing the COVID-19 virus; and

WHEREAS, among other things, these orders waived certain requirements of the Brown Act to allow legislative bodies to meet virtually; and

WHEREAS, pursuant to the Governor’s executive orders, the District has been holding virtual meetings during the pandemic in the interest of protecting the health and safety of the public, District staff and Directors; and

WHEREAS, the Governor’s executive order related to the suspension of certain provisions of the Brown Act expired on September 30, 2021; and

WHEREAS, on September 16, 2021 the Governor signed AB 361 (in effect as of October 1, 2021 – Government Code Section 54953(e)), which allows legislative bodies to meet virtually provided there is a state of emergency, and either (1) state or local officials have imposed or recommended measures to promote social distancing; or (2) the legislative body determines by majority vote that meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, such conditions now exist in the District, specifically, a state of emergency has been proclaimed related to COVID-19, state or local officials are recommending measures to promote social distancing, or because of the ongoing threat of COVID-19, meeting in person would present imminent risks to the health and safety of attendees;

**NOW, THEREFORE, BE IT RESOLVED THE BOARD OF DIRECTORS OF THE
RUNNING SPRINGS WATER DISTRICT DOES HEREBY RESOLVE AS
FOLLOWS:**

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Remote Teleconference Meetings. Consistent with the provisions of Government

Code Section 54953(e), the Board of Directors finds and determines that (1) a state of emergency related to COVID-19 is currently in effect; (2) state or local officials have recommended measures to promote social distancing in connection with COVID-19; or (3) due to the COVID-19 emergency, meeting in person would present imminent risks to the health and safety of attendees. Based on such facts, findings and determinations, the Board authorizes staff to conduct remote teleconference meetings of the Board of Directors, including Committee meetings, under the provisions of Government Code Section 54953(e).

Section 3. Effective Date of Resolution. This Resolution shall take effect November 1, 2021 and shall be effective for 30 days or until this Resolution is extended by a majority vote of the Board of Directors in accordance with Section 4 of this Resolution.

Section 4. Extension by Motion. The Board of Directors may extend the application of this Resolution by motion and majority vote by up to 30 days at a time, provided that it makes all necessary findings consistent with and pursuant to the requirements of Section 54953(e)(3).


PASSED AND ADOPTED by the Board of Directors of the Running Springs Water District this 20th day of October 2021, by the following vote:

AYES: TERRY, CONRAD, ACCIANI, DYBERG

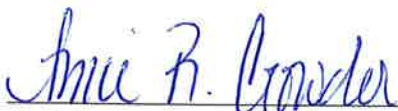
NOES: 0

ABSENT: MACKZUM

ABSTAIN: 0


Mike Terry, Vice-President of the
Board of Directors of the Running
Springs Water District

ATTEST:


Amie R. Crowder, Secretary of the
Running Springs Water District and to
the Board of Directors



RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: May 18, 2022

TO: Board of Directors

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

SUBJECT: CONSIDER AWARDING CONSTRUCTION CONTRACT FOR THE NORDIC WATER TANK LADDER REPAIR

RECOMMENDED BOARD ACTION

1. Consider awarding a construction contract for the Nordic Water Storage Tank Ladder Repair to RC Construction in the amount of \$16,500.00
2. Authorize the General Manager to execute the contract;
3. Authorize the General Manager to approve change orders for the Project during the course of the project as required not to exceed 15% of the original construction contract amount.

REASON FOR RECOMMENDATION

The Nordic water storage tank ladder is in need of repair for improved safety and to comply with OSHA standards.

BACKGROUND INFORMATION

Bids were requested from three local contractors. The following bids were received on May 10, 2022:

RC Construction	\$16,500
TK Construction	\$39,100
Trinity Const.	No Bid

FISCAL INFORMATION

If approved the cost of these materials would be \$16,500 and funded from the Water Capital Improvement Reserve Fund which has a balance of \$2,046,858.

ATTACHMENTS

Attachment 1 - Quotes



RC Construction

BID PROPOSAL NO. 001

PO Box 3604
 Blue Jay, CA 92317
 909.567.3012
 rcfabrication@hotmail.com
 CA CSLB License No. 918626
 (B) General Building Contractor

Owner's Name: Running Springs Water District	Owner's Address:	
Owner's City, State, Zip:	Owner's Phone: 909-867-2630	Owner's Alt. Phone:
Project Name & Address: 2536 Hunsaker Dr, Running Springs, Ca 92382		Email: tmiller@runningspringswd.com

a. **Scope of Work:** RC Construction hereby submits the following specifications and estimates:

Nordic Water Storage Tank Improvements

Demo

> Remove existing ladder cage

New Ladder

- > Construct approximately 12 ft of a new ladder from the ground to connect to the existing ladder on upper portion of the storage tank
- > Construct new ladder cage to match existing ladder cage on the other storage tank
- > Install "Anti Climb" cover for the ladder's lower section as shown in bid sheet drawings

Top of Tank Railing

> Construct approximately 30 ft of new handrail to match existing handrail at the top of the tank

Paint

> Prep and Paint all new metal surfaces to meet RSWD standards

THIS LIST OF SPECIFICATIONS MAY BE CONTINUED ON SUBSEQUENT PAGES (SEE PAGE NUMBER BELOW)

b. **Not Included:** This proposal does not include

c. **WE PROPOSE** to furnish material, equipment and labor in accordance with the above specifications for the sum of:

\$16,500.00 dollars

NOTE: This proposal may be withdrawn if not accepted within 5 days from 5/10/2022 date

Respectfully submitted by: _____
 Company Representative

d. **WE ACCEPT** the prices, specifications, and terms as stated in this bid proposal are approved. We authorize you to draw up all necessary contract documents so work can begin.

_____ date
 approved and accepted (owner or owner's authorized agent)

_____ date
 approved and accepted (second owner - if any)

TK CONSTRUCTION

P.O. BOX 9608, SAN BERNARDINO, CA 92427

(909)473-8739

Fax (909) 473-3067

License #811801

PROPOSAL

PROPOSAL SUBMITTED TO:		Page No.	1	of	2
Company Name:	Running Springs Water District	Date:	Tuesday, May 10, 2022		
Attention of:	Trevor Miller	Project Name:	Water Tank Improvements		
Address:	31242 Hilltop Boulevard	Project Number:	BN 220510		
City / State / Zip	Running Springs, CA 92382	Project Address:	32569 Thor Way		
Phone #:	909-867-2766	City / State / Zip	Running Springs, CA 92382		
Fax #:		Estimator:	David King		
Email:	TMiller@runningspringswd.com				

This Proposal is based on: State Prevailing Wages

We hereby submit an estimate for:

Item	Project Description	Sub-Total
	<u>Proposal to Include:</u>	
1-LS	Mobilization	
1-LS	Provide all labor and equipment to perform new improvements to existing water storage tank.	
1-LS	Improvements to be made according to the memorandum provided to us by RSWD with the material provided by the district.	
8-FT	Furnish and install expanded metal to tank ladder cage.	
1-LS	New steel fabrications to be painted to match existing paint color of tank.	
1-LS	Demobilization	
		\$ 39,100.00
	<u>NOTES:</u>	
	* Work to be done in one mobilization	
	* District to supply material	
	* Proposal does not include weld testing	
	* Proposal does not include engineering	
	* Additional notes on sheet 2	

Proposal Total: \$39,100.00

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: May 18, 2022
TO: Board of Directors
FROM: Ryan Gross, General Manager
SUBJECT: CONSIDER AUTHORIZING PURCHASE OF NORDIC HYDROPNEUMATIC PUMPING EQUIPMENT AND MATERIALS

RECOMMENDED BOARD ACTION

Consider authorizing staff to purchase hydropneumatic pumping equipment and installation materials to replace the existing system at the Nordic Hydro/Pneumatic Booster site in the amount of \$83,181.86

REASON FOR RECOMMENDATION

The existing Nordic hydropneumatic pumping equipment is past its useful life and in need of replacement.

BACKGROUND INFORMATION

The Nordic hydropneumatic pumping equipment is very similar to the Nob Hill system which was recently replaced. The Multi W Systems hydropneumatic pumping equipment is consistent in design and operation with the Nob Hill system.

Additionally, we need to purchase the interconnecting piping, valves, fittings, electrical, mounting hardware and lumber and drywall to complete the installation.

This project will be completed in-house and is planned to be completed by the end of 2022.



FISCAL INFORMATION

Nordic Booster System Material list		
Vendor	Items	Price
Multi W	Booster Pump Skid	\$51,593.83
Inland Water	Pipe, Fittings, valves	\$5,638.22
Home Depot	Electrical	\$1,500.00
Home Depot	Lumber, Drywall, Paint	\$1,000.00
Mcmaster Carr	Miscellaneous supplies: anchors, hardware, electrical	\$600.00
SCADA Integration	online new booster skid	\$12,000.00
Sub Total		\$72,332.05
15% Material Contingency		\$10,849.81
Total		\$83,181.86

If approved the cost of the hydropneumatic pumping equipment would be \$51,593.83 and the installation materials would be \$23,848.95, for a total cost of \$83,181.78, to be funded from the Water Capital Improvement Reserve Fund which has a balance of \$2,046,858. The budgeted amount for this project is \$225,000. Completing the majority of the work in-house will likely be less than \$100,000.

ATTACHMENTS

Attachment 1 – Quotes



Date 4/7/2022

Quotation # 28536RRR1

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

Ship to: Running Springs Water District
31242 Hilltop Blvd.
Running Springs, CA 92382

Subj.: Nordic Duplex Booster

Fax: _____ Tel.: _____ E-mail _____ Terms: _____ N30

Q'ty	Item	Description	Net ea.	Total
	JDL-2V	Project: Nordic, Running Springs JDL PUMP SYSTEMS MODEL # JDL-2V (150-60-VS-RT) NSF/ANSI ANNEX G, AB 1952 CERTIFIED LEAD FREE, L.A. CITY APPROVED, U.L. LISTED VARIABLE SPEED DUPLEX DOMESTIC WATER BOOSTER PACKAGE. PACKAGE SHALL INCLUDE: (2)Goulds Vertical Inline Multi-Stage Pump, Model 15SV3FG4F60, 3-Stage, Stainless Steel Construction, Carbon vs Silicon Carbide Mechanical Seal, driven by 5HP, 3450rpm, 230V/60Hz/3PH TEFC Motor. Each Pump rated for 75GPM @ 60PSI TDH (1) Set of 3" 304 Stainless Steel 150 ANSI Flange Suction Header & Discharge Header (2) 2" Lead Free Check Valves P/N: 1402 ABN.1 (4) 2" Butterfly Isolation Valves, P/N:2" 31-24 (1) U.L. Listed 508A Duplex Booster Panel with NEMA 4 Enclosure, Pump Disconnect Swtiches with External Handle, Programmable Logic Controller, Pump Running Lights, H.O.A. Selector Switches, Lead-Lag Selector Switch, 115V Control Circuit Transformer, 4.3" Touch Screen Display, Pump Operation and Sequence Controls, Low Suction Pressure Shutdown Circuit with Auto-Reset, High System Pressure Cut-Off, Auto Alternate, (2) Equal Pumps (2) 5HP Variable Frequency Drives, Teco-Westinghouse, EQ7-2005-C,	34,819.99	34,819.99T
1	Tank	Elbi Bladder Tank, 80 GAL, ASME Code, model WTL-300 (Ships Loose)	2,355.00	2,355.00T
1	LF654GL1FPCAAF2	Toshiba Mag Meter, 3" , NSF Approved Teflon, 150# flange, Toshiba P/N: LF654HL1FPCAAF2	4,795.20	4,795.20T

1. Freight is not included unless otherwise mentioned in this quotation
2. Unloading by others
3. Quotation is valid for 30 days
4. 30% restocking fee will be added to all cancelled orders

Thank you for your interest in our products and please feel free to contact us should you need further assistance.

Sincerely yours,

Rafael Renteria, Applications Engineer
Rafael.Renteria@multiwsystems.com

Sub total
Sales tax (7.7...
Total



Date 4/7/2022

Quotation # 28536RRR1

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

Ship to: Running Springs Water District
 31242 Hilltop Blvd.
 Running Springs, CA 92382

Subj.: Nordic Duplex Booster

Fax: Tel.: E-mail Terms: N30

Q'ty	Item	Description	Net ea.	Total
1	15SV3FG4F60	Goulds Vertical Inline Multi-Stage Pump, 3-Stage,Stainless Steel Construction,5HP, 3450rpm, 208-230/460V 60Hz/3PH TEFC Motor Goulds P/N:15SV3FG4F60	4,799.03	4,799.03T
		Spare pump		
1	Field	Field Start-up Service	1,200.00	1,200.00
		Notes & Exceptions: 1. Lead time:16-18 Weeks ARO and approved submittals Subject to change without notice 2. Field Installation by others 3. Required Power Supply: 230V/3-Phase. 4. Freight to Jobsite not included		

- 1. Freight is not included unless otherwise mentioned in this quotation
- 2. Unloading by others
- 3. Quotation is valid for 30 days
- 4. 30% restocking fee will be added to all cancelled orders

Sub total	\$47,969.22
Sales tax (7.7...	\$3,624.61
Total	\$51,593.83

Thank you for your interest in our products and please feel free to contact us should you need further assistance.

Sincerely yours,

Rafael Renteria, Applications Engineer
 Rafael.Renteria@multiwsystems.com

Quotation

INLAND WATER WORKS SUPPLY CO
 2468 Miramonte Drive
 San Bernardino, CA 92405
 909-883-8941
 Fax 909-881-4041



EXPIRATION DATE	QUOTE NUMBER
05/11/2022	S1055746
WE APPRECIATE THE OPPORTUNITY TO BID	
PAGE NO. 1 of 3	

QUOTE TO:

SHIP TO:

RUNNING SPRINGS WATER DISTRICT
 P.O. BOX 2206
 RUNNING SPRINGS, CA 92382

RUNNING SPRINGS WATER DISTRICT
 31242 HILLTOP BLVD
 RUNNING SPRINGS, CA 92382

ORDERED BY	CUSTOMER PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON
TREVOR			KEN PERTEET
WRITER	SHIP VIA	TERMS	SHIP DATE
LUCY SANCHEZ	OT OUR TRUCK FRI	NET 30 DAYS	05/04/2022

ORDER QTY	DESCRIPTION	UNIT PRICE	EXT PRICE
	<p>TO OUR VALUED BUSINESS PARTNERS REGARDING PRICING AND AVAILABILITY.</p> <p>*****</p> <p>*****</p> <p>***PRICING ON PVC PIPE IS NOT GUARANTEED. ***</p> <p>PRICING WILL BE THE PRICE AT TIME OF SHIPMENT.</p> <p>IN ADDITION, AVAILABILITY OF PVC PIPE IS VERY LIMITED AND NOT ACCURATELY PREDICABLE.</p> <p>IT IS POSSIBLE THAT PVC PIPE AVAILABILITY WILL BE 90-180 DAYS OR LONGER ARO.</p> <p>*****</p> <p>DUE TO EXTREMELY VOLATILE CONDITIONS IN OUR GLOBAL ECONOMY, WE CAN ONLY HOLD PRICES ON THIS QUOTATION FOR 7 DAYS. AFTER THE 7 DAY PERIOD, PRICING WILL BE EVALUATED AND UPDATED TO MARKET CONDITIONS AT TIME OF SHIPMENT. WE WILL DO EVERYTHING WE CAN TO HOLD PRICING AS LONG AS POSSIBLE, BUT WE CAN ONLY GUARANTEE THESE QUOTED PRICES FOR 7 DAYS.</p> <p>*****</p> <p>WE STRONGLY ADVISE YOU TO PUT PROTECTIVE WORDING REGARDING MATERIAL PRICING AND LDs DUE TO LONG LEAD TIMES IN YOUR BID SUBMISSION.</p> <p>*****</p> <p>THANK YOU AND GOOD LUCK ON THIS BID!</p> <p>*****</p>		

** Continued on Next Page *

Subtotal	
S&H Charges	
Estimated Tax	
Amount Due	37

Quotation

INLAND WATER WORKS SUPPLY CO
 2468 Miramonte Drive
 San Bernardino, CA 92405
 909-883-8941
 Fax 909-881-4041



EXPIRATION DATE	QUOTE NUMBER
05/11/2022	S1055746
WE APPRECIATE THE OPPORTUNITY TO BID	
PAGE NO. 2 of 3	

QUOTE TO:

SHIP TO:

RUNNING SPRINGS WATER DISTRICT
 P.O. BOX 2206
 RUNNING SPRINGS, CA 92382

RUNNING SPRINGS WATER DISTRICT
 31242 HILLTOP BLVD
 RUNNING SPRINGS, CA 92382

ORDERED BY	CUSTOMER PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON	
TREVOR			KEN PERTEET	
WRITER	SHIP VIA	TERMS	SHIP DATE	
LUCY SANCHEZ	OT OUR TRUCK FRI	NET 30 DAYS	05/04/2022	
ORDER QTY	DESCRIPTION		UNIT PRICE	EXT PRICE
	SHIPPING INSTRUCTIONS MULLER VALVES ONLY TYLER FITTINGS ONLY			
1ea	DIF9004 04" DI FLG 90 ELL 131922		133.650/ea	133.65
1ea	DIMJFSSBT04LACC 4" DI MJ X FLG SSB TEE LACC 422501		124.300/ea	124.30
1ea	DIFT04 4" DI FLG TEE 132806		243.650/ea	243.65
1ea	DIF900403 4" X 3" DI FLG 90 ELL 131946		110.000/ea	110.00
2ea	^3"X 18 DI FLG X PE SPOOL		287.500/ea	575.00
1ea	RFSOW0604 6" X 4" RF SLIP-ON WELD FLANGE		162.500/ea	162.50
2ea	DIF4503 3" DI FLG 45 ELL 131823		67.100/ea	134.20
2ea	SPOOLDIF0315 3" X 15" DI FLG SPOOL		387.500/ea	775.00
1ea	DIFCR0403 4" X 3" DI FLG CONC REDUCER 132448		91.850/ea	91.85
1ea	A2362-603 3" MUELLER A-2362 FLG RW GATE VALVE DI BODY C509 E381 OPEN LEFT 2" OP NUT		549.134/ea	549.13
** Continued on Next Page *			Subtotal	
			S&H Charges	
			Estimated Tax	
			Amount Due	38

Quotation

INLAND WATER WORKS SUPPLY CO
 2468 Miramonte Drive
 San Bernardino, CA 92405
 909-883-8941
 Fax 909-881-4041



EXPIRATION DATE	QUOTE NUMBER
05/11/2022	S1055746
WE APPRECIATE THE OPPORTUNITY TO BID	
PAGE NO. 3 of 3	

QUOTE TO:

SHIP TO:

RUNNING SPRINGS WATER DISTRICT
 P.O. BOX 2206
 RUNNING SPRINGS, CA 92382

RUNNING SPRINGS WATER DISTRICT
 31242 HILLTOP BLVD
 RUNNING SPRINGS, CA 92382

ORDERED BY	CUSTOMER PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON	
TREVOR			KEN PERTEET	
WRITER	SHIP VIA	TERMS	SHIP DATE	
LUCY SANCHEZ	OT OUR TRUCK FRI	NET 30 DAYS	05/04/2022	
ORDER QTY	DESCRIPTION		UNIT PRICE	EXT PRICE
2ea	SPOOLDIF0336 3" X 36" DI FLG SPOOL		584.000/ea	1168.00
1ea	SPOOLDIF0330 3" X 30" DI FLG SPOOL		518.500/ea	518.50
2ea	DIF9003 3" DI FLG 90 ELL 131847		86.350/ea	172.70
12ea	BNS3 2" & 3" BOLT AND NUT SET 1LBOX1Z/23		5.000/ea	60.00
3ea	BNS4 4" BOLT AND NUT SET TRIPAC PN 1LBOX1Z/04		6.200/ea	18.60
4ea	GRNA04 4" NON ASB NSF61 RING GASKET 1/16		4.000/ea	16.00
12ea	GRNA03 3" NON ASB NSF61 RING GASKET 1/16		3.000/ea	36.00
4ea	EBAA1104DEC 4" EBAA 1104DEC MEGA LUG KIT FITTING RESTRAINT FOR DIP		50.387/ea	201.55
4ea	GMJT04 4" MJ TRANSITION GASKET 054696		7.150/ea	28.60
1ea	501-0400-0400 3" ROMAC 501 FLEX CPLG 350-400 X 350-400		113.455/ea	113.46

THANK YOU FOR THE OPPORTUNITY TO BID!

Subtotal	5232.69
S&H Charges	0.00
Estimated Tax	405.53
Amount Due	5638.22

39

RUNNING SPRINGS WATER DISTRICT**MEMORANDUM**

DATE: May 18, 2022

TO: Board of Directors

FROM: Tony Grabow, Interim Fire Chief
Ryan Gross, General Manager

SUBJECT: CONSIDER AUTHORIZING STAFF TO REIMBURSE THE DEPARTMENT OF HEALTH CARE SERVICES (DHCS) FOR OVERPAYMENT OF GROUND EMERGENCY MEDICAL TRANSPORTATION (GEMT) MEDICAL REIMBURSEMENT COSTS

RECOMMENDED BOARD ACTION

Authorize Staff to Reimburse the California Department of Health Care Services (DHCS) for Overpayment of Ground Emergency Medical Transportation (GEMT) Medi-Cal Reimbursement Costs in the amount of \$96,351.44.

REASON FOR RECOMMENDATION

The Californian Department of Health Care Services conducted an audit for Fiscal Period ending June 30th, 2018. Running Springs Fire Department's Net Federal Amount Reimbursement was \$183,740.82. After the recent Audit of the program, the adjusted amount was \$87,389.38 which amounted to an overpayment of \$96,351.44.

BACKGROUND INFORMATION

Running Springs Fire Department became a participant in the Ground Emergency Medical Transport (GEMT) Supplemental Reimbursement Program in the Fall of 2015. The Federal Aid Program was designed to provide reimbursement payments to eligible governmental agencies that accrue uncompensated costs for providing transport services to Affordable Health Care (AHC) Patients. The program has proved to be beneficial for the Fire Department, by providing supplemental funding for uncompensated cost due to the Affordable Health Care Act.

FISCAL INFORMATION

The GEMT funding is a Federally Funded Reimbursement program, which allows Public Transport Agencies to offset the uncompensated transport costs of AHC Patients. Any Local Fire Department Agencies within the San Bernardino and Riverside Counties, that provide Ambulance Transport services, participate in the GEMT Reimbursement

Program. These Local Agencies are currently subject to the audit process and overpayment charges to The California Department of Health Care Services.

Since 2016, Running Springs Fire Department has received \$688,902 in Federal Reimbursement Funds from participating in the GEMT Program. The combined total of the three overpayments is \$167,912.44 which still gives Running Springs Fire Department \$520,989.56 of Federal Aid received.

The GEMT program is currently on hold due to the DHCS making adjustments to its processes and we expect the program to restart in the next fiscal year.

ATTACHMENTS

Attachment 1 – DHCS Demand Letter

Attachment 3 – SFY 17-18 Adj Schedule 9 Report

Attachment 3 – Audit Report

Attachment 4 - GEMT Payments

Attachment 5 - Original SFY 17-18 Schedule 9 Interim Supplemental Payment



MICHELLE BAASS
DIRECTOR

State of California—Health and Human Services Agency
Department of Health Care Services

ATTACHMENT 1



GAVIN NEWSOM
GOVERNOR

April 26, 2022

GEORGE CORLEY, FIRE CHIEF
RUNNING SPRINGS WATER DISTRICT
PO BOX 2206
RUNNING SPRINGS, CA 92382

RUNNING SPRINGS WATER DISTRICT
NATIONAL PROVIDER IDENTIFIER: 1902939390
FISCAL PERIOD ENDED JUNE 30, 2018
AUDIT ISSUED TO PROVIDER: 10/28/21

GROUND EMERGENCY MEDICAL TRANSPORTATION PROGRAM (GEMT)

The Department of Health Care Services audited the provider's GEMT Medi-Cal Cost Report for the above-referenced fiscal period. As a result of the audit, an overpayment was identified in the amount of **\$96,351.44**.

The final settlement amount includes reconciling the payment for the Affordable Care Act (ACA) transports as well as the Non-ACA transports. Please see Final Audited Adjusted Schedule 9 attached which shows final calculations.

To remit payment by check, please send funds to the below address. On the check, please indicate the check is for the "GEMT Supplemental Payment Program" to the address below within **60 days** of receipt of this letter:

Department of Health Care Services
Safety Net Financing Division
Attn: GEMT Program, Don Murray
1501 Capitol Avenue, MS 4504, Suite 72.320
Sacramento, CA 95814

To remit by wire transfer, please send two-day advance notice to GEMT@dhcs.ca.gov and then wire the full amount due to:

Bank of America
2000 Clayton Road, Bldg. D, 5th Floor
Concord, CA 94520

GEORGE CORLEY

Page 2

For Credit to State of California
ABA Number: 0260-0959-3
Account Number: 01482-80005
For Further Credit to: DHCS

Should you have any questions please contact us at GEMT@dhcs.ca.gov.

Christie Hansen

Christie Hansen, Chief
Medi-Cal Supplemental Payment Section
Safety Net Financing Division
Department of Health Care Services

Ground Emergency Medical Transportation

GEMT Supplemental Reimbursement Program
SPA 09-024

	Interim Supplemental Payment
	Interim Supplemental Payment (CA-MMIS Transport # Adjustment)
	Removal of Unallowable Billing/Accounting Costs
	Interim Settlement
X	Final Settlement

FINAL AUDITED ADJUSTED SCHEDULE 9*

PROVIDER LEGAL NAME	Running Springs Fire Department
CLAIMING PERIOD	7/1/17 - 6/30/18
AUDITED COST REPORT ISSUE DATE	10/28/2021
AVERAGE COST PER TRANSPORT (from Line 9 of accepted cost report)	\$ 3,954.72

Total transport totals below noted on Line 10, per quarter, are based on updated CA-MMIS fee for service transport data.

Average Cost Per GEMT Service from Audited Cost Report	
1. Cost of MTS Services (from Sch.2)	\$ 1,204,853
2. Indirect Cost Factor Based on MTS Services? (please use drop down box)	No
3. If no, please enter the cos basis for calculating Indirect Cost	\$0.00
4. Indirect Cost Factor	0.00%
5. Administration & General Allocation from Sch. 5 (A)	\$ -
6. Administration & General to be Included	\$ -
7. Grand Total of MTS Expense (Sum Lines 1 & 6)	\$0
	\$1,204,853

	Medi-Cal				Other	
	Managed Care	Fee For Service Non-ACA	Fee For Service ACA	Medi-Medi		
8. Total Number of MTS Transports (from submitted cost report)	93	40	31	31	432	627

9. AUDITED Average Cost Per Transport (Audited Total/Line 8)	\$1,921.61
--	------------

ADJUSTED SCHEDULE 9 Calculation of Medi-Cal Settlement - NON-ACA						
	Qtr 1 07/01 - 09/30	Qtr 2 10/01 - 12/31	Qtr 3 01/01 - 03/31	Qtr 4 04/01 - 06/30	Totals	SOURCE
10. Total No. of Medi-Cal Fee for Service GEMT Transports	8	10	13	9	40	CA-MMIS Report (Line 9 x Line 10)
11. Total Cost of Medi-Cal GEMT Transports (Line 9 x Line 10)	\$15,372.88	\$19,216.10	\$24,980.93	\$17,294.49	\$76,864.40	
12. <Less: Amount Paid> (i.e. Medi-Cal FFS or Other Payments)	(1,155.25)	(1,342.97)	(1,696.87)	(1,535.28)	(5,730.37)	CA-MMIS Report (Line 11 - Line 12)
13. Net Cost of Transports (CPE Amt.)	14,217.63	17,873.13	23,284.06	15,759.21	71,134.03	(Line 11 - Line 12)
14. Non Federal Share	7,108.82	8,936.57	11,642.03	7,879.61	35,567.03	(Line 13 * 50%)
15. Net Federal Participation Amount (FFP Amt.)	7,108.81	8,936.56	11,642.03	7,879.60	35,567.00	(Line 13 * 50%)

ADJUSTED SCHEDULE 9 Calculation of Medi-Cal Settlement - ACA						
	Qtr 1 07/01 - 09/30	Qtr 2 10/01 - 12/31	Qtr 3 01/01 - 03/31	Qtr 4 04/01 - 06/30	Totals	SOURCE
16. Total No. of Medi-Cal Fee for Service GEMT Transports	5	8	13	5	31	CA-MMIS Report (Line 9 x Line 16)
17. Total Cost of Medi-Cal GEMT Transports (Line 9 x Line 10)	\$9,608.05	\$15,372.88	\$24,980.93	\$9,608.05	\$59,569.91	
18. <Less: Amount Paid> (i.e. Medi-Cal FFS or Other Payments)	(787.19)	(1,234.66)	(1,609.72)	(1,052.40)	(4,683.97)	CA-MMIS Report (Line 17 - Line 18)
19. Net Cost of Transports (CPE Amt.)	8,820.86	14,138.22	23,371.21	8,555.65	54,885.94	(Line 17 - Line 18)
20. Non Federal Share	441.04	706.91	1,402.27	513.34	3,063.56	(Line 13 = 0)
21. Net Federal Participation Amount (FFP Amt.)	8,379.82	13,431.31	21,968.94	8,042.31	51,822.38	(Line 13 = 100%)

Summary Check Figures	
Total Transports	71
Total Amount Paid	(10,414.34)
Total Due to Provider	87,389.38

FINAL SETTLEMENT NON-ACA										
	a	b	c	d	e	f	g	h	i	
	Non-ACA Transports from Interim Settlement	Non-ACA Interim Payment CPE Amount	Non-ACA Interim Settlement CPE Difference	Non-ACA Final Settlement CPE Amount	Non-ACA Final Settlement CPE Difference d-(b+c)	Non-ACA Interim Payment FFP Paid	Non-ACA Interim Settlement FFP Paid	Final Settlement 50% FFP Non-ACA	Final Settlement Reconciled 50% FFP Non-ACA h-(f+g)	
22. Quarter 1	8	\$ 30,482.50	\$ -	\$ 14,217.63	\$ (16,264.87)	\$ 15,241.25	\$ -	\$ 7,108.81	\$ (8,132.44)	
23. Quarter 2	10	\$ 38,204.22	\$ -	\$ 17,873.13	\$ (20,331.09)	\$ 19,102.11	\$ -	\$ 8,936.56	\$ (10,165.55)	
24. Quarter 3	12	\$ 45,909.68	\$ -	\$ 23,284.06	\$ (22,625.62)	\$ 22,954.84	\$ -	\$ 11,642.03	\$ (11,312.81)	
25. Quarter 4	8	\$ 30,222.33	\$ -	\$ 15,759.21	\$ (14,463.12)	\$ 15,111.16	\$ -	\$ 7,879.60	\$ (7,231.56)	
26. Totals	38	\$ 144,818.73	\$ -	\$ 71,134.03	\$ (73,684.70)	\$ 72,409.36	\$ -	\$ 35,567.00	\$ (36,842.36)	

FINAL SETTLEMENT - ACA										
	j	k	l	m	n	o	p	q	r	
	ACA Transports from Interim Settlement	ACA Interim Payment CPE Amount	ACA Interim Settlement CPE Difference	ACA Final Settlement CPE Amount	ACA Final Settlement CPE Difference m-(k+l)	ACA Interim Payment FFP Paid	ACA Interim Settlement FFP Paid	Final Settlement 100% FFP ACA	Final Settlement Reconciled 100% FFP ACA q-(o+p)	
27. Quarter 1	5	\$ 18,986.40	\$ -	\$ 8,820.86	\$ (10,165.54)	\$ 18,037.08	\$ -	\$ 8,379.82	\$ (9,657.26)	
28. Quarter 2	8	\$ 30,403.09	\$ -	\$ 14,138.22	\$ (16,264.87)	\$ 28,882.94	\$ -	\$ 13,431.31	\$ (15,451.63)	
29. Quarter 3	13	\$ 49,801.62	\$ -	\$ 23,371.21	\$ (26,430.41)	\$ 46,813.52	\$ -	\$ 21,968.94	\$ (24,844.58)	
30. Quarter 4	5	\$ 18,721.19	\$ -	\$ 8,555.65	\$ (10,165.54)	\$ 17,597.92	\$ -	\$ 8,042.31	\$ (9,555.61)	
31. Totals	31	\$ 117,912.30	\$ -	\$ 54,885.94	\$ (63,026.36)	\$ 111,331.46	\$ -	\$ 51,822.38	\$ (59,509.08)	

Net Over/Under Payment: \$ (96,351.44)

Summary Check Figures

Adjustment Verification Non-ACA	\$ 35,567.00	f+g+i
Adjustment Verification ACA	\$ 51,822.38	o+p+r
Adjustment Total	\$ 87,389.38	
Total Due to Provider	\$ 87,389.38	
Check Figure	\$ -	

**REPORT ON THE
GROUND EMERGENCY MEDICAL TRANSPORTATION
COST REPORT REVIEW**

**RUNNING SPRINGS FIRE DEPARTMENT
RUNNING SPRINGS, CALIFORNIA
NATIONAL PROVIDER IDENTIFIER: 1902939390**

**FISCAL PERIOD ENDED
JUNE 30, 2018**

**Special Programs Section
Financial Audits Branch
Audits and Investigations
Department of Health Care Services**

**Section Chief: Alan J. Eng
Audit Supervisor: Michael Donohue
Auditor: Johnson Qiu**



State of California—Health and Human Services Agency
Department of Health Care Services



MICHELLE BAASS
DIRECTOR

OCT 28 2021

GAVIN NEWSOM
GOVERNOR

Tony Grabow
Interim Fire Chief
Running Springs Fire Department
31250 Hilltop Boulevard
P.O. Box 2206
Running Springs, CA 92382

RUNNING SPRINGS FIRE DEPARTMENT
NATIONAL PROVIDER IDENTIFIER (NPI) 1902939390
FISCAL PERIOD ENDED JUNE 30, 2018

We examined the provider's Medi-Cal Cost Report for the above referenced fiscal period. We made our examination under the authority of Section 14170 of the Welfare and Institutions Code and, accordingly, included such tests of the accounting records and other auditing procedures, as we considered necessary under the circumstances.

In our opinion, the audited settlement for the fiscal period due the Provider in the amount of \$86,503 presented in the Summary of Findings represents a proper determination in accordance with the reimbursement principles of applicable programs.

This audit report includes the:

1. Summary of Findings
2. Computation of GEMT Medi-Cal Reimbursable Costs (Schedules 1 through 7)
3. Audit Adjustments Schedule

The audited settlement will be forwarded to DHCS Safety Net Financing Division (SNFD). Instructions regarding the supplemental payment will be initiated by SNFD Ground Emergency Medical Transportation (GEMT) unit.

Notwithstanding this audit report, overpayments to the provider are subject to recovery pursuant to Section 51458.1, Article 6 of Division 3, Title 22, and California Code of Regulations.

Tony Grabow
Page 2

OCT 28 2021

The Welfare and Institutions Code, Section 14171 contains the procedures that govern an appeal. You may request a hearing for any disputed audit or examination finding by filing a Statement of Disputed Issues, as defined in the California Code of Regulations, Title 22, Section 51022. You must file the written request with the Department within 60 calendar days from the date you receive this letter.

Send the Statement of Disputed Issues and a copy of this letter to the following:

Chief
Department of Health Care Services
Office of Administrative Hearings and Appeals
3831 North Freeway Boulevard, Suite 200
Sacramento, CA 95834
(916) 322-5603

If you have questions regarding this report, you may call the Special Programs Section at (916) 713-8824.

Michael Donohue

of for
Alan J. Eng, Chief
Special Programs Section
Financial Audits Branch

Certified

GEMT SUMMARY OF FINDINGS

Fire Department / Agency Name:
RUNNING SPRINGS FIRE DEPARTMENT

Fiscal Year End:
JUNE 30, 2018

NPI Number:
1902939390

	Reported	Audited
1 Grand Total of MTS Expense (See Schedule 1 Line 7)	\$ 1,953,631	\$ 1,204,853
2 Total Transports (See Schedule 1 Line 8)	494	627
3 Average Rate Per Transport (See Schedule 1 Line 9)	\$ 3,954.72	\$ 1,921.61

FISCAL PERIOD: JULY 1, 2017 THROUGH JUNE 30, 2018

	Reported	Audited
4 Medi-Cal GEMT ACA Transports (See Schedule 1 Line 8 Quarter 1)	0	5
5 Medi-Cal GEMT Transports (See Schedule 1 Line 8 Quarter 1)	13	8
6 Medi-Cal GEMT ACA Transports (See Schedule 1 Line 8 Quarter 2)	0	8
7 Medi-Cal GEMT Transports (See Schedule 1 Line 8 Quarter 2)	17	10
8 Medi-Cal GEMT ACA Transports (See Schedule 1 Line 8 Quarter 3)	0	13
9 Medi-Cal GEMT Transports (See Schedule 1 Line 8 Quarter 3)	23	12
10 Medi-Cal GEMT ACA Transports (See Schedule 1 Line 8 Quarter 4)	0	5
11 Medi-Cal GEMT Transports (See Schedule 1 Line 8 Quarter 4)	14	9
12 Total Medi-Cal GEMT Transports	67	70
13 Net Federal Amount due the Provider	\$ 126,799	\$ 86,503

SCHEDULE 1 - FINAL SETTLEMENT CALCULATION

Fire Department / Agency Name: RUNNING SPRINGS FIRE DEPARTMENT
NPI Number: 1902939390

Fiscal Year Ended: JUNE 30, 2018

Average Cost per GEMT Service												Reported	Audited	
1. Cost of MTS Services (from Sch. 5)												\$ 1,953,631	\$ 1,204,853	
2. Indirect Cost Factor Based on MTS Services? (please use drop-down box to select Yes or No)														
3. If no, please enter the total cost to be used for calculating the Indirect Cost														
4. Indirect Cost Factor Percentage (please see notes below)														
5. Administration & General Allocation from Sch 3 (A)														
6. Administration & General to be included												\$ -	\$ -	
7. Grand Total of MTS Expense (Sum Lines 1 thru 4)												<u>\$ 1,953,631</u>	<u>\$ 1,204,853</u>	
8. Reported Number of MTS Transports														
Medi-Cal														
Fiscal Period	Reported Managed Care	Adj. No.	Audited Managed Care	Reported Fee for Service	Adj. No.	Audited Fee for Service	Reported Dual Eligible	Adj. No.	Audited Dual Eligible	Reported Other	Adj. No.	Audited Other		
	1	2	3	4	5	6	7	8	9	10	11	12		
Qtr 1 - FFS ACA 07/01/2017 - 09/30/2017	-		-	-	4	5								
Qtr 1 - FFS 07/01/2017 - 09/30/2017	21		21	13	4	8								
Qtr 2 - FFS ACA 10/01/2017 - 12/31/2017	-		-	-	4	8								
Qtr 2 - FFS 10/01/2017 - 12/31/2017	28		28	17	4	10								
Qtr 3 - FFS ACA 01/01/2018 - 03/31/2018	-		-	-	4	13								
Qtr 3 - FFS 01/01/2018 - 03/31/2018	25		25	23	4	12								
Qtr 4 - FFS ACA 04/01/2018 - 06/30/2018	-		-	-	4	5								
Qtr 4 - FFS 04/01/2018 - 06/30/2018	19		19	14	4	9								
Total Number of MTS Transports	93		93	67		70	31		31	303	3	433		
												494	627	
9. Average Cost per MTS Transports (Line 7 / Line 8)												<u>\$ 3,954.72</u>	<u>\$ 1,921.61</u>	

Calculation of Medi-Cal Settlement FFS Non-ACA (FMAP is 50%)											
	Reported Qtr.1	Audited Qtr.1	Reported Qtr.2	Audited Qtr.2	Reported Qtr.3	Audited Qtr.3	Reported Qtr.4	Audited Qtr.4	Reported	Audited	
	07/01/2017 - 09/30/2017	07/01/2017 - 09/30/2017	10/01/2017 - 12/31/2017	10/01/2017 - 12/31/2017	01/01/2018 - 03/31/2018	01/01/2018 - 03/31/2018	04/01/2018 - 06/30/2018	04/01/2018 - 06/30/2018	Totals	Totals	
10. Total No. of Medi-Cal Fee for Service Non-ACA GEMT Transports (B)	13	8	17	10	23	12	14	9	67	39	
11. Total Cost of Medi-Cal GEMT Transports (Line 9 x Line 10)	\$ 51,411	\$ 15,373	\$ 67,230	\$ 19,216	\$ 90,959	\$ 23,059	\$ 55,366	\$ 17,294	\$ 264,966	\$ 74,942	
12. Less Total Medi-Cal Revenue from Non-ACA Transports (Fr Sch 2)	(2,105)	(1,155)	(2,782)	(1,343)	(4,013)	(1,547)	(2,468)	(1,535)	(11,368)	(5,580)	
13. Net Cost of Non-ACA Transports	\$ 49,306	\$ 14,218	\$ 64,448	\$ 17,873	\$ 86,946	\$ 21,512	\$ 52,898	\$ 15,759	\$ 253,598	\$ 69,362	
14. Non Federal Share Reduction	24,653	7,109	32,224	8,937	43,473	10,756	26,449	7,880	126,799	34,681	
15. Net Federal participation Amount for Non-ACA Transports	<u>\$ 24,653</u>	<u>\$ 7,109</u>	<u>\$ 32,224</u>	<u>\$ 8,936</u>	<u>\$ 43,473</u>	<u>\$ 10,756</u>	<u>\$ 26,449</u>	<u>\$ 7,879</u>	<u>\$ 126,799</u>	<u>\$ 34,681</u>	

SCHEDULE 1 - FINAL SETTLEMENT CALCULATION

Fire Department / Agency Name: RUNNING SPRINGS FIRE DEPARTMENT
NPI Number: 1902939390

Fiscal Year Ended: JUNE 30, 2018

Calculation of Medi-Cal Settlement - FFS ACA Optional Population (FMAP is 95% from July 1 through December 31 and 94% from January 1 through June 30)										
	Reported Qtr.1	Audited Qtr.1	Reported Qtr.2	Audited Qtr.2	Reported Qtr.3	Audited Qtr.3	Reported Qtr.4	Audited Qtr.4	Reported	Audited
	07/01/2017 - 09/30/2017	07/01/2017 - 09/30/2017	10/01/2017 - 12/31/2017	10/01/2017 - 12/31/2017	01/01/2018 - 03/31/2018	01/01/2018 - 03/31/2018	04/01/2018 - 06/30/2018	04/01/2018 - 06/30/2018	Totals	Totals
16. Total No. of Medi-Cal Fee for Service ACA GEMT Transports (B)	-	5	-	8	-	13	-	5	-	31
17. Total Cost of Medi-Cal GEMT Transports (Line 9 x Line 17)	\$ -	\$ 9,608	\$ -	\$ 15,373	\$ -	\$ 24,981	\$ -	\$ 9,608	\$ -	\$ 59,570
18. Less Total Medi-Cal Revenue from FFS ACA Transports (Fr Sch 2)	-	(787)	-	(1,235)	-	(1,610)	-	(1,052)	-	(4,684)
19. Net Cost of ACA Transports	\$ -	\$ 8,821	\$ -	\$ 14,138	\$ -	\$ 23,371	\$ -	\$ 8,556	\$ -	\$ 54,886
20. Non Federal Share Reduction	-	441	-	707	-	1,402	-	513	-	3,064
21. Net Cost of FFS ACA Transports	\$ -	\$ 8,380	\$ -	\$ 13,431	\$ -	\$ 21,969	\$ -	\$ 8,043	\$ -	\$ 51,822

Calculation of Total Medi-Cal Settlement										
	Reported Qtr.1	Audited Qtr.1	Reported Qtr.2	Audited Qtr.2	Reported Qtr.3	Audited Qtr.3	Reported Qtr.4	Audited Qtr.4	Reported	Audited
	07/01/2017 - 09/30/2017	07/01/2017 - 09/30/2017	10/01/2017 - 12/31/2017	10/01/2017 - 12/31/2017	01/01/2018 - 03/31/2018	01/01/2018 - 03/31/2018	04/01/2018 - 06/30/2018	04/01/2018 - 06/30/2018	Totals	Totals
22. Total No. of Medi-Cal GEMT Transports (B)	13	13	17	18	23	25	14	14	67	70
23. Total Cost of Medi-Cal GEMT Transports (Line 11 + Line 17)	\$ 51,411	\$ 24,981	\$ 67,230	\$ 34,589	\$ 90,959	\$ 48,040	\$ 55,366	\$ 26,902	\$ 264,966	\$ 134,512
24. Less Total Medi-Cal Revenue from all Transports (Fr Sch 2)	(2,105)	(1,942)	(2,782)	(2,578)	(4,013)	(3,157)	(2,468)	(2,587)	(11,368)	(10,264)
25. Net Cost of all Transports	\$ 49,306	\$ 23,039	\$ 64,448	\$ 32,011	\$ 86,946	\$ 44,883	\$ 52,898	\$ 24,315	\$ 253,598	\$ 124,248
26. Non Federal Share Reduction	24,653	7,550	32,224	9,643	43,473	12,158	26,449	8,393	126,799	37,745
27. Net Federal participation Amount for all Transports	\$ 24,653	\$ 15,488	\$ 32,224	\$ 22,367	\$ 43,473	\$ 32,724	\$ 26,449	\$ 15,922	\$ 126,799	\$ 86,503

SCHEDULE 2 - REVENUE / FUNDING SOURCES

Fire Department / Agency Name: RUNNING SPRINGS FIRE DEPARTMENT
NPI Number: 1902939390

Fiscal Year Ended: JUNE 30, 2018

	1	2	3	4	5	6	7	8	9	10	11	12	13	14		
	Reported Qtr. 1		Audited Qtr. 1	Reported Qtr. 2	Adj. No.	Audited Qtr. 2	Reported Qtr. 3	Adj. No.	Audited Qtr. 3	Reported Qtr. 4	Adj. No.	Audited Qtr. 4	Reported Total	Audited Total		
	07/01/2017 - 09/30/2017	Adj. No.	07/01/2017 - 09/30/2017	10/01/2017 - 12/31/2017	Adj. No.	10/01/2017 - 12/31/2017	01/01/2018 - 03/31/2018	Adj. No.	01/01/2018 - 03/31/2018	04/01/2018 - 06/30/2018	Adj. No.	04/01/2018 - 06/30/2018	Reported Total	Audited Total		
MEDI-CAL REVENUE FROM TRANSPORTS																
From Schedule 8 of Cost Report																
1	Medi-Cal Fee for Service	\$ 2,105	5	\$ 1,155		\$ 2,782	5	\$ 1,343		\$ 4,013	5	\$ 1,547	\$ 2,468	\$ 11,368	\$ 5,580	
2	Medi-Cal Managed Care	-		-		-		-		-		-	-	-	-	
3	Medicare Dual Eligible	-		-		-		-		-		-	-	-	-	
4	Medi-Cal Fee For Service (ACA)	-	5	787		-	5	1,235		-	5	1,610	-	5	1,052	4,684
5	Other - (Specify) *	-		-		-		-		-		-	-	-	-	
6	Other - (Specify) *	-		-		-		-		-		-	-	-	-	
Total Medi-Cal Revenue from Transports (To Sch. 1, Line 12)																
	\$ 2,105		\$ 1,942	\$ 2,782		\$ 2,578	\$ 4,013		\$ 3,157	\$ 2,468		\$ 2,587	\$ 11,368	\$ 10,264		
OTHER MEDI-CAL REVENUE FROM TRANSPORTS																
	1	2	3	4	5	6	7	8	9	10	11	12	13	14		
	Reported Qtr. 1		Audited Qtr. 1	Reported Qtr. 2	Adj. No.	Audited Qtr. 2	Reported Qtr. 3	Adj. No.	Audited Qtr. 3	Reported Qtr. 4	Adj. No.	Audited Qtr. 4	Reported Total	Audited Total		
	07/01/2017 - 09/30/2017	Adj. No.	07/01/2017 - 09/30/2017	10/01/2017 - 12/31/2017	Adj. No.	10/01/2017 - 12/31/2017	01/01/2018 - 03/31/2018	Adj. No.	01/01/2018 - 03/31/2018	04/01/2018 - 06/30/2018	Adj. No.	04/01/2018 - 06/30/2018	Reported Total	Audited Total		
7	Medi-Cal Managed Care	\$ 4,513		\$ 4,513		\$ 5,665		\$ 5,665		\$ 4,452		\$ 4,452	\$ 3,561	\$ 3,561	\$ 18,191	\$ 18,191
8	Medi-Cal Managed Care Other - (Specify) **	-		-		-		-		-		-	-	-	-	
9	Medi-Cal Managed Care Other - (Specify) **	-		-		-		-		-		-	-	-	-	
10	Medi-Cal Managed Care Other - (Specify) **	-		-		-		-		-		-	-	-	-	
11	Medi-Cal Managed Care Other - (Specify) **	-		-		-		-		-		-	-	-	-	
12	Medi-Cal Managed Care Other - (Specify) **	-		-		-		-		-		-	-	-	-	
Total Other Revenue from Medi-Cal Managed Care Transports																
	\$ 4,513		\$ 4,513	\$ 5,665		\$ 5,665	\$ 4,452		\$ 4,452	\$ 3,561		\$ 3,561	\$ 18,191	\$ 18,191		
OTHER REVENUE / FUNDING SOURCES																
							Reported MTS	Adj. No.	Audited MTS	Reported NON-MTS	Adj. No.	Audited NON-MTS	Reported Total	Audited Total		
13.	Property Tax						\$ 1,317,500		\$ 1,317,500	\$232,500		\$ 232,500	\$ 1,550,000	\$ 1,550,000		
14.	Fire Availability Charges (Special Taxes)						174,250		174,250	30,750		30,750	205,000	205,000		
15.	Hazard Abatement Program Revenue Non-MTS								-	15,000		15,000	15,000	15,000		
16.	Other Revenue / FUNDING SOURCES						17,000		17,000	3,000		3,000	20,000	20,000		
17.	Interest Income						2,975		2,975	525		525	3,500	3,500		
18.	Ambulance Service Fees						803,250		803,250	141,750		141,750	945,000	945,000		
19.	Ambulance Contractual Allowance						(374,000)		(374,000)	(66,000)		(66,000)	(440,000)	(440,000)		
20.	Ambulance Late Fees						3,400		3,400	600		600	4,000	4,000		
21.	GENT Reimbursement						85,000		85,000	15,000		15,000	100,000	100,000		
22.							-		-	-		-	-	-		
23.							-		-	-		-	-	-		
24.							-		-	-		-	-	-		
25.							-		-	-		-	-	-		
26.							-		-	-		-	-	-		
27.							-		-	-		-	-	-		
28.							-		-	-		-	-	-		
29.							-		-	-		-	-	-		
30.							-		-	-		-	-	-		
31.							-		-	-		-	-	-		
32.							-		-	-		-	-	-		
Total Other Revenue						\$ 2,029,375		\$ 2,029,375	\$ 373,125		\$ 373,125	\$ 2,402,500	\$ 2,402,500			
GRAND TOTAL [a+b+c]												\$ 2,432,059	\$ 2,430,955			

SCHEDULE 3 - ALLOCATION OF ADMINISTRATION & GENERAL

Fire Department / Agency Name: RUNNING SPRINGS FIRE DEPARTMENT
NPI Number: 1902939390

Fiscal Year Ended: JUNE 30, 2018

Line No.	Cost Center	1	2	3	4	5	6	7
		Reported Expense to be Apportioned	Audited Expense to be Apportioned	Adj. No.	Reported MTS Allocation	Reported NON-MTS Allocation	Audited MTS Allocation	Audited NON-MTS Allocation
		<small>C/R Sch. 6, Col 4 ** See Note Below</small>			84.71%	15.29%	52.24%	47.76%
Administrative and General								
27.00	Administrative	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -
28.00	Legal	-	-		-	-	-	-
29.00	Accounting	-	-		-	-	-	-
30.00	Advertising	-	-		-	-	-	-
31.00	Consulting Expenses	-	-		-	-	-	-
32.00	Contracted Labor	-	-		-	-	-	-
33.00	Interest - Other	-	-		-	-	-	-
34.00	Training	-	-		-	-	-	-
35.00	General Insurance	-	-		-	-	-	-
36.00	Supplies	-	-		-	-	-	-
37.00	Bad Debt	-	-		-	-	-	-
38.00	Plant Operations and Maintenance	-	-		-	-	-	-
39.00	Housekeeping	-	-		-	-	-	-
40.00	Utilities	-	-		-	-	-	-
41.00	Medical Supplies	-	-		-	-	-	-
42.00	Minor Medical Equipment	-	-		-	-	-	-
43.00	Minor Equipment	-	-		-	-	-	-
44.00	Fines and Penalties	-	-		-	-	-	-
45.00	Fleet Maintenance	-	-		-	-	-	-
46.00	Communications	-	-		-	-	-	-
47.00	Recruit Academy	-	-		-	-	-	-
48.00	Dispatch Service	-	-		-	-	-	-
49.00	Logistics	-	-		-	-	-	-
50.00	Postage	-	-		-	-	-	-
51.00	Dues and Subscriptions	-	-		-	-	-	-
52.00	Other - Capital Related Costs	-	-		-	-	-	-
53.00	Contracted Services - MTS	-	-		-	-	-	-
54.00	Contracted Services - MTS Billing	-	-		-	-	-	-
55.00	Other - (Hazard Abatement)	-	-		-	-	-	-
56.00	Other - (Equipment Repair & Maintenance)	-	-		-	-	-	-
57.00	Other - (Permits and Fees)	-	-		-	-	-	-
	Total Administrative & General	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -

Description	Reported Accum Expense	Reported Factor	Adj. Num.	Audited Accum Expense	Audited Reported Factor
Accumulated Cost of MTS Services (from Sch. 5, Col 5)	\$ 1,953,631	84.71%		\$ 1,204,853	52.24%
Accumulated Cost of NON-MTS Services (from Sch. 6, Col 5)	\$ 352,759	15.29%		\$ 1,101,538	47.76%
Total Accumulated Cost of MTS and NON-MTS Services	\$ 2,306,390	100.00%		\$ 2,306,391	100.00%

SCHEDULE 4 - ALLOCATION OF CAPITAL RELATED AND SALARIES & BENEFITS (CRSB) EXPENSE

Fire Department / Agency Name: **RUNNING SPRINGS FIRE DEPARTMENT**
NPI Number: **1902839390**

Fiscal Year Ended: **JUNE 30, 2018**

Line No.	Cost Center	1	2	3	4	5	6	7	8	9
		Reported Expense to Be Apportioned	Audited Expense to Be Apportioned	Adj. No.	Reported MTS Allocation	Audited MTS Allocation	Variance	Reported NON-MTS Allocation	Audited NON-MTS Allocation	Variance
		From Cost Report Sch. 4, Col 4			69.25%	69.25%	To Sch. 5, Col 4	30.75%	30.75%	To Sch. 6, Col 4
Capital Related										
1.00	Depreciation - Buildings and Improvements	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2.00	Depreciation - Leasehold Improvements	-	-		-	-	-	-	-	-
3.00	Depreciation - Equipment	-	-		-	-	-	-	-	-
4.00	Depreciation and Amortization - Other	-	-		-	-	-	-	-	-
5.00	Leases and Rentals	-	-		-	-	-	-	-	-
6.00	Property Taxes	-	-		-	-	-	-	-	-
7.00	Property Insurance	-	-		-	-	-	-	-	-
8.00	Interest - Property, Plant, and Equipment	-	-		-	-	-	-	-	-
9.00	Other - (Specify)	-	-		-	-	-	-	-	-
10.00	Other - (Specify)	-	-		-	-	-	-	-	-
	Total Capital Related (Lines 1.00 thru 10.00)	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Capital Related Allocation Statistics for Direct Service Cost Allocation

Description	Reported Square Ft	Reported Factor	Audited Square Ft	Adj. No.	Audited Factor
MTS Square Footage	5,427	69.25%	5,427		69.25%
Non-MTS Square Footage	2,410	30.75%	2,410		30.75%
Total Square Feet to be Apportioned	7,837	100.00%	7,837		100.00%

Line No.	Cost Center	1	2	3	4	5	6	7	8	9
		Reported Expense to Be Apportioned	Audited Expense to Be Apportioned	Adj. No.	Reported MTS Allocation	Audited MTS Allocation	Variance	Reported NON-MTS Allocation	Audited NON-MTS Allocation	Variance
		From Cost Report Sch. 4, Col 4			85.02%	85.02%	To Sch. 5, Col 4	14.98%	14.98%	To Sch. 6, Col 4
Salaries										
11.00	Administrative Chief	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12.00	Chief	-	-		-	-	-	-	-	-
13.00	Non-MTS Salaries	-	-		-	-	-	-	-	-
14.00	MTS Salaries	-	-		-	-	-	-	-	-
15.00	Other - (Specify)	-	-		-	-	-	-	-	-
16.00	Other - (Specify)	-	-		-	-	-	-	-	-
17.00	Other - (Specify)	-	-		-	-	-	-	-	-
18.00	Other - (Specify)	-	-		-	-	-	-	-	-
	Subtotal Salaries (Lines 11.00 thru 18.00)	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fringe Benefits										
19.00	Administrative Chief	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20.00	Chief	-	-		-	-	-	-	-	-
21.00	Non-MTS Benefits	-	-		-	-	-	-	-	-
22.00	MTS Benefits	-	-		-	-	-	-	-	-
23.00	Other - (Medicare Tax)	-	-		-	-	-	-	-	-
24.00	Other - (Specify)	-	-		-	-	-	-	-	-
25.00	Other - (Specify)	-	-		-	-	-	-	-	-
26.00	Other - (Specify)	-	-		-	-	-	-	-	-
	Subtotal Fringe Benefits (Lines 19.00 thru 26.00)	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Salaries & Fringe Benefits	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Salaries/Benefits Allocation Statistics for Direct Service Cost Allocation

Description	Reported Total Hrs.	Reported Factor	Audited Total Hrs.	Adj. No.	Audited Factor
Hours Logged for MTS Duty	29,135	85.02%	29,135		85.02%
Hours Logged for NON-MTS Duty	5,133	14.98%	5,133		14.98%
Total Hours to be Apportioned	34,268	100.00%	34,268		100.00%

SCHEDULE 5 - MEDICAL TRANSPORTATION SERVICES (MTS) EXPENSE

Fire Department / Agency Name: RUNNING SPRINGS FIRE DEPARTMENT
NPI Number 1902939390

Fiscal Year Ended: JUNE 30, 2018

Line No.	Cost Center	1	2	3	4	5
		Reported MTS Expense From Cost Report Sch. 2, Col 6	Adjustments to MTS Expense	Adj. No.	Audited MTS Allocation Variance From Sch. 4, Col 6	Total Audited MTS Expense To Sch. 7, Col 2
Capital Related						
1.00	Depreciation - Buildings and Improvements	\$ 68,385	\$ -		\$ -	\$ 68,385
2.00	Depreciation - Leasehold Improvements	-	-		-	-
3.00	Depreciation - Equipment	-	-		-	-
4.00	Depreciation and Amortization - Other	-	-		-	-
5.00	Leases and Rentals	-	-		-	-
6.00	Property Taxes	-	-		-	-
7.00	Property Insurance	-	-		-	-
8.00	Interest - Property, Plant, and Equipment	-	-		-	-
9.00	Other - (Specify)	-	-		-	-
10.00	Other - (Specify)	-	-		-	-
	Total Capital Related (Lines 1.00 thru 10.00)	\$ 68,385	\$ -		\$ -	\$ 68,385
Salaries						
11.00	Administrative Chief	\$ -	\$ -		\$ -	\$ -
12.00	Chief	126,995	(52,292)	1	-	74,703
13.00	Non-MTS Salaries	104,189	(42,902)	1	-	61,288
14.00	MTS Salaries	799,721	(329,297)	1	-	470,424
15.00	Other - (Specify)	-	-		-	-
16.00	Other - (Specify)	-	-		-	-
17.00	Other - (Specify)	-	-		-	-
18.00	Other - (Specify)	-	-		-	-
	Subtotal Salaries (Lines 11.00 thru 18.00)	\$ 1,030,905	\$ (424,490)		\$ -	\$ 606,415
Fringe Benefits						
19.00	Administrative Chief	\$ -	\$ -		\$ -	\$ -
20.00	Chief	57,329	(23,606)	1	-	33,723
21.00	Non-MTS Benefits	57,329	(23,606)	1	-	33,723
22.00	MTS Benefits	401,305	(165,243)	1	-	236,062
23.00	Other - (Medicare Tax)	14,948	(6,155)	1	-	8,793
24.00	Other - (Specify)	-	-		-	-
25.00	Other - (Specify)	-	-		-	-
26.00	Other - (Specify)	-	-		-	-
	Subtotal Fringe Benefits (Lines 19.00 thru 26.00)	\$ 530,911	\$ (218,610)		\$ -	\$ 312,301
	Total Salaries & Fringe Benefits	\$ 1,561,816	\$ (643,100)		\$ -	\$ 918,716
	Total Capital Related, Salaries, and Fringe Benefits	\$ 1,630,201	\$ (643,100)		\$ -	\$ 987,101
Administrative and General						
27.00	Administrative	\$ 102,452	\$ (42,186)	2		\$ 60,266
28.00	Legal	17,000	(7,000)	2		10,000
29.00	Accounting	17,000	(7,000)	2		10,000
30.00	Advertising	-	-			-
31.00	Consulting Expenses	-	-			-
32.00	Contracted Labor	-	-			-
33.00	Interest - Other	-	-			-
34.00	Training	7,225	(2,975)	2		4,250
35.00	General Insurance	-	-			-
36.00	Supplies	5,552	(2,286)	2		3,266
37.00	Bad Debt	-	-			-
38.00	Plant Operations and Maintenance	8,075	(3,325)	2		4,750
39.00	Housekeeping	-	-			-
40.00	Utilities	18,340	(7,552)	2		10,788
41.00	Medical Supplies	17,850	3,150	2		21,000

SCHEDULE 5 - MEDICAL TRANSPORTATION SERVICES (MTS) EXPENSE

Fire Department / Agency Name: RUNNING SPRINGS FIRE DEPARTMENT
NPI Number: 1902939390

Fiscal Year Ended: JUNE 30, 2018

Line No.	Cost Center	1	2	3	4	5
		Reported MTS Expense	Adjustments to MTS Expense	Adj. No.	Audited MTS Allocation Variance	Total Audited MTS Expense
		From Cost Report Sch. 2, Col 6			From Sch. 4, Col 6	To Sch. 7, Col 2
42.00	Minor Medical Equipment	5,100	900	2		6,000
43.00	Minor Equipment	22,525	(9,275)	2		13,250
44.00	Fines and Penalties	-	-			-
45.00	Fleet Maintenance	50,314	(20,718)	2		29,596
46.00	Communications	1,224	(504)	2		720
47.00	Recruit Academy	-	-			-
48.00	Dispatch Service	34,000	-	2		34,000
49.00	Logistics	-	-			-
50.00	Postage	-	-			-
51.00	Dues and Subscriptions	9,265	(3,815)	2		5,450
52.00	Other - Capital Related Costs	-	-			-
53.00	Contracted Services - MTS	-	-			-
54.00	Contracted Services - MTS Billing	-	-			-
55.00	Other - (Hazard Abatement)	-	-			-
56.00	Other - (Equipment Repair & Maintenance)	1,700	(700)	2		1,000
57.00	Other - (Permits and Fees)	5,808	(2,392)	2		3,416
	Total Administrative & General	\$ 323,430	\$ (105,678)			\$ 217,752
	Total Fire District / Agency	\$ 1,953,631	\$ (748,778)		\$ -	\$ 1,204,853

SCHEDULE 6 - NON-MTS EXPENSE

Fire Department / Agency Name: RUNNING SPRINGS FIRE DEPARTMENT
NPI Number: 1902939390

Fiscal Year Ended: JUNE 30, 2018

Line No.	Cost Center	1	2	3	4	5
		Reported NON-MTS Expense	Adjustments to NON-MTS Expense	Adj. No.	Audited NON-MTS Allocation Variance	Audited NON-MTS Expense
		From Cost Report Sch. 3, Col 5			From Sch. 4, Col 9	To Sch. 7, Col 3
Capital Related						
1.00	Depreciation - Buildings and Improvements	\$ 12,068	\$ -		\$ -	\$ 12,068
2.00	Depreciation - Leasehold Improvements	-	-		-	-
3.00	Depreciation - Equipment	-	-		-	-
4.00	Depreciation and Amortization - Other	-	-		-	-
5.00	Leases and Rentals	-	-		-	-
6.00	Property Taxes	-	-		-	-
7.00	Property Insurance	-	-		-	-
8.00	Interest - Property, Plant, and Equipment	-	-		-	-
9.00	Other - (Specify)	-	-		-	-
10.00	Other - (Specify)	-	-		-	-
	Total Capital Related (Lines 1.00 thru 10.00)	\$ 12,068	\$ -		\$ -	\$ 12,068
Salaries						
11.00	Administrative Chief	\$ -	\$ -		\$ -	\$ -
12.00	Chief	22,411	52,292	1	-	74,703
13.00	Non-MTS Salaries	18,386	42,902	1	-	61,288
14.00	MTS Salaries	141,127	329,297	1	-	470,424
15.00	Other - (Specify)	-	-		-	-
16.00	Other - (Specify)	-	-		-	-
17.00	Other - (Specify)	-	-		-	-
18.00	Other - (Specify)	-	-		-	-
	Subtotal Salaries (Lines 11.00 thru 18.00)	\$ 181,924	\$ 424,491		\$ -	\$ 606,415
Fringe Benefits						
19.00	Administrative Chief	\$ -	\$ -		\$ -	\$ -
20.00	Chief	10,117	23,606	1	-	33,723
21.00	Non-MTS Benefits	10,117	23,606	1	-	33,723
22.00	MTS Benefits	70,819	165,243	1	-	236,062
23.00	Other - (Medicare Tax)	2,638	6,155	1	-	8,793
24.00	Other - (Specify)	-	-		-	-
25.00	Other - (Specify)	-	-		-	-
26.00	Other - (Specify)	-	-		-	-
	Subtotal Fringe Benefits (Lines 19.00 thru 26.00)	\$ 93,691	\$ 218,610		\$ -	\$ 312,301
	Total Salaries & Fringe Benefits	\$ 275,615	\$ 643,101		\$ -	\$ 918,716
	Total Capital Related, Salaries, and Fringe Benefits	\$ 287,683	\$ 643,101		\$ -	\$ 930,784
Administrative and General						
27.00	Administrative	\$ 18,080	\$ 42,186	2		\$ 60,266
28.00	Legal	3,000	7,000	2		10,000
29.00	Accounting	3,000	7,000	2		10,000
30.00	Advertising	-	-			-
31.00	Consulting Expenses	-	-			-
32.00	Contracted Labor	-	-			-
33.00	Interest - Other	-	-			-
34.00	Training	1,275	2,975	2		4,250
35.00	General Insurance	-	-			-
36.00	Supplies	980	2,286	2		3,266
37.00	Bad Debt	-	-			-
38.00	Plant Operations and Maintenance	1,425	3,325	2		4,750
39.00	Housekeeping	-	-			-
40.00	Utilities	3,236	7,552	2		10,788
41.00	Medical Supplies	3,150	(3,150)	2		-

SCHEDULE 6 - NON-MTS EXPENSE

Fire Department / Agency Name: RUNNING SPRINGS FIRE DEPARTMENT
NPI Number: 1902939390

Fiscal Year Ended: JUNE 30, 2018

Line No.	Cost Center	1	2	3	4	5
		Reported NON-MTS Expense	Adjustments to NON-MTS Expense	Adj. No.	Audited NON-MTS Allocation Variance	Audited NON-MTS Expense
		From Cost Report Sch. 3, Col 5			From Sch. 4, Col 9	To Sch. 7, Col 3
42.00	Minor Medical Equipment	900	(900)	2		-
43.00	Minor Equipment	3,975	9,275	2		13,250
44.00	Fines and Penalties	-	-			-
45.00	Fleet Maintenance	8,879	20,718	2		29,597
46.00	Communications	216	504	2		720
47.00	Recruit Academy	-	-			-
48.00	Dispatch Service	6,000	-	2		6,000
49.00	Logistics	-	-			-
50.00	Postage	-	-			-
51.00	Dues and Subscriptions	1,635	3,815	2		5,450
52.00	Other - Capital Related Costs	-	-			-
53.00	Contracted Services - MTS	-	-			-
54.00	Contracted Services - MTS Billing	-	-			-
55.00	Other - (Hazard Abatement)	8,000	-			8,000
56.00	Other - (Equipment Repair & Maintenance)	300	700	2		1,000
57.00	Other - (Permits and Fees)	1,025	2,392	2		3,417
	Total Administrative & General	\$ 65,076	\$ 105,678			\$ 170,754
	Total Fire District / Agency	\$ 352,759	\$ 748,779		\$ -	\$ 1,101,538

SCHEDULE 7 - TOTAL EXPENSE

Fire Department / Agency Name: RUNNING SPRINGS FIRE DEPARTMENT Fiscal Year Ended: JUNE 30, 2018
 NPI Number: 1902939390

Line No.	Cost Center	1	2	3	4	5
		Reported Total Expense Sch. 5, Col 1 + Sch. 6, Col 1	Audited MTS Expense From Sch. 5, Col 5	Audited NON-MTS Expense From Sch. 6, Col 5	Audited Administration & General From Sch 3, Col 2	Audited Total Expense Col 2 + Col 3
Capital Related						
1.00	Depreciation - Buildings and Improvements	\$ 80,453	\$ 68,385	\$ 12,068		\$ 80,453
2.00	Depreciation - Leasehold Improvements	-	-	-		-
3.00	Depreciation - Equipment	-	-	-		-
4.00	Depreciation and Amortization - Other	-	-	-		-
5.00	Leases and Rentals	-	-	-		-
6.00	Property Taxes	-	-	-		-
7.00	Property Insurance	-	-	-		-
8.00	Interest - Property, Plant, and Equipment	-	-	-		-
9.00	Other - (Specify)	-	-	-		-
10.00	Other - (Specify)	-	-	-		-
	Total Capital Related (Lines 1.00 thru 10.00)	\$ 80,453	\$ 68,385	\$ 12,068		\$ 80,453
Salaries						
11.00	Administrative Chief	\$ -	\$ -	\$ -		\$ -
12.00	Chief	149,406	74,703	74,703		149,406
13.00	Non-MTS Salaries	122,575	61,288	61,288		122,576
14.00	MTS Salaries	940,848	470,424	470,424		940,848
15.00	Other - (Specify)	-	-	-		-
16.00	Other - (Specify)	-	-	-		-
17.00	Other - (Specify)	-	-	-		-
18.00	Other - (Specify)	-	-	-		-
	Subtotal Salaries (Lines 11.00 thru 18.00)	\$ 1,212,829	\$ 606,415	\$ 606,415		\$ 1,212,830
Fringe Benefits						
19.00	Administrative Chief	\$ -	\$ -	\$ -		\$ -
20.00	Chief	67,446	33,723	33,723		67,446
21.00	Non-MTS Benefits	67,446	33,723	33,723		67,446
22.00	MTS Benefits	472,124	236,062	236,062		472,124
23.00	Other - (Medicare Tax)	17,586	8,793	8,793		17,586
24.00	Other - (Specify)	-	-	-		-
25.00	Other - (Specify)	-	-	-		-
26.00	Other - (Specify)	-	-	-		-
	Subtotal Fringe Benefits (Lines 19.00 thru 26.00)	\$ 624,602	\$ 312,301	\$ 312,301		\$ 624,602
	Total Salaries & Fringe Benefits	\$ 1,837,431	\$ 918,716	\$ 918,716		\$ 1,837,432
	Total Capital Related, Salaries, and Fringe Benefits	\$ 1,917,884	\$ 987,101	\$ 930,784		\$ 1,917,885
Administrative and General						
27.00	Administrative	\$ 120,532	\$ 60,266	\$ 60,266	\$ -	\$ 120,532
28.00	Legal	20,000	10,000	10,000	-	20,000
29.00	Accounting	20,000	10,000	10,000	-	20,000
30.00	Advertising	-	-	-	-	-
31.00	Consulting Expenses	-	-	-	-	-
32.00	Contracted Labor	-	-	-	-	-
33.00	Interest - Other	-	-	-	-	-
34.00	Training	8,500	4,250	4,250	-	8,500
35.00	General Insurance	-	-	-	-	-
36.00	Supplies	6,532	3,266	3,266	-	6,532
37.00	Bad Debt	-	-	-	-	-
38.00	Plant Operations and Maintenance	9,500	4,750	4,750	-	9,500
39.00	Housekeeping	-	-	-	-	-
40.00	Utilities	21,576	10,788	10,788	-	21,576
41.00	Medical Supplies	21,000	21,000	-	-	21,000

SCHEDULE 7 - TOTAL EXPENSE

Fire Department / Agency Name: RUNNING SPRINGS FIRE DEPARTMENT Fiscal Year Ended: JUNE 30, 2018
 NPI Number: 1902939390

Line No.	Cost Center	1	2	3	4	5
		Reported Total Expense	Audited MTS Expense	Audited NON-MTS Expense	Audited Administration & General	Audited Total Expense
		Sch. 5, Col 1 + Sch. 6, Col 1	From Sch. 5, Col 5	From Sch. 6, Col 5	From Sch 3, Col 2	Col 2 + Col 3
42.00	Minor Medical Equipment	6,000	6,000	-	-	6,000
43.00	Minor Equipment	26,500	13,250	13,250	-	26,500
44.00	Fines and Penalties	-	-	-	-	-
45.00	Fleet Maintenance	59,193	29,596	29,597	-	59,193
46.00	Communications	1,440	720	720	-	1,440
47.00	Recruit Academy	-	-	-	-	-
48.00	Dispatch Service	40,000	34,000	6,000	-	40,000
49.00	Logistics	-	-	-	-	-
50.00	Postage	-	-	-	-	-
51.00	Dues and Subscriptions	10,900	5,450	5,450	-	10,900
52.00	Other - Capital Related Costs	-	-	-	-	-
53.00	Contracted Services - MTS	-	-	-	-	-
54.00	Contracted Services - MTS Billing	-	-	-	-	-
55.00	Other - (Hazard Abatement)	8,000	-	8,000	-	8,000
56.00	Other - (Equipment Repair & Maintenance)	2,000	1,000	1,000	-	2,000
57.00	Other - (Permits and Fees)	6,833	3,416	3,417	-	6,833
	Total Administrative & General	\$ 388,506	\$ 217,752	\$ 170,754	\$ -	\$ 388,506
	Total Fire District / Agency	\$ 2,306,390	\$ 1,204,853	\$ 1,101,538	\$ -	\$ 2,306,391

Provider Name		Fiscal Period				NPI		Adjustments
RUNNING SPRINGS FIRE DEPARTMENT		JULY 1, 2017 THROUGH JUNE 30, 2018				1902939390		5
Report References					Explanation of Audit Adjustments	As Reported	Increase (Decrease)	As Adjusted
Adj. No.	Audit Report		Cost Report					
	Schedule	Line	Schedule	Line				
RECLASSIFICATIONS TO REPORTED COSTS								
1	5	12	2	12	Chief	\$126,995	(\$52,292)	\$74,703
	5	13	2	13	Non-MTS Salaries	104,189	(42,902)	61,288
	5	14	2	14	MTS Salaries	799,721	(329,297)	470,424
	5	20	2	20	Chief	57,329	(23,606)	33,723
	5	21	2	21	Non-MTS Benefits	57,329	(23,606)	33,723
	5	22	2	22	MTS Benefits	401,305	(165,243)	236,062
	5	23	2	23	Other - (Medicare Tax)	14,948	(6,155)	8,793
	6	12	3	12	Chief	22,411	52,292	74,703
	6	13	3	13	Non-MTS Salaries	18,386	42,902	61,288
	6	14	3	14	MTS Salaries	141,127	329,297	470,424
	6	20	3	20	Chief	10,117	23,606	33,723
	6	21	3	21	Non-MTS Benefits	10,117	23,606	33,723
	6	22	3	22	MTS Benefits	70,819	165,243	236,062
	6	23	3	23	Other - (Medicare Tax)	2,638	6,155	8,793
To reclassify Salaries and Benefits expenses from MTS to Non-MTS for proper allocation of costs. 42 CFR 413.24 / CMS Pub. 15-1, Section 2302.8								
2	5	27	2	27	Administrative	\$102,452	(\$42,186)	\$60,266
	5	28	2	28	Legal	17,000	(7,000)	10,000
	5	29	2	29	Accounting	17,000	(7,000)	10,000
	5	34	2	34	Training	7,225	(2,975)	4,250
	5	36	2	36	Supplies	5,552	(2,286)	3,266
	5	38	2	38	Plant Operations and Maintenance	8,075	(3,325)	4,750
	5	40	2	40	Utilities	18,340	(7,552)	10,788
	5	41	2	41	Medical Supplies	17,850	3,150	21,000
	5	42	2	42	Minor Medical Equipment	5,100	900	6,000
	5	43	2	43	Minor Equipment	22,525	(9,275)	13,250
	5	45	2	45	Fleet Maintenance	50,314	(20,718)	29,596
	5	46	2	46	Communications	1,224	(504)	720
	5	51	2	51	Dues and Subscriptions	9,265	(3,815)	5,450
	5	56	2	56	Other - (Equipment Repair & Maintenance)	1,700	(700)	1,000
	5	57	2	57	Other - (Permits and Fees)	5,808	(2,392)	3,417

-Continued on next page-

Provider Name					Fiscal Period		NPI		Adjustments
RUNNING SPRINGS FIRE DEPARTMENT					JULY 1, 2017 THROUGH JUNE 30, 2018		1902939390		5
Report References					Explanation of Audit Adjustments	As Reported	Increase (Decrease)	As Adjusted	
Adj. No.	Audit Report		Cost Report						
	Schedule	Line	Schedule	Line					
RECLASSIFICATIONS TO REPORTED COSTS									
-Continued from previous page-									
6	27	3	27	Administrative	18,080	42,186	60,266		
6	28	3	28	Legal	3,000	7,000	10,000		
6	29	3	29	Accounting	3,000	7,000	10,000		
6	34	3	34	Training	1,275	2,975	4,250		
6	36	3	36	Supplies	900	2,286	3,186		
6	38	3	38	Plant Operations and Maintenance	1,425	3,325	4,750		
6	40	3	40	Utilities	3,236	7,552	10,788		
6	41	3	41	Medical Supplies	3,150	(3,150)	0		
6	42	3	42	Minor Medical Equipment	900	(900)	0		
6	43	3	43	Minor Equipment	3,975	9,275	13,250		
6	45	3	45	Fleet Maintenance	8,879	20,718	29,597		
6	46	3	46	Communications	216	504	720		
6	51	3	51	Dues and Subscriptions	1,635	3,815	5,450		
6	56	3	56	Other - (Equipment Repair & Maintenance)	300	700	1,000		
6	57	3	57	Other - (Permits and Fees)	1,025	2,392	3,417		
To reclassify MTS expenses to Non-MTS for proper allocation of costs. 42 CFR 413.24 / CMS Pub. 15-1, Section 2302.8									

Provider Name				Fiscal Period				NPI		Adjustments		
RUNNING SPRINGS FIRE DEPARTMENT				JULY 1, 2017 THROUGH JUNE 30, 2018				1902939390		5		
Report References					Explanation of Audit Adjustments					As Reported	Increase (Decrease)	As Adjusted
Adj. No.	Audit Report		Cost Report									
	Schedule	Line	Schedule	Line								
<u>ADJUSTMENT TO OTHER TRANSPORTS</u>												
3	1	8	9	8	Total Number of MTS Transports - Other To include Dry Run Transports that were omitted from the filed Cost Report. 42 CFR 413.20 and 413.24 CMS Pub. 15-1, Sections 2300 and 2304 California State Plan Amendment, TN#: 09-024, Paragraph A: 5, 6, and 7				303	130	433	

Provider Name					Fiscal Period	NPI	Adjustments	
RUNNING SPRINGS FIRE DEPARTMENT					JULY 1, 2017 THROUGH JUNE 30, 2018	1902939390	5	
Report References					Explanation of Audit Adjustments	As Reported	Increase (Decrease)	As Adjusted
Adj. No.	Audit Report		Cost Report					
	Schedule	Line	Schedule	Line				
ADJUSTMENTS TO REPORTED MEDI-CAL SETTLEMENT DATA								
4	1	8	N/A	N/A	Medi-Cal Fee for Service Transports - 1st Quarter ACA	0	5	5
	1	8	9	8	Medi-Cal Fee for Service Transports - 1st Quarter	13	(5)	8
	1	8	N/A	N/A	Medi-Cal Fee for Service Transports - 2nd Quarter ACA	0	8	8
	1	8	9	8	Medi-Cal Fee for Service Transports - 2nd Quarter	17	(7)	10
	1	8	N/A	N/A	Medi-Cal Fee for Service Transports - 3rd Quarter ACA	0	13	13
	1	8	9	8	Medi-Cal Fee for Service Transports - 3rd Quarter	23	(11)	12
	1	8	N/A	N/A	Medi-Cal Fee for Service Transports - 4th Quarter ACA	0	5	5
	1	8	9	8	Medi-Cal Fee for Service Transports - 4th Quarter	14	(5)	9
5	2	1	8	1	Medi-Cal Fee for Service Payments - 1st Quarter	\$2,105	(\$950)	\$1,155
	2	4	N/A	N/A	Medi-Cal Fee for Service Payments - 1st Quarter ACA	0	787	787
	2	1	8	1	Medi-Cal Fee for Service Payments - 2nd Quarter	2,782	(1,439)	1,343
	2	4	N/A	N/A	Medi-Cal Fee for Service Payments - 2nd Quarter ACA	0	1,235	1,235
	2	1	8	1	Medi-Cal Fee for Service Payments - 3rd Quarter	4,013	(2,466)	1,547
	2	4	N/A	N/A	Medi-Cal Fee for Service Payments - 3rd Quarter ACA	0	1,610	1,610
	2	1	8	1	Medi-Cal Fee for Service Payments - 4th Quarter	2,468	(933)	1,535
	2	4	N/A	N/A	Medi-Cal Fee for Service Payments - 4th Quarter ACA	0	1,052	1,052
<p>To adjust Medi-Cal Settlement Data to agree with the following Fiscal Intermediary Payment Data: Service Period: July 1, 2017 through June 30, 2018 Payment Period: July 1, 2017 through March 12, 2021 Report Date: March 12, 2021 42 CFR 413.20, 413.24, 413.50, 413.53, 413.60, 413.64, and 433.139 CMS Pub. 15-1, Sections 2300, 2304, 2404, and 2408 CCR, Title 22, Section 51511</p>								



RUNNING SPRINGS WATER DISTRICT
A MULTI-SERVICE INDEPENDENT SPECIAL DISTRICT

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

RUNNING SPRINGS WATER DISTRICT
MEMORANDUM

DATE: February 5, 2020
TO: Mike Vasquez
FROM: Whitney Mesna
RE: Department of Healthcare Services

The following payments were found:

Date	Check No.	Amount	
05/01/2016	07-574254	59,976.61	
06/10/2016	06-852671	156,690.92	
10/30/2017	08-027174	61,527.86	
11/16/2017	08-053290	16,283.00	
11/21/2017	08-062914	61,367.08	
04/17/2018	08-346112	149,317.00	
04/30/2019	08-897988	183,740.82	
			Total: 688,903.29

**Ground Emergency Medical Transportation
Supplemental Reimbursement Program
State Plan Amendment (SPA) 09-024**

<input checked="" type="checkbox"/>	Interim Supplemental Payment
<input checked="" type="checkbox"/>	Interim Supplemental Payment (CA-MMIS Transport # Adjustment)
<input type="checkbox"/>	Removal of Unallowable Billing/Accounting Costs
<input type="checkbox"/>	Interim Settlement
<input type="checkbox"/>	Final Settlement

ADJUSTED SCHEDULE 9*

PROVIDER LEGAL NAME **Running Springs Fire Dept.**

CLAIMING PERIOD 7/1/2017 - 6/30/2018

ACCEPTED COST REPORT POST MARK DATE **12/27/2018**

AVERAGE COST PER TRANSPORT (from Line 9 of accepted cost report) **\$3,954.72**

Total transport totals below noted on Line 10 and Line 17, per quarter, are based on the CA-MMIS Report dated: **2/6/2019**

Average Cost Per GEMT Service (SOURCE-Accepted Cost Report Information)																			
1. Cost of MTS Services (from Sch.2)			\$1,953,631.00																
2. Indirect Cost Factor Based on MTS Services? (please use drop down box)	Yes	\$	1,953,631.00																
3. If no, please enter the cost basis for calculating Indirect Cost																			
4. Indirect Cost Factor			\$0																
5. Administration & General Allocation from Sch. 5 (A)			\$0																
6. Administration & General to be Included			\$0.00																
7. Grand Total of MTS Expense (Sum Lines 1 & 6)			\$1,953,631.00																
Minus Contracted MTS Billing Services Costs (Sch. 2 Line 54; Sch. 5 Line 54; Sch. 10)			\$0.00																
ADJUSTED Total of MTS Expense (Line 7 Minus Contracted Billing Costs, Sch.2 Line 54)			\$1,953,631.00																
<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th colspan="4">Medi-Cal</th> <th rowspan="2">Other</th> <th rowspan="2"></th> </tr> <tr> <th>Managed Care</th> <th>Medi-Medi</th> <th>Fee For Service</th> <th></th> </tr> </thead> <tbody> <tr> <td>8. Total Number of MTS Transports (from submitted cost report)</td> <td>93</td> <td>31</td> <td>69</td> <td>301</td> <td>494</td> </tr> </tbody> </table>				Medi-Cal				Other		Managed Care	Medi-Medi	Fee For Service		8. Total Number of MTS Transports (from submitted cost report)	93	31	69	301	494
Medi-Cal				Other															
Managed Care	Medi-Medi	Fee For Service																	
8. Total Number of MTS Transports (from submitted cost report)	93	31	69	301	494														
9. ADJUSTED Average Cost Per Transport (Adjusted Total/Line 8)			\$3,954.72																

ADJUSTED SCHEDULE 9 Calculation of Medi-Cal Settlement - FFS Non-ACA (FMAP is 50%)						SOURCE
	Qtr. 1 7/01 - 9/30	Qtr. 2 10/01 - 12/31	Qtr. 3 1/01 - 3/31	Qtr. 4 4/01 - 6/30	Totals	
10. Total No. of Medi-Cal Fee for Service GEMT Transports	8	10	12	8	38	CA-MMIS Report (Line 9 x Line 10)
11. Total Cost of Medi-Cal GEMT Transports (Line 9 x Line 10)	\$31,637.75	\$39,547.19	\$47,456.62	\$31,637.75	\$150,279.31	CA-MMIS Report (Sum of Line 11 and Line 12)
12. <Less: Amount Paid> (i.e. Medi-Cal FFS or Other Payments)	\$ (1,155.25)	\$ (1,342.97)	\$ (1,546.94)	\$ (1,415.42)	\$ (5,460.58)	(Line 13 * 50%)
13. Net Cost of Transports (CPE Amt.)	\$30,482.50	\$38,204.22	\$45,909.68	\$30,222.33	\$144,818.73	(Line 13 * 50%)
14. Non Federal Share Reduction	\$15,241.25	\$19,102.11	\$22,954.84	\$15,111.17	\$72,409.37	(Line 13 * 50%)
15. Net Federal Participation Amount (FFP Amt.) (50%)	\$15,241.25	\$19,102.11	\$22,954.84	\$15,111.16	\$72,409.36	(Line 13 * 50%)

ADJUSTED SCHEDULE 9 Calculation of Medi-Cal Settlement - FFS ACA Optional Population (FMAP is 100% and 95%)						SOURCE
	Qtr. 1 7/01 - 9/30	Qtr. 2 10/01 - 12/31	Qtr. 3 1/01 - 3/31	Qtr. 4 4/01 - 6/30	Totals	
16. ACA FFP Percentage	95%	95%	94%	94%		
17. Total No. of Medi-Cal Fee for Service GEMT Transports	5	8	13	5	31	CA-MMIS Report (Line 9 x Line 17)
18. Total Cost of Medi-Cal GEMT Transports (Line 9 x Line 10)	\$19,773.59	\$31,637.75	\$51,411.34	\$19,773.59	\$122,596.28	CA-MMIS Report (Sum of Line 18 and Line 19)
19. <Less: Amount Paid> (i.e. Medi-Cal FFS or Other Payments)	\$ (787.19)	\$ (1,234.66)	\$ (1,609.72)	\$ (1,052.40)	\$ (4,683.97)	(Line 20 - Line 22)
20. Net Cost of Transports (CPE Amt.)	\$18,986.40	\$30,403.09	\$49,801.62	\$18,721.19	\$117,912.30	(Line 20 * Line 16)
21. Non Federal Share Reduction	\$949.32	\$1,520.15	\$2,988.10	\$1,123.27	\$6,580.84	
22. Net Federal Participation Amount (FFP Amt.)	\$18,037.08	\$28,882.94	\$46,813.52	\$17,597.92	\$111,331.46	

* Adjustments made per the authority of State Plan Amendment 09-024, sections D, E and F, and Policy & Procedure Letter 14-002.

Total FFS Transports 69 **\$183,740.82** Total Net Payment
 Total Medi-Cal Payments -\$10,144.55

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: May 18, 2022

TO: Board of Directors

FROM: Ryan Gross, General Manager

SUBJECT: CONSIDER AWARDING ON-CALL CONTRACTS FOR AS-NEEDED MAINTENANCE AND REPAIR SERVICES

RECOMMENDED BOARD ACTION

1. Consider awarding on-call contracts for as-needed maintenance and repair services;
2. Authorize the General Manager to execute the contracts.

REASON FOR RECOMMENDATION

To have in place contracts to perform on-call water and sanitary sewer maintenance and repair services on an as-needed basis.

BACKGROUND INFORMATION

The District maintains a large network of infrastructure requiring constant repair, maintenance and updating. The cost of many budgeted activities has increased above staffs' current levels of authority. This can cause delays in execution when additional authority levels are required. All expenditures over \$5,000 currently require Board approval. These contracts are delayed until they can be added to the agenda for the next meeting and require additional staff time to prepare reports. The proposed General Manager authority level is up to \$25,000 for these on-call maintenance and repair contracts.

The first project we would utilize the on-call maintenance and repair contract for is the patching and paving of several water and sewer pipeline repair jobs throughout the District that need to be patch paved to comply with County standards included in our permit. We also have the annual weed abatement work that needs to be completed. The District contacted several local contractors and proposes to execute at least three or four on-call maintenance and repair contracts. The contractors that have shown interest are listed in the following table:

Bacon Wagner Excavating
Bennett Excavating
GM Excavating
Reliable Raul
Trinity Construction

FISCAL INFORMATION

The proposed General Manager authority level is \$25,000 for these on-call maintenance and repair contracts. Staff conducted a survey which indicate that the proposed authority levels are consistent with other local and similarly sized water agencies. There will be no negative fiscal impact associated with these changes. There may be some efficiencies gained with reduced administrative staff time.

ATTACHMENTS

Attachment 1 – Sample On-Call Contract

**CONTRACT TO PERFORM ON-CALL
WATER AND SANITARY SEWER
MAINTENANCE AND REPAIR SERVICES**

CONTRACT TO PERFORM ON-CALL WATER AND SANITARY SEWER
MAINTENANCE AND REPAIR SERVICES

1. Parties and Date.

This Contract is entered into this ___ day of _____, _____, between RUNNING SPRINGS WATER DISTRICT (“RSWD”), an independent special district of the State of California, and _____ (“Contractor”), whose address is _____

2. Recitals.

2.1 RSWD wishes to engage the services of Contractor to perform water and sanitary sewer maintenance and repair work on an as-needed basis.

2.2 Contractor agrees to perform such work pursuant to, and in accordance with, the terms of this Contract, and has represented to RSWD that Contractor possesses the necessary licenses, skills, qualifications, personnel and equipment to perform such work.

2.3 The work to be performed by Contractor will be specifically described in one or more written Task Orders issued by RSWD to Contractor pursuant to this Contract in the form attached hereto as Exhibit “A”.

3. Term.

This Contract shall become effective on the date first approved and shall continue for a period of five (5) years, until _____. Upon conclusion the initial five year term, the contract may be extended by mutual agreement of the parties for up to two (2) additional two (2) year terms, subject to mutually agreed adjustment of price and service.

4. Work to be Performed.

4.1 Contractor agrees to provide such work as may be assigned, from time to time, in writing by RSWD. Each such assignment shall be made in the form of a written Task Order in the form attached hereto as Exhibit "A". Each such Task Order shall include, but shall not be limited to, a description of the scope and location of the work to be performed by Contractor, the amount of compensation to be paid, and the mutually agreeable time of completion, and shall be signed by both RSWD and Contractor in advance of commencement of the work described in the Task Order.

4.2 Contractor may, at Contractor's sole cost and expense, employ such competent and qualified independent professional associates, subcontractors and consultants as Contractor deems necessary to perform each such assignment; provided, however, that Contractor shall not subcontract any of the work to be performed without the prior written consent of RSWD, which should not be unreasonably withheld.

5. Obligations of Contractor.

5.1 Contractor agrees to furnish all labor, tools and equipment necessary to complete the work described in each Task Order by the deadline for completion set forth in the Task Order. In the event that the work is not completed before the deadline date set forth in the Task Order, the parties hereto agree that Contractor shall pay to RSWD, for each calendar day of unexcused delay, liquidated damages in the amount set forth on that Task Order, recognizing that actual damages will be extremely difficult to determine. Contractor hereby guarantees that all work to be performed by it hereunder will be performed in a good and workmanlike manner.

5.2 Contractor shall furnish RSWD with labor and material releases from all subcontractors performing work on, or furnishing materials for, the job prior to final payment for any completed Task Order. If the total compensation to be paid to Contractor for the performance of any Task Order exceeds \$25,000, prior to commencement of any work required by that Task Order, Contractor agrees to furnish RSWD a Labor and Materials Payment Bond in the form provided by RSWD in the face amount equal to the total amount

to be paid for the performance of that Task Order. RSWD will reimburse Contractor for the documented actual cost of the premium for the Labor and Materials Payment Bond.

5.3 Copies of the prevailing rate of per diem wages for each craft, classification or type of worker needed to execute this Contract are available to interested parties upon request. Contractor agrees to pay such prevailing rates to each workman needed to execute the work required under this Contract and further agrees to comply with the penalty provisions of Section 1775 of the Labor Code in the event of its failure to pay prevailing rates. Pursuant to Labor Code Section 1725.5, Contractor and any subcontractors must be registered with the Department of Industrial Relations prior to execution of this Contract or the applicable subcontract, and must maintain such registration for the duration of this Contract. Contractor and subcontractors will be responsible for submitting payroll records to the Department of Industrial Relations electronically, as required by law.

5.4 Contractor shall pay travel and subsistence payments to each workman needed to execute the work, as such travel and subsistence payments are defined in the applicable collective bargaining agreements filed in accordance with Section 1773.8 of the Labor Code.

5.5 When Contractor employs workmen in an apprenticeable craft or trade, Contractor shall comply with the provisions of Section 1777.5 of the Labor Code with respect to the employment of properly registered apprentices upon public works. The primary responsibility for compliance with said section for all apprenticeable occupations shall be with Contractor.

5.6 Contractor is advised that eight (8) hours labor constitutes a legal day's work. Pursuant to Section 1813 of the Labor Code, Contractor shall forfeit a penalty of \$25.00 per worker for each day that each worker is permitted to work more than eight (8) hours in any one calendar day and forty (40) hours in any one calendar week, except when payment for overtime is made at not less than one and one-half (1-1/2) times the basic rate for that worker.

5.7 Contractor shall keep accurate payroll records available for inspection in accordance with the requirements of Labor Section 1776.

5.8 Contractor shall keep himself fully informed of all laws and regulations in any manner affecting the performance of the contract work, and shall be responsible for obtaining all licenses and permits required to perform the work.

5.9 Contractor shall procure and maintain for the duration of the Contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, his agents, representatives, employees or subcontractors.

Minimum Scope of Insurance

Coverage shall be at least as broad as:

- (a) Insurance Services Office Commercial General Liability coverage (occurrence Form CG 0001 or Claims Made Form CG 0002).
- (b) Insurance Services Office Business Auto Coverage form CA 0001, code 1 (any auto) or code 8, 9 if no owned autos.
- (c) Workers' Compensation insurance as required by the State of California and Employer's Liability insurance.

Minimum Limits of Insurance

Contractor shall maintain limits no less than:

- (a) General Liability: \$2,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
- (b) Automobile Liability: \$2,000,000 per accident for bodily injury and property damage.
- (c) Employer's Liability: \$1,000,000 per accident for bodily injury or disease.

Deductible and Self Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by RSWD. If possible, the Insurer shall reduce or eliminate such deductibles or self insured retentions as respects RSWD, its officers, agents and employees; or the Contractor shall provide evidence satisfactory to RSWD guaranteeing payment of losses and related investigations, claim administration and defense expenses.

Other Insurance Provisions

The General Liability and Automobile Liability policies shall be endorsed to contain the following provisions:

- (a) RSWD, its officers, agents and employees must be covered as insureds with respect to liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of the Contractor; and with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts or equipment furnished in connection with such work or operations;
- (b) For any claims related to this project, the Contractor's insurance coverage shall be primary insurance as respect RSWD, its officers, agents and employees. Any insurance or self-insurance maintained by RSWD, its officers, agents and employees shall be excess of the Contractor's insurance and shall not contribute with it.
- (c) Each insurance policy required by this clause shall be endorsed to state that coverage shall not be cancelled by the Insurer except after thirty (30) days prior written notice has been given to RSWD.

Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, if admitted. If Pollution Liability coverage is not available from an "admitted" insurer, the coverage may be written by a non-admitted insurance company. A "non-admitted" company must have an A.M. Best's rating of A:IX or higher.

Verification of Coverage

Contractor shall furnish RSWD with endorsements effecting coverage required by this clause. The endorsements are to be signed by a person authorized by that Insurer to bind coverage on its behalf. All endorsements are to be received and approved by RSWD before work commences.

5.10 Contractor shall be responsible for personal injuries and for all loss and damage to property which may arise out of the nature or performance of the work agreed to herein, whether by Contractor or by any subcontractor, or from the action of the elements, or from any unforeseen difficulties which may arise or be encountered in the prosecution of the work until same is fully completed and accepted by RSWD. However, Contractor shall be responsible for damage proximately caused by an act of God within the meaning of Section 4150 of the Government Code only to the extent of five percent (5%) of the contract amount.

5.11 Contractor shall indemnify and hold harmless RSWD, its agents and employees, from and against all claims, damages, losses and expenses, including attorney's fees, arising out of or resulting from performance of work under this Contract, including bodily injury, death, and damage to property, including the loss of use resulting therefrom, caused in whole or in part by any negligent or willful act or omission of the Contractor, any subcontractor, or anyone directly or indirectly employed by them or for whose acts they may be responsible.

5.12 Contractor offers and agrees to assign to RSWD all rights, title and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. § 15) or under the Cartwright Act (Chapter 2 of Part 2 of Division 7 of the Business and Professions Code) arising from purchases of goods, services or materials pursuant to this Contract. Such assignment shall be made and become effective at the time RSWD tenders final payment to Contractor, without further acknowledgment by the parties.

5.13 Contractor shall be responsible for securing and paying for all permits and licenses necessary to perform the work described herein.

5.14 If the work entails trenching of five (5) feet or more in depth, Contractor shall submit to RSWD, in advance of excavation, a detailed plan showing the design of shoring, bracing, sloping, or other provisions to be made for worker protection from the hazard of caving ground.

5.15 As required by Public Contract Code Section 7104, Contractor shall promptly, and prior to disturbance of conditions, notify RSWD of (a) any material discovered in excavation that Contractor believes to be a hazardous waste that is required to be removed to a Class I, Class II or Class III disposal site; (b) subsurface or latent physical conditions at the site differing from those indicated by RSWD; and (c) unknown physical conditions of an unusual nature at the site, significantly different from those ordinarily encountered in such contract work. Upon notification, RSWD will promptly investigate the conditions to determine whether a change order is appropriate. In the event of a dispute, Contractor shall not be excused from any scheduled completion date but will retain all rights provided by the contract or by law for resolving the dispute.

6. RSWD's Responsibilities.

6.1 In consideration for the work to be performed by Contractor, RSWD agrees to pay Contractor as provided for in each Task Order. Each Task Order shall specify a total not-to-exceed sum of money and shall be as set forth on an exhibit to be attached to each Task Order issued to Contractor. RSWD shall reimburse Contractor for reasonable and necessary expenses incurred by Contractor in the performance of work for RSWD. Reimbursement shall be according to schedules set forth in each Task Order. Unless stipulated otherwise in the Task Order or otherwise approved in advance by RSWD in writing, Contractor shall not be compensated for any work rendered nor reimbursed for any expenses incurred in excess of those authorized in any Task Order.

6.2 Unless otherwise provided for in any Task Order issued pursuant to this Contract, payment of compensation earned shall be made in monthly installments within thirty (30) days after receipt of a detailed, correct written invoice describing, without limitation, the work performed, the time spent performing such work, the accumulated expenses, the hourly rate

charged for labor and equipment, and the classification of individuals performing such work for the benefit of RSWD. Such invoices shall also include a detailed itemization of expenses incurred.

6.3 To the extent required by Section 4215 of the Government Code, RSWD shall compensate Contractor for the costs of locating and repairing damage to utility facilities not due to the failure of Contractor to exercise reasonable care, and removing or relocating main or trunk line facilities not indicated in the plans with reasonable accuracy, and for equipment necessarily idled during such work. Contractor shall not be assessed liquidated damages for delay caused by failure of RSWD to provide for removal or relocation of such utility facilities.

6.4 RSWD will allow Contractor to substitute qualified securities in lieu of contract retentions as set forth in Government Code Section 4590.

7. Contractual Relationship.

It is expressly agreed that Contractor is an independent contractor, and neither Contractor nor any of its employees shall be deemed employees of RSWD. Contractor shall have full supervision over all workers on the job, including equipment, drivers and operators, and neither RSWD nor any of RSWD'S agents shall be held responsible for any action of Contractor under this Contract. Should any question arise regarding the meaning or import of any of the provisions of this Contract or written or oral instructions from RSWD, the matter shall be referred to RSWD's engineer, whose decision shall be binding upon Contractor.

8. Assignment Forbidden.

Contractor shall not assign or transfer this Contract or any right, title or interest herein without the prior written consent of RSWD. If Contractor attempts an assignment of this Contract or any right or interest herein, RSWD may, at its option, terminate and revoke the Contract and shall thereupon be relieved from any and all obligations to Contractor or his assignee or transferee.

9. Termination.

This Contract may be terminated by RSWD at any time by giving Contractor seven (7) days' advance written notice. In the event of termination by RSWD for any reason other than the fault of Contractor, RSWD shall pay Contractor for all work performed up to that time as provided herein. In the event of breach of the Contract by Contractor, RSWD may terminate the Contract immediately without notice, may reduce payment to the Contractor in the amount necessary to offset RSWD'S resulting damages, and may pursue any other available recourse against Contractor.

10. Dispute Resolution.

Any separate demand by Contractor for the payment of money or damages shall be resolved in accordance with Public Contract Code Sections 20104 et seq., if they apply. Copies of those sections are available upon request and by this reference are incorporated herein.

11. Attorney's Fees and Costs.

If any action is necessary to enforce or interpret the terms of this Contract, the prevailing party shall be entitled to recover from the losing party attorney's fees in an amount determined to be reasonable by the court, together with costs and necessary disbursements.

12. Notices.

Any notice required to be given under the terms of this Contract shall be sufficient and complete upon depositing the same in the United States mail, with postage prepaid and addressed as follows:

RSWD

Contractor

Running Springs Water District
31242 Hilltop Blvd.
Running Springs, CA 92382
Attn: Ryan Gross, General Manager

13. Counterparts.

This Contract shall be executed in two (2) counterparts, each of which shall constitute an original.

14. Certification of License.

Contractor certifies that as of the date of execution of this contract, Contractor has a current contractor's license of the classification indicated below Contractor's signature hereto.

IN WITNESS WHEREOF, each of the parties has caused this Contract to be executed the day and year first above written.

CONTRACTOR:

RUNNING SPRINGS WATER DISTRICT

(Name)

By: _____
(Sign)

(Print)

By: _____
Ryan Gross
General Manager

Classification of Contractor's License:

Department of Industrial Relations
Registration Number:

CERTIFICATION
LABOR CODE - SECTION 1861

I, the undersigned Contractor, am aware of the provisions of Section 3700 et seq. of the Labor Code which requires every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of that Code, and I, the undersigned Contractor, agree to and will comply with such provisions before commencing the performance of the work of this Contract.

CONTRACTOR:

By: _____
(Sign)

(Print)

EXHIBIT "A"

TASK ORDER NO: _____

RUNNING SPRINGS
WATER DISTRICT
31242 Hilltop Blvd.
Running Springs, CA 92382

CONTRACTOR (Name and Address)

Task Order Amount (or not to exceed): _____

Name of Contractor's liaison: _____

Liaison's phone number: _____

Liaison's fax number: _____

Project Description &
Location: _____

Deadline for Completion: _____

The task(s) to be performed, time of performance and not-to-exceed compensation shall be as described on Exhibit A attached hereto and made a part hereof, and shall be performed in accordance with the "master Contract" dated _____. Contractor agrees that in the event of failure to complete the work by the deadline date set forth above, Contractor will pay liquidated damages in the amount of \$300 per calendar day for each day of unexcused delay.

RUNNING SPRINGS
WATER DISTRICT:

CONTRACTOR:

(Name)

By: _____
(Sign)

By: _____
(Sign)

(Print)

(Print)

(Title)

(Title)

Date: _____

Date: _____

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: May 18, 2022

TO: Board of Directors

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

SUBJECT: CONSIDER AWARDING CONSTRUCTION CONTRACT FOR WEED ABATEMENT OF DISTRICT PROPERTIES

RECOMMENDED BOARD ACTION

1. Consider awarding a construction contract for the weed abatement of 10 properties to Reliable Raul in the amount of \$14,590.00;
2. Authorize the General Manager to execute the contract;
3. Authorize the General Manager to approve change orders for the Project during the course of the project as required not to exceed 15% of the original construction contract amount.

REASON FOR RECOMMENDATION

These properties need to be abated to comply with Running Springs Fire Department Hazard Abatement Program.

BACKGROUND INFORMATION

In past years, the District has used Reliable Raul to perform the abatement of the identified properties. This year there are a total of 10 properties that need to be abated. In addition to requesting a quote from Reliable Raul two other contractors were contacted for quotes, RT Tree Care and VanBebber Landscaping. RT Tree Care respectfully declined the invitation due to his current availability. VanBebber's price to abate the 10 properties was not received at the time the agenda was posted and therefore will be provided at the Board meeting if we receive it.

FISCAL INFORMATION

The price to abate the identified properties is \$14,590.00. Funding for this project will come from the water department O&M budget.

ATTACHMENTS

Attachment 1 - Quote



WEED ABATEMENT Invoice

Ph: 909-499-0341
Office: 909-867-4867
P.O. Box 603
Running Springs, CA 92382
www.reliableraul.com

05/10/2022

Date

Customer Name: Running Springs Water Department
31242 Hilltop Blvd.
Running Springs, CA 92382-2206

Mailing Address:
P. O. Box 2206
Running Springs CA, 92382

Physical Address:
N/A Multiple Locations

DESCRIPTION OF WORK

The following estimate is to perform weed abatement and pine needle removal for all the properties noted below:

Parcel #029628401 (City Creek Rd)	\$ 450.00
Weed abatement and rake requested area, per provided map	
Parcel #032832105 31242(Hilltop Blvd)	\$ 1,700.00
-Weeds /Grasses -Needles, Leaves, Pine Cones- Limb/Thin	
Parcel #029516218 Vacant Lot (Loma)	\$ 1,500.00
-Weeds /Grasses -Limb/Thin	
Parcel #029504240 (Valley View Dr)	\$ 620.00
Weed abatement and rake requested area, per provided map	
Parcel #029510511 vacant lot (Whispering Pines Dr)	\$ 840.00
-Weeds / Grasses	
Parcel #029621123 (Capehorn Rd)	\$ 1,590.00
Parcel #029533305 (Nordic)	\$1,200.00
-weeds/ grass / pine needles	
Parcel #029633203 (Enchanted)	\$2,800.00
-weeds/ grass/ pine needles	
Parcel #032804212 (Nobhill)	\$3,200.00
-weeds/ grass/ pine needles	
Parcel #032809180 (Highway 18)	\$690.00
-weeds/ grass/ pine needles	

These prices are only valid for 3 weeks

Sub Total: \$ 14,590.00

Total: \$ 14,590.00

Thank You!

Reliable Raul Representative

Customer Signature