

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
RUNNING SPRINGS WATER DISTRICT
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA
April 21, 2021**

A Regular Meeting of the Board of Directors of the Running Springs Water District was held on Wednesday, April 21, 2021 at the hour of 9:00 A.M. at the District office located at 31242 Hilltop Boulevard, Running Springs, California, and through teleconference.

The following Directors were present at the District:

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

Also present at the District were the following:

Ryan Gross, General Manager
Amie R. Crowder, Board Secretary/Treasurer/Administration Supervisor
Trevor Miller, Operations Manager
Mike Vasquez, Fire Chief
Cindy Strebels, Battalion Fire Chief
Mike Scotti, President, Running Springs Professional Firefighters, Local 5308
Zach Granzow, Vice-President, Running Springs Professional Firefighters, Local 5308

The following were present through teleconference:

Ward Simmons, Legal Counsel, Best, Best & Krieger

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 Tony Grabow. Pledge of Allegiance was led by President Grabow.

2. Recognize and Hear from Visitors/Public Comment

No public comment.

3. Approval of Consent Items

A. Approve Meeting Minutes

B. Ratify Expenditures and Cash Summary

Director Conrad requested clarification on the electricity bills, based on the payables located on page 13 of the Board Packet. General Manager Ryan Gross provided explanation.

C. Consider Adopting Resolution No. 04-21, Amending and Adopting Local Guidelines for Implementing the California Environmental Quality Act

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

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

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 Awarding Construction Contract for the Nob Hill Water System Improvements Project

General Manager Ryan Gross outlined the details of the project. Director Conrad asked for clarification on the phases of this project. General Manager Gross confirmed the phases this project will be executed in. General Manager Gross continued to explain that District projects require proper inspection; and, depending on the project these are conducted either in-house or by a consultant.

Upon **motion** by Director Conrad, **second** by Director Terry and **carried by a 5 to 0 vote**, A Construction Contract for the Nob Hill Water System Improvements Project, was awarded to GM Excavating for their low bid of \$305,765, the General Manager was authorized to execute the contract and approve change orders, if needed, not to exceed 15% of the original contract amount.

B. Consider Authorizing Expenditure for Conversion of Waste and Sewer Atlas Maps to ArcGIS Online

General Manager Gross outlined the proposals the District received, the details of the conversion, and the benefits this conversion will provide to the District. Minimal discussion continued.

Upon motion by Director Conrad, second by Director Terry and carried by a 5 to 0 vote, Authorizing Expenditure for Conversion of Waste and Sewer Atlas Maps to ArcGIS Online, in the amount of \$30,000, was approved.

C. Consider Authorizing Expenditure for Rental of Vactor iMPACT Combination Sewer Cleaner Truck

Operations Manager Trevor Miller outlined the details of the Vactor iMPACT demonstration and the potential improvement this could have on the efficiency of the District's current wastewater collection system line cleaning operation. Minimal discussion continued.

Upon motion by Director Conrad, second by Vice-President Mackzum and carried by a 5 to 0 vote, Authorizing Expenditure for Rental of Vactor iMPACT Combination Sewer Cleaner Truck, in the amount of \$9,000 plus tax, was approved.

5. Information Items

A. Presentation of Draft Fiscal Years Ending 2022 and 2023 District Budget

General Manager Gross reviewed the Draft Budget for Fiscal Years Ending 2022 and 2023. A few items discussed were the CalPERS Additional Lump Sum Payment for Miscellaneous Employees, adjusting the budget allocations of the Fire Department and Ambulance to reflect their actual position more accurately, the repaving project on page 110, and the Fire Department Capital Improvement Projects on page 116. Director Conrad would like the Ad-Hoc Committee to arrange a meeting and discuss items pertaining to the Fire Department.

B. Discuss Various Fire Department Matters

Fire Chief Mike Vasquez provided his verbal tentative resignation. Minimal Discussion continued.

Mike Scotti and Zach Granzow, President and Vice-President of Running Springs Professional Firefighters, Local 5308 reviewed the salary survey that was conducted with the Local Union 5308. They also shared that the first draft of the Memorandum of Understanding (MOU) will be presented to General Manager Gross. Minimal discussion continued.

C. Quarterly Investment Report

No additional information to report.

D. Quarterly Budget/Financial Update

General Manager Gross presented the financial summary for the 3rd quarter of the fiscal year. The District received \$704,168.51, in property taxes, which will assist the Fire Dept.

E. Quarterly Operations Reports

No additional information to report.

6. General Manager's Report

General Manager Gross informed the Board of Directors that the District will be required to update and submit an Urban Water Management Plan. Manager Gross outlined the current total District connections and the need to review and update our Urban Water Management Plan.

General Manager Gross and President Grabow reviewed the Green Valley Lake Advisory Committee Meeting they attended on April 7, 2021.

7. Report from Legal Counsel

Ward Simmons, Legal Counsel, Best, Best & Krieger reported the temporary Brown Act changes during the COVID-19 Pandemic could become permanent. Ward will provide a final report on what the courts approve. BB&K also has a team that is available to review Urban Water Management Plans to ensure they comply with the regulations.

8. Board Member Comments/Meetings

President Tony Grabow requested that the Ad-hoc Committee consisting of Directors Mike Terry and Bill Conrad formed last year for planning and developing strategies on future additional Fire Department funding reconvene. This Ad-hoc committee was also tasked with discussing the future plans for the Fire Department with the Running Springs Professional Firefighters, Local 5308.

President Tony Grabow appointed Director Mike Terry and himself to an Ad-hoc Committee in order to review the Fire Department Mutual Aid Agreements.

Mike Scotti, President, Running Springs Professional Firefighters, Local 5308 would like to meet with the Board of Directors, General Manager Gross, and Fire Chief Mike Vasquez to discuss the future of the Running Springs Fire Dept.

Zach Granzow, Vice-President, Running Springs Professional Firefighters, Local 5308, reported to the Board of Directors, a summary of the Safety Committee Meeting, which took place on Tuesday, March 30th, 2021 at 10:00 A.M.

9. Meeting Adjourned

The meeting was adjourned at 11:07 A.M.

Respectfully Submitted,



President, Board of Directors
Running Springs Water District



Secretary of the Board of Directors
Running Springs Water District