

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS  
RUNNING SPRINGS WATER DISTRICT  
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA  
August 25, 2021**

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The date for the regularly scheduled board meeting was changed from 9:00 am on August 18, 2021, to 9:00 am on August 25, 2021, and therefore the meeting was adjourned to that later time. A Regular Meeting of the Board of Directors of the Running Springs Water District was held on Wednesday, August 25, 2021, at the hour of 9:00 am at the District office located at 31242 Hilltop Boulevard, Running Springs, California, and through teleconference.

The following Directors were present at the District:

Errol Mackzum, President  
Bill Conrad, Director

The following Directors were present via Zoom:

Mike Terry, Vice-President  
Laura Dyberg, Director

The following Directors were absent:

Mark Acciani, Director

Also present at the District were the following:

Ryan Gross, General Manager  
Trevor Miller, Operations Manager  
Tony Grabow, Interim Fire Chief  
Cindy Strebel, Battalion Chief  
Ward Simmons, Legal Counsel

The following visitors were present via Zoom:

Ira Leader, Green Valley Lake resident  
Brad McDermith, California Computer Options

**MEETING MINUTES**

**AGENDA ITEMS**

**1. Call Meeting to Order and Pledge of Allegiance**

The meeting was called to order at 9:03 am by President Errol Mackzum. Ward Simmons led the assembly in the Pledge of Allegiance.

**2. Recognize and Hear from Visitors/Public Comment**

Mr. Ira Leader introduced himself. No public comment.

**3. Special Presentations**

**A. Cybersecurity Update**

No action taken. Brad McDermith from California Computer Options gave an update on the District's Cybersecurity systems and protocols.

**B. Resolution 09-21, Commending Michael Vasquez for District Service**

Upon motion by Director Conrad, second by Vice-President Terry and carried by a 4 to 0 roll call vote, Resolution No. 09-21 Commending Michael Vasquez for his District Service, was approved.

**C. Badge Pinning Ceremony at Fire Station 51**

No action taken. The badge pinning ceremony for Firefighter Chris Cole and Firefighter Grant Dahler took place in front of Fire Station 51 between 10:12 A.M. and 10:26 A.M.

**4. Approval of Consent Items**

**A. Approve Meeting Minutes**

President Mackzum for a correction to the Special Board Meeting Minutes dated August 19, 2021, regarding the location of the Manzanita overgrowth that should be stated as "Children's Forest".

Upon motion by Director Conrad, second by Vice-President Terry and carried by a 3 to 0 roll call vote with Director Dyberg abstaining, Consent Item A. Meeting Minutes from July 21, 2021, August 19, 2021, and August 21, 2021, were approved.

**B. Ratify Expenditures**

President Mackzum presented a question regarding the CalPERS UAL on Page 13 of the agenda packet. Manager Gross clarified the cost of \$679,920 was the regular UAL Lump Sum for the entire year and the item below that of \$100,000 was for the Additional Lump Sum payment that the Board approved for the miscellaneous plan.

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

Upon motion by Director Conrad, second by Director Dyberg and carried by a 4 to 0 roll call vote, Consent Items B. and C. were approved.

**5. Action Items**

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

**A. Consider Authorizing General Manager to Execute Professional Services Contract for Preparation of Urban Water Management Plan**

Manager Gross reviewed the staff's recommendation and information in the staff report.

Upon motion by Director Conrad, second by Vice-President Terry and carried by a 4 to 0 roll call vote, Authorizing the General Manager to Execute a Professional Services Contract for Preparation of the District's Urban Water Management Plan with Water Systems Consulting (WSC) in the amount of \$43,795, was approved.

**B. Consider Authorizing Expenditure for Purchase of Backhoe Loader and Utility Pickup Truck**

Operations Manager Trevor Miller presented the necessity to purchase a backhoe loader and utility pickup truck, the details of each item and the bids received.

Upon motion by Director Conrad, second by President Mackzum and carried by a 4 to 0 roll call vote, the expenditure for Purchase of a Backhoe Loader in the amount of \$117,310.51 and a Utility Pickup Truck in the amount not to exceed \$42,500, was approved.

**C. Consider Authorizing Expenditure for Nob Hill SCADA Integration**

Manager Gross detailed why the SCADA Integration is eliminated from the original bid request. The District is now seeking bids from four (4) SCADA Integrators to determine what the best for the District. This is in continuation of the Nob Hill Project currently in progress. Minimal discussion continued.

Upon motion by Director Conrad, second by Director Dyberg and carried by a 4 to 0 roll call vote, the expenditure for the Nob Hill SCADA Integration project in the amount not to exceed \$30,000, was approved.

**D. Consider Authorizing General Manager to Execute Contract for Weed Abatement at District Properties**

Operations Manager Miller shared that Reliable Raul was the only contractor that was able to provide a bid and complete the work for the District. Director Dyberg inquired as to whether Reliable Raul has or is required to have a State Contractors License. Manager Gross confirmed the District will consult with legal counsel and the State Contracting License Board.

Upon motion by Vice-President Terry, second by Director Dyberg and carried by a 4 to 0 roll call vote, Authorizing the General Manager to Execute a Contract for Weed Abatement at District Properties in an amount not to exceed \$7,000, contingent upon reviewing the requirements with legal counsel for the contractor to have a contractor's license for this type of work, was approved.

**E. Consider Authorizing Additional Transfer of Funds in the Amount of \$84,927 for Intergovernmental Transfer (IGT) Program**

Manager Gross provided an explanation of the IGT program and the need to transfer funds in the amount of \$84,927 in order to get back the federal matching funds through the program. Minimal discussion continued.

Upon motion by Director Conrad, second by Vice-President Terry and carried by a 4 to 0 roll call vote, Authorizing Additional Transfer of Funds in the Amount of \$84,927 for Intergovernmental Transfer (IGT) Program, was approved.

**F. Consider Authorizing General Manager to Execute Construction Contract for Replacement of District Office Flooring**

Manager Gross reviewed the bids received for replacing the flooring of the District Office. Details of the current flooring was discussed and a summary of where the funds are allocated from. Manager Gross reviewed the bids from Carpet Station and Inland Tri-Tech, with Carpet Station having the low bid of \$16,876. Minimal discussion continued.

Action Items F. and G. were considered together and with one motion.

**G. Consider Authorizing General Manager to Execute Construction Contract for Interior and Exterior Painting of District Office**

Manager Gross presented the need to paint the interior and exterior Main District Office. Director Conrad agreed to this need. Manager Gross confirmed the bids have been received for painting and over the next two (2) fiscal years, \$50,000 was budgeted. If both contracts are approved, we would be \$14,166 over the budgeted amount. President Mackzum asked if we want to proceed with both paint and flooring. Manager Gross confirmed we can complete it all now or complete the project over two (2) fiscal years. Director Dyberg acknowledged Manager Gross in evaluating all aspects including the schedule when choosing a contractor.

Vice-President Terry asked for clarification that we are requesting prevailing wage bids. Manager Gross confirmed that all bids are in prevailing wage. Minimal discussion continued.

Action Items F. and G. were considered together and with one motion.

Upon motion by Vice-President Terry, second by Director Conrad and carried by a 4 to 0 roll call vote, the General Manager was authorized to Execute Construction Contracts for Replacement of the District Office Flooring to Carpet Station for their bid of \$16,876 and for Interior and Exterior Painting of the District Office to Inland Tri Tech, Inc. for their bid of \$47,290 and to approve any necessary change orders not to exceed 15% of the original contract amounts.

**6. General Manager's Report**

Manager Gross reported on the status of the potential Green Valley Lake Annexation to the Running Springs Water District.

**7. Report from Legal Counsel**

Attorney Simmons updated the Board on cases related to voter-initiated ballot measures throughout the State of California.

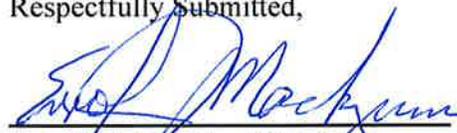
**8. Board Member Comments/Meetings**

No additional comments.

**9. Meeting Adjourned**

Director Dyberg needed to leave the meeting at 10:55 am. The meeting was adjourned at 11:01 am.

Respectfully Submitted,



President, Board of Directors  
Running Springs Water District



Secretary of the Board of Directors  
Running Springs Water District