

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF DIRECTORS RUNNING SPRINGS WATER DISTRICT
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA
January 15, 2020**

The Regular Meeting of the Board of Directors of the Running Springs Water District was held on Wednesday, January 15, 2020 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:

Tony Grabow, President
Errol Mackzum, Vice-President
Mike Terry, Director
Bill Conrad, Director
Mark Acciani, Director

Also present were the following:

Ryan Gross, General Manager
Amie R. Crowder, Board Secretary/Treasurer/Administration Supervisor
Cindy Strebel, Fire Battalion Chief
Mike Vasquez, Fire Chief

Visitors Present:

Denise Acciani, Running Springs Resident

MEETING MINUTES

AGENDA ITEMS

1. Call Meeting to Order and Pledge of Allegiance

The Running Springs Water District Regular Board Meeting was called to order at 9:01 A.M. by President Tony Grabow and Fire Battalion Chief Cindy Strebel led the assembly in the pledge of allegiance to the flag.

2. Recognize and Hear from Visitors/Public Comment

The visitors introduced themselves for the record.

3. Approval of Consent Items

A. Approve Meeting Minutes

B. Ratify Expenditures and Cash Summary

C. Consider Receiving and filing the Assessment District No. 10 Continuing Disclosure Annual Report for the Fiscal Year Ending June 30, 2019

Upon **motion** by Director Terry, **second** by Vice President Mackzum and **carried by a 5 to 0 vote**, the Consent Items were approved.

4. Action Items

A. Consider Appointing Ad-Hoc Committee for Planning and Developing Strategy for Ballot Measure Regarding Additional Future Funding for Fire Department

Fire Chief Vasquez presented the development of an Ad-Hoc Committee to study potential additional funding sources for the Running Springs Fire Department. Fire Chief Vasquez discussed how he would like the committee to be made up of various individuals within our community. History of the Fire Availability Fee was discussed and the importance of educating our community on the impact the Fire Availability Fee has on both the District and the community was discussed. More specifically, the importance of educating our community on the services the Fire Department provides, how the Fire Department operates, and the dire straits of how this funding is fundamental to the community and operation of emergency services within the Community was discussed. As a result of the Ad-Hoc Committee discussion, President Grabow appointed Director Terry and Director Conrad as Ad-Hoc Committee Members, with Director Acciani being an alternate Ad-Hoc Committee Member. General Manager Gross will provide a memo to the Board of Directors, from BB&K regarding the parameters in which the District can operate regarding a committee. President Grabow would like to establish dates and times for Ad-Hoc Committee Meetings. Vice President Mackzum requested staff look into potential opportunities with the San Bernardino Associated Governments (SANBAG) for a study and/or grant funding for public safety improvements along Highway 330.

Upon **motion** by Director Conrad, **second** by Director Acciani and **carried by a 5 to 0 vote**, Appointing an Ad-Hock Committee for Planning and Developing Strategy for Ballot Measure Regarding Additional Future Funding for Fire Department, was approved.

B. Consider Adopting a New Employee Wage Scale for Fire Department

Fire Chief Vasquez presented various fiscal concerns regarding the current Fire Department Wage Scale. Fire Chief Vasquez continued to share that the various wage scales that have been drafted are not going to be sustainable by the District. Chief Vasquez shared that he researched other fire departments similar in size and capacity of the Running Springs Fire Department and is presenting the median of those wage scales. Further discussion continued.

Upon **motion** by Director Terry, **second** by Director Conrad and **carried by a 5 to 0 vote**, Adopting a New Employee Wage Scale for the Fire Department was approved.

C. Consider Authorizing Expenditure for Command Vehicle Conversion

Fire Chief Vasquez is requesting \$15,000 in order to convert a fire utility vehicle into a command vehicle. Fire Chief Vasquez presented the Capital Improvement Plan (CIP) which demonstrated this request would not only save the District money, but it would also extend the timeframe in which a new command vehicle would need to be purchased.

Upon motion by Director Conrad, second by Vice President Mackzum and carried by a 5 to 0 vote, Authorizing Expenditure for Command Vehicle Conversion not to exceed \$15,000 was approved.

D. Consider Setting Maximum 2020 District Contribution to Employee Health Insurance Benefit

General Manager Gross presented the health insurance premium plans for 2020 to the Board, the historical contributions of the District, and the most recent Board agreement to contribute to the health insurance premium plans. General Manager Gross is seeking direction on setting the maximum contribution to the employee health plans for calendar year 2020. Further discussion continued.

Upon motion by Director Conrad, second by Director Acciani and carried by a 5 to 0 vote, Setting Maximum 2020 District Contribution to Employee Health Insurance Benefit, to make no adjustment for this calendar year was approved.

5. Information Items

A. Quarterly Budget/Financial Update

Manager Gross presented on the Quarterly Budget/Financial Reports; and, reported that all operating reserves are fully funded. Manager Gross provided clarification on how the Wastewater Operating Reserve Fund and Water Operating Reserve are calculated; and, why their respective balances are the same as the Recommended Operating Reserve Fund Target. Director Mackzum, Manager Gross and Fire Chief Vasquez had various discussions regarding overtime, property taxes, availability charges, and water purchasing.

B. Quarterly Operations Reports

President Grabow commended Manager Gross on the continued improvement on the Quarterly Operations Reports. Manager Gross shared that he reached out to a geologist for a proposal to do exploratory wells located on the Getaway property. Director Conrad inquired about any foreseen workflow changes based on SB 998. Manager Gross commented that SB 998 will not reduce the number of locks being placed but will change the way in which locks can be placed.

6. General Manager’s Report

Fire Chief Vasquez shared a recent incident in which a Cody Snow, Firefighter/Paramedic for the Fire Department saved a life; as a result of following proper protocol. Chief Vasquez would like to recognize him at our next Board Meeting. Director Acciani shared that this would be beneficial to share with the Community for the Ad-Hoc Meetings and inquired as to if these recognitions are being tracked. Battalion Chief Cindy Strebel stated that the District is currently working on capturing this information in ICEMA, the County system. Secretary of the Board, Amie, will look at how the District can capture awards and certificates for the District as a whole.

Manager Gross announced that long-time Water Collections employee, Richard Viero, will be retiring on February 20, 2020.

Manager Gross shared pictures of students enjoying the new water station the District donated. Pictures were sent from the Principal of Charles Hoffman Elementary.

Manager Gross announced that San Bernardino Valley Municipal Water District sent an e-mail requesting to partner with the District to improve the discharges for our disposal site in the Fredalba Creek area.

Director Conrad inquired about the NBS report on page 29; and, if the Camp is in default. Manager Gross shared that he will follow-up on this inquiry.

7. Board Member Comments/Meetings

Director Acciani commented that the District is operating optimally. Director Acciani also commended Trevor Miller, Wastewater Operations Manager for the tour he provided to Director Acciani and the hard work that his team is doing at the Wastewater Division.


8. Meeting Adjourned

The meeting was adjourned at 10:33 A.M.

Respectfully Submitted,



President, Board of Directors
Running Springs Water District



Secretary of the Board of Directors
Running Springs Water District