

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF DIRECTORS RUNNING SPRINGS WATER DISTRICT
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA
JUNE 19, 2019**

The Regular Meeting of the Board of Directors of the Running Springs Water District was held on Wednesday, June 19, 2019 at the hour of 6:00 P.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
Joan C. Eaton, Board Secretary/Treasurer/Administration Supervisor
George Corley, Fire Department Chief
Mike Vasquez, Fire Department Battalion Chief
Ward Simmons, Legal Counsel, Best, Best & Krieger

Visitors Present:

Renee Vanderhooft, Running Springs Resident
Meta Berkebile, Running Springs Resident
Ginny Berkebile, Running Springs Resident
Denise Voight, Guest of Director Acciani

MEETING MINUTES

AGENDA ITEMS

1. Call Meeting to Order and Pledge of Allegiance

The meeting was called to order at 6:00 P.M. by President Grabow who also 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. Action Items

A. Consolidated Public Hearings and Consideration of Adopting Resolution No. 10-19, Establishing Water and Wastewater Rates, Fees and Charges for District Services, Receiving and Filing the 2019 Rate Study and Capacity Fee Final Reports and Adopting the Fiscal Year 2019/2020 and 2020/2021 District Budget

1. **Open Public Hearing:** The Public Hearing was opened at 6:00 P.M. by President Grabow
2. **Staff Presentation:** Manager Gross reported on the District Consolidated Public Hearings to consider adopting Resolution No. 10-19 to establish rates, fees and charges for five (5) years along with a proposed increase in capacity connection and miscellaneous fees and charges based on the Raftellis Financial Consultants Inc. (Raftellis) Rate Study. The Board will also consider receiving and filing the 2019 Rate Study and Capacity Fee Reports and adopt the Fiscal Year 2019/20 and 2020/21 District Budget.

Steve Gagnon, Manager with Raftellis then presented the Water and Wastewater Rate Study and Fire and Ambulance Financial Plan Report and he described how District revenues and expenses were projected and the revenue adjustments and rates needed to maintain financially healthy enterprises. The reports states the District wishes to establish fair and equitable rates that meet the District's fiscal needs in terms of operation expenses, reserve goals and capital investment that are fair, equitable and proportionately allocate the costs of providing service in accordance with Proposition 218 and result in stable charges for customer and stable revenues for the District over time. The proposed rate and fee adjustments for the fiscal year ending 2020 would result in an approximate \$3.77 per month increase in the total bill for water and wastewater services. Discussion continued that included fixed and volumetric costs and Mr. Gagnon stated that water, wastewater and solid waste costs are increasing and the American Water Works Association is calling this the replacement era in the country. Mr. Gagnon closed by commenting on the 2018/2019 Mountain Rate Comparison Study that indicates the Running Springs Water District monthly water and sewer fees are currently located in the middle of the rate chart.

3. **Written Public Comment:** Supervisor Eaton confirmed there was one (1) written protest letter received.
4. **Oral Public Comment:** President Grabow opened the forum to comments from the public. Visitor Vanderhooft stated she represented the Canyon Park Mobile Home Community and will obtain information regarding the proposed rates and fees to provide to the residents.

Mr. Gagnon was excused from the meeting at 6:32 P.M.

5. **Board Discussion/Comments:** Manager Gross summarized proposed Resolution No. 10-19 that incorporates the 2019 Rate Study, Rates and Fee Adjustments and District Fiscal Year 2019/20 and 2020/21 Budgets. He commented on changes made in the budget that include incorporating additional CalPERS Unfunded Liability lump sum payments that will save interest. Administration services are now separated from other Divisions in the budget to clearly define costs and Manager Gross also reported on the Crestline-Lake Arrowhead Water Agency (CLAWA) pass through clause that is included in the Proposition 218 notice.
6. **Close Public Hearing:** The Public Hearing was closed at 6:48 P.M. by President Grabow.
7. **Consider Adopting Resolution No. 10-19, Establishing Water and Wastewater Rates, Fees and Charges for District Services, Receiving and Filing the 2019 Rate Study and Capacity Fee Final Reports and Adopting the Fiscal Year 2019/2020 and 2020/2021 District Budget**

Upon motion by Director Conrad, second by Director Acciani and carried by a 5 to 0 vote, Resolution No. 10-19, Establishing Water and Wastewater Rates, Fees and Charges for District Services, Receiving and Filing the 2019 Rate Study and Capacity Fee Final Reports and Adopting the Fiscal Year 2019/2020 and 2020/2021 District Budget, was approved and adopted. (Resolution No. 10-19 on file in the District office)

B. Public Hearing and Consideration of Adopting Ordinance No. 52 Establishing Fees for Ambulance Services and Other Miscellaneous Fees

1. **Open Public Hearing:** The Public Hearing was opened at 6:49 P.M. by President Grabow.
2. **Staff Presentation:** Manager Gross reported on Ordinance No. 52 that establishes annual fees for ambulance services set by the Inland Counties Emergency Medical Agency (ICEMA). The Ordinance includes a list of Fire Department miscellaneous fees and he confirmed the required Public Hearing notice was published in the newspaper. Discussion continued that included hydrant flow testing and Manager Gross will discuss with the Fire Chief.
3. **Written Public Comment:** None received
4. **Oral Public Comment:** None received
5. **Board Discussion/Comments:** President Grabow said ambulance rates increase annually and discussion continued.
6. **Close Public Hearing:** The Public Hearing was closed at 6:56 P.M. by President Grabow.

7. **Consider Adoption of Ordinance No. 52**

Upon motion by Director Conrad, second by Director Terry and carried by a 5 to 0 vote, Ordinance No. 52 was adopted. (Ordinance No. 52 on file in the District Office)

C. **Consider Authorizing Expenditure and Purchase Order to Secure 2019 Ambulance Chassis and Ancillary Equipment for Replacement of Medical Aid Ambulance 50A (MA50A)**

Chief Corley reported on the request to purchase a 2019 Ambulance on a Ford F450 4x4 diesel chassis and ancillary equipment for replacement of Medical Aid Ambulance 50A that has reached the end of its useful life and is scheduled for replacement. The District received three (3) bids and Chief Corley is recommending the purchase be made through Emergency Vehicle Group, Inc., a company who will complete warranty work locally. Discussion continued that included vehicle specifications and if approved, the Fiscal Year 2019/20 Budget includes \$210,000 for ambulance replacement and the expenditure will be funded from the Fire/Ambulance Department Reserve Fund with a balance of \$2,326,545 as of May 31, 2019. Director Terry asked about applying for a grant with Chief Corley responded saying they did apply, but grants are difficult to obtain. The existing MA50Ambulance will be auctioned and sold.

Upon motion by Director Terry, second by Director Conrad and carried by a 5 to 0 vote, Authorizing Expenditure of \$210,000 and Purchase Order to Secure 2019 Ambulance Chassis and Ancillary Equipment for Replacement of Medical Aid Ambulance 50A (MA50A) was approved.

D. **Consider Authorizing Expenditure for Zoll X Series Cardiac Monitors and Declare the old Cardiac Monitors Surplus Property that will be used for Trade in Value**

Battalion Chief Vasquez requested authorization of \$80,000 to replace two (2) existing Zoll Cardiac Monitors and declare the old cardiac monitors surplus. The current monitors are over twelve (12) years old and are no longer functional. The new Zoll X Series Monitors come with newer technology and interface with the Paramedic Tuff Books for Patient Care Reporting. The current quote contains a discounted contract rate of 18% and provides a trade in value of \$2,500 for the old monitors. The Board consensus was to increase the authorization request to \$120,000 to purchase three (3) cardiac monitors retaining the third as a backup monitor and utilize the discount rate and trade in value. If approved, the expenditure will be funded from the Fire/Ambulance Department Reserve Fund.

Upon motion by President Grabow, second by Director Conrad and carried by a 5 to 0 vote, Authorizing Expenditure of up to \$120,000 for Three Zoll X Series Cardiac Monitors and Declare the old Cardiac Monitors Surplus Property that will be used for Trade in Value, not to exceed \$120,000.00, was approved.

4. Approval of Consent Items -

- A. Approve Meeting Minutes**
- B. Ratify Expenditures and Review Reserves**
- C. Consider Adoption of Resolution No. 11-19, Establishing Appropriations Limits for Fiscal Year 2019/2020**
- D. Ratify Employment Agreement with General Manager**
- E. Consider Approving Ambulance Billing Write Offs**
- F. Consider Authorizing Participation in the Intergovernmental Transfer (IGT) Program Providing Access to Federal Matching Funds for Emergency Medical Transport Services**
- G. Consider Approving Contract for Financial Consulting Services**

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

5. General Manager's Report

Representatives from CSA-79 in Green Valley Lake will attend the District Board Meeting on July 17, 2019 to discuss possible consolidation with the Running Springs Water District. The Raftellis Study regarding consolidation with CSA-79 should be complete by the end of the week and Manager Gross confirmed that employee pension liability would not be included in the agreement.

6. Report From Legal Counsel

A. California Voting Rights Act

Attorney Simmons distributed an article by Redistricting Partners regarding the Running Springs Water District California Voting Rights Act (CVRA). Redistricting Partners will provide an overview analysis of racially polarized voting which explores recent elections and identifies potential communities of interest that may require protection or representation identifying CVRA vulnerability. The total cost for the CVRA analysis would be \$4,500 with additional cost for community engagement or in-person meetings. The Board consensus is to proceed with the study that will be discussed in closed session at a future Board Meeting.

7. Board Member Comments/Meetings

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No additional Board Member comments.

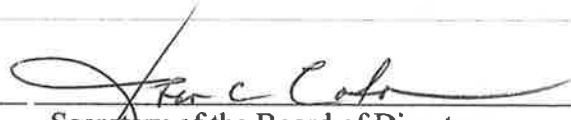
8. Meeting Adjournment

The meeting was adjourned at 7:38 P.M.

Respectfully Submitted,



President, Board of Directors
Running Springs Water District



Secretary of the Board of Directors
Running Springs Water District