

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
RUNNING SPRINGS WATER DISTRICT
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA
April 20, 2022**

A Regular Meeting of the Board of Directors of the Running Springs Water District was held on Wednesday, April 20, 2022, 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:

Errol Mackzum, President
Bill Conrad, Director

The following Directors were present through teleconference:

Mike Terry, Vice-President
Mark Acciani, Director
Laura Dyberg, Director (arrived at 9:10 A.M.)

Also present at the District were the following:

Ryan Gross, General Manager
Tony Grabow, Interim Fire Chief
Cindy Strebel, Battalion Chief
Mike Scotti, President, Running Springs Professional Firefighters, Local 5308
Amie R. Crowder, Secretary to the Board/Administration Supervisor
Ward Simmons, Legal Counsel
Rick Ellsberry, Firefighter Paramedic/Engineer
Roland Thissen, Paid Call Firefighter
Myles Wheldon-Manion, Paid Call Firefighter

The following Visitors were present through teleconference:

Shayla Antrim, Green Valley Lake Resident, CSA-79 (left at 9:54 A.M.)

The following Visitors were present at the District:

Gerhard Hilgenfeldt, Running Springs Resident (left at 9:13 A.M.)
Marlys Wheldon, Running Springs Resident
Justin Wheldon, Running Springs Resident
Natalia Ward, Running Springs Resident

MEETING MINUTES

AGENDA ITEMS

1. Call Meeting to Order and Pledge of Allegiance

The Running Springs Water District Board Meeting was called to order at 9:00 A.M. by President Errol Mackzum and he led the assembly in the Pledge of Allegiance.

2. Recognize and Hear from Visitors/Public Comment

Gerhard Hilgenfeldt introduced himself for the record.

Shayla Antrim introduced herself for the record (Left at 9:54 A.M.).

3. Employee Special Recognition Badge Pinning (PCF Wheldon-Manion)

Interim Fire Chief Grabow opened the badge pinning ceremony by thanking the Board of Directors for this opportunity. Interim Chief Grabow outlined the benchmarks of becoming a firefighter and the PCF Program; and, presented Paid Call Firefighter Myles Wheldon-Manion with his badge. Family members were present.

4. Approval of Consent Items

A. Approve Meeting Minutes

B. Ratify Expenditures and Cash Summary

C. Consider Reaffirming Resolution No. 11-21 and Authorizing Virtual Board and Committee Meetings Pursuant to AB 361

D. Consider Adopting Resolution No. 08-22, Amending and Adopting Local Guidelines for Implementing the California Environmental Quality Act

President Mackzum inquired with Ward Simmons, Legal Counsel, regarding virtual board meetings. Ward Simmons confirmed the continuation of virtual meetings would be beneficial to public agencies due to the impact the COVID-19 Pandemic has had and it continues to provide flexibility for attending the meetings virtually.

Upon motion by Director Conrad, second by Director Acciani and carried by a 5 to 0 roll call vote, the Consent Items 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 Expenditure for Supervisory Control and Data Acquisition Upgrade

Manager Gross reported on the proposed expenditures needing authorization and explained the major components of the SCADA system. Manager Gross also

explained the current SCADA system is approaching 10-years of age and the human machine interface (HMI) application upgrade and the technology used by the alarm application will soon be obsolete. Review of the bids were conducted, and Manager Gross briefed the Board of Director's on the District's previous working relationship with Alloquent Industrial Controls and their strong competency for this project. Manager Gross summarized the total cost of this project would be approximately \$18,500. Alloquent Industrial Controls - \$14,400, Wonderware InTouch HMI Version 2020 - \$2,489, and Windows 10 Pro PC - \$1,200. If approved, the project will be funded equally between the Water and Wastewater Department's Capital Reserve Funds.

Upon motion by Director Conrad, second by Vice-President Terry and carried by a 5 to 0 roll call vote, Authorizing the Expenditure for the Supervisory Control and Data Acquisition Upgrade Project in the amount of \$18,500 with a 15% change order contingency, was approved.

B. Consider Approving Professional Services Contract for ROWCO Water System Improvements Design Services

Manager Gross shared that this project is past due, and the existing facilities are approaching 65-years of service. Manager Gross explained he has worked with each of the companies that provided quotes and they are all very competent engineering firms. This contract would only be for the engineering design services for both the booster station relocation and the reservoir replacement. The booster station design package is quoted at \$41,000. The reservoir replacement design package is quoted at \$106,400, for a total of \$147,400. Should this contract be approved, the funding source for this contract would be from the Water Capital Improvement Reserve Fund.

Upon motion by Director Conrad, second by Director Dyberg and carried by a 5 to 0 roll call vote, Approving a Professional Services Contract for ROWCO Water System Improvements Project Design Services in the amount of \$147,400, was approved.

C. Consider Allowing Use of Parking Lot for Blood Drive

Manager Gross share that former Director and General Manager, Ed Brittain, is requesting to use the District's main office parking lot for their July 2, 2022, Mobile Blood Drive. Minimal conversation ensued.

Upon motion by Vice-President Terry, second by Director Acciani and carried by a 5 to 0 vote, Allowing Use of Parking Lot for Blood Drive on July 2, 2022 and authorizing the General Manager to execute a Right of Entry/Hold Harmless Agreement, was approved.

D. Consider Proposal for Contract Fire and Emergency Medical Services

Interim Fire Chief Grabow reported on the contract proposal of the San Bernardino County Fire Protection District. Interim Chief Grabow and Manager Gross reviewed the expenses, pension liability, and the option of an annexation. The District desires to find a way to maintain the fire and emergency medical services. Director Dyberg thanked Manager Gross and the District for the time and effort put into this. Director Dyberg recommends the District to file and keep these documents to reference back to, if needed. She further stated the importance of the District maintaining local control in our community; and, that there is value to being present in our community and knowing our constituents.

President Mackzum requested clarification regarding the staffing proposal received by the San Bernardino County Fire Protection District. Interim Chief Grabow provided clarification. Mike Scotti, President of Running Springs Firefighters' Association, Local 5308, does not want the District to completely dismiss the proposal and the potential for future annexation to the County.

Upon motion by Director Dyberg, second by Vice-President Terry and carried by a 5 to 0 roll call vote, to Receive and File but not Move Forward with Either Proposal for Contract Fire and Emergency Medical Services, was approved.

6. Information Items – The following information items do not require any action by the Board of Directors and are for informational purposes only.

A. Quarterly Investment Report and Presentation from Multi-Bank Securities on Alternative Investment Strategies

Due to scheduling conflicts, this Information Item will be scheduled at a later meeting.

B. Quarterly Budget/Financial Update

Manager Gross reported the District financials are on target for the third quarter of the fiscal year ending 2022.

C. Quarterly Operations Reports

Manager Gross reported the District received \$742,858.03 in property taxes, which will assist the Fire Department operating reserve fund balance and get it back to above the target goal of having six months of operating expenses in reserve.

D. Water Conservation Update

Manager Gross reviewed Governor Gavin Newsom's Executive Order N-7-22 and the potential increased water conservation measures the State Water Resource Control Board may issue later this year.

E. CSA 79 Fiscal Impact Analysis

Manager Gross reviewed the CSA 79 Fiscal Impact Analysis report, which was updated by the County of San Bernardino's Administration Office consultant. Manager Gross reviewed the calculation and shared that the calculation is favorable to both communities. Director Conrad had a question regarding the reserves. Manager Gross reviewed his understanding of the reserves and the pension expenses. In addition, these funds would be in a separate enterprise fund from the Running Springs Water District.

Shayla Antrim, Green Valley Lake resident, sought clarification on how the Running Springs Water District would approach increasing fees for the Green Valley Lake and potential negative operating income. Manager Gross provided explanation that the Green Valley Lake rates would remain at their current amount for the first 5-years at which time a rate study will be performed and Green Valley Lake and Running Springs Water District rates would then be merged into a uniform rate.

President Mackzum inquired about the next steps of this process. Manager Gross shared that once the final application is submitted, the process will take 6 to 9-months.

7. Closed Session

The Board went into Closed Session at 9:55 A.M.

8. Open Session

The Board came out of Closed Session at 10:19 A.M. Attorney Simmons reported that there was no reportable action.

A. Consider Approval of Two-Year Memorandum of Understanding (MOU) Between the Running Springs Water District and the Running Springs Firefighters' Association, International Association of Firefighters Local 5308 and Authorize the President and General Manager to Execute the MOU Between and on Behalf of the District.

The final version of the Memorandum of Understanding (MOU) will be printed with the appropriate signature blocks for President Errol Mackzum, General Manager Ryan Gross, and Mike Scotti, President, Running Springs Professional Firefighters, Local 5308 to sign. The MOU would take effect on April 20, 2022. The salary schedule with the 4% cost of living adjustment would take effect on or about July 1, 2022.

Upon motion by Director Conrad, second by Director Acciani and carried by a 4 to 0 vote, with Vice-President Terry abstaining, Approval of Two-Year Memorandum of Understanding (MOU) Between the Running Springs Water District and the Running Springs Firefighters' Association, International Association of Firefighters Local 5308 and Authorize the President and General Manager to Execute the MOU Between and on Behalf of the District, was approved.

9. Consider Approving COLA & Salary Schedules for the Fiscal Year Ending 2023

Manager Gross reviewed the proposed wage scales for the fiscal year ending 2023 that include a 4% COLA. The Consumer Price Index for All Urban Consumers (CPI-U) for Riverside/San Bernardino/Ontario. The CPI-U from January 2021 to January 2022 was 8.6%. Manager Gross explained the proposed 4% COLA would result in a total District-wide change in base wages of approximately \$66,000 or 2.5%. President Mackzum asked if the Fire Chief recruitment will start at the beginning step. Manager Gross clarified this is negotiable based on qualifications.

Upon motion by Director Conrad, second by Vice-President Terry and carried by a 5 to 0 roll call vote, the FYE 2023 Salary Schedules including a 4% COLA, were approved.

10. General Manager's Report

Nothing to report.

11. Report from Legal Counsel

Ward Simmons, Legal Counsel, reviewed case law concerning citizen-sponsored initiatives.

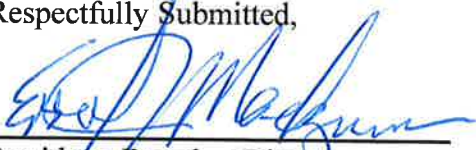
12. Board Member Comments/Meetings

Director Conrad reminded the Board of Directors that his, Director Acciani's and Director Dyberg's seats are up for election this year.

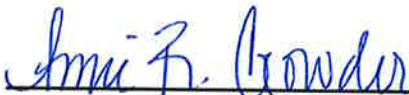
13. Meeting Adjourned

The meeting was adjourned at 10:49 A.M.

Respectfully Submitted,



President, Board of Directors
Running Springs Water District



Secretary of the Board of Directors
Running Springs Water District