



RUNNING SPRINGS WATER DISTRICT
A MULTI-SERVICE INDEPENDENT SPECIAL DISTRICT

31242 Hilltop Boulevard • P.O. Box 2206
Running Springs, CA 92382

TO: BOARD OF DIRECTORS DATE POSTED: JANUARY 18, 2019

RE: REGULAR BOARD MEETING FROM: BOARD SECRETARY

The date for the regularly scheduled board meeting was changed from 9:00 a.m. on January 16 to 9:00 a.m. on January 22, 2019 and therefore the meeting was adjourned to that later date.

The Regular Meeting of the Board of Directors of the Running Springs Water District will be held on Tuesday, January 22, 2019, at the hour of 9:00 A.M. at the District Office located at 31242 Hilltop Boulevard, Running Springs, California. This agenda was posted prior to 5:00pm on January 18, 2019 at the Running Springs Water District Office and Website.

The Board may take action on any item on the agenda, whether listed as an action item or as an information item.

Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to Joan C. Eaton, Board Secretary at (909) 867-2766 at least 48 hours before the meeting, if possible.

Copies of documents provided to members of the Board for discussion in open session may be obtained from the District at the address indicated above.

AGENDA

1. Call Meeting to Order and Pledge of Allegiance
2. Recognize and Hear from Visitors / Public Comment - This portion of the agenda is reserved for the public to make comments on matters within the jurisdiction of the Running Springs Water District that are **not on the agenda**. The Board, except to refer the matter to staff and/or place it on a future agenda, may take no action. It is in the best interest of the person speaking to the Board to be concise and to the point. A time limit of five minutes per individual will be allowed. Any person wishing to comment on an item that is on the agenda is requested to complete a request to speak form prior to the item being called for consideration or to raise their hand and be recognized by the Board President.
3. Approval of Consent Items – The following consent items are expected to be routine and non-controversial and will be acted on at one time without discussion unless an item is withdrawn by a Board Member for questions or discussion. Any person wishing to speak on the consent agenda may do so by raising his/her hand and being recognized by the Board President.

- A. Approve Meeting Minutes **Page 3**
- B. Ratify Expenditures and Cash Summary **Page 8**
- 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 Providing Direction to Staff and Consultant on Draft 2019 Rate Study
(Presenter: Steve Gagnon, Raftelis) **Presentation Provided Separately**
 - B. Consider Authorizing Emergency Roof Repair at Wastewater Treatment Plant
(Presenter: Trevor Miller, Wastewater Treatment Supervisor) **Page 16**
 - C. Consider a Customer Opt-Out Policy for Automatic Meter Reading (AMR)
Technology Upgrade Program **Page 22**
(Presenter: Ryan Gross, General Manager)
 - D. Consider Approving Resolution No. 01-19, Adopting a Revised District Credit
Card Policy **Page 23**
(Presenter: Joan Eaton, Administration Supervisor)
 - E. Consider Authorizing the Board President, General Manager and Administration
Supervisor to Sign Checks for District Business **Page 28**
(Presenter: Joan Eaton, Administration Supervisor)
- 5. Information Items – The following information items do not require any
action by the Board of Directors and are for informational purposes only.
 - A. Quarterly Budget/Financial Update **Page 29**
 - B. Quarterly Investment Report **Page 39**
 - C. Water Production & Precipitation Report **Page 43**
- 6. General Manager’s Report
- 7. Report from Legal Counsel
- 8. Board Member Comments/Meetings
- 9. Meeting Adjournment

Upcoming Meetings: Regular Board Meeting, February 20, 2019 at 9:00 am

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: January 22, 2019
TO: Board of Directors
FROM: Joan Eaton, Administration Supervisor, Board Secretary, Treasurer
Ryan Gross, General Manager
SUBJECT: CONSIDER APPROVING MEETING MINUTES

RECOMMENDATION

It is recommended that the Board of Directors review and approve the attached meeting minutes.

REASON FOR RECOMMENDATION

Approval of meeting minutes.

BACKGROUND INFORMATION

The attached draft meeting minutes are from the Regular Board Meeting held on December 19, 2018.

ATTACHMENTS

Attachment 1 – Draft Meeting Minutes

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF DIRECTORS RUNNING SPRINGS WATER DISTRICT
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA
DECEMBER 19, 2018**

The Regular Meeting of the Board of Directors of the Running Springs Water District was held on Wednesday, December 19, 2018 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
Mike Terry, Director
Mark Acciani, Director
Bill Conrad, Director

Also present were the following:

Ryan Gross, General Manager
Joan C. Eaton, Board Secretary/Treasurer/Administration Supervisor
Ward Simmons, Legal Counsel, Best, Best & Krieger
Mike Vasquez, Fire Department Battalion Chief
George Corley, Fire Department Chief

Visitors Present:

Gerhard Hilgenfeldt, Running Springs Resident

MEETING MINUTES

AGENDA ITEMS

1. Call Meeting to Order and Pledge of Allegiance

The meeting was called to order at 9:02 A.M. by President Grabow who also led the assembly in the pledge of allegiance to the flag.

The Board of Directors were introduced for the record.

2. Recognize and Hear From Visitors/Public Comment

No comments from visitors.

3. Election of Officers and Appointment of Standing Committees – Pursuant to Section 2.5 of the Running Springs Water District’s Resolution No. 14-17, Board Policy Manual, at the first Board meeting following each District General Election, the Board shall convene and shall elect one of its members as President and one of its members as Vice-

President, and Appoint Members to the Finance and Personnel Committees with each to serve a two-year term.

Board Policy states the Board of Directors shall appoint a new President, Vice-President and Committee members following each District General Election.

Upon **motion** by Director Mackzum, **second** by Director Conrad and **carried by a 5 to 0 vote**, Tony Grabow was elected President of the Board.

Upon **motion** by Director Conrad, **second** by Director Terry and **carried by a 5 to 0 vote**, Director Mackzum was elected Vice-President of the Board.

Upon **motion** by Director Terry, **second** by Director Mackzum and **carried by a 5 to 0 vote**, Errol Mackzum and Bill Conrad were appointed to the Finance Committee.

Upon **motion** by Director Grabow, **second** by Director Conrad and **carried by a 5 to 0 vote**, Mark Acciani was appointed as an alternate member of the Finance Committee.

Upon **motion** by Director Mackzum, **second** by Director Conrad and **carried by a 5 to 0 vote**, Mike Terry and Tony Grabow were appointed to the Personnel Committee.

4. Approval of Consent Items

A. Approve November 14, 2018 Special Board Meeting Minutes

B. Ratify November 2018 Expenditures

Manager Gross referenced the Cash Summary report saying the District received approximately \$760,000 in additional property tax revenue that would increase the Fire Department fund balance. Chief Corley clarified the CalFire Mutual Aid program and discussion continued regarding Assessment District No. 10 Administrative costs.

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

5. Action Items

A. Consider Adoption of Resolution No. 21-18, Commending Mike Milliorn for his Service as a Director

Upon **motion** by Director Mackzum, **second** by Director Terry and **carried by a 5 to 0 vote**, Resolution No. 21-18, Commending Mike Milliorn for his service as a Director, was adopted. (RESOLUTION NO. 21-18 ON FILE IN THE DISTRICT OFFICE)

B. Consider Approving Construction Contract for Hazard Abatement

Chief Corley and Manager Gross reported on the 2018 Hazard Abatement Program and requested the Board consider awarding a construction contract to GM Excavating for their bid of \$16,000 and said the project will be funded from the Fire Department Operating Reserve Fund. Chief Corley said the fees are charged back to the property owner and he stated the Fire Department has collected approximately \$8,000 in Hazard Abatement revenue in Fiscal Year 2017/18. Director Acciani suggested the District notify new property owners of the Hazard Abatement Program through local resources and discussion continued. Manager Gross confirmed that the San Bernardino County database provides property information and he said District customer records are maintained confidentially.

Upon **motion** by Director Conrad, **second** by Director Acciani and **carried by a 5 to 0 vote**, Awarding a Construction Contract for the 2018 Hazard Abatement Project to GM Excavating for their bid of \$16,000, Authorizing the General Manager to Execute the Contract and Approve Change Orders for the Project not to Exceed 15% of the Original Construction Contract Amount, was approved.

C. Update on CSA-79 Wastewater Transportation, Treatment and Disposal Agreement and Potential Annexation

Manager Gross reported on the CSA-79 Wastewater Transportation Agreement recommending consideration and approval of minor revisions and he requested direction on potential annexation. The draft agreement is scheduled to go before the County Board of Supervisors on January 22, 2019 and a draft Fiscal Analysis for CSA-79 Reorganization from the County Board of Supervisor's office was reviewed by the District in November, 2018. Discussion continued regarding potential annexation of CSA-79 for wastewater service and Manager Gross said Raftelis Financial Consultants, Inc. will conduct the District Rate Study that includes an option to review annexation with CSA-79. The Finance Committee will also meet at a future date to discuss possible annexation.

Upon **motion** by Director Mackzum, **second** by Director Conrad and **carried by a 5 to 0 vote**, Manager Gross was authorized to execute the CSA-79 Wastewater Transportation, Treatment and Disposal Agreement document.

6. Information Items

A. Water Production and Precipitation Report

Manager Gross reported on the water production and precipitation report stating water production is down approximately 18% from 2013. The District is exploring additional wells sites.

7. General Manager's Report

Manager Gross reported on the proposed Pali Mountain Camp Property annexation saying the Local Agency Formation Commission (LAFCO) hearing is continued until January 16, 2019. Manager Gross also reported on the upcoming District Rate Study to be conducted by Raftelis Financial Consultants and discussion continued.

Manager Gross said District staff will draft an Opt-Out Agreement regarding the Automated Meter Reading (AMR) system.

8. Report From Legal Counsel

Attorney Simmons reported on the State Water Project that imports water to the Crestline Lake-Arrowhead Water Agency (CLAWA) and he said CLAWA recently voted to extend their supply contract with the Department of Water Resources.

9. Board Member Comments/Meetings

The January Board Meeting and Workshop will be rescheduled to January 22, 2018 at 9:00 A.M.

10. Meeting Adjournment

The meeting was adjourned at 10:37 A.M.

Respectfully Submitted,

President, Board of Directors
Running Springs Water District

Secretary of the Board of Directors
Running Springs Water District

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: January 22, 2019
TO: Board of Directors
FROM: Ryan Gross, General Manager
SUBJECT: RATIFY EXPENDITURES

RECOMMENDED BOARD ACTION

It is recommended that the Board of Directors review the attached accounts payable check register and ratify the District's December 2018 expenditures.

A copy of the District's Cash Reserve Fund Summary as of December 31, 2018, the Pooled Cash Balance History and Fire Department Operating Reserve Fund Surplus/Shortfall History is also included for review and information.

REASON FOR RECOMMENDATION

Each month staff presents the monthly check register and recommends that the Board of Directors ratify the District's expenditures.

BACKGROUND INFORMATION

Attached is a list of expenditures for November 2018 and the Cash Summary as of December 31, 2018.

FISCAL INFORMATION

Refer to attached accounts payable check register and cash summary.

ATTACHMENTS

- Attachment 1 – Accounts Payable Check Register for December, 2018
- Attachment 2 – Cash Summary as of December 31, 2018
- Attachment 3 – Pooled Cash Balance History
- Attachment 4 – Fire Department Operating Reserve Fund Surplus/Shortfall History

Running Springs Water District Accounts Payable Checks December 2018

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Action Automotive Repair Inc	Mount and balance 4 Snow Tires	12/04/18	191.89	102687	191.89
	Smog Inspection	12/12/18	62.75	102704	62.75
	Labor	12/19/18	80.00	102731	151.00
	Smog Inspection	12/19/18	71.00	102731	
	Smog Inspection and Check Engine Light	12/28/18	366.24	102760	491.74
	Smog Inspection	12/28/18	62.75	102760	
	Smog Inspection	12/28/18	62.75	102760	
Airgas Inc.	Large Helium	12/19/18	46.45	102732	46.45
Albert A. Webb Associates	Nob Hill Improvements Survey/Mapping/Design	12/12/18	8,897.70	102705	8,897.70
Allstar Fire Equipment	Damaged Ladder Claim	12/19/18	-300.00	102733	912.19
	NFPA Rubber Bunker Boots	12/19/18	1,212.19	102733	
American Family Life Assurance Company of Colun	Additional Insurance Premiums November 2018	12/04/18	476.44	102675	476.44
Ameripride Services, Inc	Cleaning Supplies November 2018	12/19/18	359.25	102734	359.25
Arrowbear Park County Water District	Purchased Water November 2018	12/04/18	2,642.81	102676	2,642.81
Bacon/Wagner Excavating, Inc.	Trucking Bio Waste to One Stop	12/04/18	800.00	102688	800.00
	Bio Solids Hauling	12/19/18	800.00	102735	800.00
Best, Best & Krieger LLP	Legal Services November 2018	12/12/18	1,857.93	102706	1,857.93
BURR Group Inc.	Trash Service November 2018	12/04/18	69.04	102689	361.51
	Trash Service November 2018	12/04/18	111.08	102689	
	Trash Service - November 2018	12/04/18	181.39	102689	
California Computer Options Inc	Network maintenance & IT Program Dec 2018	12/04/18	2,375.00	102677	2,375.00
	Outlook 365, IT Project- Fire Dto exchange server	12/12/18	2,147.00	102707	3,042.00
	Gateway Security Suite Bundle	12/12/18	895.00	102707	
	Network Maintenance Jan 19	12/28/18	2,375.00	102761	2,375.00
California Water Environment Association	Member Renewal and Collect Maint 2 Renew	12/19/18	280.00	102736	555.00
	Member renew and Plnt Maint Tech 1 Renew	12/19/18	275.00	102736	
CalPERS	Health Insurance Premiums December 2018	12/03/18	18,946.27	DFT0000850	18,946.27
	Employ Contribu Classic/Prepra Dec 3, 2018	12/06/18	28,027.65	DFT0000859	28,027.65
	Employ Contribu Classic/Prepra 12/17/18	12/28/18	23,548.95	DFT0000867	23,548.95
Canon	Service and Usage December 2018	12/19/18	638.74	102737	638.74
Charter Communitcations	Telephone and Internet	12/12/18	581.59	102708	769.61
	Telephone and Internet Dec 18-Jan 19	12/12/18	188.02	102708	
	Telephone and Internet Dec 18-Jan 19	12/19/18	129.96	102738	129.96
Citibank, N.A.	STAPLES- OFFICE SUPPLIES	12/28/18	295.89	102762	623.32
	Miscellaneous Office Supplies Dec 2018	12/28/18	327.43	102762	
Clinical Laboratory of San Bernardino	Water Samples November 2018	12/12/18	2,279.00	102709	2,279.00
	Wastewater Samples November 2018	12/19/18	606.00	102739	606.00
Cody Snow	Station 51 Radio Alerting Parts Reimbursement	12/12/18	82.00	102710	82.00
Compressed Air Specialties, Inc.	SCBA Air Compressor Repair	12/19/18	647.01	102740	647.01
Costco Wholesale Membership Inc	Membership Renewal	12/19/18	180.00	102741	180.00
County of San Bernardino	Admin Fees 1st Quarter July-Sept 2018	12/04/18	570.00	102690	1,264.00
	EOA 2019	12/04/18	694.00	102690	
	Lien Release	12/19/18	8.00	102742	8.00
	Permit Number T1800895	12/28/18	66.00	102763	66.00
Crestline-Lake Arrowhead Water Agency	Purchased Water November 2018	12/04/18	18,208.17	102678	18,208.17

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Cypress Ancillary Benefits	Dental Insurance Premiums December 2018	12/04/18	1,128.71	102679	1,128.71
Dixi Willemse	Reimbursement Claim	12/04/18	38.45	102691	38.45
	Reimbursement Claim	12/12/18	22.40	102711	22.40
	Reimbursement Claim	12/19/18	42.53	102743	42.53
Don's Auto Supply 2 Inc.	Miscellaneous Parts and Supplies	12/12/18	334.91	102712	334.91
DXP Enterprises, Inc.	Single Set Joint Parts NBR	12/28/18	713.63	102764	713.63
Evans-Hydro, Inc	Replacement Dewatering Pump	12/04/18	4,857.82	102680	4,857.82
Federal Express Corporation	Shipping Charges Dec 2018	12/19/18	16.57	102744	16.57
Fire Fighters Association	Association Dues December 2018	12/28/18	350.00	102765	350.00
Frontier Communications	Telephone Nov-Dec 2018	12/04/18	55.74	102681	111.47
	Telephone Nov-Dec 2018	12/04/18	55.73	102681	
	Telephone December 2018	12/12/18	55.74	102713	108.71
	Telephone December 2018	12/12/18	52.97	102713	
	Telephone December 2018	12/19/18	145.38	102745	145.38
	Telephone December 2018	12/28/18	52.95	102766	301.67
	Scada Line Dec 18 -Jan 19	12/28/18	103.07	102766	
	Telephone Dec 18-Jan 19	12/28/18	72.82	102766	
	Telephone Dec 18-Jan 19	12/28/18	72.83	102766	
GM Excavating, INC.	Hazard Abatement Fees	12/19/18	2,938.00	102746	4,525.00
	Hazard Abatement Labor and Fees	12/19/18	1,587.00	102746	
Inland Desert Security & Communications	Answering Service December 2018	12/12/18	114.30	102714	114.30
Inland Water Works Supply Company	Silicone Bronze Meter B&N Set	12/12/18	81.89	102715	81.89
	Romac Clamps and Brass Nipples	12/28/18	611.43	102767	611.43
Ireneo Roque Tello	Holiday Luncheon Food	12/12/18	575.00	102716	575.00
Joan Eaton	Reimbursement Claim	12/04/18	1,227.48	102692	1,227.48
	Reimbursement Claim	12/19/18	225.00	102747	1,035.42
	Reimbursement Claim	12/19/18	320.42	102747	
	Reimbursement Claim	12/19/18	490.00	102747	
L.N. Curtis & Sons	L.N. Curtis Turn Out Alteration	12/28/18	271.37	102768	271.37
Landia, INC	Solenoid Valve	12/28/18	1,325.00	102769	1,325.00
Leslie's Poolmart, Inc	NaOCl for MBR chem cleaning	12/28/18	597.37	102770	817.16
	Chlorine Drum	12/28/18	219.79	102770	
Linda Mayfield	Reimbursement Claim	12/04/18	772.00	102693	772.00
	Reimbursement Claim	12/12/18	68.89	102717	68.89
MCI	Long Distance November 2018	12/04/18	49.35	102694	49.35
McMaster-Carr Supply Company	Heat Shrink Tubing and Crimp on Splices	12/04/18	34.25	102695	34.25
	PVC Pipe Fittings- Various	12/19/18	74.85	102748	114.15
	Gas Welding Rod	12/19/18	39.30	102748	
	Portable Cutoff Saw Wheel for Metal	12/28/18	87.79	102771	126.65
	Miscellaneous Parts and Supplies	12/28/18	38.86	102771	
Metropolitan Life Insurance Company	Vision Insurance Premiums December 2018	12/04/18	181.96	102682	181.96
Myers-Stevens & Toohey Co. Inc	Disability Insurance Premiums December 2018	12/12/18	220.00	102718	220.00
NAPA Auto Parts	Miscellaneous Parts and Supplies	12/04/18	23.24	102696	23.24
	Miscellaneous Parts and Supplies	12/12/18	135.70	102719	135.70
NBS Government Finance Group	Qtrly Admin Fees AD 10 Jan-Mar 19	12/28/18	1,489.63	102772	1,489.63
Neopost USA Inc	Lease Payment Jan-Mar 2019	12/28/18	385.58	102773	385.58
Nestle Waters North America	Drinking Water for Treatment Plant	12/04/18	66.75	102697	66.75
	Drinking Water for Treat Plant Dec 18	12/28/18	54.76	102774	54.76
Nick Nikas	Reimbursement Claim	12/12/18	137.00	102720	137.00
	Reimbursement Claim	12/28/18	349.50	102775	349.50

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Nierman Industrial Materials	plate for backhoe bucket modification	12/28/18	406.65	102776	406.65
Nuckles Oil Company, Inc	Diesel fuel	12/19/18	2,824.13	102749	2,824.13
One Stop Landscape Supply	July 2018 to December 2018 biosolids disposal	12/12/18	2,390.40	102721	2,390.40
Patricia A. Monical	Industrial Paper Towels	12/28/18	50.51	102777	69.51
	White/Yellow Sponge	12/28/18	19.00	102777	
Rafetlis	Water, Sewer, Fire Rate and Connect Study	12/19/18	12,793.75	102750	12,793.75
Randall Rozatti	Ambulance Refund	12/28/18	605.00	102778	605.00
Reliance Standard Life Insurance Company	Life Insurance Premiums December 2018	12/04/18	1,130.64	102683	1,130.64
Rim Forest Lumber Company, Inc.	Miscellaneous Supplies and Materials	12/04/18	128.68	102698	1,040.33
	Saw Chain and Bar for S212 Class	12/04/18	911.65	102698	
Rocio Silva	Janitorial Service November 2018	12/04/18	485.00	102699	485.00
Roger E. Fox, M.D.	2 Dot Exams	12/12/18	100.00	102722	100.00
San Bernardino County Fire Protection District	Cupa Permit WWTP	12/28/18	1,101.00	102779	1,101.00
San Bernardino County Special Districts Department	2019 Regular Membership	12/28/18	300.00	102780	300.00
Scott Equipment	Reseal Bucket Cylinders	12/28/18	475.94	102781	475.94
Southern California Edison Company	Electricity November 2018	12/04/18	380.46	102684	4,153.21
	Electricity November 2018	12/04/18	27.78	102684	
	Electricity November 2018	12/04/18	232.51	102684	
	Electricity November 2018	12/04/18	312.83	102684	
	Electricity November 2018	12/04/18	29.14	102684	
	Electricity November 2018	12/04/18	149.28	102684	
	Electricity November 2018	12/04/18	1,272.68	102684	
	Electricity November 2018	12/04/18	314.35	102684	
	Electricity November 2018	12/04/18	131.75	102684	
	Electricity November 2018	12/04/18	209.51	102684	
	Electricity November 2018	12/04/18	108.33	102684	
	Electricity November 2018	12/04/18	386.03	102684	
	Electricity November 2018	12/04/18	325.10	102684	
	Electricity November 2018	12/04/18	273.46	102684	
	Electricity November 2018	12/04/18	914.13	102700	9,528.44
	Electricity November 2018	12/04/18	119.22	102700	
	Electricity November 2018	12/04/18	239.35	102700	
	Electricity November 2018	12/04/18	107.95	102700	
	Electricity November 2018	12/04/18	108.22	102700	
	Electricity November 2018	12/04/18	6,877.03	102700	
	Electricity November 2018	12/04/18	32.23	102700	
	Electricity November 2018	12/04/18	223.80	102700	
	Electricity November 2018	12/04/18	447.82	102700	
	Electricity November 2018	12/04/18	166.79	102700	
	Electricity November 2018	12/04/18	291.90	102700	
	Electricity November 2018	12/12/18	96.65	102723	534.60
	Electricity November 2018	12/12/18	427.11	102723	
	Electricity November 2018	12/12/18	10.84	102723	
Southern California Gas Company	Gas Usage November 2018	12/12/18	203.83	102724	901.66
	Gas Usage November 2018	12/12/18	263.47	102724	
	Gas Usage November 2018	12/12/18	165.49	102724	
	Gas Usage November 2018	12/12/18	251.61	102724	
	Gas Usage November 2018	12/12/18	17.26	102724	
State of California - Department of Forestry & Fire	Pilot Rock Crew	12/19/18	907.76	102751	907.76
State Water Resources Control Board	Annual Permit Fee Facility 8SSO10597	12/12/18	2,286.00	102725	2,286.00

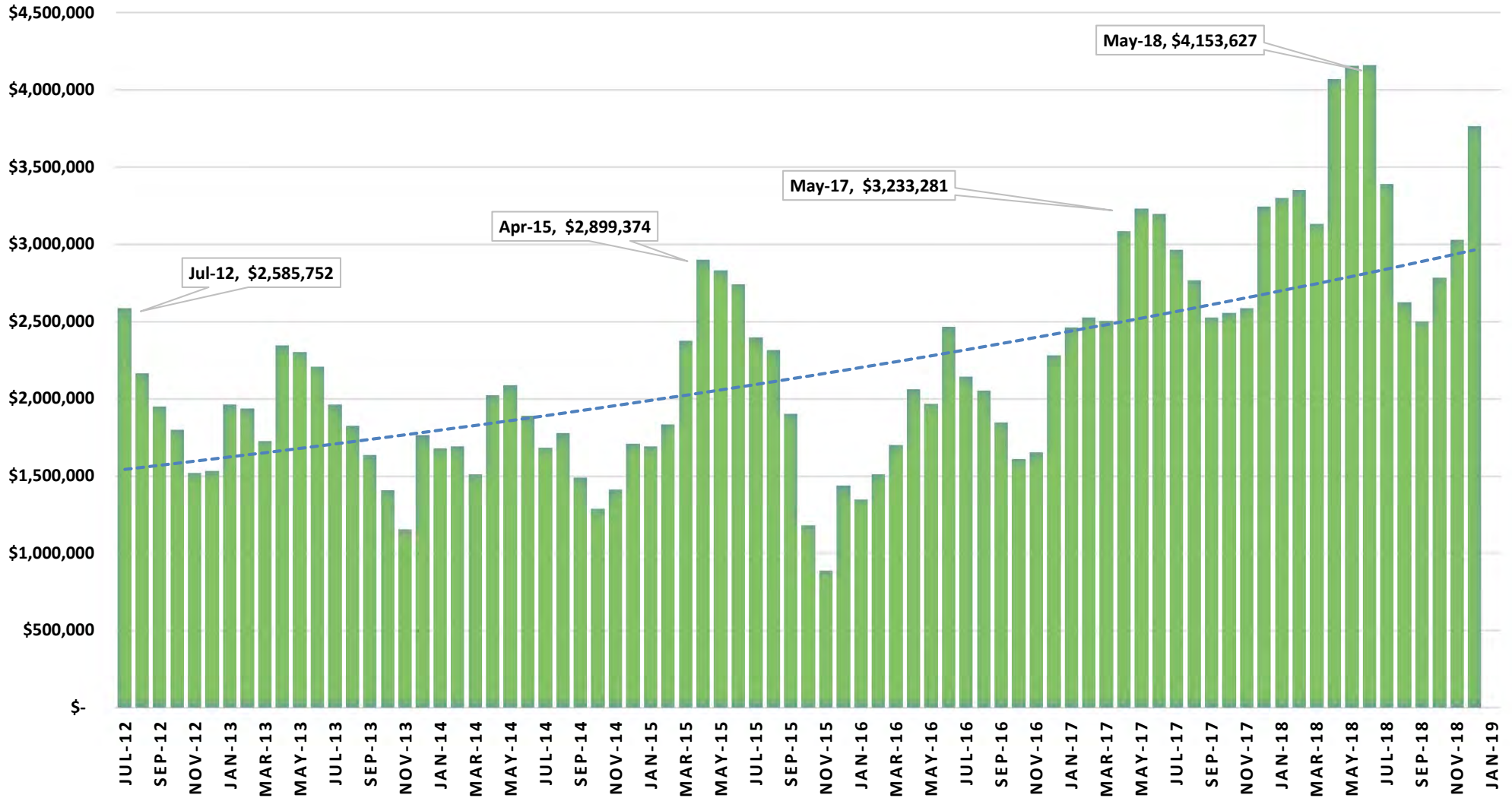
Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
State Water Resources Control Board	Annual Permit Fee 2019	12/19/18	16,347.00	102752	16,347.00
	Annual Permit Fee	12/28/18	550.00	102782	550.00
Stephen Newcombe Service LLC	Snow plow cutting edge	12/28/18	447.05	102783	447.05
Terminix International Company LP	Pest Control	12/04/18	47.00	102701	47.00
	Pest Control December 2018	12/28/18	67.00	102784	67.00
Tyler Technologies, Inc	Mass Meter Swap	12/19/18	200.00	102753	200.00
Underground Service Alert of Southern California	New Tickets and Maintenance Fee Dec 2018	12/04/18	52.90	102685	52.90
USDA Forest Service	Special Uses Permit for 2019	12/19/18	64.20	102754	64.20
Van Lant and Fankhanel, LLP	2017/2018 Audit	12/12/18	22,500.00	102726	22,500.00
Verizon Wireless Services LLC	Cell Phone Charges	12/19/18	464.85	102755	464.85
Visa	Sediment filters	12/12/18	134.99	102727	3,693.21
	Bobroff-Filters and sign holders	12/12/18	187.75	102727	
	Heartsaver CPR/Frist Aid Class	12/12/18	110.00	102727	
	Eaton- Mark White Paint and Holiday Luncheon Pr	12/12/18	158.25	102727	
	Tablet Hardware for Command Vehicles and Equip	12/12/18	1,249.88	102727	
	Ellsberry-Miscellaneous Supplies	12/12/18	76.97	102727	
	Training Class and Text Books For Strebel	12/12/18	413.57	102727	
	Strebel- Red Helmet Training	12/12/18	540.00	102727	
	Vasquez-Active 911 Miscellaneous Supplies for sta	12/12/18	821.80	102727	
	Miller- Miscellaneous Parts from Home Depot	12/19/18	164.85	102756	164.85
Vyanet Operating Group	Security/Monitoring Jan-Mar 2019	12/12/18	152.27	102728	152.27
W.W. Grainger, Inc	Solenoid valve	12/04/18	616.70	102686	616.70
	Transducer for EQ1	12/28/18	662.78	102785	662.78
York Insurance Services Group Inc., -CA	Wrk Comp Fund Check 10407	12/12/18	3.37	102729	3.37
	Wrkrs Comp fund Ch #10408	12/19/18	18.00	102757	18.00
York Risk Services Group, Inc	Work Comp Administration Fee November 2018	12/12/18	112.00	102730	112.00
Zenner Performance Meter, Inc	Installation Services	12/04/18	5,955.39	102702	7,080.17
	Installation Services	12/04/18	1,124.78	102702	
	Amr Installation and Travel	12/19/18	3,529.25	102758	3,529.25

Totals

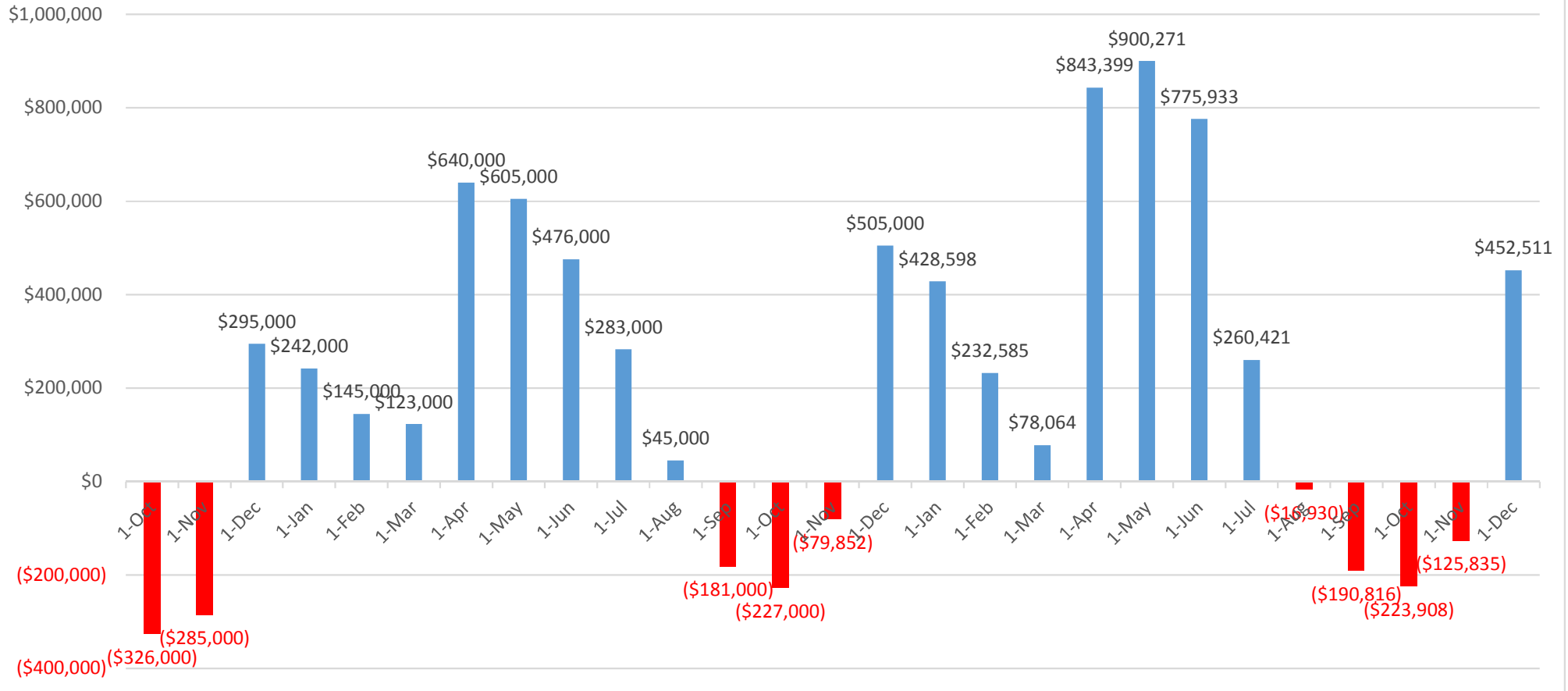
Payment Type	Payable Count	Payment Count	Payment
Regular Checks	171	109	173,672.80
Manual Checks	0	0	0.00
Voided Checks	0	0	0.00
Bank Drafts	3	3	70,522.87
EFT's	0	0	0.00
Totals	174	112	244,195.67

Fund Balances as of December 31, 2018	
Fire & Ambulance Department	
Fire Department Operating Reserve	1,414,684
Ambulance Department Operating Reserve	150,795
Subtotal Fire & Ambulance Department Operating Reserve Funds	1,565,479
Recommended Operating Reserve Fund Target (6 Months Operating Expenses)	1,112,969
Fire & Ambulance Department Operating Reserve Surplus / (Shortfall)	452,511
Wastewater Division	
Wastewater Capital Improvement Project Reserve	265,750
Wastewater System Connection & Capacity Charges	201,606
CWSRF Loan Agreement 14-813 Debt Reserve (Restricted for SLS 1-3 Debt Service)	171,537
Wastewater Operating Reserve Fund	271,726
Recommended Operating Reserve Fund Target (4 Months Operating Expenses)	554,896
Wastewater Operating Reserve Surplus / (Shortfall)	(283,170)
Water Division	
Water Capital Improvement Project Reserve	441,753
Water System Connection & Capacity Charges	18,348
Water Infrastructure R&R Reserve (MFC Debt Reserve)	65,341
Water Operating Reserve	528,461
Recommended Operating Reserve Fund Target (4 Months Operating Expenses)	528,461
Water Operating Reserve Surplus / (Shortfall)	-
Assessment Districts Restricted Funds	
Water Assessment District No. 9 Construction Funds	29,096
Water Assessment District No. 10 Construction Funds	26,421
Water Assessment District No. 10 O&M	67,108
Water Assessment District No. 10 Bond Reserve Fund	113,074
Subtotal Assessment Districts	235,698
Total District Designated & Operating Reserve Funds	3,530,000
Assessment District Funds	235,698
Combined Pooled Cash	3,765,699
Checking Account (General)	295,285
LAIF	3,341,739
York Insurance Deposit	14,601
BNY Mellon (AD #10 Bond Reserve)	113,074
Petty Cash	1,000
Combined Pooled Cash	3,765,699

COMBINED POOLED CASH BALANCE



Fire Department Operating Reserve Surplus / (Shortfall)



RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: January 22, 2019

TO: Board of Directors

FROM: Trevor Miller, Treatment Division Supervisor
Ryan Gross, General Manager

SUBJECT: REPLACE 1000 SQUARE FEET OF ROOFING ON WWTP OPERATIONS BUILDING

RECOMENDATION

It is recommended that the Board of Directors:

1. Consider awarding a construction contract for the Wastewater Treatment Plant (WWTP) Roof Improvements Project (Project) to Kurt Norlander Roofing for their low bid price of \$7,800;
2. Authorize the General Manager to execute the contract;
3. Authorize the General Manager to approve change orders for the Project during the course of the project as required not to exceed 15% of the original construction contract amount.

BACKGROUND INFORMATION

On December 31, 2018, 1,000 square feet of roofing blew off of the wastewater treatment plant operations building. The district was able to secure a roofing contractor immediately after to temporarily water proof the roof and provide some additional for the District to get 3 bids to replace the 1,000 square feet of roofing that blew off.





The District received the following three bids:

1. **Kurt Norlander Roofing - \$ 7,800**
2. **Simmons Roofing - \$ 11,430**
3. **Copp Roofing and Construction - \$ 25,602.34**
- 4.

FISCAL INFORMATION

This expenditure is not a FY 2018/19 budgeted item. The project will be funded from the Wastewater CIP reserve fund which has a balance of \$265,750 as of December 31, 2018. This expenditure will be shared with the upstream users based on the current wastewater transportation and treatment agreements so approximately 62% of the cost or \$4,836 will be the District's share.

ATTACHMENTS

Attachment 1 - Bids



**P.O. Box 858, 318 Hwy 173, Lake Arrowhead, Ca. 92352
 (909)337-ROOF (909)534-7817, knroofing1@hotmail.com, Lic#864984**

Roof Proposal

Date: 1/3/19

**Name & Address: Running Springs Water District, Wastewater Treatment Plant
 3400 Treatment Plant Road
 Running Springs CA, 92382**

**We hereby propose to furnish all materials and labor to complete the following work:
 Complete Roof replacement of East Side Only of Treatment Building Due To Wind Damage (Aprox 1,000 sq ft):**

- Removal and disposal of existing damaged roof (east side only)**
- Inspect existing sheathing and inspect nailing (re-nail as required)(Replace damaged plywood at \$90 per sheet and \$5 per ft for starter boards)**
- Install snow and ice protection on along eaves of roof**
- 2x4" edge metal around entire perimeter of roof**
- Replace all pipe vent flashings (as required)**
- Install Certainteed Base sheet (low slope roofing felt)**
- Install Class A, Modified SA Cap sheet Low Slope Roof system (damaged 1,000 sq ft section only) (installed according to manufacturers requirements)**
- Install additional 1x2" trim around perimeter of roof to prevent wind damage**
- Seal all flashings on entire roof**
- Complete job clean-up**

Estimated start to finish date: aprox 2 working days

All material is guaranteed to be as specified, and the above work to be performed in accordance with drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of:

**-\$7,400 (Grand Total) (Certainteed SA Low Slope Roof System) Labor and Materials
 -\$400 Additional Cost, Trim South corner of building overhang aprox 2x2ft and install 2x8 fascia to match**

Note: Anything hidden or unforeseen may incur extra costs, (damaged or missing plywood, asbestos, satellite realignment, damaged rafters/trusses, etc) all additional charges must be in writing and approved by owner

Respectfully submitted by: _____ Dated _____

You, the buyer, may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction. Cancellation by the buyer after the right to rescind has passed, shall be deemed a material breach of this agreement and entitles the contractor to damages. State law requires contractors to substantially commence work twenty days of the date indicated below and agreed on. Failure to do so without lawful excuse is a violation of the law. Contractors are required by law to be licensed and regulated by the contractor state board which has jurisdiction to investigate complaints against contractor if a complaint is filed within three years of the date of the alleged violation. Any questions contact: Contractors State License Board, P.O. Box 26000, Sacramento, Ca. 95926. Kurt Norlander Roofing's license, bond and insurance can be verified through the state board or website at www.cslb.ca.gov or through insurance carrier. All work specified above except for repairs come with 5 year workmanship warranty.

Acceptance, By signing below you hereby accept the following agreement and work described above

Signature of Owner _____ Date _____

PROPOSAL AND CONTRACT

COPP ROOFING & CONSTRUCTION, INC.

“Showroom” at 26852 Hwy. 189, Blue Jay, CA 92317

PO Box 4543, Blue Jay, CA 92317

Contractor’s State License: # 806485, C39, B, D03, D12, D24, D41

www.CoppRoofing.com

Office: (909) 336-4074

Toll Free: (866) Roof-Cop

Fax: (909) 337-8595

Proud Member of: League of CA Homeowners, BBB, Chamber of Commerce, ABC, RCAC

“The Cops Got You Covered!”

Client: _____ E-mail: _____
 Project: _____ Home: _____

 Mailing: _____

Copp Roofing & Construction, Inc. installs Only Class “A” Fire Rated Roof Systems **CPR = Copp Premium Roof**

New Roof Mfg: _____ Style: _____ Year: _____ Color: _____

Siding Deck Mfg: _____ Style: _____ Year: _____ Color: _____

House Garage Other _____

Needs Plywood:

Open Ceiling:

Warranty: GAF/ELK Golden Pledge **CPR** CertainTeed SureStart Plus **CPR** DaVinci Masterpiece **CPR**

Owens Corning **CPR** Other _____ Standard

SCOPE OF WORK:

1. Obtain roofing **Permit**. Schedule pre-alteration and inspections as necessary.
 Obtain **AWAC** (Arrowhead Woods Architectural Committee) approval.
2. **Tear-off and Remove** the existing ____ layer(s) of _____, Other roofing down to the deck and haul away.
 Includes protection of siding, deck(s), railing(s), and shrubs.
3. Inspect all roof related **dryrot-damaged/termite-infested** wood, additional cost will incur for replacement.
4. Install New Self Adhered **Ice & Water Shield CPR**. Includes valley(s), chimney(s), low-slope, eaves(s), rake(s), skylight(s).
5. Install New Moisture Barrier **Felt Underlayment**: 30# ASTM Synthetic TIGERPAW **CPR** Other: _____
6. Install New **Drip Edge Metal**: Standard Premium color: pending
7. Install New **Metal Valleys**.
8. Install New manufacturer specific **Starter Shingle** at all eaves and rakes, per manufacturer specifications.
9. Install New **Field Shingle**, per manufacturer specifications.
10. Install No Less than **Six (6) Nails (no staples) per Shingle** to certify Manufacturer’s Wind Warranty. **CPR**
11. Install New **Pipe/Vent Flashings**, seal with roof cement, reinforce with webbing and rust-resistant paint to match. **CPR**
12. Install New **Hip and Ridge Shingle**, 8” Standard 10” Premium **CPR** per manufacturer specifications.
13. Build a water/snow diverting **Cricket/Saddle** behind the fireplace. **CPR**
14. Remove company equipment and all job related **Debris From Jobsite** following completion of project.
15. Install New **Counter Flashing Metal CPR**: Chimney Wall Other _____ per Copp Recommendation.
16. Install New **CDX Plywood** **OSB Plywood** deck sheathing, per Framing Code.
17. Install New **LOW-E Reflective Insulation**: _____ Other _____ See Addendum on Page 2
18. Install New 4 x 8’ ISO **Foam Insulation** using 2x4” wood nailer framing with New _____ plywood deck.
 1 ½” = R-Value 7.3 2” = R-Value 11.4 3” = R-Value 20.0 4” = R-Value 27.3 Other _____
19. Install New snow load **Velux Skylight(s)**. See Addendum on Page 2.
20. **Low Sloped Areas**: Install New 28# Base Sheet Underlayment using large head metal simplex nails, per mfg. specifications:
 Torch welded **APP Modified Bitumen** (Rubber) Low Slope **SA/ SBS Modified Bitumen Membrane**
21. **Metal Roof Installation**: Install New Custom Metal Roof System, _____ Gauge
 with clips at 18” on-center with two metal pan head screws per clip.
22. Seal all custom hemmed edges and flashings using Clear **Caulking**, per manufacturer specifications.
23. Install New **Snow Guards** to address snow load and ‘avalanche effect’. Style: _____
24. **Wrap Fascia**: Color: _____ **Enclose Soffit**: Color: _____
25. Install New **Siding**: Vinyl - Mfg. _____ Fiber Cement - Mfg. _____ Wood See Addendum on Page 2
26. **Repair** Composition Wood Shake Metal Other: _____ See Addendum on Page 2
27. **General Construction**, See Addendum on Page 2
28. **Patio Deck**: Install Repair Wood: _____, Synthetic: _____

Addendum #2/Notes/Options:

Terms & Conditions:

Payment: 10% deposit at signing, 50% progress payment upon material delivery, and Balance upon completion.

Start Date: Upon Acceptance, work will begin as soon as possible (weather permitting).

Warranty:

_____ Years for Labor _____ Years for Materials [] Transferable [] 50-Yr. Non. Prorated
_____ Years for Labor _____ Years for Materials [] Transferable [] _____

Price: _____ 10% Deposit: _____

Due to manufacturer and insurance increases, offer good for 30 days 50% Upon Material Delivery: _____

Balance (including Addendums and/or Extras) Upon Completion: _____

Additional / Extra Costs: Price is based on visual inspection at time of bid. Anything hidden, unforeseen, before tear-off of existing roof(s), where the additional work is in question will not commence until client approval, verbally or written. The additional work beyond the contract or beyond the scope of work, will be additionally billed i.e., spaced sheathing, dryrot, sheet rock, asbestos, extra roofing layers, necessary demolition to complete scope of work, anything non-visible, etc. Payment in full is due upon completion i.e., contractual agreement, addendum's and/or extras. 1.5% finance charge will be applied for balances over 30 days delinquent. The estimated scope of work, completion date and cost is based on the conditions and symptoms visually apparent at the time of the bid, without invasive exploration. If anything hidden or unforeseen is found following commencement of contract that requires a change in the course of action, whereby necessitating a change in the scope of work, until client approval: will not be performed without additional authorization, pursuant to a verbal or written Change Order, executed by Copp Roofing & Construction, Inc., is received. Due diligence will be made by Copp Roofing & Construction, Inc. to contact the client. If client delays in consent, Copp Roofing & Construction, Inc. will commence necessary work in case of inclement weather that may cause damage to client's property. Protecting client's property is our priority.

Exclusions: Reinstallation, repair, or adjustment of rain gutters, satellite dish and antenna(s) after new roof installation. Any custom pipe flashing larger than 6" and for any loose, disconnected or damaged plumbing pipes, inside or outside of structure. Any interior/exterior repair work, such as stucco, plaster, or chipped paint due to the reroofing process and/or installation/removal of a skylight, pipe, etc. Any rotten decking or decking components. Any damage to patio furniture or barbeque. Any painting or staining not specifically inclusive of proposal. Any electrical or plumbing work. Any leaky windows, leaky siding unless otherwise stated in the proposal. Natural Disaster (i.e., fire, earthquake, flood, wind, hail, snow).

Recommendations: Copp Roofing & Construction, Inc. strongly suggests replacing all existing skylights to new Velux "snow load" skylights at time of roofing, as Copp Roofing is not responsible for existing skylights. Reroofing from wood shake to composition shingle may cause an increase in interior temperatures due to wood shake being a natural, vented system vs. composition shingle which is asphaltic in nature and pulls the sun's heat. For this reason we recommend ISO and/or Reflective Insulation for improved R-Value. Because of the 'avalanche effect', we strongly suggest Snow Guards above any roof projections (at additional charge) be installed with any new slate, synthetic shake, synthetic slate, or metal roof. Wind Prone Area; Consider the location of the property and wind velocity compared to the wind warranty for the roofing product of choice. When contracting, Copp Roofing & Construction, Inc. strongly suggests working only with licensed and insured contractors, calling references and associations, ensuring the companys are certified installers and have many years of experience in the choice materials. Check the status of the license number with the CSLB (www.cslb.ca.gov) & BBB.

Arbitration: It is agreed by the client's signature on this proposal and Copp Roofing & Construction, Inc. that should any irresolvable situation arise, it will be dealt through an arbitrator from the Contractor's State License Board.

Homeowner Responsibility: Remove fragile, portable outdoor items such as plants, patio furniture, etc. from the perimeter of the home. Secure any fragile indoor items that may fall from shelves or walls due to potential vibrations. Move all vehicles from the driveway. All pets must be kept inside the home for their safety and the safety of our crews. To avoid roof debris from entering the home, close all doors and windows. Let us know if you have an open, vaulted, or cathedral ceiling. Keep in mind, with a tongue-n-groove ceiling, some dust may enter the home, thus we recommend covering beds, pillows, clothing, food and furniture. For your safety, we recommend occupants remain indoors or away during the reroof process. Provide us with gate keys or leave backyard doors unlocked during the roofing process and advise us of any special considerations. Homeowner to provide utilities (water and electrical). Maintenance Program is recommended to ensure integrity of roof flashings. Call for roof inspection, debris removal and sealant renewal applications at least once every 3 years. Owner(s) and/or contractor(s) hold Copp Roofing & Construction, Inc. harmless for damages to property and contents. Owner(s) warrants to Copp Roofing & Construction, Inc. that they have marketable free simple absolute ownership of the above described real estate.

Structural Imperfections: Some structural imperfections are exposed following the application of a new roof system. Additional work may or may not reduce some structural anomalies; Copp Roofing & Construction, Inc. is not responsible for owners pre-existing conditions and/or structural defects.

Limited Warranty for Repair Work: Repairs do not come with warranties unless otherwise stated on the proposal. Copp Roofing & Construction, Inc. can only warranty repairs made involving the replacement of shingles, paper and flashing of an entire roof runoff plane extending from eave to the ridge line. Although we will perform all repairs with great care, attempting to defer a complete reroof, a repair is a cost effective approach to dealing with a leak(s), (often temporary, on an older roof) which can therefore in no way be warranted. The visual inspection for repair is based upon visible observations and apparent condition of the roof on the date of the proposal. Copp Roofing & Construction, Inc. and its representatives will not assume responsibility or liability for latent or concealed defects which may exist or appear at a later date and/or work performed by other roofing/construction companies. Copp Roofing & Construction, Inc., its agents or technicians make no other warranties expressed or implied, verbally or otherwise.

About Us: Copp Roofing & Construction Inc. is licensed to perform roofing, siding, decking, and general construction, carries Worker's Compensation and General Liability Insurance (certificate enclosed upon request for agent verification) and has numerous references. We have an A+ rating with the Better Business Bureau, are a proud member of The League of California Homeowners Association, and we suggest and install Energy Star and energy-efficient roofing products. We are Certified by all major roofing manufacturers; Master Elite Status with GAF Corp., Preferred Status with Owen's Corning, CertainTeed, Corp., plus DaVinci Masterpiece Certification. In addition, we are certified installers of Authentic Slate and custom built Metal Roofing. Copp Roofing & Construction, Inc. does not subcontract the application of any roofing product, utilizing only Copp Roofing Crews who have been in-house trained and go through weekly safety meetings and on-going manufacturer's training. Copp Roofing & Construction, Inc. takes pride in their work and because of this they at times will use your property photos for sharing with perspective clients.

We reserve the right to suspend or terminate your contract, explanation of decision will be submitted in writing.

I have read, understood, and agree to the terms set herein in this proposal, front and back, including payment terms, exclusions, and change orders.

Accepted By: _____ Date: _____

Owners Responsibility - I have received the Carbon Monoxide Poisoning Prevention Act (SB 183) notice, requiring all single-family homes with permit alterations exceeding \$1,000 to install interior carbon monoxide alarms.

Proposed By: _____ Date: _____

Copp Roofing & Construction, Inc. Representative Registration No. _____



RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: January 22, 2019
TO: Board of Directors
FROM: Ryan Gross, General Manager
SUBJECT: CONSIDER APPROVING CUSTOMER OPT-OUT AGREEMENT FOR AUTOMATIC METER READING (AMR) TECHNOLOGY UPGRADE PROJECT

RECOMMENDED BOARD ACTION

Consider approving a Customer Opt-Out Agreement for the District's AMR Project.

REASON FOR RECOMMENDATION

The District has received a request from a customer regarding opting out of having AMR technology installed at their property.

BACKGROUND INFORMATION

On November 14, 2018, the Board of Directors approved opting out of the AMR program on a case by case basis.

FISCAL INFORMATION

There will be a \$17.50 monthly charge for physically reading the two meters unless an agreement is made on averaging or the customer providing a photo of the meter readings each month that would be verified and reconciled annually by District staff.

ATTACHMENTS

Agreement to be provided at Board meeting.

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: January 22, 2019

TO: Board of Directors

FROM: Joan Eaton, Administration Supervisor, Board Secretary, Treasurer
Ryan Gross, General Manager

SUBJECT: CONSIDER APPROVING RESOLUTION NO. 01-19, ADOPTING
REVISED CREDIT CARD POLICY

RECOMENDATION

Consider approving Resolution No. 01-19, adopting a revised District Credit Card Policy

BACKGROUND INFORMATION

Resolution No. 17-08 was adopted on August 15, 2008 to provide the District with a comprehensive policy for the issuance and use of credit cards if necessary. A credit card policy provides safeguards to prevent inappropriate use of credit cards while still allowing staff members to make purchases that are in the best interest of the District.

District staff has determined that the Credit Card Policy section *Authorized Positions* requires an amendment to correct position titles for those issued District credit cards. A revised version of the Policy has been prepared and is attached.

FISCAL INFORMATION

N/A

ATTACHMENTS

Attachment 1 – Resolution No. 01-19

RESOLUTION 01-19
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RUNNING
SPRINGS WATER DISTRICT
AMENDING THE DISTRICT CREDIT CARD POLICY

WHEREAS, on July 16, 2008 the District Board of Directors adopted a District Credit Card Policy (Policy) and

WHEREAS, the District Board of Directors has determined that the Policy section *Authorized Positions* needs to be amended; and

WHEREAS, a revised version of the Policy has been prepared that includes the required amendments;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Running Springs Water District the District hereby adopts an amended Running Springs Water District Credit Card Policy, attached hereto and made a part hereof.

ADOPTED this 22nd day of January, 2019.

President, Board of Directors
Running Springs Water District

ATTEST

Secretary, Board of Directors
Running Springs Water District

RUNNING SPRINGS WATER DISTRICT
CREDIT CARD POLICY

Purpose

In order to facilitate best business practices, the following policy sets forth instructions for making credit card purchases for the Running Springs Water District (District). This policy offers guiding principles, but it remains the responsibility of anyone authorized to purchase goods and supplies to maintain the highest level of integrity and stewardship of District funds.

Authorized Positions

Issuance of District credit cards will be limited to the absolute minimum necessary to conduct business. With that understanding, individuals in the following District positions may be issued District Credit Cards:

- General Manager
- Administration Supervisor
- Fire Chief
- Battalion Chief
- Captains
- Engineers, Serving as Shift Supervisor (as Designated by Fire Chief)
- Water Division Supervisor
- Wastewater Division Supervisor

Authorized Conditions of Use

Individuals in the above identified positions are authorized to make purchases with the District credit cards issued in their name under the following conditions:

1. ***District Credit Card.*** A credit card may be issued to employees of Running Springs Water District in the above identified positions for the purpose of making authorized purchases on the District's behalf.
2. ***Credit Card Location.*** Credit cards will be secured and checked out only when needed for a specific needed purpose or assignment. The General Manager or the employee's department head, as appropriate, will authorize credit card check out.
3. ***Transaction/Charge Limit.*** A dollar limitation of purchasing authority assigned to the cardholder for each total charge made with the District credit card must not exceed \$2,000 for all purchases, with the following exceptions:
 - Transportation costs which have been pre-approved, and

- The Administration Supervisor’s card, which is generally used for normal District Purchases, shall have a limit set at \$5,000.

The bank authorized limit for purchasing on all District credit cards will be the combined total of all issued cards (\$5,000 for the Administration Supervisor card plus \$2,000 for each additionally issued card), Increases to credit limits, if necessary, must be approved by the General Manager. Lower limits may be assigned to specific cardholders, as determined by the General Manager.

4. ***Credit Card Use.*** The authorized users may use District credit cards for authorized regular purposes, subject to the constraints of District purchasing policies. Credit cards will only be used when credit card use is an expeditious and appropriate method for making a purchase. Other authorized positions may use credit cards only for specific designated purposes as authorized by the General Manager or the cardholder’s Department Head. Credit cards will be monitored to mitigate excessive card use which increases liability for the District as well as for the Department Heads who oversee department budgets.
5. ***General Prohibited Use.*** District credit cards are not to be used for the following:
 - Items or services for Personal Use
 - Items or services not related to District Business
 - Alcoholic Beverages
 - Cash Advances
 - Entertainment
 - Recreation
 - Motorized vehicles i.e. golf carts, mopeds
 - Contracting
 - Financial Services
 - Any purchases prohibited by District policy
6. ***Consequence of Unauthorized Use.*** A cardholder who makes an unauthorized purchase with the District credit card, as defined in this policy, or otherwise uses the District credit card in an inappropriate manner, will be subject to disciplinary action, including but not limited to: card cancellation, suspension without pay, termination of employment, and criminal prosecution.
7. ***Returned Purchases.*** If merchandise is returned for credit or exchange, the cardholder is responsible for obtaining a credit/exchange receipt from the merchant and retaining that receipt with the support documentation for that purchase. Receiving cash or checks from the vendor to resolve a credit is prohibited.
8. ***Cardholder Accountability.*** Cardholders are accountable for all charges made with their District credit cards and are responsible for checking all transactions against the corresponding support documentation to verify their accuracy and propriety. Card holders must not allow another individual to use their card.

- 9. *Processing Credit Card Statements.*** The Administration Supervisor or an accounts payable designee will forward statements to departments each month specifying the due date for return to that office. After all transactions have been checked, all support documentation must be returned to accounts payable, in an organized manner, by the date specified, in order to avoid finance charges to the District. All receipts must be attached neatly to the documentation with descriptions detailing the business purpose with the proper approvals. If all receipts are not received by the date specified, resulting in a late charge to the District, the late charge will be assessed to the department budget. Additionally, all receipts will be signed by the Department Head and an account number will be assigned to each expense.
- 10. *Receipt / Documentation Responsibility.*** It is the cardholder's responsibility to obtain all receipts. Documentation sent to the Administration Supervisor without the proper receipts attached will be sent back to the department for attachment of missing receipts.
- 11. *Safeguarding Credit Cards.*** It is the cardholder's responsibility to safeguard the District credit card and District credit card account number at all times.
- 12. *Issuance and Cancellation of Credit Card.*** The Administration Supervisor, with the approval of the General Manager, is responsible for issuing credit cards to individuals in authorized positions. Cardholders, who transfer to a new position and require the use of a District credit card as part of their new duties, should continue to use the same card. Cardholders who no longer require a District credit card in their new position must cancel their card through the Administration Supervisor.
- 13. *Surrendering Credit Card Upon Separation.*** Prior to separation from the District, cardholders must surrender their District credit cards and corresponding support documentation to the Administration Supervisor.

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: January 22, 2019

TO: Board of Directors

FROM: Joan Eaton, Administration Supervisor, Board Secretary, Treasurer
Ryan Gross, General Manager

**SUBJECT: CONSIDER AUTHORIZING THE BOARD PRESIDENT,
GENERAL MANAGER AND ADMINISTRATION SUPERVISOR
TO SIGN CHECKS FOR DISTRICT BUSINESS**

RECOMENDATION

Consider authorizing the Board President Tony Grabow, General Manager Ryan Gross and Administration Supervisor Joan C. Eaton, to sign checks for District business.

BACKGROUND INFORMATION AND CURRENT STATUS

Resolution No. 01-17 was adopted on January 18, 2017 as required by First Mountain Bank (the District's previous bank) to assign District powers regarding banking functions. With the transition on December 1, 2018 from First Mountain to First Foundation Bank, revised documentation is required. First Foundation Bank requests that the District provide authorized signers names and titles prior to the resolution being generated.

As per District policy, checks written for less than \$5,000 require only one signature and checks totaling \$5,000 or more require two signatures. The Board President, General Manager or Administration Supervisor will have the authority to sign District checks. If either the General Manager or Administration Supervisor are unavailable to sign a check in the amount of \$5,000 or greater, staff will contact the Board President for the second signature. Each month a check report is presented to the Board of Directors for their review and ratification.

FISCAL INFORMATION

N/A

ATTACHMENTS

N/A

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: January 22, 2019
TO: Board of Directors
FROM: Ryan Gross, General Manager
SUBJECT: Quarterly Budget/Financial Summary

BACKGROUND INFORMATION

Attachment 1 lists the Running Springs Water District designated reserve fund balances as of December 31, 2018. Attachment 2 compares the current year to prior year summary statement of net position, changes in net position and liquidity ratios. Attachment 3 contains the budget report and account summary through the second quarter of fiscal year 2018/2019.

ATTACHMENTS

Attachment 1 – Designated reserve fund balances as of December 31, 2018.
Attachment 2 – Net Position and Liquidity Ratio Summary
Attachment 3 – Quarterly Budget Report and Account Summary

Fund Balances as of December 31, 2018	
Fire & Ambulance Department	
Fire Department Operating Reserve	1,414,684
Ambulance Department Operating Reserve	150,795
Subtotal Fire & Ambulance Department Operating Reserve Funds	1,565,479
Recommended Operating Reserve Fund Target (6 Months Operating Expenses)	1,112,969
Fire & Ambulance Department Operating Reserve Surplus / (Shortfall)	452,511
Wastewater Division	
Wastewater Capital Improvement Project Reserve	265,750
Wastewater System Connection & Capacity Charges	201,606
CWSRF Loan Agreement 14-813 Debt Reserve (Restricted for SLS 1-3 Debt Service)	171,537
Wastewater Operating Reserve Fund	271,726
Recommended Operating Reserve Fund Target (4 Months Operating Expenses)	554,896
Wastewater Operating Reserve Surplus / (Shortfall)	(283,170)
Water Division	
Water Capital Improvement Project Reserve	441,753
Water System Connection & Capacity Charges	18,348
Water Infrastructure R&R Reserve (MFC Debt Reserve)	65,341
Water Operating Reserve	528,461
Recommended Operating Reserve Fund Target (4 Months Operating Expenses)	528,461
Water Operating Reserve Surplus / (Shortfall)	-
Assessment Districts Restricted Funds	
Water Assessment District No. 9 Construction Funds	29,096
Water Assessment District No. 10 Construction Funds	26,421
Water Assessment District No. 10 O&M	67,108
Water Assessment District No. 10 Bond Reserve Fund	113,074
Subtotal Assessment Districts	235,698
Total District Designated & Operating Reserve Funds	3,530,000
Assessment District Funds	235,698
Combined Pooled Cash	3,765,699
Checking Account (General)	295,285
LAIF	3,341,739
York Insurance Deposit	14,601
BNY Mellon (AD #10 Bond Reserve)	113,074
Petty Cash	1,000
Combined Pooled Cash	3,765,699

Budget Report

Account Summary

Running Springs Water District

For Fiscal: 2018-2019 Period Ending: 12/31/2018

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 200 - Water Operating Fund							
Revenue							
200-40100-00	Service Charges - Residential	1,101,088.00	1,101,088.00	92,705.05	556,335.66	-544,752.34	50.53 %
200-40200-00	Service Charges - Commercial	48,157.00	48,157.00	3,432.19	20,593.14	-27,563.86	42.76 %
200-40300-00	Service Charges - Landscape Irrigation	708.00	708.00	13.13	78.78	-629.22	11.13 %
200-40500-00	Service Charges - Fire Hydrant Base C...	6,260.00	6,260.00	802.91	4,064.07	-2,195.93	64.92 %
200-40700-00	Credit Card Fee Revenue	0.00	0.00	146.25	926.25	926.25	0.00 %
200-41100-00	Water Usage / metered charges - Res...	752,501.00	752,501.00	50,550.06	403,250.74	-349,250.26	53.59 %
200-41200-00	Water Usage / metered charges - Co...	61,435.00	61,435.00	2,780.88	43,187.03	-18,247.97	70.30 %
200-41400-00	Water Usage / metered charges - Out...	4,000.00	4,000.00	270.54	2,561.11	-1,438.89	64.03 %
200-41500-00	Water Usage / metered charges - Fire...	0.00	0.00	-3.56	513.55	513.55	0.00 %
200-41600-00	Water Usage - Landscape	0.00	0.00	198.95	3,207.78	3,207.78	0.00 %
200-43000-00	Meter Turn-on & Shut-Off Charge	17,000.00	17,000.00	1,052.50	7,125.00	-9,875.00	41.91 %
200-44000-00	Delinquent Fees	20,000.00	20,000.00	1,941.84	10,880.06	-9,119.94	54.40 %
200-45000-00	Inventory Sales - Water	0.00	0.00	0.00	20.05	20.05	0.00 %
200-49000-00	Other service fees	0.00	0.00	137.50	1,034.00	1,034.00	0.00 %
200-70200-00	Property Tax - Penalties & cost on del...	0.00	0.00	103.30	754.65	754.65	0.00 %
200-70500-00	In lieu of taxes	0.00	0.00	818.00	7,228.67	7,228.67	0.00 %
200-71000-00	Availability Charges	38,750.00	38,750.00	0.00	38,308.20	-441.80	98.86 %
200-72000-00	Connection Fee	0.00	0.00	1,852.82	2,912.82	2,912.82	0.00 %
200-74000-00	Interest Income	6,000.00	6,000.00	15.42	4,142.36	-1,857.64	69.04 %
200-75600-00	Infrastructure R&R Fees	66,484.00	66,484.00	5,586.14	33,723.24	-32,760.76	50.72 %
200-76000-00	Grants	0.00	0.00	-580,360.00	0.00	0.00	0.00 %
200-78000-00	Miscellaneous Income-Non Op	25,000.00	25,000.00	0.00	2,483.60	-22,516.40	9.93 %
	Revenue Total:	2,147,383.00	2,147,383.00	-417,956.08	1,143,330.76	-1,004,052.24	53.24 %
Expense							
200-50100-00	Salaries and Wages	779,830.00	779,830.00	55,454.05	386,504.41	393,325.59	49.56 %
200-50110-00	Salaries and Wages - Overtime	34,063.00	34,063.00	3,253.24	22,466.61	11,596.39	65.96 %
200-50120-00	Medicare Tax	11,801.00	11,801.00	836.66	5,864.36	5,936.64	49.69 %
200-50130-00	Worker's Compensation Insurance	21,539.00	21,539.00	0.00	20,460.58	1,078.42	94.99 %
200-50140-00	Employee Benefits-Group Insurance	117,254.00	117,254.00	9,539.12	55,283.99	61,970.01	47.15 %
200-50150-00	Employee Benefits-Retirement	238,410.00	238,410.00	31,364.81	140,560.41	97,849.59	58.96 %
200-50160-00	Employee Benefits-Uniform Allowance	1,850.00	1,850.00	0.00	735.38	1,114.62	39.75 %
200-52300-00	Community Relations	2,500.00	2,500.00	466.42	684.04	1,815.96	27.36 %
200-53050-00	Deposits Over and Short	0.00	0.00	0.00	-69.13	69.13	0.00 %
200-53100-00	Depreciation	265,802.00	265,802.00	19,933.82	120,321.36	145,480.64	45.27 %
200-53120-00	Director's Compensation Fees	8,000.00	8,000.00	100.00	2,200.00	5,800.00	27.50 %
200-53200-00	Education & Seminars	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
200-54100-00	Gas, Fuel & Oil	8,833.00	8,833.00	282.40	3,034.63	5,798.37	34.36 %
200-54300-00	Insurance - liability	26,529.00	26,529.00	0.00	26,529.23	-0.23	100.00 %
200-56100-00	Memberships & Subscriptions	6,730.00	6,730.00	100.00	3,109.99	3,620.01	46.21 %
200-56150-00	Miscellaneous Supplies, Tools & Expe...	4,745.00	4,745.00	148.03	682.08	4,062.92	14.37 %
200-57100-00	Permits & Fees	22,390.00	22,390.00	12,835.00	19,293.64	3,096.36	86.17 %
200-57140-00	Professional Services - Acct, Legal, En...	102,375.00	102,375.00	17,214.91	44,421.14	57,953.86	43.39 %
200-57312-00	Repairs and maintenance - Fuel Stora...	500.00	500.00	43.93	43.93	456.07	8.79 %
200-57313-00	Repairs and Maintenance - Main Offi...	11,420.00	11,420.00	690.32	6,179.76	5,240.24	54.11 %
200-57314-00	Repairs and maintenance - Source of ...	21,450.00	21,450.00	752.64	3,559.27	17,890.73	16.59 %
200-57440-00	Office Supplies & Materials	36,529.00	36,529.00	1,517.55	20,899.19	15,629.81	57.21 %
200-58250-00	Utilities - Heat & Lights	13,230.00	13,230.00	1,029.85	7,111.14	6,118.86	53.75 %
200-58253-00	Utilities - Power for Pumping	73,800.00	73,800.00	4,030.28	29,351.21	44,448.79	39.77 %
200-58300-00	Vehicle Maintenance	6,600.00	6,600.00	490.69	4,060.45	2,539.55	61.52 %
200-59100-00	Water Purchases	200,000.00	200,000.00	11,847.75	152,404.20	47,595.80	76.20 %

Budget Report

For Fiscal: 2018-2019 Period Ending: 12/31/2018

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
200-59200-00	Water Testing & Analysis	25,848.00	25,848.00	2,413.99	10,926.77	14,921.23	42.27 %
200-84000-00	Interest Expense	13,297.00	13,297.00	0.00	6,867.92	6,429.08	51.65 %
200-86000-00	Administrative Expense Reimburse...	-159,792.00	-159,792.00	-13,318.90	-79,913.41	-79,878.59	50.01 %
	Expense Total:	1,898,533.00	1,898,533.00	161,026.56	1,013,573.15	884,959.85	53.39 %
	Fund: 200 - Water Operating Fund Surplus (Deficit):	248,850.00	248,850.00	-578,982.64	129,757.61	-119,092.39	52.14 %
Fund: 210 - Water Capital Improvement Fund							
Revenue							
210-76000-00	Grants	0.00	0.00	658,863.00	658,863.00	658,863.00	0.00 %
210-77000-00	Rental & Leasing Of Property	11,060.00	11,060.00	0.00	4,564.00	-6,496.00	41.27 %
	Revenue Total:	11,060.00	11,060.00	658,863.00	663,427.00	652,367.00	5,998.44 %
	Fund: 210 - Water Capital Improvement Fund Total:	11,060.00	11,060.00	658,863.00	663,427.00	652,367.00	5,998.44 %
Fund: 220 - Water Capacity Charge Fund - Restricted							
Revenue							
220-72100-00	Fac. Capacity Chg.	16,146.00	16,146.00	0.00	8,644.00	-7,502.00	53.54 %
	Revenue Total:	16,146.00	16,146.00	0.00	8,644.00	-7,502.00	53.54 %
	Fund: 220 - Water Capacity Charge Fund - Restricted Total:	16,146.00	16,146.00	0.00	8,644.00	-7,502.00	53.54 %
Fund: 300 - Sewer Collection							
Revenue							
300-40100-00	Service Charges - Residential	846,840.46	1,539,709.46	128,396.69	771,423.49	-768,285.97	50.10 %
300-40200-00	Service Charges - Commercial	46,292.89	84,168.89	4,515.05	29,005.13	-55,163.76	34.46 %
300-41100-00	Sewer Usage / metered charges - Res...	58,038.75	105,524.75	7,298.81	55,832.96	-49,691.79	52.91 %
300-41200-00	Sewer Usage / metered charges - Co...	5,159.00	9,380.00	933.08	5,781.99	-3,598.01	61.64 %
300-44000-00	Delinquent Fees	5,500.00	10,000.00	1,895.76	9,628.63	-371.37	96.29 %
300-45000-00	Inventory Sales -Sewer	0.00	5,081.00	850.50	4,530.00	-551.00	89.16 %
300-49000-00	Other service fees	0.00	6,975.00	0.00	575.00	-6,400.00	8.24 %
300-70200-00	Property Tax - Penalties & cost on del...	0.00	0.00	18.58	177.35	177.35	0.00 %
300-71000-00	Availability Charges	7,700.00	14,000.00	0.00	13,730.40	-269.60	98.07 %
300-73000-00	Sewer Hot Taps & Septic Waste Dump..	825.00	1,500.00	0.00	0.00	-1,500.00	0.00 %
300-74000-00	Interest Income	4,500.00	4,500.00	0.00	986.25	-3,513.75	21.92 %
300-75600-00	Infrastructure R&R Fees	184,086.00	184,086.00	15,748.27	94,985.45	-89,100.55	51.60 %
300-78000-00	Miscellaneous Income-Non Op	0.00	0.00	0.00	250.00	250.00	0.00 %
300-78900-00	Sewer Rev Allocation: 55% Collect & ...	0.00	-805,983.00	-66,584.00	-399,504.00	406,479.00	49.57 %
	Revenue Total:	1,158,942.10	1,158,942.10	93,072.74	587,402.65	-571,539.45	50.68 %
Expense							
300-50100-00	Salaries and Wages	375,116.00	375,116.00	32,484.83	168,663.22	206,452.78	44.96 %
300-50110-00	Salaries and Wages - Overtime	19,859.00	19,859.00	2,069.24	12,410.28	7,448.72	62.49 %
300-50120-00	Medicare Tax	5,727.00	5,727.00	935.94	2,999.12	2,727.88	52.37 %
300-50130-00	Worker's Compensation Insurance	18,447.00	18,447.00	0.00	18,214.15	232.85	98.74 %
300-50140-00	Employee Benefits-Group Insurance	41,386.00	41,386.00	2,606.03	18,294.23	23,091.77	44.20 %
300-50150-00	Employee Benefits-Retirement	125,581.00	125,581.00	9,288.27	58,845.60	66,735.40	46.86 %
300-50160-00	Employee Benefits-Uniform Allowance	1,480.00	1,480.00	0.00	848.01	631.99	57.30 %
300-53100-00	Depreciation	252,749.00	252,749.00	17,210.33	104,017.75	148,731.25	41.15 %
300-53200-00	Education & Seminars	1,000.00	1,000.00	0.00	336.53	663.47	33.65 %
300-54100-00	Gas, Fuel & Oil	6,190.00	6,190.00	56.50	1,879.27	4,310.73	30.36 %
300-54300-00	Insurance - liability	16,233.00	16,233.00	0.00	16,233.26	-0.26	100.00 %
300-56100-00	Memberships & Subscriptions	5,521.00	5,521.00	50.00	3,814.41	1,706.59	69.09 %
300-56300-00	Office Supplies	7,130.00	7,130.00	21.88	3,340.31	3,789.69	46.85 %
300-57100-00	Permits & Fees	11,806.00	11,806.00	0.00	6,966.66	4,839.34	59.01 %
300-57140-00	Professional Services - Collection	48,775.00	48,775.00	8,554.50	23,565.12	25,209.88	48.31 %
300-57310-00	Repairs and maintenance - Collection	28,550.00	28,550.00	177.74	3,018.57	25,531.43	10.57 %
300-57311-00	Repairs and maintenance - Lift Station	34,110.00	34,110.00	26.83	16,899.26	17,210.74	49.54 %
300-57440-00	Supplies & Materials	5,043.00	5,043.00	83.85	2,347.75	2,695.25	46.55 %
300-58252-00	Utilities - Lift Station	26,014.00	26,014.00	2,376.73	12,998.82	13,015.18	49.97 %
300-58301-00	Vehicle Maintenance - Collections	6,550.00	6,550.00	509.59	4,770.24	1,779.76	72.83 %
300-84000-00	Interest Expense	51,574.00	51,574.00	0.00	51,573.72	0.28	100.00 %

Budget Report

For Fiscal: 2018-2019 Period Ending: 12/31/2018

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
300-86000-00	Administrative Expense	31,381.00	31,381.00	2,615.08	15,690.48	15,690.52	50.00 %
	Expense Total:	1,120,222.00	1,120,222.00	79,067.34	547,726.76	572,495.24	48.89 %
	Fund: 300 - Sewer Collection Surplus (Deficit):	38,720.10	38,720.10	14,005.40	39,675.89	955.79	102.47 %
Fund: 320 - Sewer Capacity Charge Fund - Restricted							
Revenue							
320-72100-00	Fac. Capacity Chg.	11,292.00	11,292.00	0.00	5,646.00	-5,646.00	50.00 %
	Revenue Total:	11,292.00	11,292.00	0.00	5,646.00	-5,646.00	50.00 %
	Fund: 320 - Sewer Capacity Charge Fund - Restricted Total:	11,292.00	11,292.00	0.00	5,646.00	-5,646.00	50.00 %
Fund: 350 - Sewer Treatment							
Revenue							
350-42100-00	O&M Payments-Arrowbear CWD	158,568.00	158,568.00	14,320.00	85,920.00	-72,648.00	54.18 %
350-42200-00	O&M Payments-CSA 79	195,054.00	195,054.00	14,015.87	115,453.17	-79,600.83	59.19 %
350-44000-00	Delinquent Fees	0.00	0.00	-80.00	-80.00	-80.00	0.00 %
350-71000-00	Availability Charges	-6,300.00	-6,300.00	0.00	0.00	6,300.00	0.00 %
350-73000-00	Sewer Hot Taps & Septic Waste Dump..	-675.00	-675.00	0.00	0.00	675.00	0.00 %
350-74000-00	Interest Income	4,500.00	4,500.00	0.00	1,037.26	-3,462.74	23.05 %
350-75100-00	Capital Payments - Arrowbear CWD	32,726.00	32,726.00	2,832.00	16,992.00	-15,734.00	51.92 %
350-75200-00	Capital Payments-CSA 79	40,801.00	40,801.00	313.66	21,956.61	-18,844.39	53.81 %
350-78000-00	Miscellaneous Income-Non Op	0.00	0.00	0.00	250.00	250.00	0.00 %
350-78900-00	Sewer Rev Allocation: 45% Treat & 5...	805,983.00	805,983.00	66,584.00	399,504.00	-406,479.00	49.57 %
	Revenue Total:	1,230,657.00	1,230,657.00	97,985.53	641,033.04	-589,623.96	52.09 %
Expense							
350-50100-00	Salaries and Wages	338,334.00	338,334.00	26,688.75	180,178.59	158,155.41	53.25 %
350-50100-02	Salaries and Wages - SLS #2	211.00	211.00	77.81	510.59	-299.59	241.99 %
350-50110-00	Salaries and Wages - Overtime	20,383.00	20,383.00	1,393.31	7,843.78	12,539.22	38.48 %
350-50120-00	Medicare Tax	5,204.00	5,204.00	402.92	2,700.12	2,503.88	51.89 %
350-50130-00	Worker's Compensation Insurance	17,265.00	17,265.00	0.00	18,586.80	-1,321.80	107.66 %
350-50140-00	Employee Benefits-Group Insurance	27,884.00	27,884.00	2,068.11	11,239.46	16,644.54	40.31 %
350-50150-00	Employee Benefits-Retirement	101,743.00	101,743.00	8,309.93	51,766.30	49,976.70	50.88 %
350-50160-00	Employee Benefits-Uniform Allowance	1,110.00	1,110.00	0.00	866.32	243.68	78.05 %
350-53100-00	Depreciation	340,047.00	340,047.00	24,059.13	145,001.28	195,045.72	42.64 %
350-53200-00	Education & Seminars	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
350-53300-00	Effluent Disposal	4,000.00	4,000.00	0.00	130.53	3,869.47	3.26 %
350-54100-00	Gas, Fuel & Oil	7,150.00	7,150.00	140.29	1,289.05	5,860.95	18.03 %
350-54300-00	Insurance - liability	13,587.00	13,587.00	0.00	13,586.60	0.40	100.00 %
350-56100-00	Memberships & Subscriptions	4,740.00	4,740.00	605.00	2,659.50	2,080.50	56.11 %
350-57100-00	Permits & Fees	30,736.00	30,736.00	1,101.00	24,340.40	6,395.60	79.19 %
350-57100-02	Permits & Fees (SLS #2)	1,710.00	1,710.00	0.00	647.00	1,063.00	37.84 %
350-57140-00	Professional Services - Treatment	48,975.00	48,975.00	8,655.23	24,099.46	24,875.54	49.21 %
350-57310-00	Repairs & Maintenance - Sewer Inter...	8,125.00	8,125.00	0.00	1,771.97	6,353.03	21.81 %
350-57310-02	Repairs and Maintenance (SLS #2)	4,500.00	4,500.00	0.00	42.00	4,458.00	0.93 %
350-57314-00	Repairs & Maintenance - Treatment P...	65,500.00	65,500.00	2,568.87	16,451.16	49,048.84	25.12 %
350-57430-00	Solids Handling	56,740.00	56,740.00	3,964.41	26,387.83	30,352.17	46.51 %
350-57440-00	Miscellaneous Supplies & Materials	6,693.00	6,693.00	335.50	4,363.69	2,329.31	65.20 %
350-57444-00	Supplies - Office	11,730.00	11,730.00	144.75	3,734.20	7,995.80	31.83 %
350-58251-00	Utilities - Joint Use Facilities	93,228.00	93,228.00	7,726.36	52,067.28	41,160.72	55.85 %
350-58251-02	Utilities - SLS#2	6,120.00	6,120.00	552.86	3,329.95	2,790.05	54.41 %
350-58301-00	Vehicle Maintenance - Treatment	10,650.00	10,650.00	877.09	4,272.52	6,377.48	40.12 %
350-59200-00	Wastewater Testing & Analysis	14,200.00	14,200.00	606.00	4,802.05	9,397.95	33.82 %
350-86000-00	Administrative Expense	36,061.00	36,061.00	3,005.08	18,030.48	18,030.52	50.00 %
	Expense Total:	1,277,626.00	1,277,626.00	93,282.40	620,698.91	656,927.09	48.58 %
	Fund: 350 - Sewer Treatment Surplus (Deficit):	-46,969.00	-46,969.00	4,703.13	20,334.13	67,303.13	-43.29 %
Fund: 400 - Ambulance Operating Fund							
Revenue							
400-40000-00	Service Charges	1,150,000.00	1,150,000.00	65,094.60	567,746.96	-582,253.04	49.37 %
400-40050-00	Ambulance Contractural Allowance	-530,000.00	-530,000.00	-7,924.23	-292,038.43	237,961.57	55.10 %

Budget Report

For Fiscal: 2018-2019 Period Ending: 12/31/2018

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
400-44000-00	Ambulance Late Fees	4,000.00	4,000.00	180.00	1,830.00	-2,170.00	45.75 %
400-74000-00	Interest Income	0.00	0.00	0.00	1,663.12	1,663.12	0.00 %
400-76000-00	Medi-Cal GEMT Support Reimburse...	175,000.00	175,000.00	0.00	0.00	-175,000.00	0.00 %
400-76010-00	Medi-Cal IGT Program	60,000.00	60,000.00	0.00	0.00	-60,000.00	0.00 %
	Revenue Total:	859,000.00	859,000.00	57,350.37	279,201.65	-579,798.35	32.50 %
Expense							
400-50100-00	Salaries and Wages	451,428.00	429,569.80	20,408.44	136,886.65	292,683.15	31.87 %
400-50110-00	Salaries and Wages - Overtime	0.00	21,858.20	6,287.01	81,152.30	-59,294.10	371.27 %
400-50120-00	Medicare Tax	6,546.00	6,546.00	420.45	3,222.44	3,323.56	49.23 %
400-53100-00	Depreciation	37,016.00	37,016.00	2,206.53	13,239.03	23,776.97	35.77 %
400-54100-00	Gas, Fuel & Oil	10,895.00	10,895.00	1,214.37	4,728.98	6,166.02	43.41 %
400-54300-00	Insurance - liability	11,057.00	11,057.00	0.00	10,425.98	631.02	94.29 %
400-56100-00	Memberships & Subscriptions	6,235.00	6,235.00	50.00	7,556.17	-1,321.17	121.19 %
400-57140-00	Professional Services - Ambulance	35,750.00	35,750.00	6,039.16	16,286.89	19,463.11	45.56 %
400-57310-00	Repairs and maintenance - Spec. Pur...	3,500.00	3,500.00	0.00	976.00	2,524.00	27.89 %
400-57441-00	Supplies & Materials - Medical	24,000.00	24,000.00	979.79	11,939.44	12,060.56	49.75 %
400-57442-00	Supplies & Materials - Misc	6,000.00	6,000.00	110.00	286.97	5,713.03	4.78 %
400-57443-00	Supplies & Materials - Station	1,700.00	1,700.00	0.00	0.00	1,700.00	0.00 %
400-58100-00	Communications	2,304.00	2,304.00	382.90	2,467.07	-163.07	107.08 %
400-58300-00	Vehicle Maintenance	16,900.00	16,900.00	1,122.66	2,417.86	14,482.14	14.31 %
400-84000-00	Interest Expense	0.00	0.00	0.00	295.46	-295.46	0.00 %
400-86000-00	Administrative Expense	23,053.00	23,053.00	1,921.08	11,526.48	11,526.52	50.00 %
	Expense Total:	636,384.00	636,384.00	41,142.39	303,407.72	332,976.28	47.68 %
	Fund: 400 - Ambulance Operating Fund Surplus (Deficit):	222,616.00	222,616.00	16,207.98	-24,206.07	-246,822.07	-10.87 %

Fund: 500 - Fire Operating Fund

Revenue							
500-46000-00	Hazard Abatement Program	10,000.00	10,000.00	2,657.00	10,394.34	394.34	103.94 %
500-47000-00	Community Contribution	0.00	0.00	0.00	2,000.00	2,000.00	0.00 %
500-49000-00	Other service fees	5,000.00	5,000.00	0.00	785.00	-4,215.00	15.70 %
500-49500-00	Other service fees - Fire Payroll Reim...	175,000.00	175,000.00	32,091.72	98,198.52	-76,801.48	56.11 %
500-70000-00	Property Taxes	1,585,000.00	1,585,000.00	614,796.80	853,374.86	-731,625.14	53.84 %
500-70100-00	Property Taxes - PY Taxes and Assess...	0.00	0.00	1,360.98	11,081.12	11,081.12	0.00 %
500-70200-00	Property Tax - Penalties & cost on del...	0.00	0.00	146.54	336.41	336.41	0.00 %
500-70300-00	Property Tax - Homeowners Property...	0.00	0.00	2,314.30	2,314.30	2,314.30	0.00 %
500-71000-00	Availability Charges	205,000.00	205,000.00	0.00	200,687.50	-4,312.50	97.90 %
500-74000-00	Interest Income	12,000.00	12,000.00	0.00	7,978.81	-4,021.19	66.49 %
500-76000-00	Grants	0.00	0.00	0.00	14,020.00	14,020.00	0.00 %
500-78000-00	Miscellaneous Income-Non Op	0.00	0.00	0.00	250.00	250.00	0.00 %
500-78100-00	Gain or Loss on Sales of Capital Assets	0.00	0.00	0.00	510.00	510.00	0.00 %
	Revenue Total:	1,992,000.00	1,992,000.00	653,367.34	1,201,930.86	-790,069.14	60.34 %
Expense							
500-50100-00	Salaries and Wages	838,368.00	797,774.20	73,473.69	497,650.02	300,124.18	62.38 %
500-50110-00	Salaries and Wages - Overtime	0.00	40,593.80	13,322.42	159,624.50	-119,030.70	393.22 %
500-50120-00	Medicare Tax	12,156.00	12,156.00	1,194.51	9,295.40	2,860.60	76.47 %
500-50130-00	Worker's Compensation Insurance	58,910.00	58,910.00	112.00	63,683.74	-4,773.74	108.10 %
500-50140-00	Employee Benefits-Group Insurance	94,066.00	94,066.00	7,086.39	44,676.71	49,389.29	47.50 %
500-50150-00	Employee Benefits-Retirement	467,353.00	467,353.00	40,374.90	242,288.66	225,064.34	51.84 %
500-50160-00	Employee Benefits-Uniform Allowance	6,000.00	6,000.00	0.00	1,046.22	4,953.78	17.44 %
500-53200-00	Education & Seminars	13,500.00	13,500.00	953.57	5,652.25	7,847.75	41.87 %
500-54100-00	Gas, Fuel & Oil	12,318.00	12,318.00	1,242.61	5,909.80	6,408.20	47.98 %
500-54200-00	Hazard Abatement Expense	8,000.00	8,000.00	4,525.00	7,549.03	450.97	94.36 %
500-54300-00	Insurance - liability	15,791.00	15,791.00	0.00	16,291.00	-500.00	103.17 %
500-56100-00	Memberships & Subscriptions	5,135.00	5,135.00	230.00	2,378.50	2,756.50	46.32 %
500-56300-00	Office Expense	7,980.00	7,980.00	473.76	2,615.05	5,364.95	32.77 %
500-57100-00	Permits & Fees	7,833.00	7,833.00	0.00	2,415.20	5,417.80	30.83 %
500-57140-00	Professional Services - Fire	40,250.00	40,250.00	6,293.11	19,968.74	20,281.26	49.61 %
500-57143-00	Professional Services - Dispatching Se...	51,114.00	51,114.00	12,871.42	25,002.90	26,111.10	48.92 %

Budget Report

For Fiscal: 2018-2019 Period Ending: 12/31/2018

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
500-57310-00 Repairs and Maintenance - Structures...	9,500.00	9,500.00	623.38	4,814.53	4,685.47	50.68 %
500-57400-00 Safety Equipment & Clothing	27,300.00	27,300.00	2,130.57	24,951.54	2,348.46	91.40 %
500-58250-00 Utilities - Heat & Lights	21,733.00	21,733.00	1,871.19	11,080.17	10,652.83	50.98 %
500-58300-00 Vehicle Maintenance	36,000.00	36,000.00	1,934.95	18,045.07	17,954.93	50.13 %
500-81000-00 Tax fee	0.00	0.00	1,543.34	2,143.30	-2,143.30	0.00 %
500-85000-00 Capital Expenditures	0.00	0.00	1,249.88	26,309.43	-26,309.43	0.00 %
500-86000-00 Administrative Expense	69,332.00	69,332.00	5,777.66	34,665.97	34,666.03	50.00 %
Expense Total:	1,802,639.00	1,802,639.00	177,284.35	1,228,057.73	574,581.27	68.13 %
Fund: 500 - Fire Operating Fund Surplus (Deficit):	189,361.00	189,361.00	476,082.99	-26,126.87	-215,487.87	-13.80 %
Fund: 510 - Fire - Workers Comp PASIS Fund						
Expense						
510-50130-00 Worker's Comp Insurance Claims	0.00	0.00	21.37	523.60	-523.60	0.00 %
Expense Total:	0.00	0.00	21.37	523.60	-523.60	0.00 %
Fund: 510 - Fire - Workers Comp PASIS Fund Total:	0.00	0.00	21.37	523.60	-523.60	0.00 %
Fund: 590 - Fire - GW (Government Wide)						
Expense						
590-53100-00 Depreciation	88,609.00	88,609.00	7,632.06	45,708.97	42,900.03	51.59 %
590-85000-00 Capital Expenditures	0.00	0.00	-1,249.88	-26,309.43	26,309.43	0.00 %
Expense Total:	88,609.00	88,609.00	6,382.18	19,399.54	69,209.46	21.89 %
Fund: 590 - Fire - GW (Government Wide) Total:	88,609.00	88,609.00	6,382.18	19,399.54	69,209.46	21.89 %
Report Surplus (Deficit):	602,467.10	602,467.10	584,476.31	797,228.55	194,761.45	132.33 %

Group Summary

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 200 - Water Operating Fund						
Revenue	2,147,383.00	2,147,383.00	-417,956.08	1,143,330.76	-1,004,052.24	53.24 %
Expense	1,898,533.00	1,898,533.00	161,026.56	1,013,573.15	884,959.85	53.39 %
Fund: 200 - Water Operating Fund Surplus (Deficit):	248,850.00	248,850.00	-578,982.64	129,757.61	-119,092.39	52.14 %
Fund: 210 - Water Capital Improvement Fund						
Revenue	11,060.00	11,060.00	658,863.00	663,427.00	652,367.00	5,998.44 %
Fund: 210 - Water Capital Improvement Fund Total:	11,060.00	11,060.00	658,863.00	663,427.00	652,367.00	5,998.44 %
Fund: 220 - Water Capacity Charge Fund - Restricted						
Revenue	16,146.00	16,146.00	0.00	8,644.00	-7,502.00	53.54 %
Fund: 220 - Water Capacity Charge Fund - Restricted Total:	16,146.00	16,146.00	0.00	8,644.00	-7,502.00	53.54 %
Fund: 300 - Sewer Collection						
Revenue	1,158,942.10	1,158,942.10	93,072.74	587,402.65	-571,539.45	50.68 %
Expense	1,120,222.00	1,120,222.00	79,067.34	547,726.76	572,495.24	48.89 %
Fund: 300 - Sewer Collection Surplus (Deficit):	38,720.10	38,720.10	14,005.40	39,675.89	955.79	102.47 %
Fund: 320 - Sewer Capacity Charge Fund - Restricted						
Revenue	11,292.00	11,292.00	0.00	5,646.00	-5,646.00	50.00 %
Fund: 320 - Sewer Capacity Charge Fund - Restricted Total:	11,292.00	11,292.00	0.00	5,646.00	-5,646.00	50.00 %
Fund: 350 - Sewer Treatment						
Revenue	1,230,657.00	1,230,657.00	97,985.53	641,033.04	-589,623.96	52.09 %
Expense	1,277,626.00	1,277,626.00	93,282.40	620,698.91	656,927.09	48.58 %
Fund: 350 - Sewer Treatment Surplus (Deficit):	-46,969.00	-46,969.00	4,703.13	20,334.13	67,303.13	-43.29 %
Fund: 400 - Ambulance Operating Fund						
Revenue	859,000.00	859,000.00	57,350.37	279,201.65	-579,798.35	32.50 %
Expense	636,384.00	636,384.00	41,142.39	303,407.72	332,976.28	47.68 %
Fund: 400 - Ambulance Operating Fund Surplus (Deficit):	222,616.00	222,616.00	16,207.98	-24,206.07	-246,822.07	-10.87 %
Fund: 500 - Fire Operating Fund						
Revenue	1,992,000.00	1,992,000.00	653,367.34	1,201,930.86	-790,069.14	60.34 %
Expense	1,802,639.00	1,802,639.00	177,284.35	1,228,057.73	574,581.27	68.13 %
Fund: 500 - Fire Operating Fund Surplus (Deficit):	189,361.00	189,361.00	476,082.99	-26,126.87	-215,487.87	-13.80 %
Fund: 510 - Fire - Workers Comp PASIS Fund						
Expense	0.00	0.00	21.37	523.60	-523.60	0.00 %
Fund: 510 - Fire - Workers Comp PASIS Fund Total:	0.00	0.00	21.37	523.60	-523.60	0.00 %
Fund: 590 - Fire - GW (Government Wide)						
Expense	88,609.00	88,609.00	6,382.18	19,399.54	69,209.46	21.89 %
Fund: 590 - Fire - GW (Government Wide) Total:	88,609.00	88,609.00	6,382.18	19,399.54	69,209.46	21.89 %
Report Surplus (Deficit):	602,467.10	602,467.10	584,476.31	797,228.55	194,761.45	132.33 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
200 - Water Operating Fund	248,850.00	248,850.00	-578,982.64	129,757.61	-119,092.39
210 - Water Capital Improvement Fi	11,060.00	11,060.00	658,863.00	663,427.00	652,367.00
220 - Water Capacity Charge Fund -	16,146.00	16,146.00	0.00	8,644.00	-7,502.00
300 - Sewer Collection	38,720.10	38,720.10	14,005.40	39,675.89	955.79
320 - Sewer Capacity Charge Fund -	11,292.00	11,292.00	0.00	5,646.00	-5,646.00
350 - Sewer Treatment	-46,969.00	-46,969.00	4,703.13	20,334.13	67,303.13
400 - Ambulance Operating Fund	222,616.00	222,616.00	16,207.98	-24,206.07	-246,822.07
500 - Fire Operating Fund	189,361.00	189,361.00	476,082.99	-26,126.87	-215,487.87
510 - Fire - Workers Comp PASIS Fu	0.00	0.00	-21.37	-523.60	-523.60
590 - Fire - GW (Govenment Wide)	-88,609.00	-88,609.00	-6,382.18	-19,399.54	69,209.46
Report Surplus (Deficit):	602,467.10	602,467.10	584,476.31	797,228.55	194,761.45

Running Springs Water District

Executive Summary - QE 12/31/2018

SUMMARY STATEMENT OF NET POSITION

	<u>12/31/2018</u>	<u>12/31/2017</u>	<u>Change</u>
Cash and investments	\$ 3,765,699	\$ 3,246,343	\$ 519,356
Receivables	1,159,060	966,285	192,775
Other current assets	359,257	90,700	268,558
Total current assets	<u>5,284,016</u>	<u>4,303,327</u>	<u>980,689</u>
Capital assets, net	21,182,341	21,087,148	95,193
Other noncurrent assets	-	-	-
Deferred outflows of resources	2,608,739	2,466,732	142,007
Total Assets and Deferred Outflows of Resources	<u>29,075,096</u>	<u>27,857,207</u>	<u>1,217,889</u>
Current liabilities	532,388	298,548	233,840
Noncurrent liabilities	11,303,953	10,770,479	533,474
Deferred inflows of resources	161,883	239,349	(77,466)
Total Liabilities and Deferred Inflows of Resources	<u>11,998,225</u>	<u>11,308,376</u>	<u>689,849</u>
Net Position	<u>\$ 17,076,871</u>	<u>\$ 16,548,832</u>	<u>\$ 528,040</u>

SUMMARY STATEMENT OF CHANGES IN NET POSITION

	<u>QE Actual</u>			<u>Variance to</u>			<u>Variance to</u>
	<u>12/31/18</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Budget:</u>	<u>PY QE Actual</u>	<u>PY YTD Actual</u>	<u>PY YTD:</u>
				<u>Favorable</u>			<u>Favorable</u>
				<u>(Unfavorable)</u>			<u>(Unfavorable)</u>
Operating revenues	\$ 1,246,200	\$ 2,520,744	\$ 2,468,977	\$ 51,767	\$ 1,150,411	\$ 2,330,331	\$ 190,413
Operating expenses	(1,588,468)	(3,671,265)	(3,477,988)	(193,277)	(1,505,610)	(3,366,102)	(305,163)
Other income	1,652,500	2,009,852	1,365,719	644,133	1,176,526	1,330,222	679,630
Other expenses	(54,012)	(60,880)	(32,440)	(28,441)	(57,009)	(104,372)	43,492
Change in net position	<u>\$ 1,256,220</u>	<u>\$ 798,451</u>	<u>\$ 324,267</u>	<u>\$ 474,183</u>	<u>\$ 764,318</u>	<u>\$ 190,079</u>	<u>\$ 608,371</u>

LIQUIDITY RATIOS

	<u>12/31/2018</u>	<u>12/31/2017</u>	<u>Change</u>
Quick Ratio (cash and investments / current liabilities)	7.07	10.87	(3.80)
Current Ratio (current assets / current liabilities)	9.93	14.41	(4.49)
Working capital (current assets - current liabilities)	\$ 4,751,628	\$ 4,004,779	\$ 746,848

Liquidity is the ability to cover short-term obligations.

Quick Ratio is more rigorous form of the ratio that includes only cash, temporary investments and receivables.

Current Ratio indicates the extent to which current liabilities are covered by assets expected to be converted into cash in the near future

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: January 22, 2019
TO: Board of Directors
FROM: Ryan Gross, General Manager
SUBJECT: QUARTERLY INVESTMENT REPORT

RECOMMENDED BOARD ACTION

This is an information item only.

REASON FOR RECOMMENDATION

This is an information item only.

BACKGROUND INFORMATION

The District's Policy for Investment of Surplus Funds is set forth in the attached Resolution No. 1-96. In accordance with this policy Attachment 2 contains a copy of the latest Local Agency Investment Fund (LAIF) remittance advice indicating the amount invested and the rate of return. The District's surplus funds are invested in accordance with this policy and the District is able to meet its anticipated expenditure requirements for the next subsequent six months.

FISCAL INFORMATION

This is an information item only.

ATTACHMENTS

Attachment 1 – Resolution No. 1-96
Attachment 2 – LAIF Remittance Advice

RESOLUTION NO. 1-96

**RESOLUTION OF THE BOARD OF DIRECTORS OF
RUNNING SPRINGS WATER DISTRICT SETTING FORTH
A POLICY FOR INVESTMENT OF SURPLUS FUNDS**

WHEREAS, the Legislature of the State of California has declared that the deposit and investment of public funds by local officials and local agencies is an issue of State-wide concern; and

WHEREAS, the Legislature has directed that the treasurer or chief fiscal officer of each local agency shall annually render to the legislative body of the local agency a statement of investment policy, which the legislative body of the local agency shall consider at a public meeting; and

WHEREAS, the Legislature has also directed that the treasurer or chief fiscal officer of each local agency shall render a quarterly report to the legislative body of each local agency which includes the type of investment, issuer, date of maturity par and dollar amount invested on all securities, investments and monies held by the local agency, a description of any of the local agency's funds, investments, or programs that are under the management of contracted parties, and shall include a statement whether the investment portfolio is in compliance with the local agency's investment policy and a statement denoting the ability of the local agency to meet its expenditure requirements for the next subsequent six months; and

WHEREAS, the Legislature has determined that if a local agency has placed all of its investments in the Local Agency Investment Fund or in Federal Deposit Insurance Corporation-insured accounts in a bank or savings and loan association, the treasurer or chief fiscal officer may satisfy the above reporting requirements by simply supplying to the governing body and to the auditor of the local agency the most recent statement or statements received by the local agency from these institutions; and

WHEREAS, Government Code Section 16429.1 provides that notwithstanding any other provision of law, a local governmental official, with the consent of the governing body of that agency, having money in its treasury not required for immediate needs, may remit such surplus funds to the State Treasurer for deposit in the Local Agency Investment Fund for the purpose of investment;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Running Springs Water District as follows:

1. It is the policy of the Running Springs Water District to invest funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the District and conforming to all statutes governing the investment of Running Springs Water District funds.

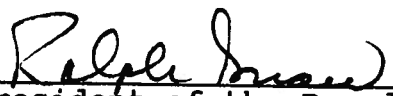
2. This Board of Directors determines that the most feasible and flexible method of implementing this policy, at least expense to the District, is to invest all surplus District funds in the Local Agency Investment Fund of the State of California.

3. Responsibility for deposits into and withdrawals from the Local Agency Investment Fund is hereby delegated to the District's General Manager.

4. At least quarterly, the General Manager will provide the Board of Directors with the most recent copies of statements from the Local Agency Investment Fund indicating amounts invested and rates of return. With each such quarterly report, the General Manager shall also indicate to the Board of Directors whether the District's surplus funds are invested in accordance with this policy, and whether the District is able to meet its anticipated expenditure requirements for the next subsequent six months.

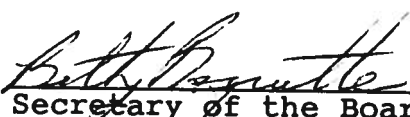
5. This policy shall be reviewed by the Board of Directors at least on an annual basis, and any modifications must be approved by the Board of Directors.

ADOPTED this 21st day of February, 1996.



President of the Board of
Directors of Running Springs
Water District

ATTEST:



Secretary of the Board of
Directors of Running Springs
Water District



BETTY T. YEE
California State Controller

**LOCAL AGENCY INVESTMENT FUND
 REMITTANCE ADVICE**

Agency Name RUNNING SPRINGS WATER DISTRICT

Account Number 90-36-002

As of 01/15/2019, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 12/31/2018.

Earnings Ratio		.00006573663340150
Interest Rate		2.40%
Dollar Day Total	\$	238,919,844.90
Quarter End Principal Balance	\$	3,341,738.97
Quarterly Interest Earned	\$	15,705.79

RSWD Total Water Production (Acre-Feet)											
	2013			2017				2018			
	Precipitation (Inches)	(AF)	(gallons)	Precipitation (Inches)	(AF)	(gallons)	% Reduction from 2013	Precipitation (Inches)	(AF)	(gallons)	% Reduction from 2013
January	3.90	44	14,348,960	24.35	30	9,938,312	31%	8.05	31	9,978,886	30%
February	3.60	34	11,222,900	6.25	27	8,916,787	21%	2.75	26	8,454,420	25%
March	2.40	33	10,897,679	1.60	29	9,560,030	12%	12.20	30	9,788,679	10%
April	0.35	33	10,743,916	0.00	33	10,608,910	1%	0.00	33	10,736,656	0%
May	0.90	45	14,601,449	0.85	34	11,120,624	24%	1.37	34	11,214,444	23%
June	0.00	45	14,610,203	0.00	43	13,893,094	5%	0.00	42	13,771,262	6%
July	0.10	56	18,206,345	0.20	47	15,410,083	15%	0.06	45	14,804,716	19%
August	0.00	56	18,170,122	1.30	43	14,083,494	22%	0.00	53	17,218,608	5%
September	0.00	52	16,831,647	0.00	40	13,056,504	22%	0.00	43	14,171,236	16%
October	2.60	35	11,312,308	0.00	37	12,156,081	-7%	1.63	35	11,561,692	-2%
November	3.40	30	9,723,378	0.05	31	10,217,548	-5%	5.00	32	10,467,582	-8%
December	1.25	35	11,433,417	0.00	32	10,329,147	10%	4.53	28	9,080,857	21%
Total	18.50	497	162,102,324	34.60	427	139,290,614	14%	35.59	433	141,249,038	13%

Monthly Water Production (2013, 2017 & 2018)

