

**MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF DIRECTORS RUNNING SPRINGS WATER DISTRICT  
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA  
OCTOBER 16, 2019**

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The Regular Meeting of the Board of Directors of the Running Springs Water District was held on Wednesday, October 16, 2019 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  
Bill Conrad, Director  
Mark Acciani, Director

Director Mike Terry was absent

Also present were the following:

Ryan Gross, General Manager  
Joan C. Eaton, Board Secretary/Treasurer/Administration Supervisor  
Randy Bobroff, Water Operations Manager  
Trevor Miller, Wastewater Operations Manager  
Mike Vasquez, Fire Chief  
Cindy Strebel, Fire Battalion Chief

Visitors Present:

George Corley, Retired Fire Chief  
Family of Mike Vasquez  
Family of Cindy Strebel  
Denise Acciani, Running Springs Resident  
Scott Limpus, Running Springs Resident, Reporter  
Jamie and Eli Stiansen, Running Springs Residents  
Amie Crowder, Future RSWD Administration Supervisor

**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 9:00 A.M. by President Grabow and Battalion Chief 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.

**A. Promotional Badge Pinning Ceremony**

1. Fire Chief Mike Vasquez
2. Battalion Chief Cindy Strebel

President Grabow opened the Badge Pinning Ceremony and acknowledged Fire Chief Vasquez and Fire Battalion Chief Cindy Strebel on their promotions.

**B. Resolution No. 16-19, Commending George Corley for District Service.**

President Grabow commended Former Fire Chief George Corley for District Service and Mr. Corley thanked the District and staff in return. Resolution No. 16-19 will be adopted at the November Board Meeting.

**3. Approval of Consent Items**

**A. Approve Meeting Minutes**

**B. Ratify Expenditures and Cash Summary**

Upon motion by Director Mackzum, second by Director Conrad and carried by a 4 to 0 vote, the Consent Items were approved.

**4. Action Items**

**A. Consider Authorizing Expenditures for Fire Station 50 Insurance Claim**

Manager Gross and Chief Vasquez reported on weather damage at Fire Station 50 and the insurance claim filed with the Special District Risk Management Authority (SDRMA), who is the District insurance company. SDRMA has tentatively agreed to cover 100% of the damage with an estimated cost of \$17,661. The District will issue the contracts and pay the contractors prior to being reimbursed by SDRMA. Chief Vasquez said the Department will obtain additional bids for the mold remediation and they are entertaining a new process that does not require extensive demolition. SDRMA has retained Schifrin, Gagnon & Dickey, Inc. (SGD, Inc.) to assist with the investigation and adjustment of the claim. The insurance company has covered all costs to date for the project and discussion continued with Manager Gross saying \$20,000 should cover the entire job.

Upon motion by Director Mackzum, second by Director Conrad and carried by a 4 to 0 vote, Authorizing Expenditures not to exceed \$20,000 for Fire Station 50 Insurance Claim, was approved.

**B. Consider Authorizing Expenditure for Purchasing Water Bottle Refilling Stations**

Manager Gross reported on the proposed Water Bottle Refilling Stations at Charles Hoffman Elementary School (CHE). The State Water Board recently required water quality testing at schools throughout the state and there was one drinking fountain taken out of service due to water quality issues at CHE. CHE representatives requested that the District participate with funding the acquisition of water bottle refilling stations. Manager Gross recommended the community relations project saying neighboring Water Districts have participated in similar projects for the Rim School District. If approved, the funding source will be the Library Lease revenue in addition to revenue recently received from NBC Universal for use of the Downtown Property. The total estimated equipment purchase would not exceed \$4,000 and the school district will complete the installation and maintain the warranty on the equipment.

Visitor 5<sup>th</sup> grade student Eli Stiansen represented Charles Hoffman Elementary School and reported on the school water quality, requesting that the Board consider participating in the water refilling station project.

Manager Gross confirmed the water that is delivered to CHE meets all standards and any water quality issues may be due to internal piping in the school. Discussion continued and Manager Gross reported the District had received one quote so far in the amount of \$3,478 for two (2) separate water refilling stations and are expecting another lower quote for the same model. Representatives from CHE are also working on obtaining additional funding for the project and Manager Gross will work with the school District regarding the administrative process.

Upon motion by Director Grabow, second by Director Conrad and carried by a 4 to 0 vote, Authorizing Expenditure for Purchasing Water Bottle Refilling Stations not to exceed \$4,000, was approved.

## **5. Information Items**

### **A. CLAWA Rates**

The Crestline-Lake Arrowhead Water Agency (CLAWA) recently conducted a Rate Study Workshop with Raftellis Financial Consultants, Inc. and are proposing a rate increase effective January 2020. The approximate annual increase for the District will be \$25,000 with the last CLAWA rate increase in 1993. Manager Gross said the District will conduct an analysis in 2020 to determine if a passthrough adjustment is needed and he will provide a copy of the Proposition 218 notice when available.

### **B. Quarterly Budget Financial Update**

Manager Gross reported on the Quarterly Budget Reports and discussion continued regarding the Cash Reserves and Deferred Capital Projects.

**C. Quarterly Operations Reports**

The Quarterly Operations Reports were provided to the Board that included Administration, Water, Wastewater and Fire Division statistics. Manager Gross mentioned the Wastewater Collections Division who has been completing the Sewer Pipeline Cleaning In-House and he confirmed the Slip Lining Project is now complete. The Board received statistics regarding Fire Department response calls and water loss in the Division with Manager Gross confirming the new Automated Meter Reading (AMR) System that detects leaks immediately. Manager Gross also reported on a recent water leak and the state required Boil Water Notice saying there was no contamination and the source was a tree root. Senate Bill (SB) 998, the Water Shutoff Protection Act goes into effect in April of 2020 and discussion continued regarding bill paying options for District owners and tenants.

**6. General Manager's Report**

Manager Gross said the District is considering purchasing a new telephone system due to unreliability and outdated technology with the current system. Staff will submit several proposals to the Board regarding this project by the end of 2019.

The November Board Meeting will be rescheduled to November 13, 2019 due to a conflict with the Local Agency Formation Commission (LAFCO) Hearing scheduled on November 20, 2019.

Manager Gross reported on the County Service Area (CSA) 79 Advisory Committee that met and approved the draft resolution regarding proposed annexation to the District. The next step is a recommendation to the Board of Supervisors.

Manager Gross introduced Amie Crowder as the new Administration Supervisor effective October 21, 2019. Ms. Crowder is currently a supervisor at the Arrowhead Regional Medical Center and she comes to the District with a wealth of administration management experience and education.

**7. Board Member Comments/Meetings**

Director Grabow provided an update regarding the CSA79 Board Meeting and he said they are excited to move forward with possible consolidation.

Supervisor Bobroff reported on District operational changes heading into winter weather.

Director Mackzum said there will be new agency requirements and quality measurements coming from the state regarding possible contaminants in the water supply.

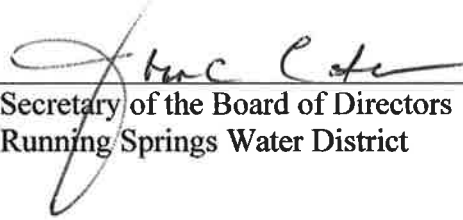
**8. Meeting Adjournment**

Upon motion by Director Grabow, second by Director Conrad and carried by a 4 to 0 vote, the meeting was adjourned at 10:22 A.M.

Respectfully Submitted,



Vice-President, Board of Directors  
Running Springs Water District



Secretary of the Board of Directors  
Running Springs Water District