



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: JANUARY 13, 2017

RE: REGULAR BOARD MEETING FROM: BOARD SECRETARY

The Regular Meeting of the Board of Directors of the Running Springs Water District will be held on Wednesday, January 18, 2017, at the hour of 9:00 A.M. at the District Office located at 31242 Hilltop Boulevard, Running Springs, California. This agenda was posted prior to 5:00pm on January 13, 2017 at the Running Springs Water District Office and Website.

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

Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to Joan C. Eaton, Board Secretary at (909) 867-2766 at least 48 hours before the meeting, if possible.

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

AGENDA

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are expected to be routine and non-controversial and will be acted on at one time without discussion unless an item is withdrawn by a Board Member for questions or discussion.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

A. Approve Meeting Minutes **Page 3**

B. Ratify December 2016 Expenditures **Page 9**

- C. Consider Declaring Certain Equipment as Surplus and Authorize Staff to Dispose of Property **Page 16**
- 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 Granting the Running Springs Area Chamber of Commerce Permission to Utilize the Running Springs Water District’s Downtown Property for their 2017 Events **Page 17**
 - B. Consider Adopting Resolution No. 01-17, Resolution of Lodge, Association or Other Similar Organization Regarding New Bank Signature Cards for First Mountain Bank **Page 18**
 - C. Consider Approving Additional Budget for General Accounting and Financial Consulting Services for Fiscal Year 2016/2017 **Page 23**
(Presenter: Joan Eaton, Administration Supervisor)
- 5. Information Items – The following information items do not require any action by the Board of Directors and are for informational purposes only.
 - A. Quarterly Budget/Financial Update **Page 30**
(Presenter: Ryan Gross, General Manager)
 - B. Water Production & Precipitation Report **Page 40**
 - C. Fiscal Year 2017/2018 Budget Planning **Page 42**
- 6. Closed Session
 - A. Conference With Legal Counsel – Anticipated Litigation. Significant Exposure to litigation pursuant to Paragraph (2) of subdivision (d) of Section 54956.9. Number of cases: One
- 7. Open Session
 - A. The Board and/or Legal Counsel will report any action taken in closed session.
- 8. General Manager’s Report
- 9. Report from Legal Counsel
- 10. Board Member Comments
- 11. Meeting Adjournment

Upcoming Meetings: Regular Board Meeting, February 15, 2017 at 9:00 am

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: January 18, 2017
TO: Board of Directors
FROM: Ryan Gross, General Manager
SUBJECT: CONSIDER APPROVING MEETING MINUTES

RECOMMENDATION

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

REASON FOR RECOMMENDATION

Approval of meeting minutes.

BACKGROUND INFORMATION

The attached draft meeting minutes are from the Regular Board Meeting held on December 21, 2016.

ATTACHMENTS

Attachment 1 – Draft Meeting Minutes

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF DIRECTORS RUNNING SPRINGS WATER DISTRICT
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA
DECEMBER 21, 2016**

The Regular Meeting of the Board of Directors of the Running Springs Water District was held on Wednesday, December 21, 2016 at the hour of 9:00 A.M. at the District office located at 31242 Hilltop Boulevard, Running Springs, California.

The following Directors were present:

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

Also present were the following:

Ryan Gross, General Manager
Joan C. Eaton, Board Secretary/Treasurer/Administration Supervisor
George Corley, Fire Chief
Trevor Miller, Wastewater Treatment Plant Division Supervisor
Mike Riddell, Legal Counsel, Best, Best & Krieger

Visitors Present:

Carol Ford-Benson, Running Springs Resident
Joseph (Joe) Harich, Running Springs Resident

MEETING MINUTES

AGENDA ITEMS

1. Call Meeting to Order and Pledge of Allegiance

The meeting was called to order at 9:01 A.M. by President Ayers and Chief Corley led the assembly in the pledge of allegiance to the flag.

2. Recognize and Hear From Visitors/Public Comment

Visitor Carol Ford-Benson stated she was concerned with the apparent determination of the Board to make a decision to accept the Downtown Groundwater Wells that have associated liability and cost. Ms. Ford-Benson said the wells were located in the Deep Creek drainage that is sensitive habitat and protected by the Bureau of Land Management and the US Forest Service and an environmental impact study would be required if one well were acquired by the District. Ms. Ford-Benson stated she was a retired attorney and consultant and she understands the subject matter saying water rights would need to be separately negotiated

with the Harich Enterprises. Ms. Ford-Benson mentioned compliance requirements stating the District would have full cost responsibility.

Discussion continued and Manager Gross stated the assignment of the easement interests only apply to Wells Nos. 2, 3 and 6 and he said the District is planning for future groundwater production when funding is available to develop the area. Mr. Harich commented on the benefits of the proposed well gift with Ms. Ford Benson saying the District has the public duty to preserve the fiscus and integrity of the boards of the nation. Ms. Ford-Benson was excused at 9:25 A.M.

3. Approval of Consent Items

A. Approve Meeting Minutes

B. Ratify Expenditures and Cash Summary

Chief Corley and Manager Gross clarified the Hazard Abatement Contractor fees that are paid by the non-compliant property owners.

Upon **motion** by Director Bennett, **second** by Director Terry and **carried by a 5 to 0 vote**, the expenditures were ratified and the consent items were approved.

4. Action Items

A. Consider Approving Assignment of Easement Interests Accepting Donation of Downtown Groundwater Well Infrastructure and Water Rights

Manager Gross reported on the proposed donation of the Downtown Groundwater Well Nos. 2, 3 and 6 Infrastructure, Easement and Groundwater Rights saying the Assignment of Easement Interests document was prepared and reviewed by our legal counsel. Manager Gross confirmed there is no immediate cost to the District and said there will be some work to do if and when the District decides to develop the wells that would include environmental reviews. Discussion continued and Attorney Riddell stated that accepting an easement would not trigger an immediate expenditure obligation but the use of the wells would. Director Bennett said the District will continue to purchase outside water from the Crestline-Lake Arrowhead Water Agency (CLAWA) and Attorney Riddell stated when it comes to putting the wells into production, the environmental process will bring objections. Director Mackzum asked about potential contaminant liability with Attorney Riddell saying the District already owns the property and President Ayers adding that it would be difficult to have contaminants without industry in the area.

Upon **motion** by Director Terry, **second** by President Ayers and **carried by a 5 to 0 vote**, Approving Assignment of Easement Interest Accepting Donation of Downtown Groundwater Well Infrastructure and Water Rights, was approved. Mr. Harich was excused at 9:42 A.M.

B. Consider Adopting Resolution No. 17-16, Authorizing the General Manager to Apply for Funding from the State Water Resources Control Board Clean Water State Revolving Fund Green Project Reserve for the Remaining Phases of the District’s Automatic Meter Reading Project, Approve the CEQA Notice of Exemption and Authorize the General Manager to Sign and File the CEQA Notice of Exemption

Manager Gross reported on the Automatic Meter Reading Project and application to the State Water Resources Control Board (SWRCB) Clean Water State Revolving Fund (CWSRF) and Green Project Reserve (GPR). The SWRCB has approximately \$30 million available in CWSRF loan forgiveness for GPR projects. GPR projects must address water or energy efficiency, mitigate storm water runoff, or encourage sustainable project planning, design and construction. The estimated cost for the remaining Automatic Meter Reading phases is \$800,000 and if the District application is approved by SWRCB and the CWSRF Green Project, 50% of the principal loan amount would be forgiven and the remaining \$400,000 would be a low interest loan. Manager Gross said the estimated increase to each customer’s monthly water bill would be \$.70 beginning in 2019 or 2020 depending on when the project is completed. Resolution No. 17-16 will allow the application to be made and the District would be considered for funding opportunities and Manager Gross said application for the SWRCB and CWSRF Green Project does not commit the District in anyway.

Upon motion by Director Mackzum, second by Director Bennett and carried by a 5 to 0 vote, Adopting Resolution No. 17-16, Authorizing the General Manager to Apply for Funding from the State Water Resources Control Board Clean Water State Revolving Fund Green Project Reserve for the Remaining Phases of the District’s Automatic Meter Reading Project, Approve the CEQA Notice of Exemption and Authorize the General Manager to Sign and File the CEQA Notice of Exemption, was adopted and approved. (Resolution No. 17-16 is on file in the District office)

5. Information Items

A. Correspondence Delivered and Presented to the San Bernardino County Board of Supervisors on December 6, 2016

Manager Gross reported on the San Bernardino County Board of Supervisors meeting that he attended with legal representation from Best, Best & Krieger. The agenda included an item regarding proposed ambulance area consolidation that the District is opposing and Manager Gross said the Board of Supervisors did not agree with the Inland Counties Emergency Medical Agency (ICEMA) recommendations for consolidation. The Board of Supervisors will schedule a workshop regarding the proposal and Manager Gross will draft a letter to Supervisor Janice Rutherford asking for her support on our opinion.

B. Small Water Supplier Conservation Report

C. Safety Committee Meeting Minutes

6. Closed Session

A. Conference with Legal Counsel – Anticipated Litigation Significant Exposure to Litigation Pursuant to Paragraph (2) of Subdivision (d) of Section 54956.9. Number of Cases: One

At 10:07 A.M., the Board retired to Closed Session with Legal Counsel pursuant to Paragraph (2) of Subdivision (d) of Section 54956.9.

7. Open Session

A. The Board and/or Legal Counsel Will Report Any Action Taken in Closed Session.

The meeting moved into Open Session at 11:45 A.M. and Attorney Riddell stated there was no reportable action.

The Board recessed at 11:48 A.M. and reconvened at 11:54 A.M.

8. General Manager's Report

9. Report from Legal Counsel

Attorney Riddell reported on the Public Records Act going before the California Supreme Court regarding electronic communications on public agency officials and employee's personal devices related to the District's business that may be subject to disclosure. Attorney Riddell said the Public Records Act defines a record kept in the course of business.

Attorney Riddell also addressed the BB&K Memorandum dated December 7, 2016 regarding Summary of Legislation Passed in 2016 Affecting Public Integrity and Voting/Elections Laws and AB 1787 – Open Meetings: Public Comments; Translation. Attorney Riddell stated that AB 1787 provides reasonable time for public testimony. Manager Gross suggested the District revise the monthly board meeting agenda by adding a five minute time frame for public comments for items not included on the agenda. Attorney Riddell stated the public has a right to comment on each item on the agenda in addition to the public comment.

President Ayers mentioned that AB 1661 Local Government Sexual Harassment Prevention Training and Education requires local agency officials to receive sexual harassment prevention training and education if the local agency provides any type of compensation, salary or stipend to those officials and legal counsel will review the sexual harassment training program.

10. Board Member Comments

Director Bennett thanked the District staff for the Holiday luncheon.

Attorney Riddell mentioned the State Water Board is conducting hearings regarding the Delta Tunnels.

President Ayers said the Local Agency Formation Commission is offering free training for Board members.

11. Meeting Adjournment

The meeting was adjourned at 12:11 P.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: January 18, 2017
TO: Board of Directors
FROM: Ryan Gross, General Manager
SUBJECT: RATIFY EXPENDITURES

RECOMMENDED BOARD ACTION

It is recommended that the Board of Directors review the attached accounts payable check register and ratify the District's December 2016 expenditures.

A copy of the District's Cash Summary as of December 31, 2016 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.

BACKGROUND INFORMATION

Attached is a list of expenditures for December 2016 and the Cash Summary as of December 31, 2016.

FISCAL INFORMATION

Refer to attached accounts payable check register and cash summary.

ATTACHMENTS

Attachment 1 – Accounts Payable Check Register for December 2016
Attachment 2 – Cash Summary as of December 31, 2016

Running Springs Water District

Accounts Payable Checks

December 2016

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Action Automotive Repair Inc	Tires for Treatment plant vehicles	12/14/16	229.60	99992	466.29
	Tires for Treatment plant vehicles	12/14/16	236.69	99992	
Airgas Inc.	Large Helium	12/14/16	39.80	99993	39.80
Ameripride Services, Inc	Cleaning Supplies	12/14/16	238.40	99994	238.40
Ariens Specialty Brands LLC	Rain gear for Jacob Camacho	12/21/16	216.84	100025	216.84
Bacon/Wagner Excavating, Inc.	Paving	12/21/16	300.00	100026	2,273.87
	Paving	12/21/16	300.00	100026	
	Leak repair paving	12/21/16	669.50	100026	
	SC 800 cold mix	12/21/16	1,004.37	100026	
Bay City Equipment Industries, Inc	Generator repair SLS 7	12/05/16	4,141.98	99955	4,141.98
Best, Best & Krieger LLP	Legal Services	12/09/16	7,494.99	99973	7,494.99
Big Bear Electric	R & R Faulty 3 phase transfer switch	12/21/16	995.45	100027	995.45
Brad Spitz	Customer refund	12/09/16	51.32	99974	51.32
BURR Group Inc.	Disposal Service	12/09/16	174.01	99975	174.01
	Disposal Services	12/14/16	212.96	99995	212.96
California Water Environment Association	Plant Maintenance Technologist Grade 1	12/14/16	83.00	99996	83.00
CalPERS	Health Insurance Premium	12/01/16	17,232.74	DFT0000212	17,232.74
	Retirement Reporting	12/07/16	24,912.53	DFT0000249	24,912.53
	Unfunded Liability	12/07/16	35,380.73	DFT0000250	35,380.73
	Retirement	12/27/16	21,626.47	DFT0000272	21,626.47
Canon	Monthly Service fee	12/21/16	364.77	100028	364.77
Charter Communications	Telephone and Internet	12/14/16	186.45	99997	832.51
	Telephone and Internet	12/14/16	646.06	99997	
	Telephone/Internet	12/21/16	104.97	100029	104.97
Citibank, N.A.	Miscellaneous Supplies	12/09/16	235.32	99976	235.32
	Staples -Office Supplies	12/21/16	259.96	100030	1,223.34
	Staples -Toner	12/21/16	171.71	100030	
	Staples -Office Supplies	12/21/16	435.64	100030	
	Office Supplies	12/21/16	211.53	100030	
	Staples Office Supplies	12/21/16	144.50	100030	
Clinical Laboratory of San Bernardino	Samples	12/21/16	1,124.00	100031	1,124.00
Consolidated Electrical Distributors, Inc	Surge Suppressor	12/05/16	142.01	99956	142.01
Costco Wholesale Membership Inc	2017 Membership Renewal	12/21/16	165.00	100032	165.00
County of San Bernardino	Lien Release	12/05/16	21.00	99957	21.00
	MHZ Radio Labor	12/21/16	41.32	100033	41.32
Courby Corp	Filter Cartridge	12/09/16	342.32	99977	342.32
D C Hubbs Construction	Hydrant Meter Refund	12/05/16	688.59	99958	688.59
David M. Ayon	Removal of Junipers, Trimming	12/14/16	607.00	99998	2,282.00
	Weeds, Racking, Trim	12/14/16	596.00	99998	
	Remove Pine Needles & Debris	12/14/16	616.00	99998	
	Weeds, Racking, Trim	12/14/16	463.00	99998	
	Remove Junipers, trim branches & debris	12/21/16	596.00	100034	596.00
Dixi Willemse	Reimbursement Claim	12/14/16	96.63	99999	96.63
	Reimbursement Claim	12/21/16	375.00	100035	375.00
EWT Holding III Corp	Electromagnetic Flow Meter Parts	12/21/16	207.43	100036	207.43

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Federal Express Corporation	Shipping Charges	12/14/16	19.37	100000	19.37
Fire Fighters Association	December 2016 Dues	12/21/16	430.00	100037	430.00
Frontier Communications	Telephon	12/05/16	50.95	99959	101.90
	Telephone	12/05/16	50.95	99959	
	Telephone	12/09/16	49.76	99978	49.76
	Telephone/Internet	12/14/16	121.24	100001	121.24
	Telephone	12/21/16	49.76	100038	148.76
	Scada Line	12/21/16	99.00	100038	
George Corley	Reimbursement Claim	12/09/16	356.44	99979	356.44
Grant E. Foraker	TSA 1/1/17-6/30/17	12/21/16	995.00	100039	995.00
Hadronex, Inc.	1 Year Professional Monitoring Services	12/14/16	962.00	100002	962.00
Haz Mat Trans, Inc.	Work Order # 82020	12/14/16	700.00	100003	700.00
HD Supply Facilities Maintenance LTD	USA Bluebook order	12/09/16	492.88	99980	492.88
	USA Bluebook order	12/14/16	226.17	100004	226.17
Inland Desert Security & Communications	Answering Service	12/14/16	101.40	100005	101.40
Inter Valley Pool Supply, Inc.	HASA Multi-Chlor	12/05/16	631.01	99960	631.01
Ireneo Roque Tello	HOLIDAY Lunch Catering	12/09/16	400.00	99991	400.00
Jacob Camacho	Amount owed due to direct dep bounce back	12/05/16	500.00	99961	500.00
Jerry & Vicky Haberli	Customer Refund	12/14/16	27.79	100006	27.79
Joan Eaton	Reimbursement Claim	12/09/16	110.00	99981	110.00
	Reimbursement Claim	12/21/16	110.94	100040	110.94
Kent Jenkins	Reimbursement Claim	12/21/16	1,552.60	100041	1,552.60
LA Health Plan	Ambulance overpayment refund	12/09/16	208.28	99982	208.28
Lake Arrowhead Construction Inc (Trinity Const.)	Payment # 20 for SLS 1-3 Project	12/21/16	82,945.45	100042	82,945.45
Life-Assist, Inc	Ambulance Supplies	12/14/16	622.10	100007	622.10
Lincoln National Life Insurance Company	Life Insurance Premiums	12/05/16	1,158.06	99962	1,158.06
Linda Mayfield	Reimbursement Claim	12/14/16	173.65	100008	173.65
	Reimbursement Claim	12/21/16	440.00	100043	440.00
McMaster-Carr Supply Company	High-Carbon Steel Strapping Solid	12/14/16	82.77	100009	82.77
	plumbing parts for bioxide tank	12/21/16	136.33	100044	198.74
	Miscellaneous parts and supplies	12/21/16	62.41	100044	
Metropolitan Life Insurance Company	Vision Insurance Premiums	12/05/16	172.74	99963	172.74
Myers-Stevens & Toohey Co. Inc	Disability Insurance Premium	12/09/16	206.00	99983	206.00
NBS Government Finance Group	Quarterly Admin Fees	12/21/16	1,417.69	100045	1,417.69
Nestle Waters North America	Drinking Water	12/14/16	42.79	100010	42.79
One Stop Landscape Supply	Bio Solids Disposal; One Stop	12/05/16	3,256.80	99964	3,256.80
Patricia A. Monical	Office Maintenance November 16	12/05/16	470.00	99965	470.00
Premier Access Insurance Company	Dental Insurance Premiums	12/05/16	1,172.03	99966	1,172.03
Richard Viero	Reimbursement Claim	12/21/16	100.00	100046	100.00
Rim Forest Lumber Company, Inc.	Misc Supplies	12/05/16	162.84	99967	584.52
	sewer manhole tools and supplies	12/05/16	421.68	99967	
Robert Aberg	Reimbursement Claim	12/21/16	260.00	100047	260.00
Ryan Gross	Conference and Meeting Mileage Reimbursement	12/14/16	186.84	100011	186.84
	Gym Membership Reimbursement	12/21/16	215.00	100048	215.00
Safeguard Business Systems	Door Hangers	12/21/16	149.89	100049	149.89
San Bernardino County Special Districts Department	2017 Membership Dues	12/21/16	275.00	100050	275.00
San Bernardino Mountain Land Trust	Reimburse Water/Sewer Delinquent Tax Roll Avail	12/21/16	1,989.46	100051	1,989.46
Southern California Edison Company	Electricity	12/05/16	202.02	99968	2,125.91
	Electricity	12/05/16	37.17	99968	
	Electricity	12/05/16	280.43	99968	

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Southern California Edison Company	Electricity	12/05/16	127.58	99968	2,125.91
	Electricity	12/05/16	881.71	99968	
	Electricity	12/05/16	224.56	99968	
	Electricity	12/05/16	95.25	99968	
	Electricity	12/05/16	31.28	99968	
	Electricity	12/05/16	245.91	99968	
	Electricity	12/05/16	130.64	99972	1,947.66
	Electricity	12/05/16	121.22	99972	
	Electricity	12/05/16	365.09	99972	
	Electricity	12/05/16	263.37	99972	
	Electricity	12/05/16	108.16	99972	
	Electricity	12/05/16	85.19	99972	
	Electricity	12/05/16	190.57	99972	
	Electricity	12/05/16	272.48	99972	
	Electricity	12/05/16	410.94	99972	
	Electricity	12/09/16	758.26	99984	937.25
	Electricity	12/09/16	10.51	99984	
	Electricity	12/09/16	168.48	99984	
	Electricity	12/14/16	6,253.69	100012	6,253.69
	Southern California Gas Company	Gas Billing	12/09/16	164.02	99985
Gas Billing Usage		12/09/16	224.49	99985	
Gas Billing Usage		12/09/16	179.86	99985	
Gas Billing Usage		12/09/16	16.34	99985	
Gas Billing Usage		12/14/16	178.81	100013	178.81
State of California - Department of Forestry & Fire	FF2 Certs for Granzow and Snow	12/14/16	145.00	100014	145.00
State Water Resources Control Board	Annual Permit Fee	12/09/16	2,088.00	99986	2,088.00
	2016-2017 Annual Permit Fees	12/14/16	14,929.00	100015	14,929.00
Step Saver, Inc	Coarse Salt	12/05/16	150.81	99969	150.81
Superior Automotive Warehouse, Inc.	Misc Auto Supplies	12/09/16	1,007.08	99987	1,007.08
	Miscellaneous Auto Supplies	12/14/16	23.21	100016	23.21
Terminix International Company LP	Pest Control	12/14/16	43.00	100017	43.00
	Pest Control	12/21/16	62.00	100052	62.00
Trevor Miller	Reimbursement Claim	12/14/16	1,581.87	100018	1,581.87
Underground Service Alert of Southern California	New Ticket Charges	12/09/16	18.00	99988	18.00
University of Southern California	Water Purveyor Membership	12/09/16	143.00	99989	143.00
USDA Forest Service	Special Uses Permit	12/14/16	61.64	100019	1,410.99
	Special Uses Permit	12/14/16	1,349.35	100019	
	Special Uses Permit	12/21/16	1,015.78	100053	1,015.78
Van Lant and Fankhanel, LLP	Auditing	12/05/16	14,500.00	99970	14,500.00
Verizon Wireless Services LLC	Cell Phone Charges	12/14/16	246.51	100020	246.51
Visa	Last of the Holiday Lunch gifts	12/05/16	286.29	99971	925.19
	Visa Charges	12/05/16	473.83	99971	
	Visa -Amazon purchase	12/05/16	165.07	99971	
	Visa Card Charges	12/14/16	945.89	100021	1,660.88
	Visa Card Charges	12/14/16	56.48	100021	
	Visa Purchase	12/14/16	153.55	100021	
	Visa Card Charges	12/14/16	195.02	100021	
	Visa Card Purchase	12/14/16	309.94	100021	
Vyanet Operating Group	Security/Monitoring Services	12/14/16	140.12	100022	140.12
York Risk Services Group, Inc	Adminstration Fee for November 2016	12/09/16	112.00	99990	112.00

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Zoll Medical Corporation GPO	Ambulance Supplies	12/14/16	376.65	100023	1,141.65
	1 Yr. Preventive Maintenance	12/14/16	765.00	100023	
	Ambulance supplies	12/21/16	458.65	100054	458.65

Totals

Payment Type	Payable Count	Payment Count	Payment
Regular Checks	144	99	183,426.96
Manual Checks	0	0	0.00
Voided Checks	0	0	0.00
Bank Drafts	4	4	99,152.47
EFT's	0	0	0.00
Totals	148	103	282,579.43

Running Springs Water District		
First Mountain Bank Visa Transactions		
December 2016		
	Description	Amount
Bobroff		\$ -
Corley		\$ -
Eaton	Amazon - Meeting Minute Book	\$ 165.07
	OTC Brands - Employee Recognition Lunch	\$ 16.98
	Amazon - Employee Recognition Lunch	\$ 50.00
	Amazon - Employee Recognition Lunch	\$ 286.29
Ellsberry	Lightbar Supply (Snow Cat and Snow Plow parts)	\$ 272.00
	Ross Herrema Motorsports (gasket for portable generator)	\$ 11.98
	Everestpart (parts for generator)	\$ 48.18
	Interest Charge-Purchase	\$ 2.47
	International Taxation Fee	\$ 2.18
	www.superbrightleds.com (Snow Cat and Snow Plow parts)	\$ 57.13
	Sirennet.com (Snow Cat and Snow Plow parts)	\$ 551.95
Gross	WEF Membership	\$ 297.00
	Hireright Background Checks for PCFs	\$ 109.85
Hall		\$ -
Miller	Software Empire (MS Office Pro 2016)	\$ 149.99
	UPS Store (Shipping for Damaged Mass Air Flow Meter)	\$ 153.55
	Top Software Goods (Adobe Acrobat XI Pro)	\$ 159.95
	Best Buy (Internet Router for WWTP)	\$ 55.20
	International Taxation Fee	\$ 1.28
Strebel		\$ -
Vasquez	RVSD Sheriff Ben Clark Training PC832	\$ 122.57
	Lowes (misc. supplies)	\$ 72.45
	TOTAL AMOUNT DUE	\$ 2,586.07

Designated Reserve Fund	Fund Balance
Fire & Ambulance Department	
Breathing Apparatus Equipment Replacement	\$ 76,855
Future Equipment Replacement	12,178
Workers Comp PASIS Outstanding Claims	12,013
Subtotal Fire & Ambulance Department Designated Reserve Funds	101,046
Fire Department Operating Reserve	1,195,121
Ambulance Department Operating Reserve	120,130
Subtotal Fire & Ambulance Department Operating Reserve Funds	1,315,250
Recommended Reserve Fund Target (6 Months Operating Expenses)	1,020,287
Operating Reserve Surplus / (Shortfall)	294,963
Wastewater Division	
Wastewater Capital Improvement Reserve	434,071
RSWD Filtration Project Loan Payment Reserve	105,758
Arrowbear Filtration Project Loan Payment Reserve	32,832
CSA 79 Filtration Project Loan Payment Reserve	49,350
Wastewater System Capacity Charges	119,603
Wastewater Infrastructure R&R Reserve	169,143
Wastewater Restricted Debt Service	33,939
Subtotal Wastewater Designated Reserve Funds	944,695
Wastewater Operating Reserve Fund	(976,446)
Recommended Operating Reserve Fund Target (4 Months Operating Expenses)	513,200
Operating Reserve Surplus / (Shortfall)	(1,489,646)
Water Division	
Water Capital Improvement Reserve	143,181
Water System Capacity Charges	5,382
Water Infrastructure R&R Reserve	65,341
Subtotal Water Designated Reserve Funds	213,904
Water Operating Reserve	303,928
Recommended Operating Reserve Fund Target (4 Months Operating Expenses)	542,345
Operating Reserve Surplus / (Shortfall)	(238,417)
Assessment Districts	
Sewer Assessment District No. 5 Construction Funds	2,895
Sewer Assessment District No. 7 O&M	25,053
Water Assessment District No. 9 Construction Funds	40,076
Water Assessment District No. 10 Construction Funds	26,421
Water Assessment District No. 10 O&M	167,269
Water Assessment District No. 10 Bond Reserve Fund	117,906
Subtotal Assessment Districts	379,619
Total District Designated & Operating Reserve Funds	1,902,377
Assessment District Funds	379,619
Combined Pooled Cash	2,281,997
Checking Account (General)	223,843
LAIF	1,921,890
York Insurance Deposit	17,358
BNY Mellon (AD #10 Bond Reserve)	117,906
Petty Cash	1,000
Combined Pooled Cash	\$ 2,281,997

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: January 18, 2017

TO: Board of Directors

FROM: George Corley, Fire Chief
Ryan Gross, General Manager

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

RECOMMENDED BOARD ACTION

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

REASON FOR RECOMMENDATION

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

BACKGROUND

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

Fire Department:

Washer

Resale Value: \$0
Brand: Kenmore
Recommendation: Disposal
& replacement by CalFire



Fire Department: Dryer

Resale Value: \$0
Brand: Roper
Recommendation: Disposal
& replacement by CalFire



RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: January 18, 2017
TO: Board of Directors
FROM: Ryan Gross, General Manager
SUBJECT: CONSIDER GRANTING THE RUNNING SPRINGS AREA CHAMBER OF COMMERCE PERMISSION TO UTILIZE THE RUNNING SPRINGS WATER DISTRICT'S DOWNTOWN PROPERTY FOR THEIR 2017 EVENTS

RECOMMENDED BOARD ACTION

It is recommended that the Board of Directors consider granting the Running Springs Area Chamber of Commerce (Chamber) permission to utilize the Running Springs Water District's (District) downtown property for their 2017 Farmers Market, Artisan Faire, Mountain Top Days, Easter Egg Roll and Home Expo Events and authorize the General Manager to execute the Right of Entry/Hold Harmless Agreement.

REASON FOR RECOMMENDATION

The Chamber is requesting permission to utilize our downtown property for their 2017 events.

BACKGROUND INFORMATION

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

FISCAL INFORMATION

N/A

ATTACHMENTS

N/A

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: January 18, 2017

TO: Board of Directors

FROM: Ryan Gross, General Manager

SUBJECT: CONSIDER AUTHORIZING SIGNING OF NEW BANK SIGNATURE CARDS, RESOLUTION NO. 01-17, RESOLUTION OF LODGE, ASSOCIATION OR OTHER SIMILAR ORGANIZATION REGARDING NEW BANK SIGNATURE CARDS

Per First Mountain Bank, the following is the motion that should be adopted by the Board:

“Upon motion by _____ second by _____ and unanimously carried, the signing of new bank signature cards was approved for the purpose of endorsing checks and orders for payment of money or otherwise withdraw or transfer funds on deposit with First Mountain Bank. Also adopted by this motion is Resolution No. 01-17, Resolution of Lodge, Association or Other Similar Organization, Regarding New Bank Signature Cards. The signature cards, Resolution No. 01-17 will be available for signature at the January 18, 2017 Board Meeting.”

We ask that the Board take action to adopt the above motion.

ATTACHMENTS

Attachment 1 – Resolution No. 01-17

RESOLUTION OF LODGE, ASSOCIATION OR OTHER SIMILAR ORGANIZATION

FIRST MOUNTAIN BANK
2625 WHISPERING PINES DRIVE
RUNNING SPRINGS, CA 92382

By: RUNNING SPRINGS WATER DISTRICT
PO BOX 2206
RUNNING SPRINGS CA 92382-2206

Referred to in this document as "Financial Institution"

Referred to in this document as "Association"

I, JOAN C EATON, certify that I am Secretary (clerk) of the above named association organized under the laws of CALIFORNIA, Federal Employer I.D. Number 95-6006680, and that the resolutions on this document are a correct copy of the resolutions adopted at a meeting of the Association duly and properly called and held on 01/18/17 (date). These resolutions appear in the minutes of this meeting and have not been rescinded or modified.

AGENTS Any Agent listed below, subject to any written limitations, is authorized to exercise the powers granted as indicated below:

Table with 3 columns: Name and Title or Position, Signature, Facsimile Signature (if used). Rows include Kenneth D Ayers, Michael T Terry, Ryan Gross, Pamela Bennett, Anthony Grabow, and Errol Mackzum.

POWERS GRANTED (Attach one or more Agents to each power by placing the letter corresponding to their name in the area before each power. Following each power indicate the number of Agent signatures required to exercise the power.)

Table with 3 columns: Indicate A, B, C, D, E, and/or F; Description of Power; Indicate number of signatures required. Powers include exercising all powers, opening accounts, endorsing checks, borrowing money, endorsing bills, and entering into a lease.

LIMITATIONS ON POWERS The following are the Association's express limitations on the powers granted under this resolution.

EFFECT ON PREVIOUS RESOLUTIONS This resolution supersedes resolution dated 01/28/14, if not completed, all resolutions remain in effect.

CERTIFICATION OF AUTHORITY I further certify that the Association has, and at the time of adoption of this resolution had, full power and lawful authority to adopt the resolutions on page 2 and to confer the powers granted above to the persons named who have full power and lawful authority to exercise the same.

Signature lines for Secretary and other officers with checkboxes for non-profit status.

RESOLUTIONS

The Association named on this resolution resolves that,

- (1) The Financial Institution is designated as a depository for the funds of the Association and to provide other financial accommodations indicated in this resolution.
- (2) This resolution shall continue to have effect until express written notice of its rescission or modification has been received and recorded by the Financial Institution. Any and all prior resolutions adopted by the Association and certified to the Financial Institution as governing the operation of this association's account(s), are in full force and effect, until the Financial Institution receives and acknowledges an express written notice of its revocation, modification or replacement. Any revocation, modification or replacement of a resolution must be accompanied by documentation, satisfactory to the Financial Institution, establishing the authority for the changes.
- (3) The signature of an Agent on this resolution is conclusive evidence of their authority to act on behalf of the Association. Any Agent, so long as they act in a representative capacity as an Agent of the Association, is authorized to make any and all other contracts, agreements, stipulations and orders which they may deem advisable for the effective exercise of the powers indicated on page one, from time to time with the Financial Institution, subject to any restrictions on this resolution or otherwise agreed to in writing.
- (4) All transactions, if any, with respect to any deposits, withdrawals, rediscounts and borrowings by or on behalf of the Association with the Financial Institution prior to the adoption of this resolution are hereby ratified, approved and confirmed.
- (5) The Association agrees to the terms and conditions of any account agreement, properly opened by any Agent of the Association. The Association authorizes the Financial Institution, at any time, to charge the Association for all checks, drafts, or other orders, for the payment of money, that are drawn on the Financial Institution, so long as they contain the required number of signatures for this purpose.
- (6) The Association acknowledges and agrees that the Financial Institution may furnish at its discretion automated access devices to Agents of the Association to facilitate those powers authorized by this resolution or other resolutions in effect at the time of issuance. The term "automated access device" includes, but is not limited to, credit cards, automated teller machines (ATM), and debit cards.
- (7) The Association acknowledges and agrees that the Financial Institution may rely on alternative signature and verification codes issued to or obtained from the Agent named on this resolution. The term "alternative signature and verification codes" includes, but is not limited to, facsimile signatures on file with the Financial Institution, personal identification numbers (PIN), and digital signatures. If a facsimile signature specimen has been provided on this resolution, (or that are filed separately by the Association with the Financial Institution from time to time) the Financial Institution is authorized to treat the facsimile signature as the signature of the Agent(s) regardless of by whom or by what means the facsimile signature may have been affixed so long as it resembles the facsimile signature specimen on file. The Association authorizes each Agent to have custody of the Association's private key used to create a digital signature and to request issuance of a certificate listing the corresponding public key. The Financial Institution shall have no responsibility or liability for unauthorized use of alternative signature and verification codes unless otherwise agreed in writing.

Pennsylvania. The designation of an Agent does not create a power of attorney; therefore, Agents are not subject to the provisions of 20 Pa.C.S.A. Section 5601 et seq. (Chapter 56; Decedents, Estates and Fiduciaries Code) unless the agency was created by a separate power of attorney. Any provision that assigns Financial Institution rights to act on behalf of any person or entity is not subject to the provisions of 20 Pa.C.S.A. Section 5601 et seq. (Chapter 56; Decedents, Estates and Fiduciaries Code).

FOR FINANCIAL INSTITUTION USE ONLY

Acknowledged and received on _____ (date) by _____ (initials) This resolution is superseded by resolution dated _____ .

Comments:

RESOLUTION OF LODGE, ASSOCIATION OR OTHER SIMILAR ORGANIZATION

FIRST MOUNTAIN BANK
2625 WHISPERING PINES DRIVE
RUNNING SPRINGS, CA 92382

By: RUNNING SPRINGS WATER DISTRICT
PO BOX 2206
RUNNING SPRINGS CA 92382-2206

Referred to in this document as "Financial Institution"

Referred to in this document as "Association"

I, JOAN C EATON, certify that I am Secretary (clerk) of the above named association organized under the laws of CALIFORNIA, Federal Employer I.D. Number 95-6006680, and that the resolutions on this document are a correct copy of the resolutions adopted at a meeting of the Association duly and properly called and held on 01/18/17 (date). These resolutions appear in the minutes of this meeting and have not been rescinded or modified.

AGENTS Any Agent listed below, subject to any written limitations, is authorized to exercise the powers granted as indicated below:

Table with 4 columns: Name and Title or Position, Signature, Facsimile Signature (if used), and a column for initials (X). Rows A-F list agents including G. JOAN C EATON, H. TONI J NICASSIO, and several redacted entries.

POWERS GRANTED (Attach one or more Agents to each power by placing the letter corresponding to their name in the area before each power. Following each power indicate the number of Agent signatures required to exercise the power.)

Table with 3 columns: Indicate A, B, C, D, E, and/or F; Description of Power; Indicate number of signatures required. Powers include exercising all powers, opening accounts, endorsing checks, borrowing money, endorsing bills, and entering into leases.

LIMITATIONS ON POWERS The following are the Association's express limitations on the powers granted under this resolution.

EFFECT ON PREVIOUS RESOLUTIONS This resolution supersedes resolution dated 01/28/14. If not completed, all resolutions remain in effect.

CERTIFICATION OF AUTHORITY

I further certify that the Association has, and at the time of adoption of this resolution had, full power and lawful authority to adopt the resolutions on page 2 and to confer the powers granted above to the persons named who have full power and lawful authority to exercise the same.

Signature lines for Secretary and two Other Officers, each preceded by an 'X' in a box.

RESOLUTIONS

The Association named on this resolution resolves that.

- (1) The Financial Institution is designated as a depository for the funds of the Association and to provide other financial accommodations indicated in this resolution.
- (2) This resolution shall continue to have effect until express written notice of its rescission or modification has been received and recorded by the Financial Institution. Any and all prior resolutions adopted by the Association and certified to the Financial Institution as governing the operation of this association's account(s), are in full force and effect, until the Financial Institution receives and acknowledges an express written notice of its revocation, modification or replacement. Any revocation, modification or replacement of a resolution must be accompanied by documentation, satisfactory to the Financial Institution, establishing the authority for the changes.
- (3) The signature of an Agent on this resolution is conclusive evidence of their authority to act on behalf of the Association. Any Agent, so long as they act in a representative capacity as an Agent of the Association, is authorized to make any and all other contracts, agreements, stipulations and orders which they may deem advisable for the effective exercise of the powers indicated on page one, from time to time with the Financial Institution, subject to any restrictions on this resolution or otherwise agreed to in writing.
- (4) All transactions, if any, with respect to any deposits, withdrawals, rediscounts and borrowings by or on behalf of the Association with the Financial Institution prior to the adoption of this resolution are hereby ratified, approved and confirmed.
- (5) The Association agrees to the terms and conditions of any account agreement, properly opened by any Agent of the Association. The Association authorizes the Financial Institution, at any time, to charge the Association for all checks, drafts, or other orders, for the payment of money, that are drawn on the Financial Institution, so long as they contain the required number of signatures for this purpose.
- (6) The Association acknowledges and agrees that the Financial Institution may furnish at its discretion automated access devices to Agents of the Association to facilitate those powers authorized by this resolution or other resolutions in effect at the time of issuance. The term "automated access device" includes, but is not limited to, credit cards, automated teller machines (ATM), and debit cards.
- (7) The Association acknowledges and agrees that the Financial Institution may rely on alternative signature and verification codes issued to or obtained from the Agent named on this resolution. The term "alternative signature and verification codes" includes, but is not limited to, facsimile signatures on file with the Financial Institution, personal identification numbers (PIN), and digital signatures. If a facsimile signature specimen has been provided on this resolution, (or that are filed separately by the Association with the Financial Institution from time to time) the Financial Institution is authorized to treat the facsimile signature as the signature of the Agent(s) regardless of by whom or by what means the facsimile signature may have been affixed so long as it resembles the facsimile signature specimen on file. The Association authorizes each Agent to have custody of the Association's private key used to create a digital signature and to request issuance of a certificate listing the corresponding public key. The Financial Institution shall have no responsibility or liability for unauthorized use of alternative signature and verification codes unless otherwise agreed in writing.

Pennsylvania. The designation of an Agent does not create a power of attorney; therefore, Agents are not subject to the provisions of 20 Pa.C.S.A. Section 5601 et seq. (Chapter 56; Decedents, Estates and Fiduciaries Code) unless the agency was created by a separate power of attorney. Any provision that assigns Financial Institution rights to act on behalf of any person or entity is not subject to the provisions of 20 Pa.C.S.A. Section 5601 et seq. (Chapter 56; Decedents, Estates and Fiduciaries Code).

FOR FINANCIAL INSTITUTION USE ONLY

Acknowledged and received on _____ (date) by _____ (initials) This resolution is superseded by resolution dated _____

Comments:

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: January 18, 2017

TO: Board of Directors

FROM: Joan C. Eaton, Board Secretary/Administration Supervisor/Treasurer
Ryan Gross, General Manager

SUBJECT: CONSIDER APPROVING ADDITIONAL FISCAL YEAR 2016/2017
BUDGETED FUNDS FOR ROGERS, ANDERSON, MALODY AND
SCOTT (RAMS) PROFESSIONAL SERVICES

RECOMMENDED BOARD ACTION

It is recommended that the Board of Directors consider approving utilizing the additional budgeted funds for RAMS Professional Services for Fiscal Year 2016/2017 not to exceed \$20,000 for General Accounting and Financial Consulting Services and \$30,000 for the Tyler/Incode Conversion.

REASON FOR RECOMMENDATION

In Fiscal Year 2016/2017, the District purchased the new Tyler Technologies Incode 10 System and implemented the Financials/General Ledger Module in 2016 and expects to complete implementation of the Utility Billing Module in the spring of 2017. The new Tyler Financials/General Ledger module required extensive initial accounting support in design and execution of the system utilizing the approved RAMS contract funds of \$63,000. The District has the continued need for general accounting support and Financial Consulting Services to assist staff in completing the remaining 2016/2017 Tyler conversion and to prepare for the upcoming 2016/2017 District Audit and Financial Statements.

BACKGROUND INFORMATION

At the June 22, 2016 Board Meeting, the Board of Directors reviewed the 2016/2017 Fiscal Year Contract for RAMS Professional Services and then approved the contract at the July 20, 2016 Board Meeting in the amount of \$63,000 for both the General Accounting Support and Tyler Conversion.

FISCAL INFORMATION

The total District Water, Wastewater, Fire and Ambulance Accounting Services Budget for Fiscal Year 2016/2017 is \$113,000 which includes \$83,000 for General Accounting/Tyler Implementation and an additional \$30,000 set aside in the Water Capital Improvement Account for Accounting/Billing Software Upgrades contingent on

additional costs related to the Tyler/Incode conversion. The total RAMS expense paid to date for Fiscal Year 2016/2017 is \$63,000 or 56% of the District budgeted amount. The District has approximately \$50,000 remaining in the budgeted District accounts for Professional Accounting Services in 2016/2017.

ATTACHMENTS

Attachment 1 - RAMS Accounting Services Details

Accounting support

Progress billing No. 6 - December 1 through December 31, 2016:	
Contract total	\$ 46,000.00
Contract amendment	-
Current amount due on contract	(2,747.28)
Previous billings	<u>(42,947.78)</u>
Amount remaining on contract	<u>\$ 304.94</u>

Current amount due:

Employee	Hourly rate	Hours	Fee
Partner	\$ 280	-	\$ -
Manager	170	-	-
Senior	140	19.50	2,730.00
Senior	120	-	-
Staff	105	-	-
		<u>Miles</u>	<u>2,730.00</u>
Travel	0.540	32	<u>17.28</u>
		Subtotal	2,747.28
		Write-off	<u>-</u>
Total due accounting support work			<u><u>\$ 2,747.28</u></u>

Out of scope work

Employee	Hourly rate	Hours	Fee
Partner	\$ 280	-	\$ -
Manager	170	-	-
Senior	140	1.80	252.00
Senior	120	-	-
Staff	105	-	-
		<u>Miles</u>	<u>252.00</u>
Travel	0.540	-	<u>-</u>
Total due - out of scope			<u>252.00</u>

Software conversion assistance

Progress billing No. 6 - December 1 through December 31, 2016:	
Contract total	\$ 17,000.00
Contract amendment	-
Current amount due on contract	-
Previous billings	<u>(17,000.48)</u>
Amount remaining on contract	<u>\$ (0.48)</u>

Current amount due:

Employee	Hourly rate	Hours	Fee
Partner	\$ 280	-	\$ -
Manager	170	-	-
Senior	140	-	-
Senior	120	-	-
Staff	105	-	-
		<u>Miles</u>	<u>-</u>
Travel	0.540	-	<u>-</u>
		Subtotal	-
		Write-off	<u>-</u>
Total due software conversion assistance			<u><u>\$ -</u></u>

Total due progress billing No. 6 \$ 2,999.28

	For previous billing line		
	Account	Software	Total
July	\$ 6,086.34	\$ 2,430.64	\$ 8,516.98
August	9,524.48	11,010.56	20,535.04
September	8,070.56	1,767.28	9,837.84
October	11,080.56	1,792.00	12,872.56
November	8,185.84	-	8,185.84
December			-
January			-
February			-
March			-
April			-
May			-
June			-
	<u>\$ 42,947.78</u>	<u>\$ 17,000.48</u>	<u>\$ 59,948.26</u>

hours 21.30

1 - 0		
1 - 1		59,948.26 +
1 - 2		2,999.28 +
1 - T	Total	62,947.54 *

total thru 11/30
12/31 billing
total 7/1 - 12/31



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

735 E. Carnegie Drive, Suite 100 • San Bernardino, CA 92408
 Tel 909.889.0871 • Fax 909.889.5361 • www.ramscpa.net

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

Billing Statement

Date: 12/11/2015

Date	Type	Ref #	Amount	Balance
6/30/2016	Invoice	51869	\$4,464.00	\$4,464.00
5/27/2016	MGTSERV Accounting Support	Accounting Support - Update cashflow forecast		2.00 @ \$ 140.00
6/1/2016	MGTSERV Software/IT Assistance	Training by Logan & Review Tyler setup		6.50 @ \$ 140.00
6/1/2016	MGTSERV Travel Time			0.50 @ \$ 140.00
6/9/2016	MGTSERV Accounting Support	Close May		3.50 @ \$ 140.00
6/10/2016	MGTSERV Accounting Support	Close May		2.00 @ \$ 140.00
6/14/2016	MGTSERV Software/IT Assistance	Conference call		0.50 @ \$ 140.00
6/15/2016	MGTSERV Accounting Support	Close May		7.50 @ \$ 140.00
6/15/2016	MGTSERV Return Travel Time - NonChargeable	Return Travel Time - NonChargeable		0.50
6/15/2016	MGTSERV Travel Time	Travel Time		0.50 @ \$ 140.00
6/16/2016	MGTSERV Software/IT Assistance	Trial Balance 6/30/15 Prep for Tyler Entry / self training		3.00 @ \$ 140.00
6/16/2016	MGTSERV Software/IT Assistance	Tyler Training		4.30 @ \$ 140.00
6/17/2016	MGTSERV Software/IT Assistance	Tyler Training		2.80 @ \$ 140.00
6/17/2016	MGTSERV Software/IT Assistance	Trial Balance 6/30/15 import error correction / created new account numbers in Tyler		2.30 @ \$ 140.00
6/30/2016	MGTSERV Software/IT Assistance	Tyler Conference Call regarding Availability Charge		0.70 @ \$ 140.00
7/1/2016	Bal Fwd			\$4,464.00
7/31/2016	Invoice	52145	\$8,516.98	\$12,980.98
7/7/2016	MGTSERV Software/IT Assistance	Conference call, phone call w/ Joan regarding Availability Charges and Tyler report testing		2.50 @ \$ 140.00
7/8/2016	MGTSERV Travel Time	Travel Time		0.80 @ \$ 140.00
7/8/2016	MGTSERV Government Accounting	ME - June closing		5.50 @ \$ 140.00
7/12/2016	MGTSERV Travel Time	Travel Time		0.50 @ \$ 140.00
7/12/2016	MGTSERV Government Accounting	YE closing - Amb. A/R, Debt Svc, Salaries accrual		7.80 @ \$ 140.00
7/13/2016	MGTSERV Government Accounting	June closing & Cash Summary		2.50 @ \$ 140.00
7/13/2016	MGTSERV Software/IT Assistance	Testing Tyler reports and updated secondary schema in testing data set		4.50 @ \$ 140.00
7/13/2016	MGTSERV Travel Time	Travel Time		0.50 @ \$ 140.00
7/14/2016	MGTSERV Software/IT Assistance	Audit Schema update and TB 6-30-15 correction		6.00 @ \$ 140.00
7/15/2016	MGTSERV Software/IT Assistance	Audit Schema & TB 06/30/15 correction		3.80 @ \$ 140.00
7/15/2016	MGTSERV Government Accounting	YE closing - updated bank rec, TB reconciliation		4.30 @ \$ 140.00
7/20/2016	MGTSERV Government Accounting	YE - Ambulance A/R Rec & Property Tax WP		6.50 @ \$ 140.00
7/20/2016	MGTSERV Travel Time			0.50 @ \$ 140.00
7/21/2016	MGTSERV Government Accounting	YE- Compensated Abs, A/R Rec & Unbilled Revenue		6.80 @ \$ 140.00
7/21/2016	MGTSERV Travel Time			0.50 @ \$ 140.00
7/22/2016	MGTSERV Government Accounting	YE - Inventory & Misc JEs		2.50 @ \$ 140.00
7/22/2016	MGTSERV Government Accounting	reviewed plan to refinance the PERS sidefund		0.50 @ \$ 280.00
7/26/2016	MGTSERV Government Accounting	Researched GEMT issue for Joan		1.00 @ \$ 280.00
7/28/2016	MGTSERV Government Accounting	Email/research/discuss side fund refinance for District		1.00 @ \$ 280.00

8/3/2016	Check	ck #99451 7-27	\$(4,464.00)	\$8,516.98
8/31/2016	Invoice	52326	\$20,535.04	\$29,052.02
8/4/2016	MGTSERV Government Accounting	YE closing		7.00 @ \$ 140.00
8/4/2016	MGTSERV Travel Time	Travel Time		0.50 @ \$ 140.00
8/8/2016	MGTSERV Software/IT Assistance	Tyler Training		4.00 @ \$ 140.00
8/8/2016	MGTSERV Software/IT Assistance	Tyler Training		4.00 @ \$ 140.00
8/9/2016	MGTSERV Software/IT Assistance	Tyler Training		3.30 @ \$ 140.00
8/9/2016	MGTSERV Software/IT Assistance	Checked Tyler setup and changed fixed asset category		1.50 @ \$ 140.00
8/9/2016	MGTSERV Government Accounting	YE - WP incl. Availability charge		3.20 @ \$ 140.00
8/10/2016	MGTSERV Software/IT Assistance	Tyler Training		3.80 @ \$ 140.00
8/11/2016	MGTSERV Software/IT Assistance	Tyler Training		3.00 @ \$ 140.00
8/11/2016	MGTSERV Software/IT Assistance	Monthly TB import preparation & created new chart of account report by category		5.50 @ \$ 140.00
8/12/2016	MGTSERV Government Accounting	YE - Fixed asset & fiduciary fund		1.50 @ \$ 140.00
8/15/2016	MGTSERV Software/IT Assistance	Created various import file for Tyler		7.50 @ \$ 140.00
8/15/2016	MGTSERV Travel Time	Travel Time		0.50 @ \$ 140.00
8/16/2016	MGTSERV Travel Time	Travel Time		0.00 @ \$ 140.00
8/16/2016	MGTSERV Software/IT Assistance	TB import file		4.30 @ \$ 140.00
8/16/2016	MGTSERV Government Accounting	YE - Ambulance Loan and JE		3.70 @ \$ 140.00
8/17/2016	MGTSERV Software/IT Assistance	Created UB posting conversion template		5.20 @ \$ 140.00
8/17/2016	MGTSERV Government Accounting	YE - Fixed assets		2.30 @ \$ 140.00
8/17/2016	MGTSERV Travel Time	Travel Time		0.50 @ \$ 140.00
8/17/2016	MGTSERV Government Accounting	Prepare some documents for District's FY2016 GASB 68 journal entry		0.50 @ \$ 280.00
8/18/2016	MGTSERV Government Accounting	GASB 68 pension work for journal entry		3.30 @ \$ 280.00
8/18/2016	MGTSERV Travel Time	Travel Time		0.50 @ \$ 140.00
8/18/2016	MGTSERV Software/IT Assistance	Conversion WP & Tyler training by Logan		6.50 @ \$ 140.00
8/18/2016	MGTSERV Government Accounting	YE - Fixed asset		1.00 @ \$ 140.00
8/19/2016	MGTSERV Software/IT Assistance	Tyler - tested Cashiering with product codes		4.80 @ \$ 140.00
8/19/2016	MGTSERV Government Accounting	YE - fixed assets and JEs		3.50 @ \$ 140.00
8/19/2016	MGTSERV Travel Time	Travel Time		0.50 @ \$ 140.00
8/20/2016	MGTSERV Government Accounting	YE - fixed asset		4.00 @ \$ 140.00
8/20/2016	MGTSERV Government Accounting	GASB 68 pension work for journal entry		2.30 @ \$ 280.00
8/22/2016	MGTSERV Government Accounting	YE - Fixed assets and JEs		7.30 @ \$ 140.00
8/22/2016	MGTSERV Travel Time	Travel Time		0.50 @ \$ 140.00
8/22/2016	MGTSERV Government Accounting	YE - York bank rec and Tenant deposit WP		2.50 @ \$ 140.00
8/22/2016	MGTSERV Government Accounting	GASB 68 pension work journal entry		2.00 @ \$ 280.00
8/23/2016	MGTSERV Government Accounting	Year End		3.00 @ \$ 140.00
8/23/2016	MGTSERV Software/IT Assistance	Tyler budget & fixed asset import files		3.80 @ \$ 140.00
8/23/2016	MGTSERV Travel Time	Travel Time		0.50 @ \$ 140.00
8/25/2016	MGTSERV Government Accounting	GASB 68 pension work journal entry		1.50 @ \$ 280.00
8/26/2016	MGTSERV Government Accounting	GASB 68 pension work journal entry		0.30 @ \$ 280.00
8/29/2016	MGTSERV Software/IT Assistance	Fixed asset import file, Budget import file & Bank rec items import file		8.00 @ \$ 140.00
8/29/2016	MGTSERV Travel Time	Travel Time		0.50 @ \$ 140.00
8/30/2016	MGTSERV Travel Time	Travel Time		0.50 @ \$ 140.00
8/30/2016	MGTSERV Software/IT Assistance	Fixed asset & Posted additional YE JEs to Tyler		7.00 @ \$ 140.00
8/30/2016	MGTSERV Government Accounting	GASB 68 pension work journal entry		0.50 @ \$ 280.00
8/31/2016	MGTSERV Government Accounting	Prepare documents to send to auditor		0.50 @ \$ 280.00
8/31/2016	MGTSERV Travel Time	Travel Time		0.50 @ \$ 140.00
8/31/2016	MGTSERV Software/IT Assistance	Pooled cash & Open Payable reconciliation		8.00 @ \$ 140.00
9/8/2016	Check	Ck #99578 8-25	\$(8,516.96)	\$20,535.06
9/12/2016	Credit Memo	52315	\$(0.02)	\$20,535.04
9/30/2016	Invoice	52572	\$9,837.84	\$30,372.88
9/1/2016	MGTSERV Software/IT Assistance	Fixed asset depreciation packet		6.00 @ \$ 140.00
9/1/2016	MGTSERV Travel Time			0.50 @ \$ 140.00
9/6/2016	MGTSERV Travel Time	Travel Time		0.50 @ \$ 140.00
9/6/2016	MGTSERV Software/IT Assistance	Reviewed Cashiering setup for Paymentus and bank rec		5.50 @ \$ 140.00
9/7/2016	MGTSERV Government Accounting	Created Project Accounting setup		1.00 @ \$ 140.00

9/8/2016	MGTSERV Travel Time	Travel Time		0.50 @ \$ 140.00
9/8/2016	MGTSERV Government Accounting	Bank Rec JEs, Misc Billing JE Template, Upstream Billing Template & A/P Rec		6.30 @ \$ 140.00
9/13/2016	MGTSERV Government Accounting	Modified Check report for Board Summary Report, Fixed Asset Depreciation Process		7.50 @ \$ 140.00
9/13/2016	MGTSERV Travel Time	Took longer due to pavement of the road		0.80 @ \$ 140.00
9/15/2016	MGTSERV Government Accounting	Year End - A/P Reconciliation and YE JEs in Tyler System		8.00 @ \$ 140.00
9/15/2016	MGTSERV Travel Time			0.50 @ \$ 140.00
9/16/2016	MGTSERV Government Accounting	Year End		8.00 @ \$ 140.00
9/16/2016	MGTSERV Travel Time			0.50 @ \$ 140.00
9/21/2016	MGTSERV Government Accounting	YE - GASB 68 JE & Corrected Pooled Cash A/P balance		8.00 @ \$ 140.00
9/22/2016	MGTSERV Government Accounting	YE - A/P Reconciliation in Tyler		7.30 @ \$ 140.00
9/22/2016	MGTSERV Government Accounting	Proof read letter of transmittal		0.50 @ \$ 280.00
9/28/2016	MGTSERV Government Accounting	YE JEs to correct FY 2016 balances in Tyler		6.00 @ \$ 140.00
9/30/2016	MGTSERV Government Accounting			2.00 @ \$ 140.00
10/4/2016	Check	ck #99709 9-27	\$(20,535.04)	\$9,837.84
10/31/2016	Invoice	52742	\$12,872.56	\$22,710.40
10/1/2016	MGTSERV Government Accounting	YE Financial Stmt Disclosure schedules		6.80 @ \$ 140.00
10/7/2016	MGTSERV Government Accounting	YE Financial Statement disclosure schedules		4.80 @ \$ 140.00
10/7/2016	MGTSERV Government Accounting	Month End report review		1.50 @ \$ 140.00
10/8/2016	MGTSERV Government Accounting	YE financial stmt disclosure schedules		7.80 @ \$ 140.00
10/11/2016	MGTSERV Government Accounting	Payroll GL mapping & September bank rec		4.50 @ \$ 140.00
10/11/2016	MGTSERV Travel Time	Took longer than usual due to road pavement		0.70 @ \$ 140.00
10/12/2016	MGTSERV Government Accounting	Created Fund 590 GW,& setup cellsense for upstream billing		6.80 @ \$ 140.00
10/12/2016	MGTSERV Travel Time	Took longer due to traffic jam		1.50 @ \$ 140.00
10/13/2016	MGTSERV Government Accounting	JEs to separate Fund 590 & reviewed auditor's note		7.80 @ \$ 140.00
10/14/2016	MGTSERV Government Accounting	Setup CellSense report - Executive Summary Report & TB Reconciliation for YE 2015 & 2016		8.00 @ \$ 140.00
10/14/2016	MGTSERV Travel Time			0.50 @ \$ 140.00
10/18/2016	MGTSERV Government Accounting	YE TB reconciliations and JEs to adjust reserve balances		8.50 @ \$ 140.00
10/18/2016	MGTSERV Travel Time			0.50 @ \$ 140.00
10/19/2016	MGTSERV Government Accounting	YE FS Disclosure review & made JEs to separate Funds		4.50 @ \$ 140.00
10/20/2016	MGTSERV Software/IT Assistance	Created funds 230/330/350 and JEs to separate funds		10.80 @ \$ 140.00
10/21/2016	MGTSERV Software/IT Assistance	Created JEs to import for 2016 monthly activities		2.00 @ \$ 140.00
10/27/2016	MGTSERV Government Accounting	YE MD&A & Transmittal WP		3.00 @ \$ 140.00
10/28/2016	MGTSERV Government Accounting	YE MD & A		7.00 @ \$ 140.00
10/31/2016	MGTSERV Government Accounting	YE MD&A & reviewed Auditor's FS draft		0.70 @ \$ 140.00
10/31/2016	MGTSERV Government Accounting	reviewed draft of 2016 financial statements		2.00 @ \$ 280.00
11/8/2016	Check	ck #99851 11-2	\$(9,837.84)	\$12,872.56
11/29/2016	Check	ck #99921 11-22	\$(12,872.56)	\$0.00
11/30/2016	Invoice	53061	\$8,367.84	\$8,367.84
11/1/2016	MGTSERV Government Accounting	email related to financial statements		0.30 @ \$ 280.00
11/2/2016	MGTSERV Government Accounting	Phone call regarding equity classifications		0.30 @ \$ 280.00
11/2/2016	MGTSERV Government Accounting	Review VLF changes to financial statements		0.30 @ \$ 280.00
11/2/2016	MGTSERV Government Accounting	Looked over changes made to MDA		0.50 @ \$ 280.00
11/2/2016	MGTSERV Government Accounting	YE - Conference call and updating FS draft & MD&A		6.00 @ \$ 140.00
11/4/2016	MGTSERV Government Accounting	read through NBS report		0.30 @ \$ 280.00
11/7/2016	MGTSERV Government Accounting	YE - PP Presentation update		4.20 @ \$ 140.00
11/8/2016	MGTSERV Accounting Support	Worked on presentation slides		0.50 @ \$ 280.00
11/9/2016	MGTSERV Government Accounting	slides		1.00 @ \$ 280.00
11/9/2016	MGTSERV Government Accounting	Government Accounting		1.00 @ \$ 140.00
11/10/2016	MGTSERV Government Accounting	ME - Closing Oct		7.30 @ \$ 140.00
11/10/2016	MGTSERV Travel Time	Travel Time		0.50 @ \$ 140.00
11/11/2016	MGTSERV Government Accounting	YE - PP review w/ Scott and updates		4.50 @ \$ 140.00
11/11/2016	MGTSERV Government Accounting	supervision		0.50 @ \$ 280.00
11/16/2016	MGTSERV Government Accounting	Board meeting		1.90 @ \$ 280.00
11/16/2016	MGTSERV Travel Time			0.50 @ \$ 280.00
11/16/2016	MGTSERV Travel Time			0.50 @ \$ 280.00
11/16/2016	MGTSERV Government Accounting	Board meeting / Discussion about upstream billing / October closing		8.00 @ \$ 140.00

11/16/2016	MGTSERV Travel Time			0.50 @ \$ 140.00
11/21/2016	MGTSERV Government Accounting	Ambulance A/R Reconciliation		7.00 @ \$ 140.00
11/21/2016	MGTSERV Travel Time			0.50 @ \$ 140.00
11/23/2016	MGTSERV Government Accounting	Ambulance A/R Reconciliation & tried to import 2016 JEs to reclassify to new funds		5.70 @ \$ 140.00
12/1/2016	MGTSERV Government Accounting	JE for bank recs		1.00 @ \$ 140.00
12/31/2016	Invoice	53255	\$2,999.28	\$11,367.12
12/7/2016	MGTSERV Government Accounting			0.80 @ \$ 140.00
12/8/2016	MGTSERV Government Accounting	Reclassified Fund 350 trx and budget adjustments		8.00 @ \$ 140.00
12/8/2016	MGTSERV Travel Time			0.50 @ \$ 140.00
12/9/2016	MGTSERV Government Accounting	Property Tax JE Entered remotely & replied emails		1.00 @ \$ 140.00
12/12/2016	MGTSERV Government Accounting	JE to correct funds and accounts / Formatting CellSense report for cash reserve		9.00 @ \$ 140.00
12/12/2016	MGTSERV Travel Time			0.50 @ \$ 140.00
12/13/2016	MGTSERV Government Accounting	Print and emailed November Financials		0.50 @ \$ 140.00
12/19/2016	MGTSERV Government Accounting	JEs and modified property tax WP		1.00 @ \$ 140.00

Current	31 to 60	61 to 90	91 and over	Total
\$ 2,999.28	\$ 8,367.84	\$ 0.00	\$ 0.00	\$ 11,367.12

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: January 18, 2017
TO: Board of Directors
FROM: Ryan Gross, General Manager
SUBJECT: Quarterly Budget/Financial Summary

BACKGROUND INFORMATION

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

ATTACHMENTS

Attachment 1 – Designated reserve fund balances as of December 31, 2015.
Attachment 2 – Net Position and Liquidity Ratio Summary
Attachment 3 – Quarterly Budget Report and Account Summary

Designated Reserve Fund	Fund Balance
Fire & Ambulance Department	
Breathing Apparatus Equipment Replacement	\$ 76,855
Future Equipment Replacement	12,178
Workers Comp PASIS Outstanding Claims	12,013
Subtotal Fire & Ambulance Department Designated Reserve Funds	101,046
Fire Department Operating Reserve	1,195,121
Ambulance Department Operating Reserve	120,130
Subtotal Fire & Ambulance Department Operating Reserve Funds	1,315,250
Recommended Reserve Fund Target (6 Months Operating Expenses)	1,020,287
Operating Reserve Surplus / (Shortfall)	294,963
Wastewater Division	
Wastewater Capital Improvement Reserve	434,071
RSWD Filtration Project Loan Payment Reserve	105,758
Arrowbear Filtration Project Loan Payment Reserve	32,832
CSA 79 Filtration Project Loan Payment Reserve	49,350
Wastewater System Capacity Charges	119,603
Wastewater Infrastructure R&R Reserve	169,143
Wastewater Restricted Debt Service	33,939
Subtotal Wastewater Designated Reserve Funds	944,695
Wastewater Operating Reserve Fund	(976,446)
Recommended Operating Reserve Fund Target (4 Months Operating Expenses)	513,200
Operating Reserve Surplus / (Shortfall)	(1,489,646)
Water Division	
Water Capital Improvement Reserve	143,181
Water System Capacity Charges	5,382
Water Infrastructure R&R Reserve	65,341
Subtotal Water Designated Reserve Funds	213,904
Water Operating Reserve	303,928
Recommended Operating Reserve Fund Target (4 Months Operating Expenses)	542,345
Operating Reserve Surplus / (Shortfall)	(238,417)
Assessment Districts	
Sewer Assessment District No. 5 Construction Funds	2,895
Sewer Assessment District No. 7 O&M	25,053
Water Assessment District No. 9 Construction Funds	40,076
Water Assessment District No. 10 Construction Funds	26,421
Water Assessment District No. 10 O&M	167,269
Water Assessment District No. 10 Bond Reserve Fund	117,906
Subtotal Assessment Districts	379,619
Total District Designated & Operating Reserve Funds	1,902,377
Assessment District Funds	379,619
Combined Pooled Cash	2,281,997
Checking Account (General)	223,843
LAIF	1,921,890
York Insurance Deposit	17,358
BNY Mellon (AD #10 Bond Reserve)	117,906
Petty Cash	1,000
Combined Pooled Cash	\$ 2,281,997

Running Springs Water District									
Executive Summary - Q1 12/31/2016									
SUMMARY STATEMENT OF NET POSITION									
	12/31/2016	12/31/2015	Change						
Cash and investments	\$ 2,281,997	\$ 1,574,198	\$ 707,798						
Receivables	1,137,285	983,875	153,410						
Other current assets	92,073	92,899	(826)						
Total current assets	3,511,354	2,650,972	860,382						
Capital assets, net	21,260,432	20,018,452	1,241,981						
Other noncurrent assets	34,007	99,649	(65,643)						
Deferred outflows of resources	1,450,544	982,224	468,320						
Total Assets and Deferred Outflows of Resources	26,256,337	23,751,297	2,505,040						
Current liabilities	463,608	577,851	(114,243)						
Noncurrent liabilities	9,302,604	6,822,387	2,480,217						
Deferred inflows of resources	613,040	1,185,856	(572,816)						
Total Liabilities and Deferred Inflows of Resources	10,379,252	8,586,094	1,793,158						
Net Position	\$ 15,877,085	\$ 15,165,203	\$ 711,882						
SUMMARY STATEMENT OF CHANGES IN NET POSITION									
	QE Actual 12/31/16	YTD Actual	YTD Budget	Variance to Budget: Favorable (Unfavorable)	PY QE Actual 12/31/15	PY YTD Actual	Variance to PY YTD: Favorable (Unfavorable)		
Operating revenues	\$ 1,141,124	\$ 2,184,645	\$ 2,036,325	\$ 148,320	\$ 966,808	\$ 1,914,024	\$ 270,621		
Operating expenses	(1,448,615)	(3,159,728)	(2,921,273)	(238,456)	(1,532,546)	(3,078,133)	(81,595)		
Other income	1,048,821	1,187,401	1,060,318	127,083	996,800	1,125,071	62,331		
Other expenses	(5,517)	(14,068)	(11,295)	(2,773)	(139)	(17,911)	3,843		
Change in net position	\$ 735,812	\$ 198,250	\$ 164,076	\$ 34,174	\$ 430,922	\$ (56,949)	\$ 255,199		
LIQUIDITY RATIOS									
	12/31/2016	12/31/2015	Change						
Quick ratio (cash and investments / current liabilities)	4.92	2.72	2.20						
Current ratio (current assets / current liabilities)	7.57	4.59	2.99						
Working capital (current assets - current liabilities)	\$ 3,047,746	\$ 2,073,121	\$ 974,625						

Budget Report

Account Summary

Running Springs Water District

For Fiscal: 2016-2017 Period Ending: 12/31/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 200 - Water Operating Fund							
Revenue							
200-40100-00	Service Charges - Residential	1,040,337.00	1,040,337.00	90,275.92	526,229.05	-514,107.95	50.58 %
200-41100-00	Water Usage / metered charges - Res...	698,640.00	698,640.00	51,706.53	400,765.41	-297,874.59	57.36 %
200-43000-00	Meter Turn-on & Shut-Off Charge	17,000.00	17,000.00	280.00	5,040.00	-11,960.00	29.65 %
200-44000-00	Delinquent Fees	40,000.00	40,000.00	3,465.08	19,817.13	-20,182.87	49.54 %
200-70200-00	Property Tax - Penalties & cost on del...	0.00	0.00	52.85	640.30	640.30	0.00 %
200-71000-00	Availability Charges	44,000.00	44,000.00	0.00	38,968.20	-5,031.80	88.56 %
200-72200-00	Connection Fee - Fire Sprinkler Meter	0.00	0.00	0.00	5,182.70	5,182.70	0.00 %
200-74000-00	Interest Income	1,700.00	1,700.00	12.94	271.74	-1,428.26	15.98 %
200-75600-00	Infrastructure R&R Fees	69,000.00	69,000.00	5,694.44	33,043.83	-35,956.17	47.89 %
200-78000-00	Miscellaneous Income-Non Op	22,000.00	22,000.00	1,148.81	10,367.28	-11,632.72	47.12 %
	Revenue Total:	1,932,677.00	1,932,677.00	152,636.57	1,040,325.64	-892,351.36	53.83 %
Expense							
200-50100-00	Salaries and wages	742,347.00	742,347.00	59,447.89	370,022.12	372,324.88	49.84 %
200-50120-00	Medicare Tax	10,866.00	10,866.00	943.57	5,842.05	5,023.95	53.76 %
200-50130-00	Worker's Compensation Insurance	13,000.00	13,000.00	0.00	13,513.22	-513.22	103.95 %
200-50140-00	Employee Benefits-Group Insurance	87,691.00	87,691.00	8,958.24	47,411.85	40,279.15	54.07 %
200-50150-00	Employee Benefits-Retirement	235,159.00	235,159.00	20,323.19	127,132.68	108,026.32	54.06 %
200-50160-00	Employee Benefits-Uniform Allowance	1,725.00	1,725.00	226.17	901.36	823.64	52.25 %
200-52200-00	Bank charge	0.00	0.00	0.00	70.78	-70.78	0.00 %
200-52300-00	Community Relations	1,350.00	1,350.00	387.98	553.85	796.15	41.03 %
200-53050-00	Deposits Over and Short	0.00	0.00	0.00	-2.19	2.19	0.00 %
200-53100-00	Depreciation	206,456.00	206,456.00	17,255.43	105,277.43	101,178.57	50.99 %
200-53120-00	Director's Compensation Fees	2,850.00	2,850.00	0.00	916.00	1,934.00	32.14 %
200-53200-00	Education & Seminars	3,500.00	3,500.00	115.73	1,343.83	2,156.17	38.40 %
200-54100-00	Gas, Fuel & Oil	9,270.00	9,270.00	0.00	2,549.51	6,720.49	27.50 %
200-54300-00	Insurance - liability	24,000.00	24,000.00	0.00	19,501.10	4,498.90	81.25 %
200-56100-00	Memberships & Subscriptions	6,026.00	6,026.00	376.66	2,437.09	3,588.91	40.44 %
200-56150-00	Misc expense	5,586.00	5,586.00	274.77	928.83	4,657.17	16.63 %
200-57100-00	Permits & Fees	22,313.00	22,313.00	0.00	18,089.88	4,223.12	81.07 %
200-57120-00	Postage	27,836.00	27,836.00	0.00	8,682.27	19,153.73	31.19 %
200-57141-00	Professional Services - Acct, Legal, En...	72,276.00	72,276.00	5,783.62	37,413.99	34,862.01	51.77 %
200-57142-00	Professional Services - Computer Tech...	35,000.00	35,000.00	995.00	16,667.56	18,332.44	47.62 %
200-57312-00	Repairs and maintenance - Fuel Stora...	700.00	700.00	0.00	0.00	700.00	0.00 %
200-57313-00	Repairs and maintenance - Equipment	12,710.00	12,710.00	470.00	4,368.40	8,341.60	34.37 %
200-57314-00	Repairs and maintenance - Source of ...	21,046.00	21,046.00	3,359.88	5,833.12	15,212.88	27.72 %
200-57400-00	Safety Equipment & Clothing	0.00	0.00	0.00	130.74	-130.74	0.00 %
200-57440-00	Supplies & Materials	28,530.00	28,530.00	1,780.70	13,291.38	15,238.62	46.59 %
200-58100-00	Telephone	0.00	0.00	369.98	1,485.84	-1,485.84	0.00 %
200-58200-00	Uncollectible Accounts	0.00	0.00	2.88	2,027.04	-2,027.04	0.00 %
200-58250-00	Utilities - Heat & Lights	18,052.00	18,052.00	663.38	4,598.36	13,453.64	25.47 %
200-58253-00	Utilities - Power for Pumping	74,100.00	74,100.00	2,124.00	24,918.20	49,181.80	33.63 %
200-58300-00	Vehicle Maintenance	6,200.00	6,200.00	11.82	6,854.49	-654.49	110.56 %
200-59100-00	Water Purchases	149,880.00	149,880.00	9,068.69	134,331.78	15,548.22	89.63 %
200-59200-00	Water Testing & Analysis	33,214.00	33,214.00	2,483.95	10,519.09	22,694.91	31.67 %
200-84000-00	Interest Expense	16,691.00	16,691.00	0.00	8,550.37	8,140.63	51.23 %
200-86000-00	Interdepartmental Reimbursements	-69,939.00	-69,939.00	-5,778.57	-34,671.42	-35,267.58	49.57 %
	Expense Total:	1,798,435.00	1,798,435.00	129,644.96	961,490.60	836,944.40	53.46 %
	Fund: 200 - Water Operating Fund Surplus (Deficit):	134,242.00	134,242.00	22,991.61	78,835.04	-55,406.96	58.73 %

Budget Report

For Fiscal: 2016-2017 Period Ending: 12/31/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 210 - Water Capital Improvement Fund							
Revenue							
210-77000-00	Rental & Leasing Of Property	10,636.00	10,636.00	875.00	5,250.00	-5,386.00	49.36 %
	Revenue Total:	10,636.00	10,636.00	875.00	5,250.00	-5,386.00	49.36 %
	Fund: 210 - Water Capital Improvement Fund Total:	10,636.00	10,636.00	875.00	5,250.00	-5,386.00	49.36 %
Fund: 220 - Water Capacity Charge Fund - Restricted							
Revenue							
220-72100-00	Fac. Capacity Chg.	10,764.00	10,764.00	0.00	5,382.00	-5,382.00	50.00 %
	Revenue Total:	10,764.00	10,764.00	0.00	5,382.00	-5,382.00	50.00 %
	Fund: 220 - Water Capacity Charge Fund - Restricted Total:	10,764.00	10,764.00	0.00	5,382.00	-5,382.00	50.00 %
Fund: 300 - Sewer Collection							
Revenue							
300-40100-00	Service Charges - Residential	1,335,074.00	1,335,074.00	114,761.79	668,031.88	-667,042.12	50.04 %
300-40200-00	Service Charges - Commercial	45,292.00	45,292.00	3,411.13	21,409.46	-23,882.54	47.27 %
300-41100-00	Sewer Usage / metered charges - Res...	86,904.00	86,904.00	7,250.50	51,167.93	-35,736.07	58.88 %
300-41200-00	Sewer Usage / metered charges - Co...	8,086.00	8,086.00	500.24	3,385.25	-4,700.75	41.87 %
300-45000-00	Inventory Sales -Sewer	0.00	0.00	954.50	6,380.72	6,380.72	0.00 %
300-70200-00	Property Tax - Penalties & cost on del...	0.00	0.00	17.99	104.81	104.81	0.00 %
300-71000-00	Availability Charges	14,000.00	14,000.00	0.00	13,906.40	-93.60	99.33 %
300-73000-00	Sewer Hot Taps & Septic Waste Dump..	3,000.00	3,000.00	50.00	450.00	-2,550.00	15.00 %
300-74000-00	Interest Income	7,000.00	7,000.00	0.00	538.15	-6,461.85	7.69 %
300-75300-00	Other Charges-Treatment Plant Impr...	108,000.00	108,000.00	0.00	232.80	-107,767.20	0.22 %
300-75600-00	Infrastructure R&R Fees	82,000.00	82,000.00	15,943.45	94,127.51	12,127.51	114.79 %
300-78000-00	Miscellaneous Income-Non Op	15,000.00	15,000.00	527.24	527.24	-14,472.76	3.51 %
300-78900-00	Sewer Revenue Allocation: 43% Colle...	0.00	-971,483.00	-81,747.60	-482,373.27	489,109.73	49.65 %
	Revenue Total:	1,704,356.00	732,873.00	61,669.24	377,888.88	-354,984.12	51.56 %
Expense							
300-50100-00	Salaries and wages	339,708.00	339,708.00	29,248.29	185,047.39	154,660.61	54.47 %
300-50120-00	Medicare Tax	0.00	4,931.00	64.71	1,139.50	3,791.50	23.11 %
300-50130-00	Worker's Compensation Insurance	10,500.00	10,500.00	0.00	10,846.53	-346.53	103.30 %
300-50140-00	Employee Benefits-Group Insurance	37,424.00	37,424.00	3,302.98	20,444.86	16,979.14	54.63 %
300-50150-00	Employee Benefits-Retirement	111,620.00	111,620.00	8,836.80	53,670.84	57,949.16	48.08 %
300-50160-00	Employee Benefits-Uniform Allowance	0.00	1,540.00	0.00	749.87	790.13	48.69 %
300-52300-00	Community relations	0.00	700.00	207.83	305.29	394.71	43.61 %
300-53100-00	Depreciation	415,000.00	123,932.00	13,267.39	80,719.27	43,212.73	65.13 %
300-53120-00	Director's Compensation Fees	0.00	2,850.00	33.50	1,331.50	1,518.50	46.72 %
300-53200-00	Education & Seminars	1,000.00	1,000.00	115.73	651.81	348.19	65.18 %
300-54100-00	Gas, Fuel & Oil	6,127.00	6,127.00	0.00	1,550.22	4,576.78	25.30 %
300-56100-00	Memberships & Subscriptions	4,922.00	4,922.00	316.66	2,989.43	1,932.57	60.74 %
300-56150-00	Misc expense	0.00	0.00	0.00	0.02	-0.02	0.00 %
300-56300-00	Office Expense	750.00	750.00	0.00	418.94	331.06	55.86 %
300-57100-00	Permits & Fees	11,571.00	11,571.00	3,112.78	5,670.78	5,900.22	49.01 %
300-57140-00	Professional Services - Collection	2,200.00	2,200.00	252.82	995.90	1,204.10	45.27 %
300-57310-00	Repairs and maintenance - Collection	26,550.00	26,550.00	2,227.19	4,362.64	22,187.36	16.43 %
300-57311-00	Repairs and maintenance - Lift Station	33,705.00	33,705.00	4,206.12	21,756.45	11,948.55	64.55 %
300-57440-00	Supplies & Materials	6,843.00	6,843.00	0.00	0.00	6,843.00	0.00 %
300-58252-00	Utilities - Lift Station	24,744.00	24,744.00	1,691.06	10,225.61	14,518.39	41.33 %
300-58301-00	Vehicle Maintenance - Collections	4,650.00	4,650.00	0.00	1,418.25	3,231.75	30.50 %
300-86000-00	Interdepartmental Reimbursements	0.00	12,646.00	0.00	0.00	12,646.00	0.00 %
	Expense Total:	1,037,314.00	768,913.00	66,883.86	404,295.10	364,617.90	52.58 %
	Fund: 300 - Sewer Collection Surplus (Deficit):	667,042.00	-36,040.00	-5,214.62	-26,406.22	9,633.78	73.27 %

Budget Report

For Fiscal: 2016-2017 Period Ending: 12/31/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 310 - Sewer Capital Improvement Fund							
Revenue							
310-75500-00	Leachate Loads	15,000.00	15,000.00	0.00	8,509.20	-6,490.80	56.73 %
	Revenue Total:	15,000.00	15,000.00	0.00	8,509.20	-6,490.80	56.73 %
	Fund: 310 - Sewer Capital Improvement Fund Total:	15,000.00	15,000.00	0.00	8,509.20	-6,490.80	56.73 %
Fund: 320 - Sewer Capacity Charge Fund - Restricted							
Revenue							
320-72100-00	Fac. Capacity Chg.	11,292.00	11,292.00	0.00	11,292.00	0.00	100.00 %
	Revenue Total:	11,292.00	11,292.00	0.00	11,292.00	0.00	100.00 %
	Fund: 320 - Sewer Capacity Charge Fund - Restricted Total:	11,292.00	11,292.00	0.00	11,292.00	0.00	100.00 %
Fund: 330 - Sewer Restricted Funds							
Revenue							
330-74000-00	Interest Income	0.00	0.00	0.00	1,612.29	1,612.29	0.00 %
	Revenue Total:	0.00	0.00	0.00	1,612.29	1,612.29	0.00 %
	Fund: 330 - Sewer Restricted Funds Total:	0.00	0.00	0.00	1,612.29	1,612.29	0.00 %
Fund: 350 - Sewer Treatment							
Revenue							
350-42100-00	O&M Payments-Arrowbear CWD	0.00	104,286.00	0.00	32,944.93	-71,341.07	31.59 %
350-42200-00	O&M Payments-CSA 79	0.00	130,367.00	0.00	36,925.38	-93,441.62	28.32 %
350-74200-00	California Demand response program ...	0.00	4,450.00	0.00	0.00	-4,450.00	0.00 %
350-75100-00	Capital Payments - Arrowbear CWD	0.00	29,925.00	0.00	8,014.93	-21,910.07	26.78 %
350-75200-00	Capital Payments-CSA 79	0.00	42,188.00	0.00	2,898.95	-39,289.05	6.87 %
350-78900-00	Sewer Revenue Allocation: 43% Colle...	0.00	971,483.00	81,747.60	482,373.27	-489,109.73	49.65 %
	Revenue Total:	0.00	1,282,699.00	81,747.60	563,157.46	-719,541.54	43.90 %
Expense							
350-50100-00	Salaries and wages	0.00	314,212.00	22,137.49	135,548.27	178,663.73	43.14 %
350-50120-00	Medicare Tax	0.00	4,551.00	250.43	1,931.05	2,619.95	42.43 %
350-50130-00	Worker's Compensation Insurance	0.00	11,835.00	0.00	10,092.57	1,742.43	85.28 %
350-50140-00	Employee Benefits-Group Insurance	0.00	31,414.00	3,030.15	10,737.66	20,676.34	34.18 %
350-50150-00	Employee Benefits-Retirement	0.00	93,068.00	7,312.97	45,291.82	47,776.18	48.67 %
350-50160-00	Employee Benefits-Uniform Allowance	0.00	1,050.00	0.00	675.26	374.74	64.31 %
350-53100-00	Depreciation	0.00	291,068.00	23,863.05	144,611.25	146,456.75	49.68 %
350-53200-00	Education & Seminars	0.00	1,500.00	35.27	524.18	975.82	34.95 %
350-53300-00	Effluent Disposal	0.00	9,000.00	0.00	0.00	9,000.00	0.00 %
350-54100-00	Gas, Fuel & Oil	0.00	4,475.00	0.00	560.60	3,914.40	12.53 %
350-54300-00	Insurance - liability	0.00	23,000.00	0.00	22,494.11	505.89	97.80 %
350-56100-00	Memberships & Subscriptions	0.00	4,481.00	142.00	2,144.43	2,336.57	47.86 %
350-57100-00	Permits & Fees	0.00	31,654.00	16,339.99	22,489.52	9,164.48	71.05 %
350-57140-00	Professional Services - Treatment	0.00	57,400.00	9,121.25	47,049.93	10,350.07	81.97 %
350-57310-00	Repairs & maintenance - Sewer Inter...	0.00	4,525.00	0.00	2,452.70	2,072.30	54.20 %
350-57314-00	Repairs & maintenance - Treatment P...	0.00	51,700.00	871.63	14,129.14	37,570.86	27.33 %
350-57430-00	Solids Handling	0.00	53,020.00	4,491.40	21,768.02	31,251.98	41.06 %
350-57440-00	Supplies & Materials	0.00	11,893.00	647.61	6,978.52	4,914.48	58.68 %
350-58100-00	Telephone	0.00	0.00	121.24	556.52	-556.52	0.00 %
350-58251-00	Utilities - Joint Use Facilities	0.00	103,368.00	6,842.15	43,879.02	59,488.98	42.45 %
350-58301-00	Vehicle Maintenance - Treatment	0.00	7,950.00	466.29	1,594.28	6,355.72	20.05 %
350-59200-00	Wastewater Testing & Analysis	0.00	9,692.00	1,124.00	4,857.40	4,834.60	50.12 %
350-84000-00	Interest Expense	0.00	6,489.00	0.00	4,309.44	2,179.56	66.41 %
350-86000-00	Interdepartmental Reimbursements	0.00	16,596.00	2,436.83	14,620.98	1,975.02	88.10 %
	Expense Total:	0.00	1,143,941.00	99,233.75	559,296.67	584,644.33	48.89 %
	Fund: 350 - Sewer Treatment Surplus (Deficit):	0.00	138,758.00	-17,486.15	3,860.79	-134,897.21	2.78 %
Fund: 400 - Ambulance Operating Fund							
Revenue							
400-40000-00	Service Charges	850,000.00	850,000.00	150,188.10	569,443.78	-280,556.22	66.99 %
400-40050-00	Ambulance Contractual Allowance	-310,000.00	-310,000.00	-64,855.43	-244,155.57	65,844.43	78.76 %

Budget Report

For Fiscal: 2016-2017 Period Ending: 12/31/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
400-44000-00	Ambulance Late Fees	4,000.00	4,000.00	0.00	990.00	-3,010.00	24.75 %
400-74000-00	Interest Income	0.00	0.00	0.00	216.53	216.53	0.00 %
	Revenue Total:	544,000.00	544,000.00	85,332.67	326,494.74	-217,505.26	60.02 %
Expense							
400-50100-00	Salaries and wages	398,801.00	398,801.00	18,469.20	121,262.33	277,538.67	30.41 %
400-50120-00	Medicare Tax	0.00	0.00	267.65	1,754.55	-1,754.55	0.00 %
400-53100-00	Depreciation	28,732.00	28,732.00	3,717.27	22,303.62	6,428.38	77.63 %
400-54100-00	Gas, Fuel & Oil	10,395.00	10,395.00	0.00	2,503.66	7,891.34	24.09 %
400-54300-00	Insurance - liability	7,500.00	7,500.00	0.00	7,231.80	268.20	96.42 %
400-56100-00	Memberships & Subscriptions	2,450.00	2,450.00	43.00	2,118.19	331.81	86.46 %
400-57140-00	Professional Services	27,500.00	27,500.00	4,858.45	18,802.84	8,697.16	68.37 %
400-57310-00	Repairs and maintenance - Spec. Pur...	2,000.00	2,000.00	765.00	765.00	1,235.00	38.25 %
400-57441-00	Supplies & Materials - Medical	12,920.00	12,920.00	1,457.40	9,919.54	3,000.46	76.78 %
400-57442-00	Supplies & Materials - Misc	6,000.00	6,000.00	0.00	4,569.55	1,430.45	76.16 %
400-57443-00	Supplies & Materials - Station	1,840.00	1,840.00	0.00	0.00	1,840.00	0.00 %
400-58100-00	Telephone	1,440.00	1,440.00	69.34	518.56	921.44	36.01 %
400-58200-00	Uncollectible Accounts	0.00	0.00	2,159.24	8,789.85	-8,789.85	0.00 %
400-58300-00	Vehicle Maintenance	13,400.00	13,400.00	18.19	5,611.31	7,788.69	41.88 %
400-84000-00	Interest Expense	0.00	0.00	0.00	612.50	-612.50	0.00 %
400-86000-00	Interdepartmental Reimbursements	9,685.00	9,685.00	807.08	4,842.48	4,842.52	50.00 %
	Expense Total:	522,663.00	522,663.00	32,631.82	211,605.78	311,057.22	40.49 %
Fund: 400 - Ambulance Operating Fund Surplus (Deficit):		21,337.00	21,337.00	52,700.85	114,888.96	93,551.96	538.45 %

Fund: 500 - Fire Operating Fund

Revenue							
500-46000-00	Hazard Abatement Program	7,500.00	7,500.00	2,133.00	9,274.00	1,774.00	123.65 %
500-49000-00	Other service fees	16,700.00	16,700.00	21,021.54	76,995.41	60,295.41	461.05 %
500-70000-00	Property Taxes	1,425,000.00	1,425,000.00	608,415.75	820,497.98	-604,502.02	57.58 %
500-70100-00	Property Taxes - PY Taxes and Assess...	0.00	0.00	627.07	7,823.64	7,823.64	0.00 %
500-70200-00	Property Tax - Penalties & cost on del...	0.00	0.00	311.43	-231.37	-231.37	0.00 %
500-70300-00	Property Tax - Homeowners Property...	0.00	0.00	2,516.17	2,516.17	2,516.17	0.00 %
500-71000-00	Availability Charges	205,000.00	205,000.00	83,979.60	108,203.95	-96,796.05	52.78 %
500-74000-00	Interest Income	1,500.00	1,500.00	0.00	1,583.79	83.79	105.59 %
500-76000-00	Grants	0.00	0.00	0.00	5,710.00	5,710.00	0.00 %
500-78000-00	Miscellaneous Income-Non Op	0.00	0.00	0.00	-239.76	-239.76	0.00 %
	Revenue Total:	1,655,700.00	1,655,700.00	719,004.56	1,032,133.81	-623,566.19	62.34 %
Expense							
500-50100-00	Salaries and wages	741,416.00	741,416.00	76,249.71	556,864.22	184,551.78	75.11 %
500-50120-00	Medicare Tax	10,751.00	10,751.00	1,087.74	7,958.21	2,792.79	74.02 %
500-50130-00	Worker's Compensation Insurance	45,000.00	45,000.00	112.00	41,475.17	3,524.83	92.17 %
500-50140-00	Employee Benefits-Group Insurance	92,355.00	92,355.00	7,182.45	45,522.41	46,832.59	49.29 %
500-50150-00	Employee Benefits-Retirement	421,211.00	421,211.00	36,157.37	217,883.34	203,327.66	51.73 %
500-50160-00	Employee Benefits-Uniform Allowance	5,000.00	5,000.00	0.00	3,359.23	1,640.77	67.18 %
500-50170-00	Unemployment Benefit Expenses	0.00	0.00	0.00	271.85	-271.85	0.00 %
500-52300-00	Community relations	2,600.00	2,600.00	151.83	2,074.76	525.24	79.80 %
500-53120-00	Director's Compensation Fees	2,850.00	2,850.00	0.00	357.00	2,493.00	12.53 %
500-53200-00	Education & Seminars	6,500.00	6,500.00	328.76	1,250.83	5,249.17	19.24 %
500-54100-00	Gas, Fuel & Oil	11,630.00	11,630.00	0.00	3,229.24	8,400.76	27.77 %
500-54200-00	Hazard Abatement Expense	7,500.00	7,500.00	2,878.00	5,966.33	1,533.67	79.55 %
500-54300-00	Insurance - liability	11,670.00	11,670.00	0.00	11,859.07	-189.07	101.62 %
500-56100-00	Memberships & Subscriptions	4,340.00	4,340.00	2,099.68	4,538.36	-198.36	104.57 %
500-56300-00	Office Expense	3,300.00	3,300.00	72.45	590.27	2,709.73	17.89 %
500-57100-00	Permits & Fees	6,436.00	6,436.00	0.00	3,727.20	2,708.80	57.91 %
500-57140-00	Professional Services	36,200.00	36,200.00	3,200.61	20,099.47	16,100.53	55.52 %
500-57143-00	Professional Services - Dispatching Se...	38,000.00	38,000.00	0.00	6,011.70	31,988.30	15.82 %
500-57310-00	Repairs and maintenance - Structures...	8,500.00	8,500.00	0.00	27,525.47	-19,025.47	323.83 %
500-57400-00	Safety Equipment & Clothing	26,500.00	26,500.00	0.00	9,791.64	16,708.36	36.95 %
500-58100-00	Telephone	0.00	0.00	120.07	120.07	-120.07	0.00 %

Budget Report

For Fiscal: 2016-2017 Period Ending: 12/31/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
500-58250-00	Utilities - Heat & Lights	18,696.00	18,696.00	1,451.06	10,010.69	8,685.31	53.54 %
500-58300-00	Vehicle Maintenance	20,355.00	20,355.00	2,023.57	22,074.28	-1,719.28	108.45 %
500-81000-00	Tax fee	0.00	0.00	175.02	595.47	-595.47	0.00 %
500-86000-00	Interdepartmental Reimbursements	30,416.00	30,416.00	2,534.66	15,207.96	15,208.04	50.00 %
	Expense Total:	1,551,226.00	1,551,226.00	135,824.98	1,018,364.24	532,861.76	65.65 %
	Fund: 500 - Fire Operating Fund Surplus (Deficit):	104,474.00	104,474.00	583,179.58	13,769.57	-90,704.43	13.18 %
Fund: 510 - Fire - Workers Comp PASIS Fund							
Expense							
510-50130-00	Worker's Comp Insurance Claims	0.00	0.00	0.00	943.28	-943.28	0.00 %
	Expense Total:	0.00	0.00	0.00	943.28	-943.28	0.00 %
	Fund: 510 - Fire - Workers Comp PASIS Fund Total:	0.00	0.00	0.00	943.28	-943.28	0.00 %
Fund: 590 - Fire - GW (Govenment Wide)							
Expense							
590-50100-00	Salaries and wages	0.00	0.00	-6,141.06	-20,420.69	20,420.69	0.00 %
590-53100-00	Depreciation	0.00	81,924.00	6,704.39	40,226.28	41,697.72	49.10 %
	Expense Total:	0.00	81,924.00	563.33	19,805.59	62,118.41	24.18 %
	Fund: 590 - Fire - GW (Govenment Wide) Total:	0.00	81,924.00	563.33	19,805.59	62,118.41	24.18 %
	Report Surplus (Deficit):	974,787.00	328,539.00	636,482.94	196,244.76	-132,294.24	59.73 %

Group Summary

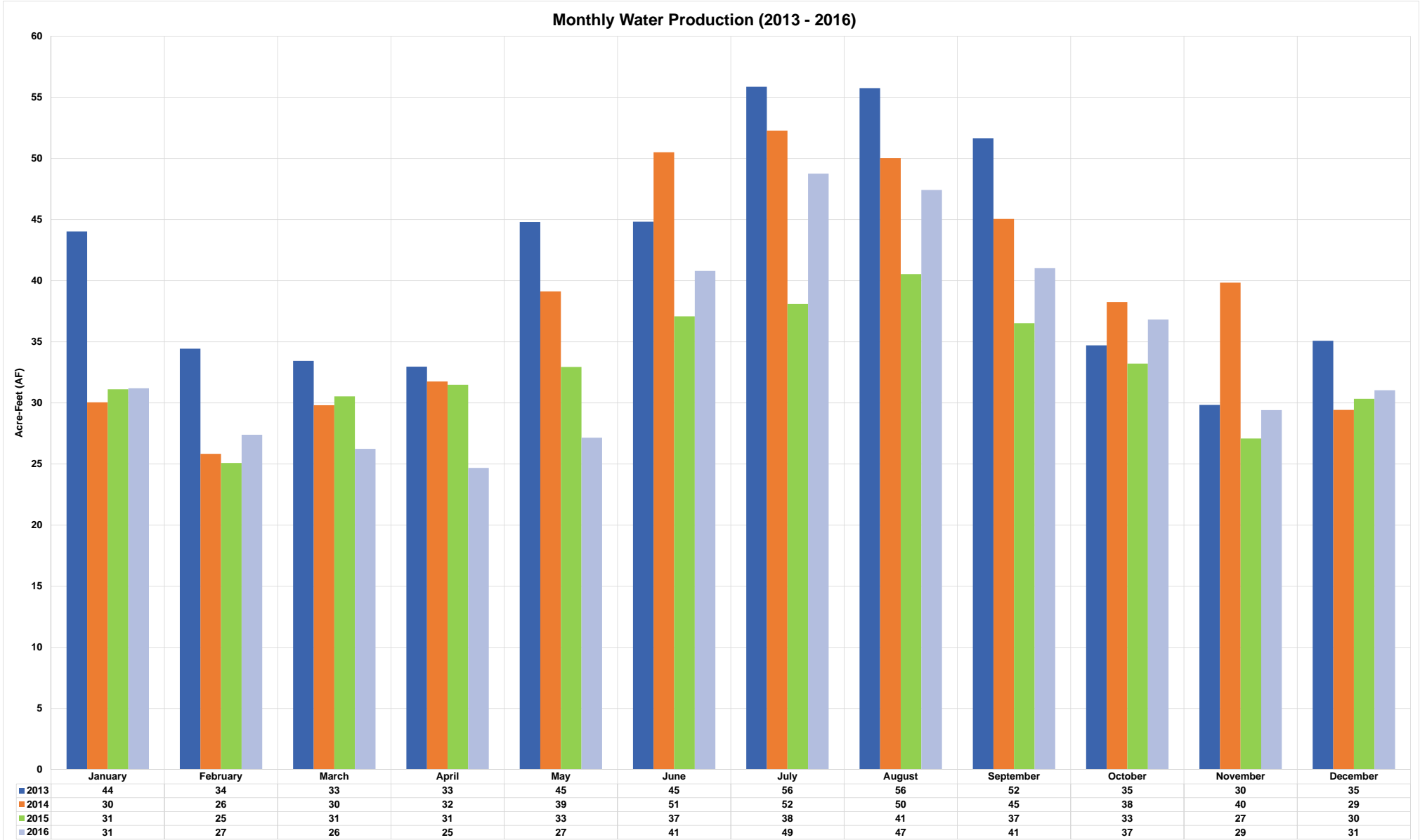
Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 200 - Water Operating Fund						
Revenue	1,932,677.00	1,932,677.00	152,636.57	1,040,325.64	-892,351.36	53.83 %
Expense	1,798,435.00	1,798,435.00	129,644.96	961,490.60	836,944.40	53.46 %
Fund: 200 - Water Operating Fund Surplus (Deficit):	134,242.00	134,242.00	22,991.61	78,835.04	-55,406.96	58.73 %
Fund: 210 - Water Capital Improvement Fund						
Revenue	10,636.00	10,636.00	875.00	5,250.00	-5,386.00	49.36 %
Fund: 210 - Water Capital Improvement Fund Total:	10,636.00	10,636.00	875.00	5,250.00	-5,386.00	49.36 %
Fund: 220 - Water Capacity Charge Fund - Restricted						
Revenue	10,764.00	10,764.00	0.00	5,382.00	-5,382.00	50.00 %
Fund: 220 - Water Capacity Charge Fund - Restricted Total:	10,764.00	10,764.00	0.00	5,382.00	-5,382.00	50.00 %
Fund: 300 - Sewer Collection						
Revenue	1,704,356.00	732,873.00	61,669.24	377,888.88	-354,984.12	51.56 %
Expense	1,037,314.00	768,913.00	66,883.86	404,295.10	364,617.90	52.58 %
Fund: 300 - Sewer Collection Surplus (Deficit):	667,042.00	-36,040.00	-5,214.62	-26,406.22	9,633.78	73.27 %
Fund: 310 - Sewer Capital Improvement Fund						
Revenue	15,000.00	15,000.00	0.00	8,509.20	-6,490.80	56.73 %
Fund: 310 - Sewer Capital Improvement Fund Total:	15,000.00	15,000.00	0.00	8,509.20	-6,490.80	56.73 %
Fund: 320 - Sewer Capacity Charge Fund - Restricted						
Revenue	11,292.00	11,292.00	0.00	11,292.00	0.00	100.00 %
Fund: 320 - Sewer Capacity Charge Fund - Restricted Total:	11,292.00	11,292.00	0.00	11,292.00	0.00	100.00 %
Fund: 330 - Sewer Restricted Funds						
Revenue	0.00	0.00	0.00	1,612.29	1,612.29	0.00 %
Fund: 330 - Sewer Restricted Funds Total:	0.00	0.00	0.00	1,612.29	1,612.29	0.00 %
Fund: 350 - Sewer Treatment						
Revenue	0.00	1,282,699.00	81,747.60	563,157.46	-719,541.54	43.90 %
Expense	0.00	1,143,941.00	99,233.75	559,296.67	584,644.33	48.89 %
Fund: 350 - Sewer Treatment Surplus (Deficit):	0.00	138,758.00	-17,486.15	3,860.79	-134,897.21	2.78 %
Fund: 400 - Ambulance Operating Fund						
Revenue	544,000.00	544,000.00	85,332.67	326,494.74	-217,505.26	60.02 %
Expense	522,663.00	522,663.00	32,631.82	211,605.78	311,057.22	40.49 %
Fund: 400 - Ambulance Operating Fund Surplus (Deficit):	21,337.00	21,337.00	52,700.85	114,888.96	93,551.96	538.45 %
Fund: 500 - Fire Operating Fund						
Revenue	1,655,700.00	1,655,700.00	719,004.56	1,032,133.81	-623,566.19	62.34 %
Expense	1,551,226.00	1,551,226.00	135,824.98	1,018,364.24	532,861.76	65.65 %
Fund: 500 - Fire Operating Fund Surplus (Deficit):	104,474.00	104,474.00	583,179.58	13,769.57	-90,704.43	13.18 %
Fund: 510 - Fire - Workers Comp PASIS Fund						
Expense	0.00	0.00	0.00	943.28	-943.28	0.00 %
Fund: 510 - Fire - Workers Comp PASIS Fund Total:	0.00	0.00	0.00	943.28	-943.28	0.00 %
Fund: 590 - Fire - GW (Government Wide)						
Expense	0.00	81,924.00	563.33	19,805.59	62,118.41	24.18 %
Fund: 590 - Fire - GW (Government Wide) Total:	0.00	81,924.00	563.33	19,805.59	62,118.41	24.18 %
Report Surplus (Deficit):	974,787.00	328,539.00	636,482.94	196,244.76	-132,294.24	59.73 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
200 - Water Operating Fund	134,242.00	134,242.00	22,991.61	78,835.04	-55,406.96
210 - Water Capital Improvement Fi	10,636.00	10,636.00	875.00	5,250.00	-5,386.00
220 - Water Capacity Charge Fund -	10,764.00	10,764.00	0.00	5,382.00	-5,382.00
300 - Sewer Collection	667,042.00	-36,040.00	-5,214.62	-26,406.22	9,633.78
310 - Sewer Capital Improvement Ft	15,000.00	15,000.00	0.00	8,509.20	-6,490.80
320 - Sewer Capacity Charge Fund -	11,292.00	11,292.00	0.00	11,292.00	0.00
330 - Sewer Restricted Funds	0.00	0.00	0.00	1,612.29	1,612.29
350 - Sewer Treatment	0.00	138,758.00	-17,486.15	3,860.79	-134,897.21
400 - Ambulance Operating Fund	21,337.00	21,337.00	52,700.85	114,888.96	93,551.96
500 - Fire Operating Fund	104,474.00	104,474.00	583,179.58	13,769.57	-90,704.43
510 - Fire - Workers Comp PASIS Fu	0.00	0.00	0.00	-943.28	-943.28
590 - Fire - GW (Govenment Wide)	0.00	-81,924.00	-563.33	-19,805.59	62,118.41
Report Surplus (Deficit):	974,787.00	328,539.00	636,482.94	196,244.76	-132,294.24

RSWD Total Water Production (Acre-Feet)

	2013			2014			2015			% Reduction from 2013	2016			% Reduction from 2013
	Precipitation (Inches)	(AF)	(gallons)	Precipitation (Inches)	(AF)	(gallons)	Precipitation (Inches)	(AF)	(gallons)		Precipitation (Inches)	(AF)	(gallons)	
January	3.90	44	14,348,960	1.75	30	9,793,223	1.20	31	10,139,995	29%	7.05	31	10,167,367	29%
February	3.60	34	11,222,900	3.75	26	8,419,752	3.00	25	8,175,163	27%	4.10	27	8,927,377	20%
March	2.40	33	10,897,679	8.05	30	9,716,033	1.25	31	9,951,542	9%	4.55	26	8,552,646	22%
April	0.35	33	10,743,916	2.85	32	10,347,929	0.80	31	10,260,776	4%	5.73	25	8,044,270	25%
May	0.90	45	14,601,449	0.30	39	12,750,144	2.60	33	10,735,438	26%	0.88	27	8,849,396	39%
June	0.00	45	14,610,203	0.00	51	16,459,883	0.04	37	12,085,249	17%	0.00	41	13,296,489	9%
July	0.10	56	18,206,345	0.25	52	17,037,779	3.05	38	12,413,711	32%	0.00	49	15,889,782	13%
August	0.00	56	18,170,122	1.00	50	16,305,276	0.00	41	13,211,462	27%	0.00	47	15,454,430	15%
September	0.00	52	16,831,647	0.75	45	14,683,509	0.10	37	11,901,106	29%	0.10	41	13,369,869	21%
October	2.60	35	11,312,308	1.20	38	12,465,927	2.40	33	10,825,289	4%	1.55	37	12,002,331	-6%
November	3.40	30	9,723,378	1.80	40	12,983,932	3.15	27	8,827,761	9%	2.85	29	9,586,472	1%
December	1.25	35	11,433,417	13.35	29	9,590,835	2.85	30	9,886,959	14%	11.40	31	10,115,160	12%
Total	18.50	497	162,102,324	35.05	462	150,554,222	20.44	394	128,414,451	21%	38.21	412	134,255,589	17%



RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: January 18, 2017

TO: Board of Directors

FROM: Ryan Gross, General Manager

SUBJECT: FISCAL YEAR 2017/2018 BUDGET PLANNING

RECOMMENDED BOARD ACTION

This is an information item only.

REASON FOR RECOMMENDATION

This is an information item only.

BACKGROUND INFORMATION

Staff has prepared the Fiscal Year 2017/2018 Budget Planning Presentation for review and discussion. A copy of the presentation is being provided as a separate document and is not attached to this staff report.

The District's annual planning cycle includes the Annual Board Budget Workshop and the Annual District Budget.

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

The following is a tentative schedule for the upcoming Fiscal Year 2017/2018 budget development process.

Board Budget Planning/Workshop	Wednesday, January 18, 2017
Fire Budget, Committee Meeting	Wednesday, March 1, 2017
Fire Budget, Board Meeting	Wednesday, March 15, 2017
Water & Admin Budget, Committee Meeting	Wednesday, April 5, 2017
Water & Admin Budget, Board Meeting	Wednesday, April 19, 2017
Wastewater Budget, Committee Meeting	Wednesday, May 3, 2017
Wastewater Budget, Board Meeting	Wednesday, May 17, 2017

District Budget, Public Hearing and Approval

Wednesday, June 21, 2017

FISCAL INFORMATION

This is an information item only.

ATTACHMENTS

Attachment 1 – Fiscal Year 2017/2018 Budget Planning/Workshop Presentation
(PROVIDED AS A SEPARATE DOCUMENT)