



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: JUNE 11, 2021
RE: REGULAR BOARD MEETING FROM: BOARD SECRETARY

The Regular Meeting of the Board of Directors of the Running Springs Water District will be held on Wednesday, June 16, 2021, at the hour of 9:00 am at the District Office located at 31242 Hilltop Boulevard, Running Springs, California. This agenda was posted prior to 5:00 pm on June 11, 2021 at the Running Springs Water District Office and Website.

Consistent with the Governor's Executive Order in response to the COVID-19 emergency and suspension of certain provisions of the Brown Act, Running Springs Water District Board meetings will be held remotely via teleconference only.

To join the meeting:

<https://us02web.zoom.us/j/82282405203?pwd=M2RZd1pEaWdkTUtLQ1lNdlpqV0puUT09>

Dial: 669-900-6833

Meeting ID: 822 8240 5203

Passcode: 424065

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 Amie Crowder, 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 4**
 - B. Ratify Expenditures **Page 10**
 - C. Consider Adoption of Resolution No. 05-21, Establishing Appropriations Limits for Fiscal Year Ending 2022 **Page 18**
 - D. Consider Approving Ambulance Billing Write Offs **Page 26**
 - E. Consider Adopting Resolution No. 07-21, Identifying the Terms and Conditions for the Fire Department Response Away from their Official Duty Station and Assigned to an Emergency Incident **Page 43**
 - F. Consider Authorizing Fire Chief to Execute Cooperative Fire Protection Agreement Between the Running Springs Fire Department and the United States Forest Service San Bernardino National Forest **Page 46**
 - G. Consider Declaring Certain Equipment as Surplus and Authorize Staff to Dispose of Property **Page 85**
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 Approving Resolution 06-21, Adopting the Fiscal Year Ending 2022 and 2023 District Budget **Page 89**
(Presenter: Ryan Gross, General Manager)
 - B. Public Hearing and Consideration of Adopting Ordinance No. 56 Establishing Fees for Ambulance Services and Other Miscellaneous Fees **Page 151**
 1. Open Public Hearing;
 2. Staff Presentation;
 3. Written Public Comment;
 4. Oral Public Comment;
 5. Board Discussion/Comments;
 6. Close Public Hearing;
 7. Consider Adoption of Ordinance No. 56.

- C. Consider Authorizing Staff to Reimburse the Department of Health Care Services (DHCS) for Overpayment of Ground Emergency Medical Transportation (GEMT) Medi-Cal Reimbursement Costs
(Presenter: Mike Vasquez, Fire Chief) **Page 160**
- D. Consider Authorizing Price Escalation Expenditure for MBR 2 Improvements
(Presenter: Trevor Miller, Operations Manager) **Page 189**
- E. Consider Authorizing Expenditure for Wastewater Treatment Plant Software
(Presenter: Trevor Miller, Operations Manager) **Page 191**
- F. Consider Authorizing Expenditure for Wastewater Treatment Plant Supplemental Labor to Assist with Membrane Bioreactor Improvements
(Presenter: Trevor Miller, Operations Manager) **Page 193**
- 5. Information Items – The following information items do not require any action by the Board of Directors and are for informational purposes only.
 - A. Financing Alternatives for Type 1 Fire Engine **Page 196**
 - B. Status Update on Contract Fire Service **n/a**
- 6. General Manager’s Report
- 7. Report from Legal Counsel
- 8. Board Member Comments/Meetings
- 9. Meeting Adjournment

Upcoming Meetings: Regular Board Meeting, July 21, 2021 at 9:00 am

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: June 16, 2021
TO: Board of Directors
FROM: 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 May 19, 2021.

ATTACHMENTS

Attachment 1 – Draft Meeting Minutes

MINUTES – May 19, 2021

PAGE 1 OF 5

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
RUNNING SPRINGS WATER DISTRICT
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA
May 19, 2021**

A Regular Meeting of the Board of Directors of the Running Springs Water District was held on Wednesday, May 19, 2021 at the hour of 9:00 A.M. at the District office located at 31242 Hilltop Boulevard, Running Springs, California, and through teleconference.

The following Directors were present at the District:

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

Also present at the District were the following:

Ryan Gross, General Manager
Amie R. Crowder, Board Secretary/Treasurer/Administration Supervisor
Mike Vasquez, Fire Chief
Cindy Strebel, Battalion Fire Chief
Mike Scotti, President, Running Springs Professional Firefighters, Local 5308

The following were present through teleconference:

Ward Simmons, Legal Counsel, Best, Best & Krieger

MEETING MINUTES

AGENDA ITEMS

1. Call Meeting to Order and Pledge of Allegiance

The Running Springs Water District Regular Board Meeting was called to order at 9:02 A.M. by President Tony Grabow and he led the Pledge of Allegiance.

2. Recognize and Hear from Visitors/Public Comment

No public comment.

3. Approval of Consent Items

A. Approve Meeting Minutes

B. Ratify Expenditures and Cash Summary

Director Mackzum requested clarification regarding Attachment 4 on page 17 of the Board Packet. General Manager Ryan Gross provided explanation.

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

4. Action Items

The following action items will be considered individually, and each **require a motion** by the Board of Directors for action.

A. Consider Approving Amendment No. 2 to Professional Services Contract with Albert A. Webb Associates for the Nob Hill Water System Improvements Project Engineering Services During Construction

General Manager Gross outlined the details of the project and the need for this contract. Specifics of the both the design and engineering process were discussed.

Upon **motion** by Director Conrad, **second** by Director Terry and **carried by a 5 to 0 vote**, Amendment No. 2 to Professional Services Contract with Albert A. Webb Associates for the Nob Hill Water System Improvements Project Engineering Services During Construction, not to exceed \$14,500.00, was approved.

B. Consider Authorizing Expenditure for Wastewater Treatment Plant Process and Scouring Air Pipeline Materials and Additional MBR Module

General Manager Gross described the mechanical operations needed for the MBR to function in a safe and optimal capacity. With this, additional expenses are being requested to redesign the current MBR layout and replace the existing underground process and scouring air pipelines. Details of what is included in the additional cost were discussed and contained in the staff report. Minimal discussion continued.

Upon **motion** by Director Conrad, **second** by Director Acciani and **carried by a 5 to 0 vote**, Authorizing Expenditure for Wastewater Treatment Plant Process and Scouring Air Pipeline Materials and Additional MBR Module, in the amount of \$94,866.02, was approved.

C. Consider Awarding Construction Contract for Installation of Wastewater Treatment Plant Process and Scouring Air Pipelines

General Manager Gross reviewed the bids the District received for this project and TK Construction was the lowest bid. General Manager Gross continue to detail the necessity for this project to begin the same time the materials are delivered; and, if TK Construction cannot start the project based on the District's needs, it is being requested for the project to

be awarded to Voyager Welding for their second lowest bid as long as they would be able to begin when the materials arrive.. Minimal discussion continued.

Upon **motion** by Vice-President Mackzum, **second** by Director Conrad and **carried by a 5 to 0 vote**, Awarding Construction Contract for Installation of Wastewater Treatment Plant Process and Scouring Air Pipelines to TK Construction for their low bid of \$54,000, contingent upon being able to start the project when the materials arrive, otherwise award shall be made to the second lowest bidder; authorizing the General Manager to execute the contract and; authorizing the General Manager to approve change orders not to exceed 15% was approved.

D. Consider Approving Contract for Fiscal Year Ending 2021 Financial Consulting Services

General Manager Gross presented the details of the financial consulting services with Rogers, Anderson, Malody & Scott. Vice-President Mackzum noted the fiscal year ending date needs correcting. General Manager Gross confirmed correction.

Upon **motion** by Vice-President Mackzum, **second** by Director Conrad and **carried by a 5 to 0 vote**, Contract for Fiscal Year Ending 2021 Financial Consulting Services, not to exceed \$45,000, was approved. (The motion, second and action for Agenda Items 4.D. and 4.E. were taken together).

E. Consider Approving Contract for Fiscal Year Ending 2021 Financial Audit Services

General Manager Gross presented the proposal for this year's Financial Audit Services from Van Lant & Fankhanel, LLP. General Manager Gross explained that the cost reflected in this proposal is the same as last year's proposal. Vice-President Mackzum noted the fiscal year ending date needs correcting. General Manager Gross confirmed correction. Minimal discussion continued.

Upon **motion** by Vice-President Mackzum, **second** by Director Conrad and **carried by a 5 to 0 vote**, Contract for Fiscal Year Ending 2021 Financial Audit Services, not to exceed \$23,100, was approved. (The motion, second and action for Agenda Items 4.D. and 4.E. were taken together).

F. Consider Authorizing Staff to Submit a Request for Proposal to Provide Fire Protection and Emergency Medical Services

Fire Chief Mike Vasquez presented the draft of the Request for Proposal, based on what was discussed and agreed upon at the April 27, 2021 Ad-Hoc Meeting. Fire Chief Mike Vasquez will be scheduling an Ad-Hoc Committee Meeting. Various discussions took place regarding contingency plans, costs, etc. The Board tabled this discussion until the June 16, 2021 Regular Board Meeting. No action was taken.

5. General Manager’s Report

General Manager Gross informed the Board of Directors that the District received confirmation from Lewis Murray, district representative for County Supervisor Janice Rutherford, there will be a CSA-79 annual meeting on June 2, 2021 at 7pm. The primary discussion will be regarding the potential annexation of the Green Valley Lake wastewater collection system.

General Manager Gross shared the positive results the Collection Department has experienced in using the rental VACTOR truck.

General Manager Gross informed the Board the Treatment Plant was able to resolve the MBR issue, and the details this included.

Vice-President Mackzum questioned General Manager Gross about the Special District lobbying that is currently taking place and if we have representation. General Manager Gross provided explanation. Based on guidance from Ward Simmons, Legal Counsel, Best, Best & Krieger, this will be added to a future agenda item.

6. Report from Legal Counsel

Ward Simmons, Legal Counsel, Best, Best & Krieger will provide an update in June on what the courts approve regarding case laws, initiatives, drought, COVID-19, etc. that are currently active in the courts.

7. Board Member Comments/Meetings

Minimal discussion regarding the Fire Department continued. Fire Chief Mike Vasquez will be scheduling an Ad-Hoc Committee Meeting.

8. Closed Session

A. Public Employee Performance Evaluation, Title: General Manager. Pursuant to Government Code Section 54957

The meeting adjourned to Closed Session at 10:11 A.M.

9. Open Session

A. The Board and/or Legal Counsel will report any action taken in closed session.

The Board of Directors came out of Closed Session at 10:44 A.M. and Attorney Simmons reported that there was no reportable action taken in Closed Session.

B. Discuss the General Manager’s Employment Agreement following annual performance evaluation and consider any changes to such.

Upon **motion** by Vice-President Mackzum, **second** by Director Conrad and **carried by a 5 to 0 vote**, it was approved to increase the General Manager’s base pay by 2.2% effective June 29, 2021, to restate the Employment Agreement with the General Manager with this change and authorize the Board President to execute the restated Employment Agreement. A copy of the Employment Agreement with the General Manager is available at the District office.

10. Meeting Adjourned

Upon **motion** by Director Conrad, **second** by Director Acciani and **carried by a 5 to 0 vote**, the meeting was adjourned at 10:46 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: June 16, 2021
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 May 2021 expenditures.

A copy of the District's Cash Reserve Fund Summary as of May 31, 2021, the Pooled Cash Balance History and Fire Department Operating Reserve Fund 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.

FISCAL INFORMATION

Refer to attachments.

ATTACHMENTS

- Attachment 1 – Accounts Payable Check Register
- Attachment 2 – Cash Summary
- Attachment 3 – Pooled Cash Balance History
- Attachment 4 – Fire Department Operating Reserve Fund History

Running Springs Water District Accounts Payable Checks May 2021

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
2 Hot Uniforms inc	Uniform for new AO Hannah Maier	05/05/21	395.76	105920	395.76
	Scotti Uniform Allowance	05/25/21	301.22	106007	301.22
Allstar Fire Equipment	Annual Flow Testing for SCBA's	05/05/21	1,365.00	105921	1,365.00
	HSPG FY19 SCBA Purchase	05/13/21	13,174.02	105969	13,174.02
	SCBAS Facepiece fittings Test	05/25/21	935.00	106008	935.00
American Family Life Assurance Company of Colun	Additional Insurance Prem May 2021	05/28/21	214.89	DFT0001505	214.89
Amie Crowder	Reimbursement Claim	05/07/21	200.00	105942	200.00
	Reimbursement Claim	05/25/21	392.00	106009	392.00
Aramark	Cleaning Supplies April 2021	05/05/21	419.50	105922	419.50
Arrowbear Park County Water District	Purchased Water March-April 2021	05/05/21	6,163.50	105923	6,163.50
	Purchased Water April-May 2021	05/25/21	6,193.27	106010	6,193.27
Bacon/Wagner Excavating, Inc.	Hauling of Bio to One Stop	05/05/21	800.00	105924	800.00
	Hauling to SA Recycling	05/13/21	360.00	105970	1,520.00
	Hauling to SA Recycle	05/13/21	360.00	105970	
	Hauling to One Stop	05/13/21	800.00	105970	
Bear Valley Fire Protection	Fire Extinguisher Testing Dist Office.	05/13/21	200.00	105971	448.50
	Fire Extinguisher Testing Treatment Plant	05/13/21	144.50	105971	
	Fire Extinguisher Testing Collections	05/13/21	104.00	105971	
	Fire Extinguisher Maint Station 51	05/19/21	187.24	105987	187.24
Best, Best & Krieger LLP	Legal Services April 2021	05/13/21	2,540.18	105972	2,540.18
Bradley Theriault	Ambulance Overpayment Refund	05/05/21	2,874.78	105925	2,874.78
BURR Group Inc.	Trash Service April 2021- Station 50	05/07/21	73.25	105943	727.11
	Trash Service April 2021- Dist Office/Station 51	05/07/21	192.43	105943	
	Trash Service April 2021- Treatment Plant	05/07/21	461.43	105943	
Business Radio Licensing	Radio Licensing Renewal	05/07/21	105.00	105944	105.00
California Computer Options Inc	Network Maintenance and Montior May 2021	05/05/21	3,023.25	105926	3,023.25
	Telephone charges May 2021	05/19/21	637.95	105988	637.95
California Water Environment Association	Mech Tech Grade 2 renewal Shoopman	05/05/21	96.00	105927	96.00
	CWEA Membership Renewal Teter	05/13/21	192.00	105973	192.00
CalPERS	Health Insurance Premiums May 2021	05/03/21	17,946.90	DFT0001482	17,946.90
	Employer Contributions Class/Pepra Safe/Misc 5/3	05/07/21	21,553.74	DFT0001492	21,553.74
	Employer Contribu Class/Pepra Misc/Safe 5/17/21	05/20/21	22,533.17	DFT0001501	22,533.17
Canon	Service Charge and meter usage May 2021	05/19/21	452.67	105989	452.67
Charter Communitcations	Internet Charges May-June 21- Dist off/Sta 51	05/19/21	227.79	105990	227.79
	Internet Charges May-June 2021	05/25/21	82.97	106011	205.94
	Internet May-June 2021	05/25/21	122.97	106011	
Citibank, N.A.	Blue Marking Paint	05/07/21	77.32	105945	77.32
	Office Supplies	05/25/21	93.48	106012	715.07
	Staples- Office Supplies	05/25/21	621.59	106012	
Clinical Laboratory of San Bernardino	Water Samples April 2021	05/25/21	1,007.00	106013	3,795.00
	Wastewater samples April 2021	05/25/21	2,788.00	106013	
Cody Snow	EMS License Renewal Reimbursement	05/19/21	225.00	105991	295.00
	EMT Reimbursement	05/19/21	70.00	105991	
County of San Bernardino	Admin Fess 4th Qtr April-June 2021	05/07/21	612.00	105946	612.00
	Lien Release X2	05/07/21	40.00	105947	40.00

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
County of San Bernardino	Map Revision May 2021	05/13/21	2.00	105974	2.00
	Lien Release	05/13/21	20.00	105975	20.00
	Dump Fees	05/19/21	56.01	105992	56.01
	Lien Release x2	05/19/21	40.00	105993	40.00
	Lien Release	05/25/21	20.00	106014	60.00
	Lien Release x2	05/25/21	40.00	106014	
Crestline-Lake Arrowhead Water Agency	Purchased Water April 2021	05/05/21	10,898.16	105928	10,898.16
Cypress Ancillary Benefits	Dental Insurance Premiums June 2021	05/25/21	1,006.23	106015	1,006.23
Dixi Willemse	Reimbursement Claim	05/05/21	423.23	105929	423.23
	Reimbursement Claim	05/07/21	66.58	105948	66.58
	Reimbursement Claim	05/19/21	3,493.70	105994	5,620.46
	Reimbursement Claim	05/19/21	2,126.76	105994	
Employment Development Department	Interest Liabilities Jan-March 2021	05/07/21	1,422.01	105949	1,422.01
ESO Solutions Inc	ESO - Firehouse Support	05/05/21	716.11	105930	716.11
Federal Express Corporation	Shipping Charges	05/07/21	28.33	105950	28.33
Fire Fighters Association	Association Dues May 2021	05/19/21	780.00	105995	780.00
Frontier Communications	Telephone for LS, Plant and Booster9 May 2021	05/13/21	926.37	105976	926.37
	SCADA Line May-June 2021	05/25/21	83.34	106016	83.34
Harrington Industrial Plastics LLC	1 1/2" Adapter	05/19/21	33.46	105996	60.61
	1' Adapter	05/19/21	27.15	105996	
	Miscellaneous Parts & Supplies	05/25/21	66.87	106017	66.87
HD Supply Facilities Maintenance LTD	Dechlorination Tablets	05/19/21	186.96	105997	273.64
	Green Flourescent Paint	05/19/21	86.68	105997	
Herritage Well Service LLC	Bush and Bail Sidewinder Canyon	05/13/21	4,800.00	105977	9,600.00
	Install test pump Sidewinder Canyon	05/13/21	4,800.00	105977	
Hi-Desert Publishing-Mountain News	LT Employment advertisement	05/05/21	380.00	105931	380.00
INFOSEND	Statement Data Processing April 2021	05/07/21	1,756.22	105951	1,756.22
Inland Desert Security & Communications	Answering Service May 2021	05/19/21	135.00	105998	135.00
Inland Water Works Supply Company	U-Branch	05/07/21	102.90	105952	102.90
Kaiser Permanente	Ambulance Refund	05/13/21	2,407.83	105978	2,407.83
Leslie's Poolmart, Inc	Chlor Drums and Acid Carboy	05/07/21	732.38	105953	732.38
	Cholorine Drums	05/25/21	648.24	106018	648.24
Life-Assist, Inc	Ambulance Supplies	05/07/21	128.61	105954	128.61
	Credit Memo	05/25/21	-293.03	106019	203.40
	Credit Memo	05/25/21	-10.00	106019	
	Ambulance supplies	05/25/21	506.43	106019	
Linda Mayfield	Reimbursement Claim	05/19/21	434.00	105999	434.00
Lou's Gloves, Inc	Nitrile Exam Grade gloves	05/05/21	219.00	105932	219.00
MCI	Long Distance Billing for March-April 2021	05/05/21	108.90	105933	108.90
McMaster-Carr Supply Company	Treatment plant maintenance	05/07/21	88.85	105955	88.85
Municipal Emergency Services Inc.	Water rescue gear	05/05/21	1,279.52	105934	1,279.52
Nationwide	Employee Contributions PPE 5/3/21	05/07/21	1,925.00	DFT0001490	1,925.00
	Employee Contributions PPE 5/17/21	05/21/21	1,925.00	DFT0001500	1,925.00
Nestle Waters North America	Drinking Water for Treatment Plant	05/25/21	46.77	106020	46.77
Nick Nikas	Reimbursement Claim	05/13/21	190.69	105979	190.69
Nuckles Oil Company, Inc	Gasoline and Diesel	05/07/21	8,651.52	105956	8,651.52
One Stop Landscape Supply	Biosolids Disposal	05/07/21	3,076.80	105957	3,076.80
Patricia A. Monical	Industrial Paper towels	05/05/21	59.74	105935	145.16
	Industrial Paper towels - Treat Plant	05/05/21	85.42	105935	
Principal Life Insurance Company	Vision Insurance Premiums June 2021	05/26/21	147.47	106027	147.47

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Reliance Standard Life Insurance Company	Life Insurance Premiums June 2021	05/25/21	1,033.22	106022	1,033.22
Richard Teter	Reimbursement Claim	05/19/21	1,337.78	106000	1,337.78
Rim Forest Lumber Company, Inc.	Miscellaneous Parts and Supplies	05/05/21	168.96	105936	460.79
	60# bag concrete	05/05/21	291.83	105936	
Rocio Silva	Janitorial Services April 2021	05/25/21	485.00	106023	635.00
	Sanitization Service April 2021	05/25/21	150.00	106023	
Rogers Anderson Malody & Scott LLP	Consultant Costs April 2021	05/19/21	1,122.00	106001	1,122.00
Running Springs Professional Firefighters	Union Dues May 2021	05/19/21	600.00	106002	600.00
Ryan Gross	Reimbursement Claim	05/13/21	2,859.30	105980	2,859.30
South Coast Air Quality Management District	ICE EM Elec Gen-Diesel LS5	05/05/21	421.02	105937	2,078.25
	ICE EM Elec Gen-Diesel LS3	05/05/21	421.02	105937	
	Flat Fee for Last FY Emissions LS5	05/05/21	136.40	105937	
	Flat Fee for Last FY Emissions LS3	05/05/21	136.40	105937	
	AQMD Fee July 20-Jun 21 Main Office	05/05/21	137.63	105937	
	AQMD Fee July 20 To June 21	05/05/21	137.63	105937	
	AQMD Fee Jul 20-Jun21 LS1	05/05/21	137.63	105937	
	AQMD Fee Jul 20-Jun21 LS4	05/05/21	137.63	105937	
	AQMD Fee Jul 20-Jun21 LS7	05/05/21	137.63	105937	
	AQMD Fee Jul 20-Jun 21 LS5	05/05/21	137.63	105937	
	AQMD Fee Jul 20-Jun 21 LS3	05/05/21	137.63	105937	
	AQMD fees July 20-June 21	05/19/21	137.63	106003	137.63
Southern California Edison Company	Electricity April 2021- LS5	05/05/21	252.93	105938	11,147.11
	Electricity April 2021- Sidewinder 5	05/05/21	251.15	105938	
	Electricity April 2021- 31172 All View	05/05/21	641.08	105938	
	Electricity April 2021- 30150 Hilltop Pmp	05/05/21	751.63	105938	
	Electricity April 2021- Owl Rock Well Site	05/05/21	544.29	105938	
	Electricity April 2021- 31172 All View Drive	05/05/21	677.93	105938	
	Electricity April 2021- 31085 Outer Hwy 18	05/05/21	21.38	105938	
	Electricity April 2021 LS 4	05/05/21	210.26	105938	
	Electricity April 2021 - 31242 Hilltop Well	05/05/21	367.88	105938	
	Electricity April 2021 31214 Old City Creek	05/05/21	650.58	105938	
	Electricity April 2021 -30550 Fredalba	05/05/21	321.71	105938	
	Electricity April 21 LS6/Ayres Acres	05/05/21	1,900.32	105938	
	Electricity April 2021- 30904 Nob Hill Cir	05/05/21	158.15	105938	
	Electricity April 2021 - 30929 Old City Creek	05/05/21	132.66	105938	
	Electricity April 2021- 30311 Leprehaun Ct	05/05/21	19.18	105938	
	Electricity April 2021- Dist Office/Station 51	05/05/21	1,185.49	105938	
	Electricity April 2021- LS 7	05/05/21	356.39	105938	
	Electricity April 21 32555 Thor Way	05/05/21	108.69	105938	
	Electricity April 21 Collections Building	05/05/21	106.93	105938	
	Electricity April 21 LS3	05/05/21	135.96	105938	
	Electricity April 21- LS1	05/05/21	482.44	105938	
	Electricity April 2021 Station 50	05/05/21	426.40	105938	
	Electricity April 21 Tackaberry	05/05/21	600.87	105938	
	Electricity April 21 32149 West Dr	05/05/21	105.71	105938	
	Electricity April 21 31696 Valley View	05/05/21	89.31	105938	
	Electricity April 21- LS2	05/05/21	647.79	105938	
	Electricity April 2021 Seymour	05/07/21	149.93	105958	163.59
	Electricity April 2021 Lot 43	05/07/21	13.66	105958	
Southern California Gas Company	Gas Usage April 2021	05/07/21	188.95	105959	188.95

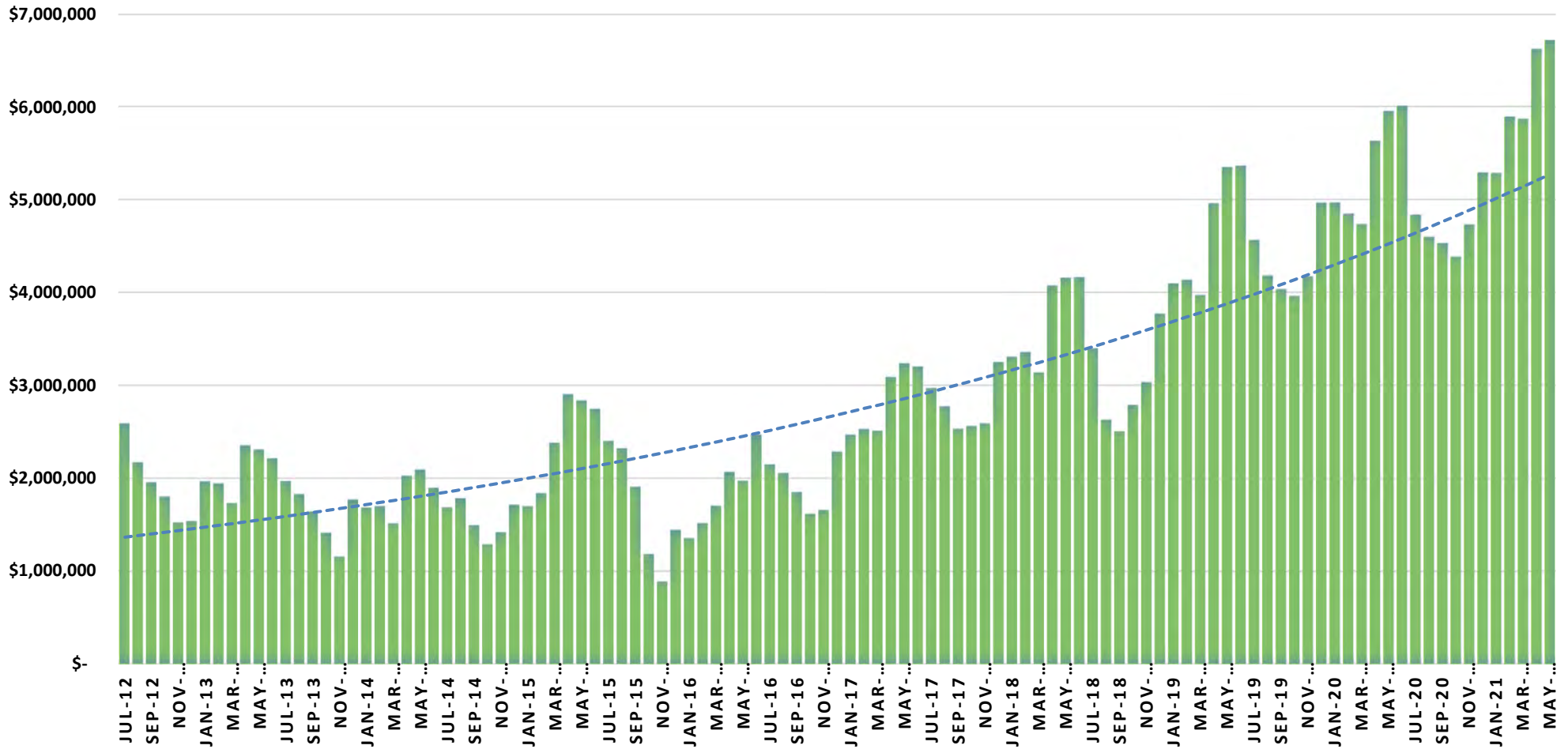
Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Southern California Gas Company	Gas Usage	05/13/21	114.97	105981	431.92
	Gas Usage April 2021 - District office	05/13/21	117.06	105981	
	Gas Usage April 2021 Station 51	05/13/21	184.16	105981	
	Gas Usage April 2021	05/13/21	15.73	105981	
State of California - Department of Forestry & Fire State Fire Training Certification McAlonan		05/13/21	100.00	105982	100.00
State of California - State Water Resource Control	Wastewtr Treat Plnt OP Renewal -R.Aberg	05/05/21	150.00	105940	150.00
Sulzer EMS-Colton	Permeate pump motors	05/07/21	1,271.45	105960	2,666.32
	Permeate pump motors	05/07/21	1,394.87	105960	
Superior Automotive Warehouse	Miscellaneous Parts & Supplies	05/07/21	54.46	105961	1,650.51
	Miscellaneous Parts and Supplies	05/07/21	288.98	105961	
	oil and filters Gen service	05/07/21	1,307.07	105961	
Terminix International Company LP	Pest Control Treatment Plant	05/13/21	64.00	105983	64.00
The Standard Insurance Company	Disability Insurance Premiums June 2021	05/25/21	232.00	106024	232.00
Underground Service Alert of Southern California	New Tickets and Maintenance Fee May 2021	05/05/21	132.10	105941	132.10
US Postal Service	Permit 14 Postage for Availability/CCR Mailing	05/07/21	1,500.00	105963	1,500.00
Valic	Employee Contributions PPE 5/3/21	05/04/21	2,324.41	DFT0001491	2,324.41
	Employee Contributions PPE 5/17/21	05/18/21	2,341.51	DFT0001499	2,341.51
Verizon Wireless Services LLC	Cell phone charges April 2021	05/13/21	290.78	105984	290.78
Village Hardware	Miscellaneous Parts and Supplies	05/07/21	1,272.19	105964	1,272.19
Visa	Aberg- Whelen Linear Strobe Light	05/13/21	80.59	105985	2,051.09
	Crowder-Spc Dist Mtgs, Office Supplies, Admin Day	05/13/21	471.37	105985	
	Gross- Spectrum, Microsoft, Zoom	05/13/21	134.48	105985	
	Strebel- Station Supplies/Radios	05/13/21	73.91	105985	
	Chief Fire Officer Course	05/13/21	1,275.75	105985	
	Vasquez- Adobe Acropro Subscription	05/13/21	14.99	105985	
	Miller- Windshield Repair/misc parts & supplies	05/19/21	437.87	106004	719.95
	Satellite internet start up	05/19/21	282.08	106004	
Vulcan Industries	Vulcan Washer Compactor	05/07/21	11,100.00	105965	11,100.00
Wells Tapping Service	Insta Valve for Hydrant	05/07/21	6,470.17	105966	6,470.17
Whitney Mesna	Reimbursement Claim	05/19/21	80.00	106005	80.00
York Risk Services Group, Inc	Workers Comp Admin Fee April 2021	05/19/21	112.00	106006	112.00
Zachary Granzow	Reimbursement Claim	05/07/21	200.00	105967	200.00
Zenner Performance Meter, Inc	Hosting Services 4/29/21 thru 4/28/22	05/07/21	7,111.20	105968	7,111.20
	Stealth Zebra Handheld	05/25/21	2,824.35	106025	3,505.11
	Water meters used in the distribution system	05/25/21	680.76	106025	

Totals

Payment Type	Payable Count	Payment Count	Payment
Regular Checks	172	103	163,748.24
Manual Checks	0	0	0.00
Voided Checks	0	5	-716.11
Bank Drafts	8	8	70,764.62
EFT's	0	0	0.00
Totals	180	116	233,796.75

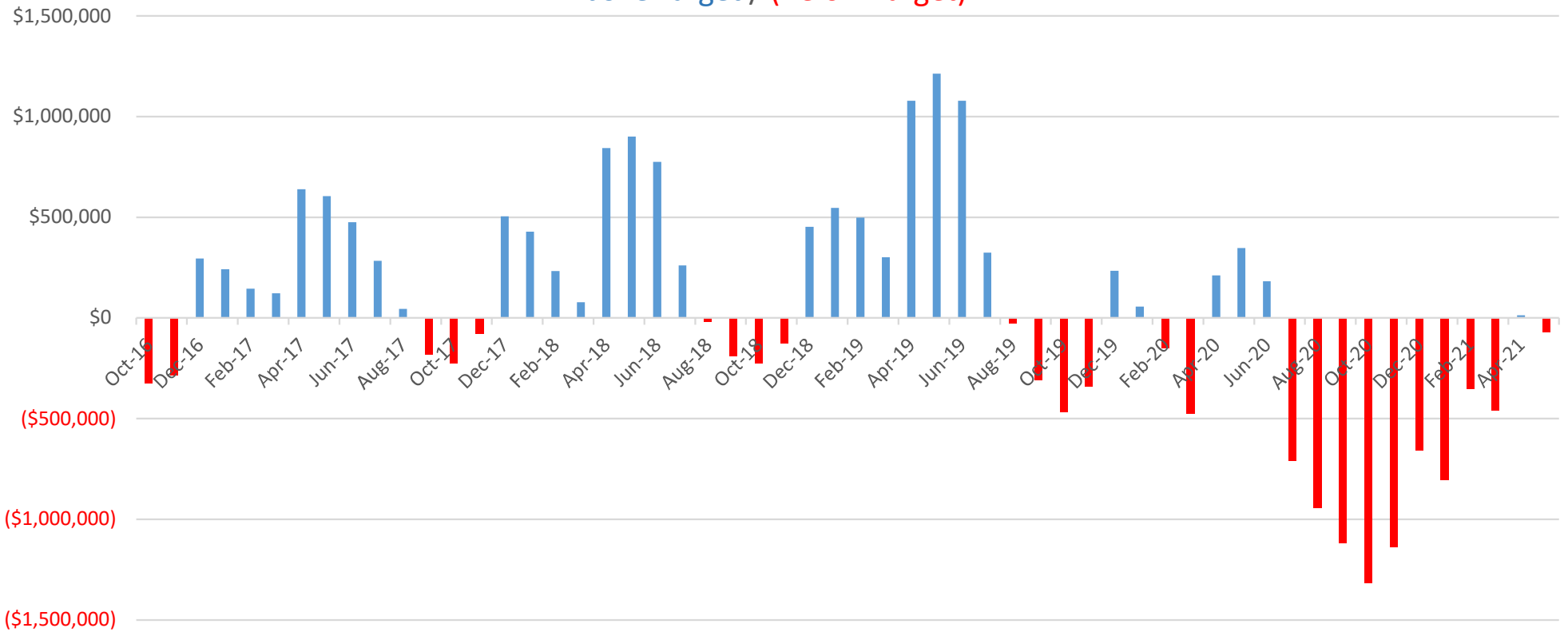
Fund Balances as of May 31, 2021	
Fire & Ambulance Department	
Fire Department Operating Reserve	1,532,386
Ambulance Department Operating Reserve	(140,450)
Subtotal Fire & Ambulance Department Operating Reserve Funds	1,391,936
Recommended Operating Reserve Fund Target (6 Months Operating Expenses)	1,463,305
Fire & Ambulance Department Operating Reserve, Above Target / (Below Target)	(71,369)
Wastewater Division	
Wastewater Capital Improvement Project Reserve	1,286,652
Wastewater System Connection & Capacity Charges	309,100
CWSRF Loan Agreement 14-813 Debt Reserve (Restricted for SLS 1-3 Debt Service)	171,537
Wastewater Operating Reserve Fund	559,340
Recommended Operating Reserve Fund Target (4 Months Operating Expenses)	559,340
Wastewater Operating Reserve, Above Target / (Below Target)	-
Water Division	
Water Capital Improvement Project Reserve	1,946,393
Water System Connection & Capacity Charges	119,964
Water Infrastructure R&R Reserve (MFC & AMR SRF Debt Reserve)	89,334
Water Operating Reserve	527,365
Recommended Operating Reserve Fund Target (4 Months Operating Expenses)	527,365
Water Operating Reserve, Above Target / (Below Target)	-
Assessment Districts Restricted Funds	
Water Assessment District No. 9 Construction Funds	7,163
Water Assessment District No. 10 Construction Funds	26,421
Water Assessment District No. 10 O&M	164,110
Water Assessment District No. 10 Bond Reserve Fund	116,473
Subtotal Assessment Districts	314,166
Total District Designated & Operating Reserve Funds	6,401,622
Assessment District Funds	314,166
Combined Pooled Cash	6,715,788
Checking Account (General)	580,506
LAIF	6,003,193
York Insurance Deposit	14,617
BNY Mellon (AD #10 Bond Reserve)	116,473
Petty Cash	1,000
Combined Pooled Cash	6,715,788
	-

COMBINED POOLED CASH BALANCE



Fire Department Operating Reserve Policy Target is 6 Months of Budgeted Operating Expenses or \$1,463,305

Above Target / (Below Target)



RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: June 16, 2021

TO: Board of Directors

FROM: Ryan Gross, General Manager

SUBJECT: CONSIDER ADOPTION OF RESOLUTION NO. 05-21,
ESTABLISHING THE APPROPRIATIONS LIMIT FOR FISCAL
YEAR ENDING 2022

RECOMMENDED BOARD ACTION

Approval of Resolution No. 05-21 establishing the appropriations limit for the fiscal year ending 2022.

REASON FOR RECOMMENDATION

Section 7910 of the California Government Code implements Article XIII B of the California Constitution by requiring each local jurisdiction to establish, by resolution, its appropriations limit for each fiscal year and to make the documentation used in determining the appropriations limit available to the public fifteen days prior to adoption of the resolution establishing the appropriations limit.

BACKGROUND INFORMATION

The California Constitution places an annual limitation upon appropriations from proceeds of taxes by each local government of the State of California.

Consistent with Senate Constitutional Amendment No. 1, each fiscal year the District's Board of Directors is required to select either the percentage change in California per capita personal income or the percentage change in the local assessment roll due to the addition of local non-residential construction, and either the population change within the District or the population change within the unincorporated area of San Bernardino County, as the two factors to be applied in calculating the appropriations limit for each fiscal year.

The Board has historically selected the percentage change in California per capita personal income and also the population change within the unincorporated portion of San Bernardino County as factors in determining the District's appropriations limits for each fiscal year.

Resolution No. 05-21 uses the percentage change in California per capita personal income and also the population change within the unincorporated portion of San Bernardino County as factors in determining the District's appropriations limits for the fiscal year ending 2022.

The appropriation limit by definition includes property taxes plus revenues derived from service charges in excess of the reasonable cost of providing services. The District does not derive revenue from service charges that are in excess of the reasonable cost of providing the services. Therefore, the appropriation limit for the District only applies to the property tax received by the District.

FISCAL INFORMATION

The appropriations limit identified for the fiscal year ending 2022 is \$5,865,485, which is well in excess of the actual property tax appropriation anticipated for the fiscal year ending 2022, which is anticipated to be \$1,850,000.

ATTACHMENTS

Attachment 1 – Resolution No. 05-21, Establishing Appropriations Limit for the Fiscal Year Ending 2022

RESOLUTION NO. 05-21**RESOLUTION OF THE BOARD OF DIRECTORS OF
RUNNING SPRINGS WATER DISTRICT ESTABLISHING
APPROPRIATIONS LIMIT FOR THE FISCAL YEAR
ENDING 2022**

WHEREAS, Article XIII B of the California Constitution places an annual limitation upon appropriations from proceeds of taxes by each local government of the State of California; and

WHEREAS, Section 7910 of the California Government Code implements Article XIII B of the California Constitution by requiring each local jurisdiction to establish, by resolution, its appropriations limit for each fiscal year, beginning in 1980-81, and to make the documentation used in determining the appropriations limit available to the public fifteen days prior to adoption of the resolution establishing the appropriations limit; and

WHEREAS, in accordance with Senate Constitutional Amendment No. 1 approved by the voters of the State effective June 6, 1990, beginning with fiscal year 1990-91 and for each fiscal year thereafter, the District's Board of Directors is required to select either the percentage change in California per capita personal income or the percentage change in the local assessment roll due to the addition of local non-residential construction, and either the population change within the District or the population change within San Bernardino County, as the two factors to be applied in calculating the appropriations limit for each fiscal year; and

WHEREAS, this Board wishes to select, as factors in determining the District's appropriations limits for fiscal year 2020-2021, the percentage change in California per capita personal income and also the population change within the unincorporated area of San Bernardino County; and

WHEREAS, this District has documented its calculations of the District's appropriations limit for the fiscal year ending 2022, and said calculations have been posted on the District's main office front window and made available to the public at least fifteen days prior to the adoption of this resolution;

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

1. For the fiscal year ending 2022, the factors selected for calculating the appropriations limit are (a) the percentage change in California per capita personal income, and (b) the population change within the unincorporated area of the County of San Bernardino.

2. The appropriations limit applicable to this District pursuant to Article XIII B of the California Constitution for the fiscal year ending 2022 is hereby established and determined to be the sum of \$5,865,485.

3. A copy of the documentation used in the determination of the fiscal year ending 2022 appropriations limit shall be affixed hereto and shall be available for public inspection.

4. Pursuant to Section 7910 of the California Government Code, any judicial action or proceeding to attack, review, set aside, void, or annul the establishment of the appropriations limits as set forth herein must be commenced within forty-five days of the adoption of this resolution.

ADOPTED this 16th day of June, 2021.

Ayes:

Noes:

Abstentions:

Absent:

President, Board of Directors
RUNNING SPRINGS WATER DISTRICT

ATTEST:

Secretary, Board of Directors
RUNNING SPRINGS WATER DISTRICT

**RUNNING SPRINGS WATER DISTRICT
FISCAL YEAR ENDING 2022
APPROPRIATIONS LIMIT**

Fiscal Year Ending 2021 Appropriations Limit **\$5,559,701**

Fiscal Year Ending 2022 Adjustment:

Change in California Per Capita Income = 5.73 percent
Change in Population, Unincorporated San Bernardino County = -0.20 percent

$$\frac{5.73 + 100}{100} = 1.0573$$

$$\frac{-0.20 + 100}{100} = 0.998$$

$$1.0573 \times 0.998 = 1.055$$

$$\$5,559,701 \times 1.055 = \$5,865,485$$

Fiscal Year Ending 2022 Appropriations Limit **\$5,865,485**



May 2021

Dear Fiscal Officer:

Subject: Price Factor and Population Information

Appropriations Limit

California Revenue and Taxation Code section 2227 requires the Department of Finance (Finance) to transmit an estimate of the percentage change in population to local governments. Each local jurisdiction must use their percentage change in population factor for January 1, 2021, in conjunction with a change in the cost of living, or price factor, to calculate their appropriations limit for fiscal year 2021-22. Attachment A provides the change in California's per capita personal income and an example for utilizing the price factor and population percentage change factor to calculate the 2021-22 appropriations limit. Attachment B provides the city and unincorporated county population percentage change. Attachment C provides the population percentage change for counties and their summed incorporated areas. The population percentage change data excludes federal and state institutionalized populations and military populations.

Population Percent Change for Special Districts

Some special districts must establish an annual appropriations limit. California Revenue and Taxation Code section 2228 provides additional information regarding the appropriations limit. Article XIII B, section 9(C) of the California Constitution exempts certain special districts from the appropriations limit calculation mandate. The code section and the California Constitution can be accessed at the following website: <http://leginfo.legislature.ca.gov/faces/codes.xhtml>.

Special districts required by law to calculate their appropriations limit must present the calculation as part of their annual audit. Any questions special districts have on this requirement should be directed to their county, district legal counsel, or the law itself. No state agency reviews the local appropriations limits.

Population Certification

The population certification program applies only to cities and counties. California Revenue and Taxation Code section 11005.6 mandates Finance to automatically certify any population estimate that exceeds the current certified population with the State Controller's Office. **Finance will certify the higher estimate to the State Controller by June 1, 2021.**

Please Note: The prior year's city population estimates may be revised. The per capita personal income change is based on historical data. Given the stay-at-home orders due to COVID-19, growth in the coming years may be substantially lower than recent trends.

If you have any questions regarding this data, please contact the Demographic Research Unit at (916) 323-4086.

KEELY MARTIN BOSLER
Director
By:

/s/ Erika Li

Erika Li
Chief Deputy Director

Attachment

- A. **Price Factor:** Article XIII B specifies that local jurisdictions select their cost of living factor to compute their appropriation limit by a vote of their governing body. The cost of living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the fiscal year 2021-22 appropriation limit is:

Per Capita Personal Income

Fiscal Year (FY)	Percentage change over prior year
2021-22	5.73

- B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2021-22 appropriation limit.

2021-22:

Per Capita Cost of Living Change = 5.73 percent
Population Change = -0.46 percent

Per Capita Cost of Living converted to a ratio: $\frac{5.73 + 100}{100} = 1.0573$

Population converted to a ratio: $\frac{-0.46 + 100}{100} = 0.9954$

Calculation of factor for FY 2021-22: $1.0573 \times 0.9954 = 1.0524$

Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2020 to January 1, 2021 and Total Population, January 1, 2021

County City	Percent Change 2020-2021	--- Population Minus Exclusions ---		Total Population
		1-1-20	1-1-21	1-1-2021
San Bernardino				
Adelanto	0.13	35,102	35,147	35,147
Apple Valley	0.03	74,331	74,350	74,350
Barstow	-0.24	24,097	24,040	24,205
Big Bear Lake	-0.06	5,192	5,189	5,189
Chino	1.41	83,889	85,073	88,184
Chino Hills	-0.22	82,846	82,661	82,661
Colton	0.27	54,051	54,198	54,198
Fontana	1.15	211,519	213,944	213,944
Grand Terrace	-0.07	12,408	12,399	12,399
Hesperia	0.23	95,834	96,053	96,053
Highland	-0.27	55,211	55,060	55,060
Loma Linda	1.31	24,533	24,854	24,895
Montclair	0.25	39,501	39,598	39,598
Needles	-0.54	5,382	5,353	5,353
Ontario	0.67	180,788	182,004	182,004
Rancho Cucamonga	0.05	175,052	175,131	175,131
Redlands	-0.01	71,164	71,154	71,154
Rialto	-0.24	102,813	102,567	102,567
San Bernardino	-0.62	216,384	215,035	216,291
Twentynine Palms	0.09	24,380	24,402	29,967
Upland	-0.33	78,769	78,513	78,513
Victorville	0.61	123,241	123,992	127,170
Yucaipa	-0.07	55,674	55,634	55,634
Yucca Valley	0.11	22,306	22,330	22,330
Unincorporated	-0.20	303,098	302,484	303,912
County Total	0.17	2,157,565	2,161,165	2,175,909

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: June 16, 2021
TO: Board of Directors
FROM: Ryan Gross, General Manager
SUBJECT: CONSIDER APPROVING THE WRITE OFF OF PAST DUE UNCOLLECTIBLE AMBULANCE BILLS

RECOMMENDED BOARD ACTION

It is recommended that the Board of Directors consider approving the write off of \$192,213.20 in past due uncollectible charges for ambulance service for the period of 7/1/2013 to 6/30/2014 pursuant to Resolution No. 09-12 (Refer to Attachment 1).

REASON FOR RECOMMENDATION

To write off past due and uncollectible ambulance bills listed in Attachment 3 that have been dormant with no payment activity for seven years.

BACKGROUND INFORMATION

On May 16, 2012 the Board of Directors adopted Resolution No. 09-12, approving a policy for writing off uncollectible charges for ambulance service. A copy of Resolution No. 09-12 is included as Attachment 1.

The ambulance write off policy is a guide for District staff in halting or limiting continued efforts to collect delinquent bills for ambulance service provided by the District. This is the second round of proposed write offs since the Resolution was adopted.

The Board of Directors authorized the first round of write offs for uncollectible ambulance bills on April 17, 2013 in the amount of \$252,411.92.

On June 20, 2018, the Board of Directors authorized \$741,134.76 to be written off for uncollectible ambulance bills for the period from 1/1/2006 through 6/30/2011.

On June 19, 2019, the Board of Directors authorized \$153,290.28 to be written off for uncollectible ambulance bills for the period from 7/1/2011 through 6/30/2012.

On June 17, 2020, the Board of Directors authorized \$226,204.16 to be written off for uncollectible ambulance bills for the period from 7/1/2011 through 6/30/2013.

The accounts can be re-activated if payments commence.

FISCAL INFORMATION

If approved the total write off amount is \$192,213.20. The following table lists the balance sheet adjustments that will be made to the Ambulance Accounts Receivable account if approved:

Ambulance Accounts Receivable (400-12000)	
5/27/2021 A/R Balance	\$1,452,510.12
Write Off Amount	(\$192,213.20)
Adjusted A/R Balance	\$1,260,296.92
Total Write Off	\$192,213.20
Already Expensed as Bad Debt	\$186,985.14
Net Write Off Amount	\$5,228.06
Uncollectible Allowance Balance (400-12050)	\$865,678.05
Adjustment Due to Write Off	\$186,985.14
Adjusted Uncollectible Allowance Balance	\$678,692.91

The \$192,213.20 will be written off in the Ambulance Information Management (AIM) billing software to reduce the accounts receivable (A/R) balance.

Since 2006 we have been recording ambulance A/R balance as 97% uncollectible, we have already recorded 97% as bad expense in past years. The net effect will be \$5,228.06 in this fiscal year. Refer to Attachment 2.

ATTACHMENTS

- Attachment 1 – Resolution No. 09-12
- Attachment 2 – Ambulance Balance Sheet
- Attachment 3 – List of uncollectible accounts

RESOLUTION NO. 09-12

**RESOLUTION OF THE BOARD OF DIRECTORS OF
RUNNING SPRINGS WATER DISTRICT APPROVING A
POLICY FOR WRITING OFF UNCOLLECTIBLE
CHARGES FOR AMBULANCE SERVICE**

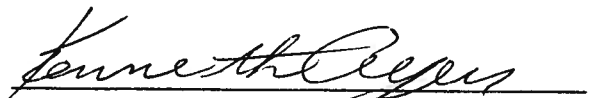
WHEREAS, the Fire Department of Running Springs Water District provides ambulance service and imposes charges for such service; and

WHEREAS, in a variety of circumstances the charges imposed for ambulance service cannot be recovered, in whole or in part, or it becomes apparent that continued efforts to recover such charges will not be successful or worthy of the effort; and

WHEREAS, it is in the best interest of the District to provide a policy to guide District staff in their decisions to halt or limit collection efforts;

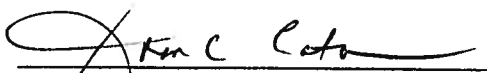
NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Running Springs Water District does hereby adopt the "Ambulance Charge Write-Off Policy" attached hereto as Exhibit "A" to guide District staff in halting or limiting continued efforts to collect delinquent bills for ambulance service provided by the District.

ADOPTED this 16th day of May, 2012.



President of the Board of Directors
Running Springs Water District

ATTEST:



Secretary of the Board of Directors
Running Springs Water District

Ambulance Charge Write-Off Policy

Claims in bankruptcy - All collection efforts on claims against someone who has filed for bankruptcy protection must cease immediately per Section 362 of the United States Code. When bankruptcy is officially declared, any amount not recovered from the bankruptcy proceedings must be written off.

Medicaid (Medi-Cal) claims – We must accept mandatory assignment on these claims per State mandate. Once payments are received on the account, the balance must be written off after any appeal efforts. Once we accept a valid Medicaid card, the patient no longer has any financial responsibility whether it is paid or not.

Medicare claims – We must accept mandatory assignment on these claims per federal mandate in Section 4531 of the Balanced Budget Act of 1977. After payment is made, we can charge for their 20% co-pay and then must write off the balance. If the charges are denied due to non-coverage at the time of service, the patient is responsible for the total amount billed.

Workers Compensation claims – These claims are paid at the Medicare fee schedule rates and the balance must be written off per federal mandate as required by Labor Code Section 5307.1.

All claims requiring mandatory assignment will be logged and must require 2 signatures.

Any outstanding charges of \$30 or less can be written off without further approval by the Board.

Accounts that have been dormant (with no payment activity) after 7 years will be presented to the Board to be written off. They will be presented to the Board by account number and last date of activity annually for write off. Accounts can be re-activated if payments commence.

Balance Sheet
Account Summary

As Of 05/27/2021

Running Springs Water District

Account	Name	Balance	
Fund: 400 - Ambulance Operating Fund			
Assets			
400-10000-00	Ambulance Operating Fund	-140,708.43	
400-10000-01	Cash - For Conversion only	0.00	
400-12000-00	Accounts receivable - Ambulance	1,452,510.12	1,260,296.92
400-12050-00	Allowance of uncollectible	865,678.05	678,692.91
400-12600-00	Interest Receivable	0.00	
400-12900-00	A/R - Other	0.00	
400-14000-00	Prepaid Expenses	0.00	
400-16100-00	Work in progress	0.00	
400-16400-00	Ambulance Equipment	182,509.56	
400-16500-00	Trucks and Automobiles	674,311.89	
400-16800-00	Intangible Asset	19,308.64	
400-16900-00	Accm. Depreciation - Ambulance	-429,548.24	
	Total Assets:	892,705.49	<u>887,477.43</u>

1 - 0		
1 - 1	A/R Balance as of 5/27/21	1,452,510.12 +
1 - 2	Total Write Off	192,213.20 -
1 - T	Adjusted A/R Balance	1,260,296.92 *
2 - 0		
2 - 1	Allowance of uncollectible balance as of 5/27/21	865,678.05 +
2 - 2	Allowance balance for FY2014	186,985.14 -
2 - T	Adjusted Allowance of uncollectible balance	678,692.91 *
3 - 0		
3 - 1	Total Write Off	192,213.20 +
3 - 2	Allowance already recorded for FY2014	186,985.14 -
3 - T	Net Write Off Amount	5,228.06 *

Net Write Off Amount = 5,228.06

RUNNING SPRINGS FIRE DEPARTMENT
ACCOUNTS TO BE WRITTEN OFF

ACCOUNT# Multiple accounts from 2013- 2014 fiscal year

PATIENT NAME Multiple patients

INSURANCE Various to none

AMOUNT OF BILL _____

WRITE OFF AMOUNT \$192,213.20

REASON FOR WRITE OFF Bad Debt write-off

SIGNATURE Dave Williams

APPROVED BY [Signature]

Pending Bills Report

Date: 5/20/2021 Time: 2:53:16PM

Running Springs Fire Dept
P O Box 2206
Running Springs, CA 92382-2206

Date of Service Range: 07/01/2013 - 06/30/2014

Subtotals for Commercial

		Number of Trips
Pending Bills 0-29 Days Old:	\$0.00	0
Pending Bills 30-59 Days Old:	\$0.00	0
Pending Bills 60-89 Days Old:	\$0.00	0
Pending Bills 90+ Days Old:	\$47,251.07	45
Total Pending Bills:	\$47,251.07	45

Subtotals for Medicare

		Number of Trips
Pending Bills 0-29 Days Old:	\$0.00	0
Pending Bills 30-59 Days Old:	\$0.00	0
Pending Bills 60-89 Days Old:	\$0.00	0
Pending Bills 90+ Days Old:	\$6,868.98	15
Total Pending Bills:	\$6,868.98	15

Subtotals for Patient

		Number of Trips
Pending Bills 0-29 Days Old:	\$0.00	0
Pending Bills 30-59 Days Old:	\$0.00	0
Pending Bills 60-89 Days Old:	\$0.00	0
Pending Bills 90+ Days Old:	\$138,428.14	66
Total Pending Bills:	\$138,428.14	66

Grand Totals

		Number of Trips
Pending Bills 0-29 Days Old:	\$0.00	0
Pending Bills 30-59 Days Old:	\$0.00	0
Pending Bills 60-89 Days Old:	\$0.00	0
Pending Bills 90+ Days Old:	\$192,548.19	126
Total Pending Bills:	\$192,548.19	126

334.99

192,213.20

Pending Bills Report

Date: 5/25/2021 Time: 12:07:34PM

Running Springs Fire Dept
P O Box 2206
Running Springs, CA 92382-2206

Date of Service Range: 07/01/2013 - 06/30/2014

Subtotals for Patient

		Number of Trips
Pending Bills 0-29 Days Old:	\$0.00	0
Pending Bills 30-59 Days Old:	\$0.00	0
Pending Bills 60-89 Days Old:	\$0.00	0
Pending Bills 90+ Days Old:	\$334.99	1
Total Pending Bills:	\$334.99	1

Grand Totals

		Number of Trips
Pending Bills 0-29 Days Old:	\$0.00	0
Pending Bills 30-59 Days Old:	\$0.00	0
Pending Bills 60-89 Days Old:	\$0.00	0
Pending Bills 90+ Days Old:	\$334.99	1
Total Pending Bills: <i>still open -</i>	\$334.99	1

Billing Receivables Report (Details)

Date: 5/20/2021 Time: 2:54:34PM

Running Springs Fire Dept
P O Box 2206
Running Springs, CA 92382-2206

Date of Service Range: 07/01/2013 - 06/30/2014

Trip Number	Patient Name	DOS	Amount Billed	Late Chg/ Rev Adjs	Amount Paid	Amount C/A	Amount B/D	Balance Due	Pct Paid	Pct C/A	Pct B/D
02014000218		04/18/2014	\$2,092.86	\$0.00	\$177.30	\$1,915.56	\$0.00	\$0.00	8.47%	91.53%	0.00%
02014002610		05/12/2014	\$1,881.16	\$0.00	\$147.72	\$1,733.44	\$0.00	\$0.00	7.85%	92.15%	0.00%
20030000581		08/21/2013	\$2,197.90	\$30.00	\$0.00	\$0.00	\$0.00	\$2,227.90	0.00%	0.00%	0.00%
20120000199		04/07/2014	\$2,467.25	\$0.00	\$695.06	\$1,772.19	\$0.00	\$0.00	28.17%	71.83%	0.00%
20130000442		07/01/2013	\$1,848.74	\$0.00	\$401.95	\$1,446.79	\$0.00	\$0.00	21.74%	78.26%	0.00%
20130000443		07/01/2013	\$2,494.39	\$0.00	\$632.85	\$1,861.54	\$0.00	\$0.00	25.37%	74.63%	0.00%
20130000444		07/02/2013	\$2,267.73	\$30.00	\$0.00	\$0.00	\$0.00	\$2,297.73	0.00%	0.00%	0.00%
20130000446		07/02/2013	\$2,332.28	\$30.00	\$468.09	\$1,744.78	\$0.00	\$149.41	20.07%	74.81%	0.00%
20130000450		07/04/2013	\$2,541.78	\$0.00	\$184.52	\$2,357.26	\$0.00	\$0.00	7.26%	92.74%	0.00%
20130000452		07/04/2013	\$2,424.56	\$30.00	\$1,721.43	\$0.00	\$0.00	\$733.13	71.00%	0.00%	0.00%
20130000453		07/06/2013	\$2,327.30	\$0.00	\$2,327.30	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20130000454		07/06/2013	\$2,377.18	\$30.00	\$1,807.18	\$0.00	\$0.00	\$600.00	76.02%	0.00%	0.00%
20130000457		07/06/2013	\$2,299.86	\$0.00	\$578.44	\$1,721.42	\$0.00	\$0.00	25.15%	74.85%	0.00%
20130000459		07/07/2013	\$2,307.34	\$0.00	\$589.96	\$1,717.38	\$0.00	\$0.00	25.57%	74.43%	0.00%
20130000462		07/08/2013	\$1,874.93	\$30.00	\$1,904.93	\$0.00	\$0.00	\$0.00	101.60%	0.00%	0.00%
20130000463		07/08/2013	\$2,297.66	\$0.00	\$630.06	\$1,667.60	\$0.00	\$0.00	27.42%	72.58%	0.00%
20130000464		07/08/2013	\$2,392.14	\$30.00	\$0.00	\$0.00	\$0.00	\$2,422.14	0.00%	0.00%	0.00%
20130000465		07/09/2013	\$1,851.57	\$0.00	\$1,851.57	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20130000468		07/10/2013	\$2,327.59	\$0.00	\$634.58	\$1,693.01	\$0.00	\$0.00	27.26%	72.74%	0.00%
20130000470		07/11/2013	\$2,397.13	\$30.00	\$0.00	\$0.00	\$0.00	\$2,427.13	0.00%	0.00%	0.00%
20130000471		07/11/2013	\$2,447.01	\$0.00	\$625.19	\$1,821.82	\$0.00	\$0.00	25.55%	74.45%	0.00%
20130000473		07/12/2013	\$2,187.92	\$0.00	\$598.84	\$1,589.08	\$0.00	\$0.00	27.37%	72.63%	0.00%
20130000475		07/12/2013	\$2,417.08	\$0.00	\$608.74	\$1,808.34	\$0.00	\$0.00	25.18%	74.82%	0.00%
20130000476		07/13/2013	\$2,367.20	\$30.00	\$398.84	\$1,768.36	\$0.00	\$230.00	16.85%	74.70%	0.00%
20130000477		07/14/2013	\$2,033.00	\$0.00	\$199.78	\$1,833.22	\$0.00	\$0.00	9.83%	90.17%	0.00%
20130000479		07/14/2013	\$2,045.47	\$30.00	\$0.00	\$0.00	\$0.00	\$2,075.47	0.00%	0.00%	0.00%
20130000482		07/15/2013	\$1,861.21	\$0.00	\$194.13	\$1,667.08	\$0.00	\$0.00	10.43%	89.57%	0.00%
20130000486		07/17/2013	\$2,051.09	\$0.00	\$604.25	\$1,446.84	\$0.00	\$0.00	29.46%	70.54%	0.00%
20130000487		07/17/2013	\$2,355.07	\$0.00	\$2,355.07	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20130000488		07/18/2013	\$2,292.67	\$0.00	\$179.72	\$2,112.95	\$0.00	\$0.00	7.84%	92.16%	0.00%
20130000489		07/18/2013	\$2,367.49	\$0.00	\$248.51	\$2,118.98	\$0.00	\$0.00	10.50%	89.50%	0.00%
20130000490		07/18/2013	\$2,180.44	\$0.00	\$475.88	\$1,704.56	\$0.00	\$0.00	21.82%	78.18%	0.00%
20130000491		07/18/2013	\$2,335.07	\$30.00	\$0.00	\$0.00	\$0.00	\$2,365.07	0.00%	0.00%	0.00%
20130000492		07/18/2013	\$1,831.28	\$30.00	\$1,126.69	\$0.00	\$0.00	\$734.59	61.52%	0.00%	0.00%
20130000493		07/18/2013	\$1,955.98	\$0.00	\$0.00	\$1,955.98	\$0.00	\$0.00	0.00%	100.00%	0.00%
20130000494		07/18/2013	\$2,071.04	\$0.00	\$207.31	\$1,863.73	\$0.00	\$0.00	10.01%	89.99%	0.00%
20130000495		07/19/2013	\$2,337.27	\$0.00	\$583.94	\$1,753.33	\$0.00	\$0.00	24.98%	75.02%	0.00%
20130000496		07/19/2013	\$2,337.27	\$0.00	\$226.66	\$2,110.61	\$0.00	\$0.00	9.70%	90.30%	0.00%
20130000502		07/21/2013	\$2,501.88	\$0.00	\$2,501.88	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20130000505		07/22/2013	\$2,285.19	\$0.00	\$237.84	\$2,047.35	\$0.00	\$0.00	10.41%	89.59%	0.00%
20130000507		07/24/2013	\$2,165.48	\$0.00	\$470.31	\$1,695.17	\$0.00	\$0.00	21.72%	78.28%	0.00%

HIP Number	Patient Name	DOS	Amount Billed	Late Chg/ Rev Adjs	Amount Paid	Amount C/A	Amount B/D	Balance Due	Pct Paid	Pct C/A	Pct B/D
20130000509		07/25/2013	\$2,302.65	\$0.00	\$932.74	\$1,369.91	\$0.00	\$0.00	40.51%	59.49%	0.00%
20130000512		07/25/2013	\$1,936.03	\$30.00	\$1,966.03	\$0.00	\$0.00	\$0.00	101.55%	0.00%	0.00%
20130000515		07/26/2013	\$1,823.80	\$30.00	\$57.58	\$1,796.22	\$0.00	\$0.00	3.16%	98.49%	0.00%
20130000516		07/26/2013	\$2,407.10	\$0.00	\$2,407.10	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20130000517		07/27/2013	\$2,536.79	\$0.00	\$2,536.79	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20130000521		07/29/2013	\$2,217.56	\$0.00	\$212.61	\$2,004.95	\$0.00	\$0.00	9.59%	90.41%	0.00%
20130000522		07/29/2013	\$2,050.46	\$30.00	\$0.00	\$0.00	\$0.00	\$2,080.46	0.00%	0.00%	0.00%
20130000523		07/29/2013	\$2,205.43	\$30.00	\$0.00	\$0.00	\$0.00	\$2,235.43	0.00%	0.00%	0.00%
20130000527		08/01/2013	\$2,030.51	\$30.00	\$0.00	\$0.00	\$0.00	\$2,060.51	0.00%	0.00%	0.00%
20130000528		08/01/2013	\$2,207.87	\$0.00	\$2,207.87	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20130000530		08/02/2013	\$2,153.01	\$0.00	\$587.89	\$1,565.12	\$0.00	\$0.00	27.31%	72.69%	0.00%
20130000532		08/03/2013	\$2,327.30	\$0.00	\$633.77	\$1,693.53	\$0.00	\$0.00	27.23%	72.77%	0.00%
20130000535		08/03/2013	\$2,377.18	\$30.00	\$0.00	\$0.00	\$0.00	\$2,407.18	0.00%	0.00%	0.00%
20130000537		08/04/2013	\$2,424.56	\$30.00	\$0.00	\$0.00	\$0.00	\$2,454.56	0.00%	0.00%	0.00%
20130000543		08/09/2013	\$2,230.32	\$0.00	\$2,230.32	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20130000549		08/11/2013	\$2,504.37	\$30.00	\$0.00	\$0.00	\$0.00	\$2,534.37	0.00%	0.00%	0.00%
20130000550		08/11/2013	\$2,466.96	\$0.00	\$266.65	\$2,200.31	\$0.00	\$0.00	10.81%	89.19%	0.00%
20130000552		08/12/2013	\$2,170.80	\$30.00	\$509.79	\$1,530.97	\$0.00	\$160.04	23.48%	70.53%	0.00%
20130000553		08/12/2013	\$1,858.71	\$30.00	\$0.00	\$0.00	\$0.00	\$1,888.71	0.00%	0.00%	0.00%
20130000556		08/13/2013	\$2,150.51	\$0.00	\$211.62	\$1,938.89	\$0.00	\$0.00	9.84%	90.16%	0.00%
20130000559		08/15/2013	\$2,262.74	\$0.00	\$615.68	\$1,647.06	\$0.00	\$0.00	27.21%	72.79%	0.00%
20130000561		08/15/2013	\$1,682.70	\$0.00	\$196.30	\$1,486.40	\$0.00	\$0.00	11.67%	88.33%	0.00%
20130000563		08/16/2013	\$2,372.19	\$0.00	\$598.84	\$1,773.35	\$0.00	\$0.00	25.24%	74.76%	0.00%
20130000564		08/16/2013	\$2,327.59	\$0.00	\$2,327.59	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20130000565		08/16/2013	\$1,970.65	\$30.00	\$0.00	\$0.00	\$0.00	\$2,000.65	0.00%	0.00%	0.00%
20130000566		08/17/2013	\$2,364.71	\$0.00	\$0.00	\$2,364.71	\$0.00	\$0.00	0.00%	100.00%	0.00%
20130000568		08/17/2013	\$2,120.29	\$30.00	\$0.00	\$0.00	\$0.00	\$2,150.29	0.00%	0.00%	0.00%
20130000571		08/18/2013	\$2,414.59	\$0.00	\$206.75	\$2,207.84	\$0.00	\$0.00	8.56%	91.44%	0.00%
20130000572		08/18/2013	\$2,289.89	\$0.00	\$2,289.89	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20130000577		08/20/2013	\$2,210.37	\$0.00	\$221.21	\$1,989.16	\$0.00	\$0.00	10.01%	89.99%	0.00%
20130000579		08/20/2013	\$1,661.69	\$0.00	\$0.00	\$0.00	\$1,661.69	\$0.00	0.00%	0.00%	100.00%
20130000582		08/21/2013	\$2,000.58	\$30.00	\$0.00	\$0.00	\$0.00	\$2,030.58	0.00%	0.00%	0.00%
20130000583		08/22/2013	\$2,175.16	\$0.00	\$386.68	\$1,788.48	\$0.00	\$0.00	17.78%	82.22%	0.00%
20130000587		08/25/2013	\$2,549.26	\$0.00	\$2,549.26	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20130000590		08/26/2013	\$2,187.92	\$30.00	\$0.00	\$0.00	\$0.00	\$2,217.92	0.00%	0.00%	0.00%
20130000591		08/27/2013	\$2,175.45	\$0.00	\$591.39	\$1,584.06	\$0.00	\$0.00	27.18%	72.82%	0.00%
20130000592		08/28/2013	\$2,347.25	\$0.00	\$594.84	\$1,752.41	\$0.00	\$0.00	25.34%	74.66%	0.00%
20130000597		08/30/2013	\$2,138.04	\$0.00	\$211.62	\$1,926.42	\$0.00	\$0.00	9.90%	90.10%	0.00%
20130000599		08/31/2013	\$2,444.51	\$0.00	\$493.11	\$1,951.40	\$0.00	\$0.00	20.17%	79.83%	0.00%
20130000600		08/31/2013	\$2,317.32	\$30.00	\$2,347.32	\$0.00	\$0.00	\$0.00	101.29%	0.00%	0.00%
20130000601		08/31/2013	\$2,098.19	\$0.00	\$571.05	\$1,527.14	\$0.00	\$0.00	27.22%	72.78%	0.00%
20130000605		09/01/2013	\$1,781.45	\$30.00	\$0.00	\$0.00	\$0.00	\$1,811.45	0.00%	0.00%	0.00%
20130000606		09/01/2013	\$2,444.51	\$0.00	\$272.98	\$2,171.53	\$0.00	\$0.00	11.17%	88.83%	0.00%
20130000607		09/02/2013	\$2,155.50	\$0.00	\$200.36	\$1,955.14	\$0.00	\$0.00	9.30%	90.70%	0.00%
20130000610		09/03/2013	\$2,245.28	\$0.00	\$2,245.28	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20130000611		09/03/2013	\$2,143.03	\$0.00	\$219.07	\$1,923.96	\$0.00	\$0.00	10.22%	89.78%	0.00%
20130000612		09/03/2013	\$2,178.00	\$0.00	\$232.50	\$1,945.50	\$0.00	\$0.00	10.67%	89.33%	0.00%
20130000615		09/04/2013	\$1,729.37	\$0.00	\$173.69	\$1,555.68	\$0.00	\$0.00	10.04%	89.96%	0.00%
20130000616		09/05/2013	\$2,177.95	\$0.00	\$596.57	\$1,581.38	\$0.00	\$0.00	27.39%	72.61%	0.00%
20130000617		09/05/2013	\$2,272.72	\$30.00	\$0.00	\$0.00	\$0.00	\$2,302.72	0.00%	0.00%	0.00%
20130000618		09/06/2013	\$2,120.58	\$0.00	\$208.43	\$1,912.15	\$0.00	\$0.00	9.83%	90.17%	0.00%
20130000624		09/08/2013	\$2,419.57	\$30.00	\$487.55	\$1,807.65	\$0.00	\$154.37	20.15%	74.71%	0.00%
20130000626		09/12/2013	\$2,589.46	\$0.00	\$791.22	\$1,798.24	\$0.00	\$0.00	30.56%	69.44%	0.00%

Trip Number	Patient Name	DOS	Amount Billed	Late Chg/ Rev Adjs	Amount Paid	Amount C/A	Amount B/D	Balance Due	Pct Paid	Pct C/A	Pct B/D
20130000628		09/13/2013	\$2,312.62	\$0.00	\$2,312.62	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20130000632		09/15/2013	\$2,691.42	\$0.00	\$2,691.42	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20130000633		09/15/2013	\$1,930.75	\$0.00	\$1,930.75	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20130000635		09/17/2013	\$2,005.86	\$30.00	\$0.00	\$0.00	\$0.00	\$2,035.86	0.00%	0.00%	0.00%
20130000636		09/18/2013	\$2,143.03	\$0.00	\$239.02	\$1,904.01	\$0.00	\$0.00	11.15%	88.85%	0.00%
20130000637		09/18/2013	\$1,831.28	\$0.00	\$498.85	\$1,332.43	\$0.00	\$0.00	27.24%	72.76%	0.00%
20130000642		09/21/2013	\$2,329.79	\$0.00	\$596.35	\$1,733.44	\$0.00	\$0.00	25.60%	74.40%	0.00%
20130000643		09/22/2013	\$2,566.72	\$30.00	\$0.00	\$0.00	\$0.00	\$2,596.72	0.00%	0.00%	0.00%
20130000645		09/23/2013	\$2,167.97	\$0.00	\$2,167.97	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20130000646		09/23/2013	\$2,327.30	\$0.00	\$2,327.30	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20130000647		09/24/2013	\$2,222.89	\$30.00	\$0.00	\$0.00	\$0.00	\$2,252.89	0.00%	0.00%	0.00%
20130000648		09/24/2013	\$2,354.73	\$0.00	\$209.25	\$2,145.48	\$0.00	\$0.00	8.89%	91.11%	0.00%
20130000649		09/24/2013	\$2,167.97	\$30.00	\$0.00	\$0.00	\$0.00	\$2,197.97	0.00%	0.00%	0.00%
20130000651		09/24/2013	\$1,893.34	\$0.00	\$471.36	\$1,421.98	\$0.00	\$0.00	24.90%	75.10%	0.00%
20130000652		09/24/2013	\$2,047.97	\$30.00	\$0.00	\$0.00	\$0.00	\$2,077.97	0.00%	0.00%	0.00%
20130000653		09/25/2013	\$2,080.68	\$30.00	\$0.00	\$0.00	\$0.00	\$2,110.68	0.00%	0.00%	0.00%
20130000654		09/25/2013	\$2,042.98	\$0.00	\$216.18	\$1,826.80	\$0.00	\$0.00	10.58%	89.42%	0.00%
20130000659		09/30/2013	\$1,866.20	\$0.00	\$180.02	\$1,686.18	\$0.00	\$0.00	9.65%	90.35%	0.00%
20130000661		09/30/2013	\$2,614.40	\$0.00	\$798.38	\$1,816.02	\$0.00	\$0.00	30.54%	69.46%	0.00%
20130000665		10/01/2013	\$2,185.43	\$0.00	\$203.55	\$1,981.88	\$0.00	\$0.00	9.31%	90.69%	0.00%
20130000666		10/03/2013	\$1,843.75	\$0.00	\$173.28	\$1,670.47	\$0.00	\$0.00	9.40%	90.60%	0.00%
20130000667		10/03/2013	\$2,187.92	\$0.00	\$218.01	\$1,969.91	\$0.00	\$0.00	9.96%	90.04%	0.00%
20130000668		10/05/2013	\$2,414.59	\$0.00	\$606.89	\$1,807.70	\$0.00	\$0.00	25.13%	74.87%	0.00%
20130000670		10/05/2013	\$1,993.10	\$30.00	\$0.00	\$0.00	\$0.00	\$2,023.10	0.00%	0.00%	0.00%
20130000672		10/05/2013	\$2,028.02	\$0.00	\$510.56	\$1,517.46	\$0.00	\$0.00	25.18%	74.82%	0.00%
20130000678		10/06/2013	\$2,631.56	\$0.00	\$682.13	\$1,949.43	\$0.00	\$0.00	25.92%	74.08%	0.00%
20130000680		10/07/2013	\$2,422.36	\$0.00	\$675.75	\$1,746.61	\$0.00	\$0.00	27.90%	72.10%	0.00%
20130000681		10/09/2013	\$2,048.60	\$0.00	\$2,048.60	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20130000683		10/09/2013	\$2,153.01	\$30.00	\$0.00	\$0.00	\$0.00	\$2,183.01	0.00%	0.00%	0.00%
20130000684		10/09/2013	\$2,180.44	\$30.00	\$0.00	\$0.00	\$0.00	\$2,210.44	0.00%	0.00%	0.00%
20130000685		10/11/2013	\$2,339.77	\$0.00	\$2,339.77	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20130000687		10/12/2013	\$2,456.98	\$30.00	\$0.00	\$0.00	\$0.00	\$2,486.98	0.00%	0.00%	0.00%
20130000689		10/12/2013	\$2,439.53	\$30.00	\$632.37	\$1,757.16	\$0.00	\$80.00	25.92%	72.03%	0.00%
20130000692		10/21/2013	\$2,155.50	\$0.00	\$590.29	\$1,565.21	\$0.00	\$0.00	27.39%	72.61%	0.00%
20130000693		10/21/2013	\$2,220.34	\$0.00	\$608.43	\$1,611.91	\$0.00	\$0.00	27.40%	72.60%	0.00%
20130000694		10/21/2013	\$2,392.14	\$30.00	\$0.00	\$0.00	\$0.00	\$2,422.14	0.00%	0.00%	0.00%
20130000695		10/22/2013	\$2,155.50	\$0.00	\$214.82	\$1,940.68	\$0.00	\$0.00	9.97%	90.03%	0.00%
20130000697		10/22/2013	\$2,305.14	\$30.00	\$0.00	\$0.00	\$0.00	\$2,335.14	0.00%	0.00%	0.00%
20130000700		10/23/2013	\$2,192.91	\$0.00	\$478.66	\$1,714.25	\$0.00	\$0.00	21.83%	78.17%	0.00%
20130000701		10/24/2013	\$2,377.18	\$0.00	\$2,377.18	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20130000702		10/25/2013	\$2,177.95	\$0.00	\$596.57	\$1,581.38	\$0.00	\$0.00	27.39%	72.61%	0.00%
20130000703		10/26/2013	\$2,374.68	\$0.00	\$2,374.68	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20130000707		10/30/2013	\$2,247.78	\$0.00	\$721.39	\$1,526.39	\$0.00	\$0.00	32.09%	67.91%	0.00%
20130000708		10/31/2013	\$2,170.46	\$30.00	\$0.00	\$0.00	\$0.00	\$2,200.46	0.00%	0.00%	0.00%
*20130000709		10/31/2013	\$2,157.99	\$0.00	\$1,823.00	\$0.00	\$0.00	\$334.99	84.48%	0.00%	0.00%
20130000712		11/01/2013	\$2,230.32	\$0.00	\$209.94	\$2,020.38	\$0.00	\$0.00	9.41%	90.59%	0.00%
20130000714		11/01/2013	\$2,230.32	\$0.00	\$613.85	\$1,616.47	\$0.00	\$0.00	27.52%	72.48%	0.00%
20130000719		11/02/2013	\$2,611.61	\$0.00	\$2,611.61	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20130000720		11/03/2013	\$2,651.52	\$0.00	\$687.81	\$1,963.71	\$0.00	\$0.00	25.94%	74.06%	0.00%
20130000725		11/08/2013	\$2,668.97	\$30.00	\$492.77	\$1,976.20	\$0.00	\$230.00	18.46%	74.04%	0.00%
20130000726		11/10/2013	\$2,000.92	\$30.00	\$0.00	\$0.00	\$0.00	\$2,030.92	0.00%	0.00%	0.00%
20130000727		11/11/2013	\$2,337.27	\$30.00	\$0.00	\$0.00	\$0.00	\$2,367.27	0.00%	0.00%	0.00%
20130000728		11/11/2013	\$2,170.46	\$0.00	\$214.82	\$1,955.64	\$0.00	\$0.00	9.90%	90.10%	0.00%

Trip Number	Patient Name	DOS	Amount Billed	Late Chg/ Rev Adjs	Amount Paid	Amount C/A	Amount B/D	Balance Due	Pct Paid	Pct C/A	Pct B/D
20130000729		11/11/2013	\$2,257.75	\$30.00	\$0.00	\$0.00	\$0.00	\$2,287.75	0.00%	0.00%	0.00%
20130000731		11/12/2013	\$2,235.31	\$0.00	\$224.70	\$2,010.61	\$0.00	\$0.00	10.05%	89.95%	0.00%
20130000733		11/13/2013	\$2,449.79	\$0.00	\$683.55	\$1,766.24	\$0.00	\$0.00	27.90%	72.10%	0.00%
20130000735		11/17/2013	\$2,352.24	\$30.00	\$2,252.24	\$0.00	\$0.00	\$130.00	95.75%	0.00%	0.00%
20130000736		11/19/2013	\$2,327.30	\$30.00	\$0.00	\$0.00	\$0.00	\$2,357.30	0.00%	0.00%	0.00%
20130000738		11/20/2013	\$1,673.25	\$30.00	\$0.00	\$0.00	\$0.00	\$1,703.25	0.00%	0.00%	0.00%
20130000739		11/20/2013	\$2,085.67	\$30.00	\$469.08	\$1,516.59	\$0.00	\$130.00	22.49%	72.71%	0.00%
20130000740		11/21/2013	\$1,752.72	\$30.00	\$1,782.72	\$0.00	\$0.00	\$0.00	101.71%	0.00%	0.00%
20130000742		11/21/2013	\$2,484.42	\$30.00	\$435.41	\$1,849.01	\$0.00	\$230.00	17.53%	74.42%	0.00%
20130000743		11/22/2013	\$1,841.31	\$30.00	\$0.00	\$0.00	\$0.00	\$1,871.31	0.00%	0.00%	0.00%
20130000746		11/25/2013	\$2,322.31	\$0.00	\$594.22	\$1,728.09	\$0.00	\$0.00	25.59%	74.41%	0.00%
20130000747		11/25/2013	\$2,324.80	\$0.00	\$681.72	\$1,643.08	\$0.00	\$0.00	29.32%	70.68%	0.00%
20130000751		11/29/2013	\$2,043.27	\$30.00	\$2,073.27	\$0.00	\$0.00	\$0.00	101.47%	0.00%	0.00%
20130000753		11/29/2013	\$2,275.21	\$0.00	\$227.60	\$2,047.61	\$0.00	\$0.00	10.00%	90.00%	0.00%
20130000755		11/30/2013	\$2,733.82	\$0.00	\$2,733.82	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20130000756		11/30/2013	\$2,045.47	\$0.00	\$176.48	\$1,868.99	\$0.00	\$0.00	8.63%	91.37%	0.00%
20130000759		12/01/2013	\$2,332.28	\$30.00	\$619.11	\$1,743.17	\$0.00	\$0.00	26.55%	74.74%	0.00%
20130000760		12/03/2013	\$1,858.71	\$0.00	\$404.17	\$1,454.54	\$0.00	\$0.00	21.74%	78.26%	0.00%
20130000761		12/03/2013	\$1,856.22	\$0.00	\$1,856.22	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20130000762		12/03/2013	\$2,392.14	\$0.00	\$215.64	\$2,176.50	\$0.00	\$0.00	9.01%	90.99%	0.00%
20130000766		12/06/2013	\$2,260.25	\$30.00	\$0.00	\$0.00	\$0.00	\$2,290.25	0.00%	0.00%	0.00%
20130000769		12/08/2013	\$2,100.34	\$30.00	\$1,813.58	\$0.00	\$0.00	\$316.76	86.35%	0.00%	0.00%
20130000771		12/09/2013	\$1,873.73	\$30.00	\$0.00	\$0.00	\$0.00	\$1,903.73	0.00%	0.00%	0.00%
20130000773		12/10/2013	\$2,190.47	\$0.00	\$647.32	\$1,543.15	\$0.00	\$0.00	29.55%	70.45%	0.00%
20130000776		12/12/2013	\$2,123.08	\$0.00	\$2,123.08	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20130000777		12/13/2013	\$2,130.56	\$0.00	\$238.83	\$1,891.73	\$0.00	\$0.00	11.21%	88.79%	0.00%
20130000778		12/13/2013	\$2,133.05	\$0.00	\$465.32	\$1,667.73	\$0.00	\$0.00	21.81%	78.19%	0.00%
20130000779		12/13/2013	\$2,377.18	\$0.00	\$2,377.18	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20130000780		12/14/2013	\$1,818.52	\$30.00	\$0.00	\$0.00	\$0.00	\$1,848.52	0.00%	0.00%	0.00%
20130000784		12/16/2013	\$2,165.48	\$30.00	\$0.00	\$0.00	\$0.00	\$2,195.48	0.00%	0.00%	0.00%
20130000786		12/16/2013	\$2,220.34	\$30.00	\$0.00	\$0.00	\$0.00	\$2,250.34	0.00%	0.00%	0.00%
20130000789		12/18/2013	\$2,319.81	\$0.00	\$580.94	\$1,738.87	\$0.00	\$0.00	25.04%	74.96%	0.00%
20130000791		12/19/2013	\$2,162.98	\$0.00	\$602.02	\$1,560.96	\$0.00	\$0.00	27.83%	72.17%	0.00%
20130000796		12/21/2013	\$2,556.74	\$0.00	\$2,556.74	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20130000797		12/22/2013	\$2,541.78	\$0.00	\$225.92	\$2,315.86	\$0.00	\$0.00	8.89%	91.11%	0.00%
20130000798		12/22/2013	\$2,305.19	\$0.00	\$216.33	\$2,088.86	\$0.00	\$0.00	9.38%	90.62%	0.00%
20130000799		12/23/2013	\$2,255.26	\$0.00	\$2,255.26	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20130000800		12/24/2013	\$2,130.56	\$30.00	\$2,160.56	\$0.00	\$0.00	\$0.00	101.41%	0.00%	0.00%
20130000802		12/25/2013	\$2,541.78	\$0.00	\$2,541.78	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20130000805		12/26/2013	\$2,429.84	\$30.00	\$2,459.84	\$0.00	\$0.00	\$0.00	101.23%	0.00%	0.00%
20130000806		12/27/2013	\$2,641.54	\$0.00	\$2,641.54	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20130000808		12/27/2013	\$2,729.12	\$0.00	\$2,729.12	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20130000809		12/27/2013	\$1,656.75	\$0.00	\$142.15	\$1,514.60	\$0.00	\$0.00	8.58%	91.42%	0.00%
20130000810		12/28/2013	\$2,392.14	\$0.00	\$606.29	\$1,785.85	\$0.00	\$0.00	25.35%	74.65%	0.00%
20130000811		12/28/2013	\$2,516.84	\$30.00	\$247.47	\$2,299.37	\$0.00	\$0.00	9.83%	91.36%	0.00%
20130000812		12/28/2013	\$2,466.96	\$30.00	\$0.00	\$0.00	\$0.00	\$2,496.96	0.00%	0.00%	0.00%
20130000813		12/28/2013	\$2,980.72	\$0.00	\$2,980.72	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20130000814		12/29/2013	\$2,417.08	\$30.00	\$0.00	\$0.00	\$0.00	\$2,447.08	0.00%	0.00%	0.00%
20130000815		12/29/2013	\$3,132.86	\$0.00	\$3,132.86	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20130000817		12/30/2013	\$2,350.03	\$0.00	\$755.11	\$1,594.92	\$0.00	\$0.00	32.13%	67.87%	0.00%
20130000818		12/30/2013	\$2,260.25	\$30.00	\$0.00	\$0.00	\$0.00	\$2,290.25	0.00%	0.00%	0.00%
20130000819		12/30/2013	\$1,856.22	\$30.00	\$1,886.22	\$0.00	\$0.00	\$0.00	101.62%	0.00%	0.00%
20130000820		12/31/2013	\$2,312.33	\$0.00	\$2,312.33	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%

Trip Number	Patient Name	DOS	Amount Billed	Late Chg/ Rev Adjs	Amount Paid	Amount C/A	Amount B/D	Balance Due	Pct Paid	Pct C/A	Pct B/D
20130000821		12/31/2013	\$2,130.56	\$30.00	\$0.00	\$0.00	\$0.00	\$2,160.56	0.00%	0.00%	0.00%
20130004621		07/08/2013	\$1,713.16	\$0.00	\$1,713.16	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20130006971		10/22/2013	\$2,143.37	\$30.00	\$0.00	\$0.00	\$0.00	\$2,173.37	0.00%	0.00%	0.00%
20130007381		11/20/2013	\$950.72	\$30.00	\$0.00	\$0.00	\$0.00	\$980.72	0.00%	0.00%	0.00%
20130007401		11/21/2013	\$868.42	\$30.00	\$694.74	\$0.00	\$0.00	\$203.68	80.00%	0.00%	0.00%
20130007911		12/19/2013	\$1,943.51	\$30.00	\$0.00	\$0.00	\$0.00	\$1,973.51	0.00%	0.00%	0.00%
20130007912		12/19/2013	\$1,937.28	\$0.00	\$1,937.28	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20140000004		01/01/2014	\$1,869.03	\$30.00	\$1,899.03	\$0.00	\$0.00	\$0.00	101.61%	0.00%	0.00%
20140000009		01/02/2014	\$2,541.78	\$0.00	\$264.76	\$2,277.02	\$0.00	\$0.00	10.42%	89.58%	0.00%
20140000012		01/04/2014	\$2,332.28	\$0.00	\$593.06	\$1,739.22	\$0.00	\$0.00	25.43%	74.57%	0.00%
20140000014		01/05/2014	\$2,417.08	\$0.00	\$209.94	\$2,207.14	\$0.00	\$0.00	8.69%	91.31%	0.00%
20140000016		01/06/2014	\$2,459.77	\$0.00	\$692.91	\$1,766.86	\$0.00	\$0.00	28.17%	71.83%	0.00%
20140000019		01/06/2014	\$2,130.56	\$30.00	\$1,796.00	\$0.00	\$0.00	\$364.56	84.30%	0.00%	0.00%
20140000021		01/06/2014	\$2,422.07	\$0.00	\$242.48	\$2,179.59	\$0.00	\$0.00	10.01%	89.99%	0.00%
20140000023		01/07/2014	\$2,399.62	\$0.00	\$605.79	\$1,793.83	\$0.00	\$0.00	25.25%	74.75%	0.00%
20140000025		01/09/2014	\$2,294.87	\$0.00	\$581.31	\$1,713.56	\$0.00	\$0.00	25.33%	74.67%	0.00%
20140000026		01/09/2014	\$2,142.74	\$30.00	\$0.00	\$0.00	\$0.00	\$2,172.74	0.00%	0.00%	0.00%
20140000027		01/09/2014	\$2,367.20	\$0.00	\$226.90	\$2,140.30	\$0.00	\$0.00	9.59%	90.41%	0.00%
20140000028		01/09/2014	\$2,068.21	\$0.00	\$571.21	\$1,497.00	\$0.00	\$0.00	27.62%	72.38%	0.00%
20140000029		01/09/2014	\$2,205.38	\$0.00	\$2,205.38	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20140000030		01/10/2014	\$2,382.16	\$0.00	\$604.68	\$1,777.48	\$0.00	\$0.00	25.38%	74.62%	0.00%
20140000031		01/10/2014	\$2,569.50	\$0.00	\$2,569.50	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20140000035		01/11/2014	\$2,474.44	\$0.00	\$699.98	\$1,774.46	\$0.00	\$0.00	28.29%	71.71%	0.00%
20140000036		01/13/2014	\$2,355.02	\$0.00	\$2,355.02	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20140000038		01/14/2014	\$2,425.65	\$0.00	\$233.29	\$2,192.36	\$0.00	\$0.00	9.62%	90.38%	0.00%
20140000039		01/15/2014	\$2,185.48	\$0.00	\$115.27	\$2,070.21	\$0.00	\$0.00	5.27%	94.73%	0.00%
20140000043		01/17/2014	\$1,856.22	\$30.00	\$288.75	\$1,342.47	\$0.00	\$255.00	15.56%	72.32%	0.00%
20140000045		01/17/2014	\$2,070.41	\$30.00	\$0.00	\$0.00	\$0.00	\$2,100.41	0.00%	0.00%	0.00%
20140000047		01/18/2014	\$2,322.31	\$30.00	\$2,352.31	\$0.00	\$0.00	\$0.00	101.29%	0.00%	0.00%
20140000048		01/19/2014	\$2,442.02	\$30.00	\$2,442.02	\$0.00	\$0.00	\$30.00	100.00%	0.00%	0.00%
20140000049		01/19/2014	\$2,369.69	\$0.00	\$480.93	\$1,888.76	\$0.00	\$0.00	20.30%	79.70%	0.00%
20140000053		01/20/2014	\$2,180.44	\$30.00	\$2,210.44	\$0.00	\$0.00	\$0.00	101.38%	0.00%	0.00%
20140000054		01/20/2014	\$2,417.08	\$0.00	\$2,417.08	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20140000057		01/22/2014	\$2,095.98	\$30.00	\$550.90	\$1,404.54	\$0.00	\$170.54	26.28%	67.01%	0.00%
20140000060		01/24/2014	\$1,828.79	\$0.00	\$174.67	\$1,654.12	\$0.00	\$0.00	9.55%	90.45%	0.00%
20140000062		01/25/2014	\$2,516.84	\$30.00	\$2,258.16	\$0.00	\$0.00	\$288.68	89.72%	0.00%	0.00%
20140000063		01/25/2014	\$2,367.20	\$0.00	\$602.92	\$1,764.28	\$0.00	\$0.00	25.47%	74.53%	0.00%
20140000064		01/25/2014	\$2,491.90	\$30.00	\$415.05	\$1,851.85	\$0.00	\$255.00	16.66%	74.31%	0.00%
20140000066		01/27/2014	\$2,392.14	\$0.00	\$608.74	\$1,783.40	\$0.00	\$0.00	25.45%	74.55%	0.00%
20140000067		01/27/2014	\$2,230.32	\$30.00	\$627.26	\$0.00	\$0.00	\$1,633.06	28.12%	0.00%	0.00%
20140000069		01/29/2014	\$1,811.33	\$0.00	\$155.63	\$1,655.70	\$0.00	\$0.00	8.59%	91.41%	0.00%
20140000070		01/30/2014	\$2,254.97	\$0.00	\$103.85	\$2,151.12	\$0.00	\$0.00	4.61%	95.39%	0.00%
20140000071		01/30/2014	\$1,838.76	\$0.00	\$403.46	\$1,435.30	\$0.00	\$0.00	21.94%	78.06%	0.00%
20140000072		01/30/2014	\$1,931.04	\$0.00	\$186.06	\$1,744.98	\$0.00	\$0.00	9.64%	90.36%	0.00%
20140000074		01/30/2014	\$2,437.32	\$0.00	\$725.87	\$1,711.45	\$0.00	\$0.00	29.78%	70.22%	0.00%
20140000078		02/01/2014	\$2,417.08	\$0.00	\$618.73	\$1,798.35	\$0.00	\$0.00	25.60%	74.40%	0.00%
20140000081		02/03/2014	\$2,589.17	\$30.00	\$476.44	\$1,912.73	\$0.00	\$230.00	18.40%	73.87%	0.00%
20140000082		02/03/2014	\$2,232.81	\$0.00	\$617.71	\$1,615.10	\$0.00	\$0.00	27.67%	72.33%	0.00%
20140000083		02/03/2014	\$2,155.50	\$0.00	\$598.45	\$1,557.05	\$0.00	\$0.00	27.76%	72.24%	0.00%
20140000084		02/03/2014	\$2,113.44	\$0.00	\$501.70	\$1,611.74	\$0.00	\$0.00	23.74%	76.26%	0.00%
20140000089		02/07/2014	\$2,255.26	\$30.00	\$0.00	\$0.00	\$0.00	\$2,285.26	0.00%	0.00%	0.00%
20140000090		02/08/2014	\$2,541.78	\$0.00	\$2,541.78	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20140000092		02/09/2014	\$2,559.24	\$0.00	\$238.00	\$2,321.24	\$0.00	\$0.00	9.30%	90.70%	0.00%

Zip Number	Patient Name	DOS	Amount Billed	Lab Chg Rev Adjs	Amount Paid	Amount C/A	Amount B/D	Balance Due	Net Paid	Net C/A	Net B/D
2014000093		02/09/2014	\$2,047.97	\$0.00	\$176.48	\$1,871.49	\$0.00	\$0.00	8.62%	91.38%	0.00%
2014000094		02/09/2014	\$2,516.84	\$0.00	\$2,516.84	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
2014000097		02/09/2014	\$2,427.06	\$0.00	\$619.85	\$1,807.21	\$0.00	\$0.00	25.54%	74.46%	0.00%
2014000098		02/09/2014	\$2,367.20	\$0.00	\$2,367.20	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
2014000099		02/10/2014	\$2,257.80	\$0.00	\$218.83	\$2,038.97	\$0.00	\$0.00	9.69%	90.31%	0.00%
2014000100		02/10/2014	\$2,155.50	\$30.00	\$372.95	\$1,557.55	\$0.00	\$255.00	17.30%	72.26%	0.00%
2014000101		02/10/2014	\$2,205.38	\$30.00	\$0.00	\$0.00	\$0.00	\$2,235.38	0.00%	0.00%	0.00%
2014000103		02/11/2014	\$1,806.34	\$0.00	\$1,806.34	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
2014000104		02/11/2014	\$1,838.76	\$0.00	\$176.78	\$1,661.98	\$0.00	\$0.00	9.61%	90.39%	0.00%
2014000106		02/12/2014	\$1,906.10	\$30.00	\$0.00	\$0.00	\$0.00	\$1,936.10	0.00%	0.00%	0.00%
2014000107		02/13/2014	\$2,262.74	\$0.00	\$227.90	\$2,034.84	\$0.00	\$0.00	10.07%	89.93%	0.00%
2014000109		02/13/2014	\$1,955.98	\$0.00	\$1,955.98	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
2014000111		02/14/2014	\$1,968.45	\$0.00	\$174.80	\$1,793.65	\$0.00	\$0.00	8.88%	91.12%	0.00%
2014000112		02/14/2014	\$2,067.92	\$0.00	\$156.61	\$1,911.31	\$0.00	\$0.00	7.57%	92.43%	0.00%
2014000113		02/15/2014	\$2,644.03	\$0.00	\$692.20	\$1,951.83	\$0.00	\$0.00	26.18%	73.82%	0.00%
2014000114		02/15/2014	\$2,067.92	\$30.00	\$0.00	\$0.00	\$0.00	\$2,097.92	0.00%	0.00%	0.00%
2014000115		02/16/2014	\$2,442.02	\$30.00	\$0.00	\$0.00	\$0.00	\$2,472.02	0.00%	0.00%	0.00%
2014000116		02/16/2014	\$2,681.44	\$0.00	\$702.94	\$1,978.50	\$0.00	\$0.00	26.22%	73.78%	0.00%
2014000117		02/18/2014	\$2,255.26	\$0.00	\$629.68	\$1,625.58	\$0.00	\$0.00	27.92%	72.08%	0.00%
2014000118		02/20/2014	\$2,327.30	\$0.00	\$624.88	\$1,702.42	\$0.00	\$0.00	26.85%	73.15%	0.00%
2014000119		02/20/2014	\$2,379.96	\$0.00	\$2,379.96	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
2014000120		02/20/2014	\$2,487.20	\$0.00	\$700.79	\$1,786.41	\$0.00	\$0.00	28.18%	71.82%	0.00%
2014000122		02/21/2014	\$2,292.38	\$30.00	\$0.00	\$0.00	\$0.00	\$2,322.38	0.00%	0.00%	0.00%
2014000124		02/22/2014	\$1,893.34	\$30.00	\$1,923.34	\$0.00	\$0.00	\$0.00	101.58%	0.00%	0.00%
2014000126		02/23/2014	\$2,367.20	\$30.00	\$0.00	\$0.00	\$0.00	\$2,397.20	0.00%	0.00%	0.00%
2014000128		02/23/2014	\$2,392.14	\$30.00	\$485.98	\$1,782.18	\$0.00	\$153.98	20.32%	74.50%	0.00%
2014000129		02/23/2014	\$2,067.92	\$30.00	\$1,504.93	\$0.00	\$0.00	\$592.99	72.78%	0.00%	0.00%
2014000130		02/26/2014	\$2,491.90	\$30.00	\$561.67	\$1,786.94	\$0.00	\$173.29	22.54%	71.71%	0.00%
2014000132		02/26/2014	\$2,130.56	\$0.00	\$197.16	\$1,933.40	\$0.00	\$0.00	9.25%	90.75%	0.00%
2014000134		02/27/2014	\$2,180.44	\$0.00	\$203.55	\$1,976.89	\$0.00	\$0.00	9.34%	90.66%	0.00%
2014000139		02/28/2014	\$2,389.94	\$0.00	\$729.14	\$1,660.80	\$0.00	\$0.00	30.51%	69.49%	0.00%
2014000145		03/01/2014	\$2,030.85	\$0.00	\$181.19	\$1,849.66	\$0.00	\$0.00	8.92%	91.08%	0.00%
2014000147		03/02/2014	\$2,330.13	\$0.00	\$2,330.13	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
2014000148		03/03/2014	\$2,205.38	\$0.00	\$611.98	\$1,593.40	\$0.00	\$0.00	27.75%	72.25%	0.00%
2014000151		03/06/2014	\$1,881.16	\$0.00	\$413.01	\$1,468.15	\$0.00	\$0.00	21.96%	78.04%	0.00%
2014000154		03/07/2014	\$2,005.86	\$30.00	\$1,855.86	\$0.00	\$0.00	\$180.00	92.52%	0.00%	0.00%
2014000157		03/08/2014	\$2,516.84	\$0.00	\$0.00	\$2,516.84	\$0.00	\$0.00	0.00%	100.00%	0.00%
2014000160		03/11/2014	\$2,417.08	\$30.00	\$0.00	\$0.00	\$0.00	\$2,447.08	0.00%	0.00%	0.00%
2014000167		03/15/2014	\$2,167.68	\$30.00	\$0.00	\$0.00	\$0.00	\$2,197.68	0.00%	0.00%	0.00%
2014000168		03/15/2014	\$1,931.09	\$30.00	\$418.63	\$1,405.67	\$0.00	\$136.79	21.68%	72.79%	0.00%
2014000170		03/18/2014	\$1,831.28	\$0.00	\$173.28	\$1,658.00	\$0.00	\$0.00	9.46%	90.54%	0.00%
2014000172		03/18/2014	\$2,392.14	\$0.00	\$2,392.14	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
2014000177		03/22/2014	\$2,308.73	\$0.00	\$463.53	\$1,845.20	\$0.00	\$0.00	20.08%	79.92%	0.00%
2014000180		03/23/2014	\$2,442.02	\$0.00	\$222.03	\$2,219.99	\$0.00	\$0.00	9.09%	90.91%	0.00%
2014000181		03/23/2014	\$2,067.92	\$30.00	\$2,097.92	\$0.00	\$0.00	\$0.00	101.45%	0.00%	0.00%
2014000184		03/26/2014	\$1,856.22	\$0.00	\$1,856.22	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
2014000185		03/27/2014	\$2,180.44	\$0.00	\$602.92	\$1,577.52	\$0.00	\$0.00	27.65%	72.35%	0.00%
2014000187		03/29/2014	\$2,283.49	\$0.00	\$583.92	\$1,699.57	\$0.00	\$0.00	25.57%	74.43%	0.00%
2014000188		03/31/2014	\$2,359.72	\$30.00	\$2,309.72	\$0.00	\$0.00	\$80.00	97.88%	0.00%	0.00%
2014000190		04/02/2014	\$2,068.55	\$0.00	\$201.05	\$1,867.50	\$0.00	\$0.00	9.72%	90.28%	0.00%
2014000191		04/03/2014	\$2,292.38	\$0.00	\$391.24	\$1,901.14	\$0.00	\$0.00	17.07%	82.93%	0.00%
2014000192		04/05/2014	\$2,466.96	\$0.00	\$762.46	\$1,704.50	\$0.00	\$0.00	30.91%	69.09%	0.00%
2014000194		04/05/2014	\$2,092.86	\$30.00	\$418.68	\$1,567.39	\$0.00	\$136.79	20.01%	74.89%	0.00%

Trip Number	Patient Name	DOS	Amount Billed	Late Chg/ Rev Adjs	Amount Paid	Amount C/A	Amount B/D	Balance Due	Pct Paid	Pct C/A	Pct B/D
20140000195		04/05/2014	\$2,666.48	\$30.00	\$2,696.48	\$0.00	\$0.00	\$0.00	101.13%	0.00%	0.00%
20140000196		04/06/2014	\$2,092.86	\$30.00	\$418.68	\$1,567.39	\$0.00	\$136.79	20.01%	74.89%	0.00%
20140000197		04/07/2014	\$1,744.33	\$30.00	\$418.68	\$1,218.86	\$0.00	\$136.79	24.00%	69.88%	0.00%
20140000201		04/10/2014	\$1,669.51	\$0.00	\$401.80	\$1,267.71	\$0.00	\$0.00	24.07%	75.93%	0.00%
20140000202		04/12/2014	\$1,881.21	\$0.00	\$1,881.21	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20140000203		04/12/2014	\$1,931.09	\$30.00	\$418.65	\$1,405.65	\$0.00	\$136.79	21.68%	72.79%	0.00%
20140000205		04/12/2014	\$2,067.92	\$0.00	\$147.72	\$1,920.20	\$0.00	\$0.00	7.14%	92.86%	0.00%
20140000206		04/14/2014	\$2,305.14	\$0.00	\$638.14	\$1,667.00	\$0.00	\$0.00	27.68%	72.32%	0.00%
20140000209		04/14/2014	\$2,280.25	\$30.00	\$1,674.79	\$0.00	\$0.00	\$635.46	73.45%	0.00%	0.00%
20140000210		04/15/2014	\$2,466.96	\$30.00	\$0.00	\$0.00	\$0.00	\$2,496.96	0.00%	0.00%	0.00%
20140000213		04/16/2014	\$2,342.26	\$0.00	\$209.25	\$2,133.01	\$0.00	\$0.00	8.93%	91.07%	0.00%
20140000215		04/17/2014	\$1,694.45	\$0.00	\$167.59	\$1,526.86	\$0.00	\$0.00	9.89%	90.11%	0.00%
20140000217		04/17/2014	\$2,180.44	\$30.00	\$0.00	\$0.00	\$0.00	\$2,210.44	0.00%	0.00%	0.00%
20140000220		04/19/2014	\$2,055.79	\$0.00	\$560.64	\$1,495.15	\$0.00	\$0.00	27.27%	72.73%	0.00%
20140000221		04/19/2014	\$2,292.38	\$0.00	\$391.24	\$1,901.14	\$0.00	\$0.00	17.07%	82.93%	0.00%
20140000223		04/20/2014	\$2,673.96	\$0.00	\$764.80	\$1,909.16	\$0.00	\$0.00	28.60%	71.40%	0.00%
20140000224		04/21/2014	\$2,018.04	\$30.00	\$0.00	\$0.00	\$0.00	\$2,048.04	0.00%	0.00%	0.00%
20140000225		04/21/2014	\$2,474.73	\$0.00	\$761.18	\$1,713.55	\$0.00	\$0.00	30.76%	69.24%	0.00%
20140000227		04/22/2014	\$2,088.16	\$30.00	\$0.00	\$0.00	\$0.00	\$2,118.16	0.00%	0.00%	0.00%
20140000229		04/23/2014	\$2,367.20	\$30.00	\$0.00	\$0.00	\$0.00	\$2,397.20	0.00%	0.00%	0.00%
20140000230		04/23/2014	\$2,067.92	\$30.00	\$2,097.92	\$0.00	\$0.00	\$0.00	101.45%	0.00%	0.00%
20140000232		04/24/2014	\$2,442.31	\$0.00	\$687.90	\$1,754.41	\$0.00	\$0.00	28.17%	71.83%	0.00%
20140000233		04/24/2014	\$2,167.68	\$0.00	\$2,167.68	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20140000236		04/27/2014	\$2,349.74	\$30.00	\$0.00	\$0.00	\$0.00	\$2,379.74	0.00%	0.00%	0.00%
20140000237		04/29/2014	\$2,067.92	\$30.00	\$1,734.34	\$0.00	\$0.00	\$363.58	83.87%	0.00%	0.00%
20140000244		04/30/2014	\$2,217.56	\$0.00	\$2,217.56	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20140000251		05/07/2014	\$2,042.98	\$30.00	\$0.00	\$0.00	\$0.00	\$2,072.98	0.00%	0.00%	0.00%
20140000255		05/08/2014	\$2,621.59	\$0.00	\$685.75	\$1,935.84	\$0.00	\$0.00	26.16%	73.84%	0.00%
20140000258		05/10/2014	\$2,392.14	\$0.00	\$206.75	\$2,185.39	\$0.00	\$0.00	8.64%	91.36%	0.00%
20140000259		05/10/2014	\$2,367.20	\$0.00	\$602.92	\$1,764.28	\$0.00	\$0.00	25.47%	74.53%	0.00%
20140000260		05/10/2014	\$2,367.20	\$0.00	\$602.92	\$1,764.28	\$0.00	\$0.00	25.47%	74.53%	0.00%
20140000261		01/09/2014	\$1,862.31	\$30.00	\$0.00	\$0.00	\$0.00	\$1,892.31	0.00%	0.00%	0.00%
20140000262		01/09/2014	\$1,862.31	\$0.00	\$180.49	\$1,681.82	\$0.00	\$0.00	9.69%	90.31%	0.00%
20140000263		05/13/2014	\$2,143.03	\$0.00	\$601.98	\$1,541.05	\$0.00	\$0.00	28.09%	71.91%	0.00%
20140000266		05/14/2014	\$2,008.35	\$0.00	\$2,008.35	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20140000268		05/15/2014	\$1,669.51	\$0.00	\$1,669.51	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20140000274		05/16/2014	\$2,317.32	\$30.00	\$0.00	\$0.00	\$0.00	\$2,347.32	0.00%	0.00%	0.00%
20140000275		05/16/2014	\$2,117.80	\$0.00	\$156.61	\$1,961.19	\$0.00	\$0.00	7.39%	92.61%	0.00%
20140000276		05/17/2014	\$2,491.90	\$30.00	\$668.14	\$1,853.76	\$0.00	\$0.00	26.81%	74.39%	0.00%
20140000278		05/18/2014	\$2,117.80	\$0.00	\$180.49	\$1,937.31	\$0.00	\$0.00	8.52%	91.48%	0.00%
20140000279		05/19/2014	\$2,143.37	\$30.00	\$0.00	\$0.00	\$0.00	\$2,173.37	0.00%	0.00%	0.00%
20140000280		05/19/2014	\$2,180.44	\$0.00	\$2,180.44	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20140000286		05/22/2014	\$2,641.54	\$0.00	\$2,641.54	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20140000289		05/22/2014	\$2,342.26	\$30.00	\$1,724.40	\$0.00	\$0.00	\$647.86	73.62%	0.00%	0.00%
20140000290		05/23/2014	\$2,479.72	\$0.00	\$2,479.72	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20140000296		05/23/2014	\$2,442.02	\$0.00	\$643.08	\$1,798.94	\$0.00	\$0.00	26.33%	73.67%	0.00%
20140000297		05/24/2014	\$2,367.20	\$0.00	\$600.47	\$1,766.73	\$0.00	\$0.00	25.37%	74.63%	0.00%
20140000298		05/24/2014	\$2,342.26	\$0.00	\$214.82	\$2,127.44	\$0.00	\$0.00	9.17%	90.83%	0.00%
20140000299		05/24/2014	\$2,367.20	\$30.00	\$2,255.44	\$0.00	\$0.00	\$141.76	95.28%	0.00%	0.00%
20140000300		05/25/2014	\$2,466.96	\$0.00	\$2,466.96	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20140000302		05/26/2014	\$2,491.90	\$0.00	\$703.01	\$1,788.89	\$0.00	\$0.00	28.21%	71.79%	0.00%
20140000304		05/27/2014	\$2,342.26	\$30.00	\$348.89	\$1,743.37	\$0.00	\$280.00	14.90%	74.43%	0.00%
20140000305		05/27/2014	\$1,669.51	\$0.00	\$504.28	\$1,165.23	\$0.00	\$0.00	30.21%	69.79%	0.00%

HIP Number	Patient Name	DOS	Amount Billed	Life Cng/ Rev Adjs	Amount Paid	Amount C/A	Amount B/D	Balance Due	Pct Paid	Pct C/A	Pct B/D
2014000306		05/28/2014	\$2,105.62	\$30.00	\$463.53	\$1,523.84	\$0.00	\$148.25	22.01%	72.37%	0.00%
2014000308		05/28/2014	\$2,155.55	\$30.00	\$0.00	\$0.00	\$0.00	\$2,185.55	0.00%	0.00%	0.00%
2014000309		05/30/2014	\$2,067.92	\$30.00	\$0.00	\$0.00	\$0.00	\$2,097.92	0.00%	0.00%	0.00%
2014000315		06/01/2014	\$2,042.98	\$0.00	\$185.37	\$1,857.61	\$0.00	\$0.00	9.07%	90.93%	0.00%
2014000316		06/01/2014	\$2,042.98	\$0.00	\$176.48	\$1,866.50	\$0.00	\$0.00	8.64%	91.36%	0.00%
2014000318		06/01/2014	\$2,342.26	\$0.00	\$223.71	\$2,118.55	\$0.00	\$0.00	9.55%	90.45%	0.00%
2014000319		06/01/2014	\$2,392.14	\$0.00	\$230.40	\$2,161.74	\$0.00	\$0.00	9.63%	90.37%	0.00%
2014000320		06/02/2014	\$2,355.02	\$0.00	\$2,355.02	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
2014000322		06/02/2014	\$2,399.62	\$30.00	\$485.27	\$1,714.35	\$0.00	\$230.00	20.22%	71.44%	0.00%
2014000325		06/04/2014	\$2,180.44	\$0.00	\$203.55	\$1,976.89	\$0.00	\$0.00	9.34%	90.66%	0.00%
2014000327		06/04/2014	\$2,105.62	\$30.00	\$611.78	\$1,523.84	\$0.00	\$0.00	29.05%	72.37%	0.00%
2014000330		06/05/2014	\$2,469.74	\$30.00	\$1,975.79	\$0.00	\$0.00	\$523.95	80.00%	0.00%	0.00%
2014000333		06/08/2014	\$2,591.66	\$0.00	\$255.66	\$2,336.00	\$0.00	\$0.00	9.86%	90.14%	0.00%
2014000336		06/08/2014	\$2,392.14	\$0.00	\$221.21	\$2,170.93	\$0.00	\$0.00	9.25%	90.75%	0.00%
2014000337		06/08/2014	\$2,392.14	\$30.00	\$0.00	\$0.00	\$0.00	\$2,422.14	0.00%	0.00%	0.00%
2014000338		06/08/2014	\$2,367.20	\$0.00	\$2,367.20	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
2014000339		06/08/2014	\$2,242.50	\$0.00	\$2,242.50	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
2014000342		06/10/2014	\$1,856.22	\$0.00	\$176.48	\$1,679.74	\$0.00	\$0.00	9.51%	90.49%	0.00%
2014000344		06/11/2014	\$2,417.08	\$30.00	\$0.00	\$0.00	\$0.00	\$2,447.08	0.00%	0.00%	0.00%
2014000346		06/11/2014	\$2,042.98	\$0.00	\$176.78	\$1,866.20	\$0.00	\$0.00	8.65%	91.35%	0.00%
2014000349		06/12/2014	\$2,362.50	\$30.00	\$763.05	\$1,629.45	\$0.00	\$0.00	32.30%	68.97%	0.00%
2014000351		06/12/2014	\$2,243.13	\$0.00	\$208.62	\$2,034.51	\$0.00	\$0.00	9.30%	90.70%	0.00%
2014000352		06/12/2014	\$2,442.02	\$0.00	\$236.49	\$2,205.53	\$0.00	\$0.00	9.68%	90.32%	0.00%
2014000353		06/13/2014	\$1,694.45	\$0.00	\$153.13	\$1,541.32	\$0.00	\$0.00	9.04%	90.96%	0.00%
2014000354		06/13/2014	\$1,744.33	\$30.00	\$0.00	\$0.00	\$0.00	\$1,774.33	0.00%	0.00%	0.00%
2014000356		06/14/2014	\$2,205.43	\$0.00	\$2,205.43	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
2014000357		06/14/2014	\$2,342.26	\$0.00	\$2,342.26	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
2014000358		06/16/2014	\$2,442.02	\$0.00	\$222.03	\$2,219.99	\$0.00	\$0.00	9.09%	90.91%	0.00%
2014000361		06/16/2014	\$2,180.44	\$0.00	\$203.55	\$1,976.89	\$0.00	\$0.00	9.34%	90.66%	0.00%
2014000363		06/16/2014	\$1,725.48	\$30.00	\$435.46	\$1,178.93	\$0.00	\$141.09	25.24%	68.32%	0.00%
2014000364		06/17/2014	\$1,993.73	\$30.00	\$0.00	\$0.00	\$0.00	\$2,023.73	0.00%	0.00%	0.00%
2014000365		06/17/2014	\$2,205.38	\$0.00	\$610.04	\$1,595.34	\$0.00	\$0.00	27.66%	72.34%	0.00%
2014000366		06/17/2014	\$2,293.01	\$30.00	\$0.00	\$0.00	\$0.00	\$2,323.01	0.00%	0.00%	0.00%
2014000369		06/18/2014	\$2,392.14	\$0.00	\$609.96	\$1,782.18	\$0.00	\$0.00	25.50%	74.50%	0.00%
2014000370		06/19/2014	\$1,831.28	\$0.00	\$158.82	\$1,672.46	\$0.00	\$0.00	8.67%	91.33%	0.00%
2014000371		06/19/2014	\$2,042.98	\$0.00	\$170.91	\$1,872.07	\$0.00	\$0.00	8.37%	91.63%	0.00%
2014000374		06/23/2014	\$1,968.45	\$30.00	\$0.00	\$0.00	\$0.00	\$1,998.45	0.00%	0.00%	0.00%
2014000376		06/25/2014	\$1,656.75	\$0.00	\$133.26	\$1,523.49	\$0.00	\$0.00	8.04%	91.96%	0.00%
2014000377		06/25/2014	\$1,831.28	\$0.00	\$129.95	\$1,701.33	\$0.00	\$0.00	7.10%	92.90%	0.00%
2014000379		06/25/2014	\$2,379.96	\$0.00	\$2,379.96	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
2014000380		06/26/2014	\$2,280.20	\$30.00	\$727.84	\$1,582.36	\$0.00	\$0.00	31.92%	69.40%	0.00%
2014000381		06/26/2014	\$1,856.22	\$0.00	\$176.48	\$1,679.74	\$0.00	\$0.00	9.51%	90.49%	0.00%
2014000382		06/27/2014	\$1,931.04	\$0.00	\$424.23	\$1,506.81	\$0.00	\$0.00	21.97%	78.03%	0.00%
2014000384		06/28/2014	\$2,541.78	\$30.00	\$0.00	\$0.00	\$0.00	\$2,571.78	0.00%	0.00%	0.00%
2014000387		06/30/2014	\$2,369.69	\$0.00	\$227.20	\$2,142.49	\$0.00	\$0.00	9.59%	90.41%	0.00%
20140001091		02/13/2014	\$1,955.98	\$0.00	\$234.29	\$1,721.69	\$0.00	\$0.00	11.98%	88.02%	0.00%
20140001092		02/13/2014	\$1,071.68	\$30.00	\$1,101.68	\$0.00	\$0.00	\$0.00	102.80%	0.00%	0.00%
20140002620		05/12/2014	\$2,180.44	\$30.00	\$0.00	\$0.00	\$0.00	\$2,210.44	0.00%	0.00%	0.00%
20140002681		05/15/2014	\$1,669.51	\$0.00	\$1,669.51	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%
20140003631		06/16/2014	\$1,002.95	\$30.00	\$0.00	\$0.00	\$0.00	\$1,032.95	0.00%	0.00%	0.00%
20140003632		06/16/2014	\$1,002.95	\$30.00	\$0.00	\$0.00	\$0.00	\$1,032.95	0.00%	0.00%	0.00%
20140003741		06/23/2014	\$1,968.45	\$0.00	\$1,968.45	\$0.00	\$0.00	\$0.00	100.00%	0.00%	0.00%

Trip Number	Patient Name	DOS	Amount Billed	Late Chg/ Rev Adjs	Amount Paid	Amount C/A	Amount B/D	Balance Due	Pct Paid	Pct C/A	Pct B/D
Grand Totals:			\$906,810.34		\$310,888.95		\$1,661.69		34.28%		0.18%
				\$4,440.00	\$406,151.51			\$192,548.19		44.79%	

Total Trips: 411
Trips with payments: 324

- 334.99
\$192,213.20

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: June 16, 2020

TO: Board of Directors

FROM: Mike Vasquez, Fire Chief
Ryan Gross, General Manager

SUBJECT: **CONSIDER ADOPTING RESOLUTION NO. 07-21, IDENTIFYING THE TERMS AND CONDITIONS FOR THE FIRE DEPARTMENT RESPONSE AWAY FROM THEIR OFFICIAL DUTY STATION AND ASSIGNED TO AN EMERGENCY INCIDENT**

RECOMMENDED BOARD ACTION

Consider Adopting Resolution No. 07-21, Identifying the Terms and Conditions for the Fire Department Response Away from their Official Duty Station and Assigned to an Emergency Incident.

REASON FOR RECOMMENDATION

The terms and conditions of the Agreement for Local Government Fire and Emergency Assistances under the California Fire Assistance Agreement (CFAA), requires any agency seeking reimbursement of personnel working portal to portal on a state or federal incident to file a Memorandum of Understanding (MOU)/ Memorandum of Agreement (MOA), Governing Board of Resolution (GBR) or equivalent document with Cal OES Fire and Rescue Division, and have it approved by Cal OES and the Committee upon request. The MOU or GBR identifies the actual terms or conditions in which the department pays its personnel, from the Chief Officer level down to the firefighter level for emergency incidents.

BACKGROUND INFORMATION

The fire department has been under the CFAA agreement since 2015. The MOU or GBR would be an annual process for the terms and conditions of CFAA. This process secures the portal-to-portal (24hr) payment of personnel while committed on emergency incidents away from their duty station or outside their normal district/duty operations.

For the purpose of maintaining proper rates of reimbursement for equipment and personnel, each agency seeking reimbursement at the proper rate must renew their CFAA Agreement and Administrative Rate/ Salary Survey annually by July 1st.

FISCAL INFORMATION

When a Salary Survey and MOU or GBR is completed and approved by Cal OES, the process will secure an Administrative Rate for personnel and equipment while committed on a Federal or State assignment. This Administrative Rate is calculated from the Indirect Cost Rate and Direct Cost Rate formula developed by the CFAA. The costs are determined by the Department's actual cost from the most recent actual year-end reports. If an agency does not complete a Salary Survey, MOU or have one on file by July 1st the agency will default to a standard administrative rate of 10% and personnel will not be compensated for portal-to-portal. If approved, the Departments new Administrative Rate will be 19%.

ATTACHMENTS

Attachment 1 – Resolution No. 07-21

RESOLUTION NO. 07-21

RESOLUTION OF THE BOARD OF DIRECTORS OF THE RUNNING SPRINGS WATER DISTRICT, ON BEHALF OF ITS FIRE DEPARTMENT, IDENTIFYING THE TERMS AND CONDITIONS FOR THE FIRE DEPARTMENT RESPONSE AWAY FROM THEIR OFFICIAL DUTY STATION AND ASSIGNED TO AN EMERGENCY INCIDENT

WHEREAS, Running Springs Water District, on behalf of its Fire Department (hereinafter the “Running Springs Fire Department”), is a public agency located in the County of San Bernardino, State of California and the Community of Running Springs

WHEREAS, it is the desire of the Board of Directors of the Running Springs Water District, on behalf of its Fire Department, to provide fair and legal payment to all its employees for time worked.

WHEREAS, the Running Springs Fire Department has in its employ, fire and emergency response personnel that include: Fire Chief, Battalion Chief, Fire Captain, Engineer, Firefighter/Paramedic and Firefighter/EMT positions.

WHEREAS, the Running Springs Fire Department will compensate its employees portal to portal while in the course of their employment and away from their official duty stations and assigned to an emergency incident, in support of an emergency incident or pre-positioned for emergency response. Personnel will be compensated (portal to portal) beginning at the time of dispatch outside of the Running Springs Fire Department jurisdiction to the time when equipment and personnel are back in service and available for responses within the jurisdiction of the Running Springs Fire Department.

WHEREAS, the Running Springs Fire Department will compensate its employees overtime in accordance with their current Running Springs Water District Personnel Policy, Rules and Regulations, Standard Operating Procedures and/or other directives that identifies personnel compensation for the Running Springs Fire Department.

ADOPTED this 16th day of June 2021.

Ayes:
Noes:
Abstentions:
Absent:

President, Board of Directors
Running Springs Water District

ATTEST:

Secretary of the Board of Directors
Running Springs Water District

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: June 16, 2021

TO: Board of Directors

FROM: Fire Chief, Mike Vasquez

SUBJECT: **CONSIDER AUTHORIZING THE FIRE CHIEF TO UPDATE THE AGREEMENT WITH THE U.S. FOREST SERVICE, SAN BERNARDINO NATIONAL FOREST**

RECOMMENDED BOARD ACTION

To authorize the Fire Chief to renew the local cooperative fire protection agreement and operating plan with The U.S. Forest Service, San Bernardino National Forest.

REASON FOR RECOMMENDATION

Running Springs Fire Department and the local Forest Service Authority, San Bernardino National Forest meet annually, prior to the initiation of fire season to review and update the local agreement and operating plan. For the agreement to take effect, the updated local agreement and operating plan must be documented by signatures and dates from both agreeing parties.

BACKGROUND INFORMATION

Local agreements provide for reciprocal fire protection, including mutual aid, reimbursable assistance, coordination for the prevention, detection, management and suppression of wildland fires on property within the protection areas or jurisdiction of the agencies involved.

FISCAL INFORMATION

If an agreement exists between local, federal and state agencies, a local fire jurisdiction secures a method of reimbursement and or cost share agreement for any such wildland suppression cost that might occur to the district.

Attachment 1 - Operating Plan
Attachment 2 - Local Agreement

FS Agreement No.____
Cooperator Agreement No. _____

Exhibit B
2021
OPERATING PLAN
FOR COOPERATIVE FIRE PROTECTION AGREEMENT
Between
The RUNNING SPRINGS FIRE DEPARTMENT
and
U.S. FOREST SERVICE

The SAN BERNARDINO NATIONAL FOREST

OPERATING PLAN

The Parties will meet annually, prior to the initiation of fire season to review and update, if necessary, the Operating Plan (OP). This annual review will be documented by signing and dating the review block on the signature page of this OP. This OP will include protection area maps for all Parties, rates for use of department equipment and personnel, lists of principal personnel, dispatching procedures, and any other items identified in this Agreement as necessary for efficient implementation. This OP shall become attached to and be a part of the Cooperative Fire Protection Agreement (CFPA). This OP takes effect as of the date of the last signature and will remain in effect until superseded by a new OP or upon expiration of the agreement.

MUTUAL AID RESPONSE PROCEDURES

Mutual aid is the initial attack response by both The Department and U.S. Forest Service suppression resources that are identified in each Party's Emergency Command Center's run cards or computerized automated dispatch system (CAD). The Protecting Party will not be required to reimburse the Supporting Party for initial attack actions taking place in these areas within the First 12 hours (as identified in the Agreement) following initial dispatch of suppression resources. All assistance beyond this "Mutual Aid" period will be reimbursable fire assistance.

The U. S. Forest Service agrees to send the following resources initial attack response (minimum):

High Response Level	Moderate Response Level	Low Response Level
5 – Type 3 Engines	3 – Type 3 Engines	1 – Type 3 Engine
2 – Handcrews (when available)	1 – Fire Prevention / Patrol Unit	Or
1 – Fire Prevention / Patrol Unit	1 – Chief Officer	1 – Fire Prevention / Patrol Unit
1 – Chief Officer		

Any resources beyond this will be negotiated as reimbursable fire assistance. When the U. S. Forest Service is at draw down, resources dispatched will be modified.

The Department agrees to send the following resources to the U.S. Forest Service as Automatic Aid to areas within the defined Mutual Aid Zone (MAZ).

Running Springs Fire Department response

- 1- 1- Type I Engine and
- 2- 1- Type III Engine
- 3- 1- Type 1 Ambulance
- 4- 1- Operations Section Chief
- 5- 1- Division Supervisor

When the Department is at draw down, resources dispatched may be modified.

Aircraft (fixed and rotary-winged) including pilot(s) shall always reimbursable fire assistance, EXCEPT when the response is under a unified command and the fire threatens both local and federal jurisdictions. Fiscal responsibility for all aircraft will be determined by the ordering process, utilization and cost share agreements.

NOTE: The Department/U.S. Forest Service may request additional resources above the 1st Alarm Brush Assignment within the MAZ and/or request resources for incidents outside the MAZ under Mutual Aid which will be considered reimbursable fire assistance from time of dispatch.

DESCRIPTION OF U.S. FOREST SERVICE DIRECT PROTECTION AREA (DPA)

The U.S. Forest Service has the responsibility for prevention, protection and suppression of Wildland fires on National Forest administered lands, and on adjacent or intermingled State and private forested lands as identified through ~~CFPA~~ *the current CFMA*.

SEE CURRENT - CWCG DPA MAPS

<https://nifc.maps.arcgis.com/apps/webappviewer/index.html?id=f62c0156e48047f59791293aa794b0f3>

APPENDIX A

DESCRIPTION OF THE DEPARTMENT'S DIRECT PROTECTION AREA (DPA)

The Department has the responsibility for prevention, protection and suppression of structure and other non-Wildland fires within the established fire district. These structures and lands protected by the Department are intermingled or adjacent to lands protected by the U.S. Forest Service.

**SEE CURRENT LRA DPA MAP
APPENDIX B**

CLOSEST FORCES

The Department and the U.S. Forest Service agree to adopt the "Closest Forces" concept for initial attack. This philosophy dictates that the closest available appropriate resource regardless of ownership shall be utilized initially. The emphasis to get the closest appropriate resources to respond to initial attack fires is in the best interest of both Parties. This concept of "Closest Forces" will also be applied to ongoing incidents whenever there is a critical and immediate need for the protection of life and property. Beyond initial attack, the "Closest Forces" concept is modified and the Protecting Party will request the most appropriate resource to aid in the suppression of a wildfire.

MOVE-UP AND COVER

"Move-up and Cover" is the reallocation of fire suppression resources from their established location to a temporary location. For this agreement, "Move-up and Cover" is limited to moving Supporting Party engine companies and dozers (if applicable) to Protecting Party facilities which have been temporarily vacated because of emergency activity. The Protecting Party may decide to provide subsistence and lodging at no cost to the Supporting Party for support or agency specific mission only. Mutual Aid (if applicable) "Move-up and Cover" will be at no cost to the Protecting Party for the initial Mutual Aid period agreed to in this CFPA. While in the Mutual Aid period (if applicable), if the Supporting Party's resources are dispatched by the Protecting Party to a fire, reimbursable fire assistance will apply unless the fire is in an area of predetermined aid as agreed to in this CFPA.

SINGLE POINT RESOURCE ORDERING

All requests for emergency assistance and incident support must be clear and precise and shall be processed and recorded through a single dispatching center identified by the Incident Commanders of both Parties (Unified Command) and supported by order and request numbers. Any resources ordered outside of the Unified Ordering Point (UOP) will be considered voluntary contribution to the incident and will not seek reimbursement.

When ordering resources, it should be identified on the resource order, under "special considerations," when ordering for a specific agency mission need, even if/when going through another agency ordering point.

COMMUNICATIONS AND FREQUENCY MANAGEMENT

The Parties agree to utilize the frequencies assigned by the Emergency Command Centers for the management of an incident. This includes the assigned Command and Tactical Frequencies. In the case where the Parties' administrative frequencies have not been assigned for those purposes, the use of those frequencies must be temporarily suspended. While away from the home geographic area and traveling to and from an incident, the Parties agree to suspend the use of their respective pre-assigned frequencies. These frequencies are licensed through the Federal Communications Commission for specific geographic areas and are not to be used outside those areas. Family recreational "walkie-talkie" type radios are prohibited from use while traveling to and from an incident or while on any federal incident.

SHARING FREQUENCIES

The Department/U.S. Forest Service agrees to authorization of use of the following frequencies. These frequencies will be used for fire/emergency only within or adjacent to the Department's responsibility area.

APPENDIX C

These frequencies will be used for fire/emergency only within or adjacent to the *Department/U.S. Forest Service's* responsibility area.

APPENDIX D

OPERATIONAL & DUTY OFFICER CONTACTS

DEPARTMENT DUTY OFFICER CONTACT

APPENDIX E

U.S. FOREST SERVICE DUTY & LINE OFFICER CONTACT

APPENDIX F

CICCS/ICS QUALIFIED LIST AND IMT PERSONNEL

The list of qualified personnel is maintained by the Department's Command /Dispatch Center. The resources may be available on a reimbursable fire assistance basis depending on Party's drawdown and commitments.

THE USE OF TRAINEES

Both Parties agree to the use of trainees when practical; however, the automatic dispatch of or use of trainees will not occur without prior approval of the hosting unit or Incident Commander.

All Department trainees will be the cost responsibility of the sending unit.

STRUCTURE DEFENSE

When the local agency's resources are exhausted and need to be augmented for structure defense, as determined and negotiated by the unified incident commanders in consultation with Agency Representative and Agency Administrator, the Federal Agency having DPA responsibility may bear the cost of the augmentation.

REIMBURSEMENT Personnel & Equipment - Outlined in agreement under:

VIII REIMBURSEMENT AND USE OF COOPERATIVE FIRE RESOURCES:

For Reimbursement under the terms of this CFPA all resource orders must be dispatched and processed by the SAN BERNARDINO NATIONAL FOREST, Communication Center, when not in Unified Command. Any request not dispatched or processed by this ECC will not be reimbursed under this local agreement.

U.S. Forest Service Personnel and Equipment:

Reimbursable U.S. Forest Service costs will include actual costs associated with the direct fire operations and incident support ordered by or for the incident (except as otherwise described as reciprocal initial attack as identified herein, and independent action situations). The Department will be billed for support to incidents that are the jurisdictional responsibility of the Department.

The Administrative Rate for the U.S. Forest Service is published in the agency's Annual Program Direction.

REIMBURSEMENT RATES AND METHODOLOGY (Aviation)

Federal Excess Property Program (FEPP) Equipment

Under the FEPP program, FEPP rates apply when federal property is loaned to the State Forester, who may place it with local fire departments to improve local fire programs. If this loaned federal property is used on a U.S. Forest Service incident, the Department will only charge the U.S. Forest Service operating costs that include maintenance, fuel, oil, etc. Charges may not include amortization, depreciation, replacement costs, modification start-up costs, or related charges.

Aircraft

Aircraft utilization will always be reimbursable fire assistance upon request from the U.S. Forest Service. Reimbursable fire assistance will be negotiated for aircraft utilization for mutual threat incidents. Flight and stand-by rates for aircraft will be developed, agreed to in advance, and published annually herein, utilizing the rates and/or methodology utilized by the California Department of Forestry and Fire Protection (CAL FIRE). Reimbursable fire assistance rates and reimbursements for aircraft will be based on the following guidelines:

1. Fixed Wing

Reimbursements will be based on aircraft rate which includes pilot costs. The Air Tactical Group Supervisor ("ATGS") will be itemized separately. ATGS Stand-by rates will be determined based on personnel costs.

2. Helicopter

Reimbursement will be based on CAL FIRE Type 2 helicopter rate (same CAL FIRE UH-1H Super-Huey specification and cost basis) which includes pilot costs. Helitack crew with Helitender, Fuel Truck and chase vehicle (e.g. 1-Ton Pickup) will be itemized separately. Flight Crew and Crew Carrying Vehicle (CCV) will also be itemized separately.

WHERE TO SEND REIMBURSEMENT INVOICES

Invoices for services under this agreement must be sent electronically to the following addresses as appropriate. This address supersedes any invoice mailing address which may be reflected in the existing cooperative agreement.

U.S. Forest Service	Running Springs Fire Department
Name: Planning Chief - Stephanie Childs Address: 602 S. Tippecanoe Ave. City, State, Zip: San Bernardino, CA 92408 Telephone: 909-382-2631 Fax: 909-383-5770 Email: stephanie.childs@usda.gov	Name: Fire Chief – Michael R. Vasquez Address: P.O. Box 2206 City, State, Zip: Running Springs Ca 92382 Telephone: 909-403-5390 FAX: 909-867-5456 Email: m.vasquez@runningspringsfd.org

ITEMS NOT REIMBURSABLE

The following items are not reimbursable in the execution of this Agreement and are considered standard personal support supply/equipment.

- Laptop Computers
- Incident position support kits
- Calculators

- Printers
- GPS units
- Cell phones (except as provided below)
- Personal telephone charges
- Support items normally available in Supply Unit, e.g. tents, sleeping bags, pads, water coolers, etc.

DURATION OF ASSIGNMENTS

Consideration must be given to the health and safety of personnel when assigned to fires of long duration. It is agreed that duration of assignments is dictated by each Party's policy. Extension of assignments beyond the Supporting Party's policy may be requested. It is the responsibility of the Protecting Party to request relief personnel in advance of the Supporting Party's policy time limit. The Protecting Party is further responsible for the transportation costs of moving personnel to the fire and returning those relieved personnel back to their home stations. In all cases, the Department and U.S. Forest Service agree that their Incident Commanders will release suppression resources to their primary mission responsibilities as soon as priorities allow. For incidents within the state, there is a required 7-day minimum commitment. Both Parties agree to honor the minimum length of assignments guidelines.

REST AND RECUPERATION

The National Wildfire Coordinating Group (NWCG) establishes Rest and Recuperation (R & R) guidelines that govern R & R on all Federal incidents. These guidelines may change throughout the year depending on fire activity and physical condition of fire resources. Department personnel assigned to a U.S. Forest Service incident may be given R & R during the incident in which case the R & R is in pay status and charged against the incident. However, if the Department wishes to grant their personnel R & R upon their return to home, the R & R is not compensable under the terms of this agreement.

AIR BOTTLE SUPPORT

The Department agrees to refill breathing apparatus bottles when requested by the U.S. Forest Service subject to compliance with all laws and policies pertaining to breathing apparatus.

NON-WILDFIRE INCIDENTS

The Department has jurisdictional responsibility for all non-wildfire emergencies within its protection area even when these areas include U.S. Forest Service DPA. The only exceptions are for those emergency incidents under the jurisdiction of the California Highway Patrol, County Sheriff, California Department of Fish & Game and the U.S. Coast Guard.

FIRE PREVENTION

JOINT PRESS RELEASES Develop joint press releases on cooperative fire protection issues to ensure that the interests of both Parties are adequately addressed.

SMOKEY BEAR PROGRAM The Parties will cooperate in the delivery of Smokey Bear programs.

LOCAL EDUCATION PROGRAMS The Parties agree to cooperatively conduct local school and other fire prevention education programs.

FIRE PREVENTION SIGNS Coordination and placement of fire prevention signs should be coordinated by both Parties in order to prevent duplication of effort and sending mixed messages. This is especially important for fire danger rating signs.

LOCAL EVENTS The Parties agree to cooperative conduct fire prevention programs at local community events.

BURNING AND CAMPFIRE PERMITS

In accordance with current instructions, permits for campfire (CDF form LE-63), dooryard premises burning (CDF form LE-62), and other burning (CDF form LE-5) (except vegetation management program and brushland conversion burning (CDF form LE;-7) on State Responsibility lands in Federal Agency DPAs will be issued by the Federal Agency or local fire protection district personnel authorized to do so by the Director of CDF. If both parties' personnel are authorized to issue campfire and burning permits by CDF, both Parties agree to issue burning and campfire permits for each other's DPAs. Both Parties agree to notify one another when bum permits are issued. Fire Restrictions, Red Flag or other situations that may affect the safe execution of campfire and/or burn permits will be shared by each Party.

NON-FIRE PROJECT USE OF RESOURCES

Each of the Parties may jointly conduct appropriate mutual interest projects. These projects may include but not limited to hazardous fuels reduction (i.e.: prescribed fire burn and prep., thinning, etc.) and facility/compound maintenance. Any shared cost or reimbursement will be governed in accordance with a Supplemental Project Agreement signed by each Party prior to the start of the project.

WILDLAND FIRE DECISION SUPPORT SYSTEM (WFDSS)

U.S. Forest Service policy requires the use of "Wildland Fire Decision Support System" (WFDSS) for all fires on or threatening U.S. Forest Service administered lands that have escaped initial attack. In Unified Command situations the U.S. Forest Service will include the Department's input into the development of control objectives, strategy and priorities.

REPAIR OF SUPPRESSION ACTIVITY DAMAGE

Repair of suppression related activity damage (e.g., spreading of dozer berms, installations of water bars, minor road repairs, minor fence repair, etc.) will normally be done by the Party with direct protection responsibility for the fire as an integral part of overhaul/mop-up. Any rehabilitation beyond this level may be the responsibility of the landowner.

MAPS TO SUPPORT ANNUAL OPERATING PLAN

On an as needed basis, maps needed to support this OP will become attachments to the OP. These may include the DPA boundary, fire protection facilities by Party and location, pre-planned "Mutual Aid" initial attack response areas, "Mutual Aid Move-up and Cover" facilities or special management consideration areas.

POSSESSION OF AGREEMENT AND OP ON INCIDENTS

On incidents, the Supporting Party shall furnish the Protecting Party, upon demand, a signed copy of the CFPA and current OP. This operating plan will be reviewed annually by JUNE 1 and revised as needed. This Operating Plan is executed as of the date of the last signature and remains in effect through FIVE YEARS unless modified or superseded.

APPROVAL:

IN WITNESS WHEREOF, the Parties have executed this Operating Plan as of the last date written below:

Michael R Vasquez ,FIRE CHIEF
Running Springs Fire Department

Date

,FOREST SUPERVISOR
U.S. Forest Service, San Bernardino National Forest

Date

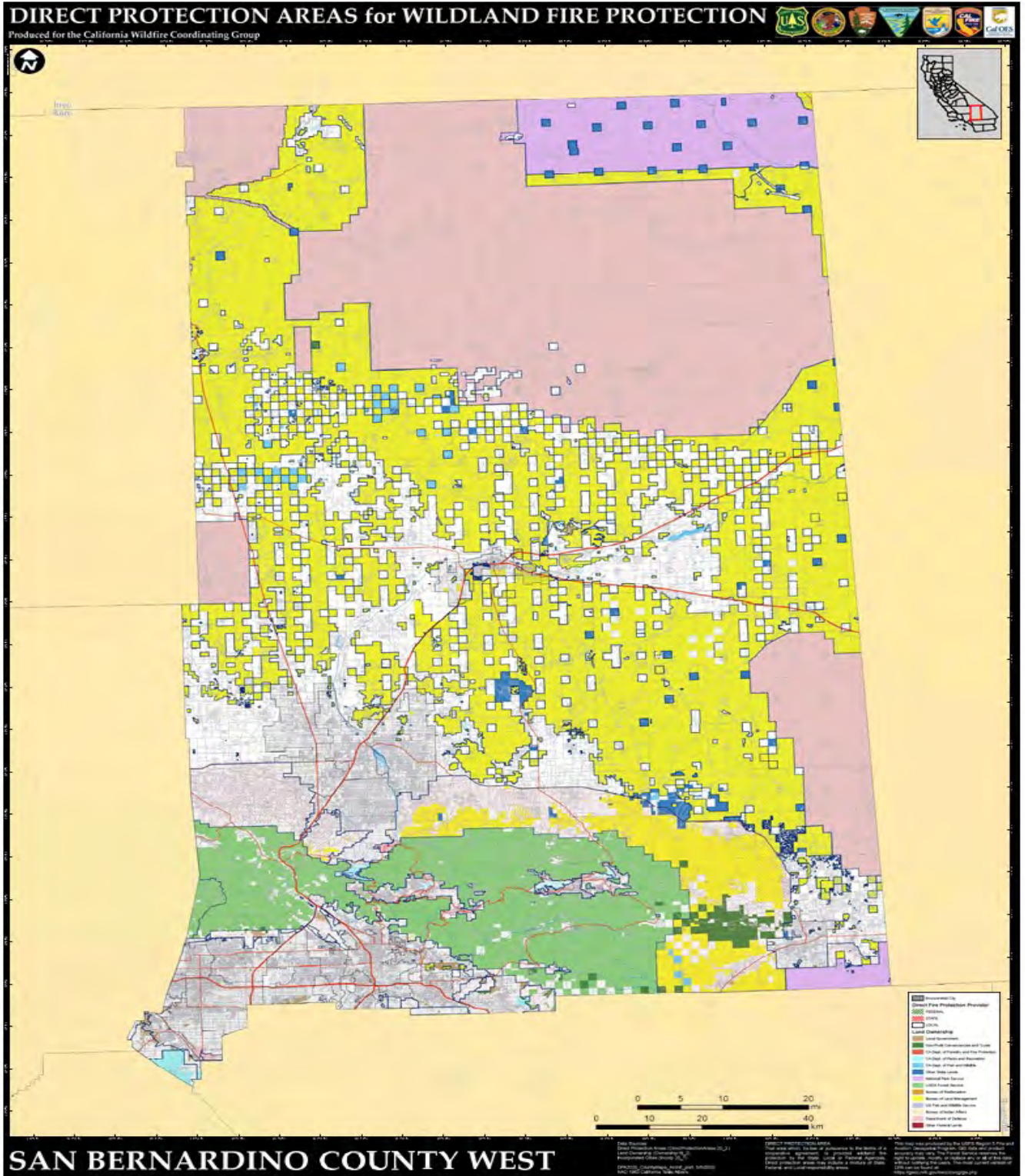
The authority and format of this instrument have been reviewed and approved for signature.

ZZZZZZ
U.S. Forest Service Grants Management Specialist

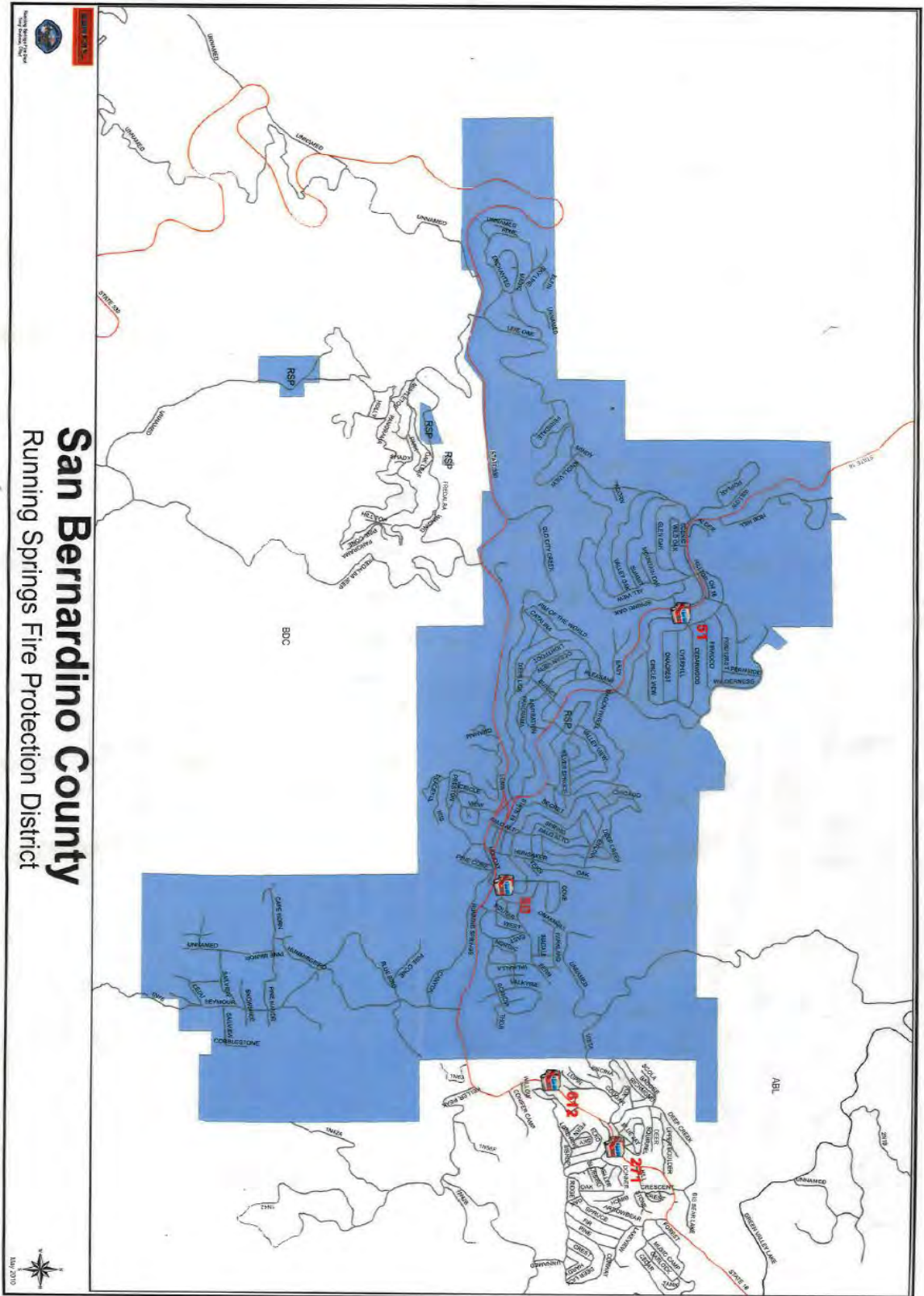
Date

APPENDIX A

San Bernardino National Forest DPA MAP



APPENDIX B
LRA DPA MAP



APPENDIX C

RUNNING SPRINGS FIRE DEPARTMENT FREQUENCY ASSIGNMENTS

The Department agrees to authorize use by the Forest Service of the following frequencies:

Please Confirm Frequencies

Command Frequencies		
BDC V1	RX 151.1450	TX 154.055 Tone 7
BDC V2	RX 159.1200	TX 156.0600 Tone 6
BDC V3	RX 151.1520	TX 153.9650 Tone 3,7

Tactical Frequencies		
VFIRE 25	RX 154.287	TX 154.287
VFIRE 26	RX 154.302	TX 154.302

APPENDIX D

SAN BERNARDINO NATIONAL FOREST FREQUENCY ASSIGNMENTS

The Forest Service agrees to authorize use by the Department of the following frequencies:

Command Nets:	RX 171.4750 RX 171.4750 RX 172.2250	TX 171.4750 TX 168.1500 TX 164.1375	Forest Net Direct Forest Net Repeat Admin Net
Tactical Nets:	TX 168.2000 TX 166.5500 TX 167.1125 TX 169.1125 TX 168.4875		NIFC Tac 2 R5 Tac 4 R5 Tac 5 R5 IA Air to Grnd 59 R5 IA Air to Grnd 53

These frequencies will be used for fire/emergency only within or adjacent to the Forest Service's responsibility area.

APPENDIX E

RUNNING SPRINGS Fire Department Chiefs & Contacts

		<i>SB County Comm. Center</i>	909-356-3806	Emergency 911
Name		Position	Work	Mobile
Michael Vasquez		Fire Chief	909-403-5390	909-202-3217
Cindy Strelbel		Battalion Chief	909-403-5391	909-202-2435
Dixi Willemse		Fire Admin Secretary	909-867-2630	

DRAFT

APPENDIX F

SAN BERNARDINO NATIONAL FOREST Chief & Line Officer Contacts

<i>Supervisor's Office Fire Staff</i>	909.382.2600	<i>San Bernardino ATB</i>	909.382.2989		
		<i>FICC Dispatch</i>	909.383.5654	Emergency 909.383.5651	
NAME	CALL SIGN	POSITION	WORK	MOBILE	EMAIL ADDRESS
Jaime Gamboa	Chief 1	Forest Fire Chief	909.382.2629	909.677.6017	jaime.gamboa@usda.gov
Scott Howes	Chief 2	Deputy Forest Fire Chief	909.382.2879	909.269.2927	scott.howes@usda.gov
Jill Erhard-Moore	Division 6	FICC Center Manager	909.382.2749	530.701.0262	jill.erhard-moore@usda.gov
Doug Ross	Division 7	Aviation Officer	909.382.2994	951.288.5372	doug.ross@usda.gov
Leslie Casavan	Battalion 71	Air Tanker Base Manager	909.382.2989	909.289.4195	Leslie.casavan@usda.gov
VACANT	Battalion 72	Air Attack Officer	909.382.2745		
Lauren Blake	Division 8	Fuels/Fire Protection Specialist	909.382.2632	951.573.6065	lauren.blake@usda.gov
Stephanie Childs	Division 9	Fire Mgmt. Planning Specialist	909.382.2631	626.482.6680	stephanie.childs@usda.gov
Dan Snow	Safety 1	Safety Officer	909.382.2633	951.313.5453	Daniel.snow@usda.gov
Mountaintop Division		West (Sky Forest Office)	909.382.2758		
		East (Fawnskin Office)	909.382.2790		
Thad Chavez	Division 1	Division Chief	909.382.2772	909.266.6905	thad.chavez@usda.gov
David Duran	Battalion 11	West Battalion	909.382.2769	909.486.1703	david.duran@usda.gov
Brian Grant	Battalion 12	Prevention/Fuels Battalion	909.382.2802	909.806.0385	brian.grant3@usda.gov
Mike Koontz	Battalion 13	East Battalion	909.382.2790	951.315.5849	michael.koontz@usda.gov
Front Country Division		West (Lytle Creek Office)	909.382.2850		
		East (Mill Creek Office)	909.382.2881		
Josh Boehm	Division 3	Division Chief	909.382.2892	909.454.5348	joshua.boehm@usda.gov
Matt Ahearn	Battalion 31	West Battalion	909.382.2877	951.315.5856	matt.ahearn@usda.gov
Michael Page	Battalion 32	Protection/Fuels Battalion	909.382.2893	909.486.1718	michael.j.page@usda.gov
Reno Renteria	Battalion 33	East Battalion	909.382.2892	909.486.1709	reno.renteria@usda.gov
San Jacinto Division		Idyllwild Office	909.382.2922		
Sal Reyes	Division 5	Division Chief	909.382.2943	951.236.1925	salvador.reyes@usda.gov
Matt Boss	Battalion 51	Suppression Battalion	909.659.2377	951.314.1427	matthew.boss@usda.gov
Jim Snow	Battalion 52	Prevention/Fuels Battalion	909.659.5130	951.240.1219	jim.snow@usda.gov
Chris Fogle	Battalion 53	Suppression Battalion	909.659.3926	909.238.2107	chris.fogle@usda.gov
Forest Service Line Officers					
Name		Position	Work	Mobile	
Jody Noiron	Supervisor 1	Forest Supervisor	909.382.2600		jody.noiron@usda.gov
Kay Wiand	Supervisor 2	Deputy Forest Supervisor	909.382.2603		kay.wiand@usda.gov
Marc Stamer	Ranger 1	District Ranger	909.382.2728	909.486.1724	marc.stamer@usda.gov
Joe Rechsteiner	Ranger 3	District Ranger	909.382.2850	951.453.5494	joseph.rechsteiner@usda.gov
Julie Hall	Ranger 5	District Ranger	909.382.2922	909.756.0686	julie.hall2@usda.gov



FS Agreement No. -FI- -
Cooperator Agreement No.

**LOCAL
COOPERATIVE FIRE PROTECTION AGREEMENT
Between The
RUNNING SPRINGS FIRE DEPARTMENT
And The
U.S., FOREST SERVICE
SAN BERNARDINO NATIONAL FOREST**

This LOCAL COOPERATIVE FIRE PROTECTION AGREEMENT is hereby entered into by and between the Running Springs Fire Department, hereinafter referred to as “the Cooperator,” and the U.S., Forest Service, San Bernardino National Forest, hereinafter referred to as the “U.S. Forest Service,” under the Reciprocal Fire Protection Act of May 27, 1955 (42 USC 1856a), as amended.

Background:

I. PURPOSE:

The purpose of this agreement is to provide for reciprocal fire protection, including mutual aid, reimbursable assistance, and coordination for the prevention, detection, management, and suppression of wildland fires on property within the protection areas or jurisdiction of the parties that are signatory to this agreement.

II. STATEMENT OF MUTUAL BENEFIT AND INTERESTS:

The U.S. Forest Service has the responsibility for fire protection, which includes prevention, detection, management, and suppression of wildland fires on **THE SAN BERNARDINO NATIONAL FOREST** administered lands and has an interest in protection and suppression of wildland fires on adjacent or intermingled State and private forested land.

The U.S. Forest Service does not respond to structure fires, vehicle fires or traffic accidents. However, the U.S. Forest Service may, as available, respond to such incidents for wildland fire suppression activity when adjacent lands or property covered under this agreement are threatened by fire from such incidents.

The Cooperator is a fire organization that has the responsibility of maintaining fire protection facilities in the vicinity of **THE SAN BERNARDINO NATIONAL FOREST** administered lands, for mutual aid in furnishing fire protection for such property and for other property for which such organization normally provides fire protection.



Therefore, it is mutually advantageous, in their mutual interest, and in the public interest, for the parties to coordinate their efforts in the prevention, detection, management, and suppression of wildland fires in and adjacent to their areas of responsibility to limit duplication and improve efficiency and effectiveness.

In consideration of the mutual commitments and conditions herein made, the parties agree as follows:

III. TERMINOLOGY, EXHIBITS, AND SUPPLEMENTS

- A. Words and phrases used herein may have different meanings or interpretations for different readers. To establish a common understanding, some words and phrases as used herein are defined in the text of this agreement. Where there are inconsistencies, the hierarchy of terminology will be those defined by statute, those defined by regulation, those defined in policy, those defined in this agreement, those defined in the [National Wildfire Coordinating Group \(NWCG\) Glossary of Wildland Fire Terminology](#), and then all other agency and interagency documentation.
- B. The following exhibits are incorporated into this agreement:
- Exhibit A – Map of Protection Areas and Boundaries
 - Exhibit B – Protection (Operating) Plan
 - Exhibit C – Fire Supplemental Project Agreement
 - Exhibit D – Cost Share Agreement
- C. Exhibit A must be completed and attached to this agreement prior to execution. The exhibit must illustrate the protection areas of the signatory parties, along with the scope of initial attack and associated mutual aid zones.
- D. Exhibit B must be completed and attached to this agreement prior to execution. The exhibit must include a narrative description and/or a list of resources that document protection planning for operational efficiencies. Refer to VI-A-Protection (Operating) Plan for additional consideration.
- E. Exhibits C and D are provided for standardized format and are intended to supplement this agreement. Completion and execution of Exhibit C or D does not require formal modification to this agreement. However, nothing in Exhibits C and D should conflict with the authority and provisions of this agreement.
- F. The parties may attach other exhibits or operational information for reference so long as the additional exhibits and information do not conflict with the authority and provisions of this agreement.

IV. RECIPROCAL FIRE PROTECTION



- A. The responsibilities of the parties to this agreement shall be distinguished as follows:
- **Jurisdictional Party**—Entity having land and resource management responsibility for a specific geographical or functional area as provided by federal, state or local law. Under no circumstances may a Jurisdictional Party abdicate legal responsibilities as provided by federal state, or local law.
 - **Protecting Party**—Entity responsible for providing direct incident management within a specific geographical area pursuant to its jurisdictional responsibility or as specified and provided by contract or authorized agreement.
 - **Supporting Party**—Entity providing suppression resources to assist a Protecting Party or a Jurisdictional Party.

- B. **RECIPROCAL (MUTUAL AID) FIRE PROTECTION.** The parties shall establish a map depicting reciprocal initial attack zones and mutual aid fire protection for lands of intermingled or adjoining protection responsibility. The map must be attached to this agreement. Within such zones, a Supporting Party will, upon request or voluntarily, take initial attack action in support of the Protecting Party. The Protecting Party will not be required to reimburse the Supporting Party for costs incurred following the initial attack dispatch of any resource to the fire for the duration of the mutual aid period. The length of the mutual aid period is usually 24 hours, but no less than 12 hours.

The length of the mutual aid period for this agreement is 12 HOURS. 

With the exception of aircraft, which will be billed for the whole period from initial dispatch. All other assistance beyond “Mutual Aid” period will be reimbursable fire assistance and will be billed retroactively for the full period from the of initial dispatch.

- C. **REIMBURSABLE FIRE ASSISTANCE.** The Protecting Party may request suppression resources from the Supporting Party beyond initial attack or mutual aid period within the protection area or jurisdiction of the parties that are signatory to this agreement. Such suppression resources when dispatched to, and assigned a resource order number for, the incident shall be reimbursed by the Protecting Party.
- D. **WAIVER OF CLAIMS.** Pursuant to 42 U.S.C. 1856a et seq., each party to this agreement hereby waives any claim against any other party for loss or damage of its property and/or personal injury or death of its employees or agents occurring as a consequence of the performance of this agreement; provided, this provision shall not relieve any party from responsibility for claims from third parties for losses for which the party is otherwise legally liable. This provision pertains to the parties that are signatory to this agreement and does not pertain to claims advanced by third parties.

Claims requesting compensation for property loss or damage, personal injury, or death resulting from the negligence or other wrongful acts of employees performing under this agreement will be received by the Jurisdictional Party and forwarded to the hiring, or home agency of the allegedly negligent employee for processing. Nothing



in this paragraph requires or implies any one is liable for any specific claim. Any liability for any claim will be based on this agreement and applicable law.

Employee claims for loss of or damage to personal property must be submitted to the Jurisdictional Party and then forwarded to the hiring, or home agency of the employee for processing in accordance with the hiring organization or agency's administrative procedures.

- E. LOANED (OR SHARED) EQUIPMENT AND SUPPLIES. The parties recognize that wildland fire suppression will often involve the use of equipment, supplies and cache items. Equipment, supplies and cache items checked out (such as pumps, hoses, nozzles, etc.) or loaned by one party and received by another party, shall become the responsibility of the receiving party. Equipment, supplies, and cache items shall be returned in the same condition as when received, reasonable wear and tear excepted. Notwithstanding the general Waiver of Claims provision, the parties agree that the receiving party shall reimburse the loaning party for cost of any items expended, lost, or destroyed.

Equipment owned and operated by a party shall be the responsibility of that party. However, notwithstanding the general Waiver of Claims provision, the parties agree that when providing support for another party, the party providing support may be reimbursed for damage or repair costs to their owned and operated equipment if the damage is directly attributed to the incident and in excess of reasonable wear and tear. These costs must be authorized using a unique request and resource order number (for example a S#). When applicable, insurance claims shall be pursued prior to requesting reimbursement.

V. COOPERATION, STANDARDS, AND QUALIFICATIONS:

- A. NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS). The parties to this agreement will operate under the concepts in the Department of Homeland Security's (DHS) National Incident Management System (NIMS). In implementing these concepts, the parties to this agreement will be expected to follow the National Wildfire Coordinating Group's (NWCG) minimum standards as defined in the Wildland Fire Qualifications Systems Guide (PMS-310) and must arrive on incident with valid qualification documentation. For initial attack action taken within the period specified as mutual aid, all agencies (federal, state, local, and Tribal) accept each other's standards.
- B. STANDARDS. The parties to this agreement desire to achieve common standards within the parties' best interest, recognizing differing agency missions and mandates. Each party to this agreement recognizes that other parties' standards are reasonable, prudent, and acceptable. Each party shall ensure that its own standards are followed. This provision does not affect a Jurisdictional Party's land management standards.
- C. TRAINING. The parties to this agreement will cooperate to assure that training needs are met through provided courses or sessions that will produce safe and



- effective fire management. The intent is to champion high-quality training, to minimize training costs by sharing resources, and to standardize training. Each party will advise the other of applicable cross training opportunities for personnel.
- D. COMMUNICATION SYSTEMS AND FACILITY ACCESS. The parties to this agreement may mutually agree to allow one another the use of communications systems such as radio frequencies, computer system access, data transmission lines, and communication sites when there is a mutual benefit to the parties to this agreement. Such arrangement shall be approved only by authorized personnel and in accordance with agency laws, regulations and policies governing security of systems and facilities.
- E. INTERAGENCY MOBILIZATION AND INCIDENT BUSINESS. The parties to this agreement will adhere to guidance provided in the local Dispatch Operating Guide for ordering and mobilization of resources; and the Standards for Interagency Incident Business Management published by the National Wildfire Coordinating Group (NWCG).
- F. TEXT MESSAGING WHILE DRIVING. In accordance with Executive Order (EO) 13513, "Federal Leadership on Reducing Text Messaging While Driving," any and all text messaging by Federal employees is banned: a) while driving a Government owned vehicle (GOV) or driving a privately owned vehicle (POV) while on official Government business; or b) using any electronic equipment supplied by the Government when driving any vehicle at any time. All Cooperators, their employees, volunteers, and contractors are encouraged to adopt and enforce policies that ban text messaging when driving company owned, leased or rented vehicles, POVs or GOVs when driving while on official Government business or when performing any work for or on behalf of the Government.
- G. PERSONNEL POLICY. Employees or volunteers of the parties to this agreement shall be subject to the personnel rules, laws and regulations of their respective agency or organization. Each party is responsible to ensure their employees and volunteers meet and maintain appropriate training and physical fitness qualifications and are equipped with personal protective equipment (PPE) to enable response to wildland fire activities.

VI. PREPAREDNESS, PREVENTION, AND PRESCRIBED FIRE:

- A. PROTECTION (OPERATING) PLAN. The parties to this agreement shall determine and document operational efficiencies for mutual aid and reimbursable fire assistance. This may include identifying firefighting resources, placement of crews, engines, water tenders, air tankers, helicopters, fixed and aerial detection, regulated use, closures, radio frequencies, dispatch procedures, and other joint fire control efforts.
- B. FIRE SUPPLEMENTAL PROJECT AGREEMENTS. The parties to this agreement may plan and jointly conduct cooperative projects within the scope and purpose of this agreement. These projects may involve such activities as prescribed fire/fuels



- management, preparedness, fire analysis/planning, post-fire rehabilitation, training, prevention, public affairs, and other beneficial efforts in support of fire management. Nothing in this agreement obligates the parties to offer, accept, or fund any project proposals under this agreement. Any cooperative projects entered into under this agreement must be by mutual consent of the parties and documented through execution of a Fire Supplemental Project Agreement.
- C. FIRE PREVENTION. The parties agree to cooperate in the development and implementation of wildland fire prevention programs. The parties agree to share responsibilities and materials for fire prevention activities. Materials may include posters for display in public buildings, businesses and the like. The parties will share responsibility for wildland fire protection and rural fire safety presentations and demonstrations.
 - D. FIRE RESTRICTIONS AND CLOSURES. The parties will coordinate wildland fire restrictions and closures.
 - E. PRESCRIBED FIRE AND HAZARDOUS FUELS MANAGEMENT. The parties to this agreement agree to communicate for planned ignitions, prescribed fire and hazardous fuels management projects.
 - F. SMOKE MANAGEMENT. Within their authorities, the parties to this agreement agree to cooperate in smoke management efforts for wildland fires and prescribed fires.

VII. OPERATIONS:

- A. CLOSEST FORCES CONCEPT. The guiding principle for dispatch of initial attack suppression resources is to use the closest available and appropriate resource regardless of which party owns or controls the resources, and regardless of which party has protection responsibility or jurisdiction.
- B. FIRE NOTIFICATIONS. When responding to a wildland fire, the Supporting Party will, as soon as possible, notify the Protecting Party detailing what equipment and personnel have been dispatched to the incident location. If either party takes action on a wildland fire independently, the Supporting Party will furnish the Protecting Party a preliminary report (oral) within 24 hours of the action taken and a written incident report within ten (10) days.
- C. BOUNDARY LINE FIRES. A boundary-line fire will be the initial attack responsibility of the Protecting Parties on either side of the boundary. Neither party will assume the other is aware of the fire or is taking action. Each party will make every reasonable effort to communicate with the other concerning the fire. When both parties have arrived at the site of the fire, the parties will mutually agree to the designation of an incident command organization.



- D. **INDEPENDENT ACTION.** Unless otherwise stated as a special land management consideration, nothing herein shall prohibit either party, on its own initiative, from going upon lands known to be protected by the other party to this agreement to engage in suppression of wildland fires, when such fires are a threat to lands under that party's management or protection responsibility. In such instances, the party taking action will promptly notify the Protecting Party. Such actions will be commensurate with the land management considerations of the Jurisdictional Party, and subject to the laws and regulations of the Jurisdictional Party.

Special Land Management Consideration (if applicable). 

- E. **ESCAPED PRESCRIBED FIRES.** Wildland fires resulting from escaped prescribed fires that were ignited by, managed at the direction of, or under the supervision of one of the parties to this agreement shall be the responsibility of the Jurisdictional Party. If the parties to this agreement jointly conduct or manage a prescribed fire, the responsibility for suppression costs, should it escape, shall be agreed upon and documented. Unless otherwise agreed and documented in writing, all suppression costs and associated damages are the responsibility of the Jurisdictional Party. The parties to this agreement shall not hold each other responsible under this provision for escaped prescribed fires originating on private land, or on State or Federal lands not protected by one of the parties to this agreement.
- F. **PRESERVATION OF EVIDENCE.** As initial action is taken on a fire, the initial attack forces will preserve information and evidence pertaining to the origin and cause of the fire.
- G. **ACCIDENT INVESTIGATIONS.** When an accident occurs involving the equipment or personnel of a Supporting Party, the Protecting Party shall immediately notify the Jurisdictional Party. As soon as practical, the Protecting Party shall initiate an investigation of the accident. The investigation shall be conducted by a team made up of representatives from affected parties, as appropriate.

VIII. REIMBURSEMENT AND USE OF COOPERATIVE FIRE RESOURCES:

- A. **LEGAL AUTHORITY – COOPERATIVE FIRE.** The parties shall have the legal authority to enter into this agreement, and the institutional, managerial, and financial capability to ensure proper planning, management, and completion of the work described, which includes funds sufficient to reimburse for costs, when applicable.
- B. **APPROPRIATED FUND LIMITATION.** Nothing in this agreement shall require the parties to this agreement to obligate, to expend funds, or to enter into any contract or other obligation for the future payment of money in excess of or in advance of appropriated funds available for payment to meet the commitments of this agreement and modifications thereto, except as specifically authorized by law.
- C. **COST-SHARE AGREEMENT.** On multi-jurisdictional incidents and incidents which threaten or burn across protection boundaries, the parties will jointly develop



- and execute a written cost share agreement which describes a fair distribution of financial responsibilities. Cost shares should be reconciled, settled, and billed within 180 days from the end date of the cost share period. Only one invoice should be created by billing party for the net difference in the cost share. Once the invoice is paid, the cost share agreement is considered closed and no more settlements, invoices, or payments between the parties should occur. Any delays beyond the 180 days must be documented in writing and presented to the other party(s).
- D. **ELIGIBLE FIRE COSTS.** All costs incurred by the Supporting Party as reimbursable fire assistance must be adequately documented as an actual expense. The parties agree that to the extent applicable the parties will follow the cost principles and other requirements set forth in Part 200 of Title 2 of the Code of Federal Regulations. All costs must be reasonable, allowable, and allocable. Costs must be consistently treated as either direct costs or indirect costs. Consistent treatment of costs is a basic cost accounting principle and is specifically required to assure that the same types of costs are not charged as both direct costs and indirect costs. Every effort should be made to classify costs incurred for the same purpose, in like circumstances, consistently as either direct or indirect costs.
- (1) Direct costs are those items of expense specifically identified with the delivery or completion of a project or program. General examples include, but are not limited to, personnel costs (salary and fringe benefits), equipment costs, travel, materials, supplies, and contracts.
 - (2) Indirect costs are those items of expense incurred as part of general management and administrative support of an organization. These costs are not attributable to a specific project, program or output, but are distributed among many benefiting activities. Often, they are proposed as a percentage of direct project costs and are referred to as administrative costs, overhead, or burden. Examples may include office space, computer equipment, postage, utilities, salaries for administrative activities such as procurement, personnel, accounting, and so forth.
- E. **INDIRECT COST RATES - COOPERATIVE FIRE.** When indirect cost rates are applied to Federal reimbursements, the parties agree to the following:
1. If the payment recipient (cooperator) has never received or does not currently have a negotiated indirect cost rate, they are eligible for a de minimis indirect cost rate up to 10% of Modified Total Direct Costs (MTDC). MTDC is defined as all salaries and wages, fringe benefits, materials and supplies, services, travel, and contracts up to the first \$25,000 of each contract.
 2. For rates greater than 10%, the payment recipient (cooperator) shall provide either an applicable negotiated indirect cost rate agreement (NICRA) from a cognizant Federal agency, or an indirect cost rate summary in a format that clearly defines the indirect cost rate and MTDC.



3. The payment recipient (cooperator) must maintain adequate documentation to support the methodology and computation of the indirect cost rate. Documentation must be made available to the Federal agency upon request.
4. Failure to provide adequate documentation supporting the indirect cost rate may result in disallowed costs and repayment to the Federal agency.

F. FIRE PERSONNEL COSTS/RATES.

- 1) Personnel rates for salary, including overtime, shift premiums (if applicable), and fringe benefits must be consistent with each party's employment policy and regulations. All personnel time must be documented.
- 2) Reimbursement of personnel costs by the Protecting Party for employees of the Supporting Party is limited to actual time worked (beyond the mutual aid period), unless the Supporting Party is obligated via written labor agreement to pay for 24-hour shifts with periods of rest.
- 3) Standby personnel time is not reimbursable unless resource ordered.
- 4) Backfill costs are defined as the additional costs of replacement personnel (one level) to provide coverage for employees that have been mobilized to an incident. Unless otherwise documented as an additional net cost to the Supporting Party, regular time for the backfill employee is not reimbursable, only overtime costs are reimbursable.
- 5) Volunteers, by definition, are not employees and do not have a specified employment rate for hours worked. If, however, the Cooperator maintains written policy that provides for their volunteers to be mobilized to an incident for reimbursable assistance within the authority, scope, and terms of this agreement, the Cooperator agrees:
 - a. To compensate the individuals for hours worked based on current standardized published rates for emergency firefighters in the State of **CALIFORNIA**, **or** at hourly rates equal to, or less than, the current Federal administratively determined (AD) pay plan.
 - b. Unless exempt from Fair Labor Standards Act, these individuals will receive overtime pay for hours worked over 40 in a workweek at a rate equal to time and one half of the (base) hourly rate.
 - c. Base hourly and overtime costs are reimbursable; shift premiums, fringe benefits, and backfill costs are not reimbursable.
 - d. The rates will only apply to incident response under the terms of this agreement and will not apply to project activities carried out supplemental to this agreement.
 - e. These individuals will be considered Cooperator personnel under the terms of this agreement.



- G. TRAVEL COSTS. Federal Travel Regulations (FTR) and/or agency-specific travel regulations will be utilized for all travel policies and processes. Authorized travel costs, including transportation, lodging, meals, and per diem consistent with these policies and processes are reimbursable.
- H. FIRE EQUIPMENT COSTS/RATES.
- 1) Costs incurred for agency- or cooperator-owned equipment, including aircraft, when assigned to an incident or project may include operating expenses (such as fuel, oil, repairs, retardant) and/or a rate consistent with each party's written policy and regulations for use of the equipment.
 - 2) Standby equipment time is not reimbursable unless resource ordered.
 - 3) Personnel costs for operator(s) shall be applied separate from the equipment costs/rates.
 - 4) In the absence of a pre-determined and documented rate for use of Cooperator-owned equipment, reimbursement will be limited to the current Federal Emergency Management Administration (FEMA) Schedule of Equipment Rates for like equipment, published online at: <https://www.fema.gov/schedule-equipment-rates>.
 - 5) Any Cooperator equipment mobilized for reimbursable fire assistance shall be documented on an OF-297 (Emergency Equipment Shift Ticket).
- I. FEDERAL EXCESS PROPERTY PROGRAM. Federal Excess Property Program (FEPP) rates apply when federal property is loaned to the State Forester, who may place it with a local fire organization/department to improve local fire programs. If this loaned federal property is used on a federal incident or project, the Cooperator may only charge for operating costs that include maintenance, fuel, oil, etc. Costs may not include amortization, depreciation, replacement costs, modification, start-up costs, or related charges. FEPP equipment costs shall be listed separately on any invoice submitted for reimbursement.
- J. CONTRACT REQUIREMENTS – COOPERATIVE FIRE. The Federal Acquisition Regulations (48 CFR) apply to all contracts awarded by a federal agency, unless otherwise exempt. Any contract awarded by the Cooperator under this agreement, where federal funding may be provided, must be awarded following the Cooperator's established procurement procedures, to ensure free and open competition, and avoid any conflict of interest (or appearance of a conflict). The Cooperator must maintain cost and price analysis documentation for potential U.S. Forest Service review. The Cooperator is encouraged to utilize small businesses, minority-owned firms, women's business enterprises and veteran owned businesses.
- K. FIRE BILLING CONTENT, INFORMATION, AND FINANCIAL CONTACTS.
- The following items will be included with each invoice:
- Billing party's legal name, address, telephone number, and billing party's financial contact information.
 - Proper reference to this U.S. Forest Service agreement number.



- Invoice date.
- Invoice number, if applicable.
- Incident name and incident number.
- Dates of the incident covered by the billing.
- Appropriate Firecode or charge code (if known).
- Summary cost data for the amount being billed.
- Cost-share agreement (if applicable).

Summary cost data should include a list of personnel, travel, and equipment expenses; and a listing by contractor/vendor name and amount spent for services and supplies procured.

Generally, cost source documents, including but not limited to, resource orders, OF-288 Emergency Firefighter Time Reports, and OF-297 Emergency Equipment Shift Tickets, will not be required with the billing content unless summary cost data is disputed.

Financial Information and Contacts:	U.S. Forest Service	Cooperator
Submit bills to:	Albuquerque Service Center Incident Finance 5141 Masthead Albuquerque, NM 87109 FAX: 866-816-9532 Preferred method: EMAIL sm.fs.asc_coop@usda.gov	Running Springs Fire Department P.O. Box 2206 Running Springs, CA 92382
Financial Contact: (Name, phone, and email address)	ASC Incident Finance Cooperative Agreements 877-272-7248 sm.fs.asc_coop@usda.gov	Amie Crowder Running Springs Water District 909-403-5386 acrowder@runningspringswd.com
Local Financial or Incident Business Contact: (Name, phone, email address)	Heidi Chambers 916-640-1057 heidi.chambers@usda.gov	Same as above
Data Universal Number System (DUNS)	92-9332484	076052190
Indirect Cost Rate	12%*	19%

*Forest Service indirect cost rate applied in accordance with FSH 1909.13 Chapter 40.

- L. **FIRE BILLING TIMEFRAMES.** Except for cost-share agreement billings, the parties to this agreement will submit invoices within 60 days of the demobilization



from the incident. Extensions beyond the 60 days for invoice submittal must be presented in writing to the reimbursing party. All bills will have a payment due date within 30 days after date of issuance.

M. STANDARDS FOR FINANCIAL MANAGEMENT – COOPERATIVE FIRE.

1. Financial Reporting

The Cooperator shall provide complete, accurate, and current financial disclosures of the project or program in accordance with any financial reporting requirements, as set forth in the financial provisions.

2. Accounting Records

Cooperators must maintain records for each incident or project which adequately identify the source and use of funds. These records must contain information pertaining to expenses related to each incident, unobligated balances, assets, liabilities, outlays or expenditures, and income. Such documents must be made available to the Federal Agency, Office of Inspector General, and the Government Accounting Office upon request.

3. Internal Controls

Effective control and accountability must be maintained for all Federal funds, real and personal property, and other assets. The Cooperator must keep written internal controls to ensure that all Federal funds received are separately and properly allocated to each incident and used solely for authorized purposes.

4. Source Documentation

Accounting records for each incident or project must be supported by source documentation such as cancelled checks, paid bills, payrolls, time and attendance records, equipment use and cost records, contract or subaward documents, etc. Such documents must be made available to the Federal agency upon request.

N. SYSTEM FOR AWARD MANAGEMENT REGISTRATION REQUIREMENT (SAM). The Cooperator shall maintain current information in the System for Award Management (SAM) until receipt of final payment. This requires review and update to the information at least annually after the initial registration, and more frequently if required by changes in information or agreement term(s). For purposes of this agreement, *System for Award Management (SAM)* means the Federal repository into which an entity must provide information required for the conduct of business as a Cooperative. Additional information about registration procedures may be found at the SAM Internet site (currently at <https://www.sam.gov>).

O. OVERPAYMENT. Any funds paid to the Cooperator in excess of the amount entitled under the terms and conditions of this agreement constitute a debt to the



Federal Government. The following must also be considered as a debt or debts owed by the Cooperator to the U.S. Forest Service:

- Any interest or other investment income earned on advances of agreement funds; or
- Any royalties or other special classes of program income which, under the provisions of the agreement, are required to be returned;

If this debt is not paid according to the terms of the bill for collection issued for the overpayment, the U.S. Forest Service may reduce the debt by:

1. Making an administrative offset against other requests for reimbursement.
2. Withholding advance payments otherwise due to the Cooperator.
3. Taking other action permitted by statute (31 U.S.C. 3716 and 7 CFR, Part 3, Subpart B).

Except as otherwise provided by law, the U.S. Forest Service may charge interest on an overdue debt.

IX. GENERAL PROVISIONS:

A. **PRINCIPAL CONTACTS.** Individuals listed below are authorized to act in their respective areas for matters related to this agreement.

<p>Cooperator Program Contact Name: Fire Chief Michael R Vasquez Address: P.O. Box 2206 City, State, Zip: Running Springs, CA 92382 Telephone: 909-403-5390 FAX: 909-867-5456 Email: m.vasquez@runningspringsfd.org</p>	<p>Cooperator Administrative Contact Name: Amie Crowder Address: P.O. Box 2206 City, State, Zip: Running Springs, CA 92382 Telephone: 909-403-5386 FAX: 909-867-5456 Email: scrowder@runningspringswd.com</p>
<p>U.S. Forest Service Fire Program Contact Name: Chief Jaime Gamboa Address: 602 S. Tippecanoe Ave City, State, Zip: San Bernardino, CA 92408 Telephone: 909-382-2629 FAX: 909-383-5770 Email: jaime.gamoba@usda.gov</p>	<p>U.S. Forest Service Program - Incident Business - Contact Name: Heidi Chambers Address: 3237 Peacekeeper Way City, State, Zip: McClellan, CA 95652 Telephone: 916-540-1057 FAX: Email: heidi.chamber@usda.gov</p>
<p>U.S. Forest Service Administrative Contact Name: Planning Chief – Stephanie Childs Address: 602 S. Tippecanoe Ave City, State, Zip: San Bernardino, CA 92408 Telephone: 909-382-2631 FAX: 909-383-5770 Email: stephanie.childs@usda.gov</p>	



- B. **ASSURANCE REGARDING FELONY CONVICTION OR TAX DELINQUENT STATUS FOR CORPORATE ENTITIES.** This agreement is subject to the provisions contained in the Department of Interior, Environment, and Related Agencies Appropriations Act, 2012, P.L. No. 112-74, Division E, Section 433 and 434 as continued by Consolidated and Further Continuing Appropriations Act, 2013, P.L. No. 113-6, Division F, Title I Section 1101(a)(3) regarding corporate felony convictions and corporate federal tax delinquencies. Accordingly, by entering into this agreement the Cooperator acknowledges that it: 1) does not have a tax delinquency, meaning that it is not subject to any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, and (2) has not been convicted (or had an officer or agent acting on its behalf convicted) of a felony criminal violation under any Federal law within 24 months preceding the agreement, unless a suspending and debarring official of the United States Department of Agriculture has considered suspension or debarment is not necessary to protect the interests of the Government. If the Cooperator fails to comply with these provisions, the U.S. Forest Service will annul this agreement and may recover any funds the Cooperator has expended in violation of sections 433 and 434.
- C. **PROHIBITION AGAINST INTERNAL CONFIDENTIAL AGREEMENTS.** All nonfederal government entities working on this agreement will adhere to the below provisions found in the Consolidated Appropriations Act, 2016, Pub. L. 114-113, relating to reporting fraud, waste and abuse to authorities:
- a. The recipient (cooperator) may not require its employees, contractors, or subrecipients seeking to report fraud, waste, or abuse to sign or comply with internal confidentiality agreements or statements prohibiting or otherwise restricting them from lawfully reporting that waste, fraud, or abuse to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information.
 - b. The recipient (cooperator) must notify its employees, contractors, or subrecipients that the prohibitions and restrictions of any internal confidentiality agreements inconsistent with paragraph (a) of this award provision are no longer in effect.
 - c. The prohibition in paragraph (a) of this award provision does not contravene requirements applicable to any other form issued by a Federal department or agency governing the nondisclosure of classified information.
 - d. If the Government determines that the recipient is not in compliance with this award provision, it:
 - (1) Will prohibit the recipient's use of funds under this award, in accordance with sections 743, 744 of Division E of the Consolidated



Appropriations Act, 2016, (Pub. L. 114-113) or any successor provision of law; and

(2) May pursue other remedies available for the recipient's material failure to comply with award terms and conditions.

- D. TRIBAL EMPLOYMENT RIGHTS ORDINANCE (TERO). The U.S. Forest Service recognizes and honors the applicability of the Tribal laws and ordinances developed under the authority of the Indian Self-Determination and Educational Assistance Act of 1975 (PL 93-638).
- E. USE OF U.S. FOREST SERVICE INSIGNIA. In order for the Cooperator to use the U.S. Forest Service insignia on any published media, such as a Web page, printed publication, or audiovisual production, permission must be granted from the U.S. Forest Service's Office of Communications (Washington Office). A written request will be submitted by the U.S. Forest Service to the Office of Communications Assistant Director, Visual Information and Publishing Services, prior to use of the insignia. The U.S. Forest Service will notify the Cooperator when permission is granted.
- F. FOREST SERVICE ACKNOWLEDGED IN PUBLICATIONS, AUDIOVISUALS, AND ELECTRONIC MEDIA. The Cooperator shall acknowledge Forest Service support in any publications, audiovisuals, and electronic media developed as a result of this agreement.
- G. NONDISCRIMINATION STATEMENT – PRINTED, ELECTRONIC, OR AUDIOVISUAL MATERIAL. The Cooperator shall include the following statement, in full, in any printed, audiovisual material, or electronic media for public distribution developed or printed with any Federal funding.

"In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. (Not all prohibited bases apply to all programs.)"

To file a complaint alleging discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington DC 20250-9410 or call toll free voice (866) 632-9992, TDD (800)877-8339, or voice relay (866) 377-8642. USDA is an equal opportunity provider and employer."

If the material is too small to permit the full statement to be included, the material must, at minimum, include the following statement, in print size no smaller than the text:

"This institution is an equal opportunity provider."

- H. NOTICES. Any communications affecting the operations covered by this agreement given by the U.S. Forest Service or the Cooperator are sufficient only if in writing



and delivered in person, mailed, or transmitted electronically by e-mail or fax, as follows:

To the U.S. Forest Service Program Contact, at the address specified in this agreement.

To the Cooperator Program Contact, at the address shown in this agreement.

Notices are effective when delivered in accordance with this provision, or on the effective date of the notice, whichever is later.

- I. AVAILABILITY FOR CONSULTATION. Both parties agree to be available at mutually agreeable times, for continuing consultation to discuss the conditions covered by this agreement and agree to actions essential to fulfill its purposes.
- J. PARTICIPATION IN SIMILAR ACTIVITIES. This agreement in no way restricts the U.S. Forest Service or the Cooperator from participating in similar activities with other public or private agencies, organizations, and individuals.
- K. REMEDIES FOR COMPLIANCE RELATED ISSUES – COOPERATIVE FIRE. If either party materially fail(s) to comply with any term of the agreement, whether stated in a Federal statute or regulation, an assurance, or the agreement, either party may wholly or partly suspend or terminate the current agreement.
- L. ENDORSEMENT. Any of the Cooperator's contributions made under this agreement do not by direct reference or implication convey U.S. Forest Service endorsement of the Cooperator's products or activities and does not by direct reference or implication convey the Cooperator's endorsement of the U.S. Forest Service's activities.
- M. MEMBERS OF CONGRESS. Pursuant to 41 U.S.C. 22, no member of, or delegate to, Congress shall be admitted to any share or part of this agreement, or benefits that may arise therefrom, either directly or indirectly.
- N. NONDISCRIMINATION. The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or a part of an individual's income is derived from any public assistance program. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, and so forth) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD). To file a complaint of discrimination, write to USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider and employer.



- O. ELIGIBLE WORKERS. The Cooperator shall ensure that all employees complete the I-9 form to certify that they are eligible for lawful employment under the Immigration and Nationality Act (8 USC 1324a). The Cooperator shall comply with regulations regarding certification and retention of the completed forms. These requirements also apply to any contract awarded under this agreement.
- P. AGREEMENT CLOSEOUT – COOPERATIVE FIRE. Within 90 days after expiration date or notice of termination, the parties shall reconcile for final billing/payments and close the agreement.
- Q. PROGRAM MONITORING – COOPERATIVE FIRE. The parties to this agreement shall monitor the performance of the agreement activities to ensure that performance goals are being achieved. The parties to this agreement will meet annually to review matters of mutual concern. Program performance reports are not required for emergency response activities.
- R. RETENTION AND ACCESS REQUIREMENTS FOR RECORDS. The Cooperator shall retain all records pertinent to this agreement for a period of no less than 3 years from the expiration or termination date. As used in this provision, records include books, documents, accounting procedures and practice, and other data, regardless of the type or format. The Cooperator shall provide access and the right to examine all records related to this agreement to the Forest Service, Inspector General, or Comptroller General or their authorized representative. The rights of access in this section must not be limited to the required retention period but must last as long as the records are kept.

If any litigation, claim, negotiation, audit, or other action involving the records has been started before the end of the 3-year period, the records must be kept until all issues are resolved, or until the end of the regular 3-year period, whichever is later.

Records for nonexpendable property acquired in whole or in part, with Federal funds must be retained for 3 years after its final disposition.

- S. FREEDOM OF INFORMATION ACT (FOIA). Public access to award or agreement records must not be limited, except when such records must be kept confidential and would have been exempted from disclosure pursuant to Freedom of Information regulations (5 U.S.C. 552). Requests for research data are subject to 2 CFR 215.36.

Public access to culturally sensitive data and information of Federally-recognized Tribes may also be explicitly limited by P.L. 110-234, Title VIII Subtitle B §8106 (2008 Farm Bill).

- T. TERMINATION – COOPERATIVE FIRE. Either party shall have the right to terminate their participation under this agreement in whole, or in part, at any time before the date of expiration by providing 90 days written notice to the other party. If the agreement is terminated, the parties shall agree to the terms of the termination,



- including costs attributable to each party and the disposition of awarded or pending actions. If a party incurs costs due to the other party's failure to give the requisite notice of its intent to terminate the agreement, the Protecting party shall pay any actual costs incurred by the Supporting Party as a result of the delay in notification, provided such costs are directly attributable to the failure to give notice.
- U. ALTERNATE DISPUTE RESOLUTION. In the event of any issue of controversy under this agreement, the parties may pursue Alternate Dispute Resolution procedures to voluntarily resolve those issues. These procedures may include, but are not limited to conciliation, facilitation, mediation, and fact finding.
- V. DEBARMENT AND SUSPENSION. The Cooperator shall immediately inform the U.S. Forest Service if they or any of their principals are presently excluded, debarred, or suspended from entering into covered transactions with the Federal Government according to the terms of 2 CFR Part 180. Additionally, should the Cooperator or any of their principals receive a transmittal letter or other official Federal notice of debarment or suspension, then they shall notify the U.S. Forest Service without undue delay. This applies whether the exclusion, debarment, or suspension is voluntary or involuntary.
- W. MODIFICATIONS – COOPERATIVE FIRE. Modifications within the scope of this agreement must be made by mutual consent of the parties, by the issuance of a written modification signed and dated by all properly authorized, signatory officials, prior to any changes being performed. Requests for modification should be made, in writing, at least 30 days prior to implementation of the requested change. No party is obligated to fund any changes not properly approved in advance.
- X. COMMENCEMENT/EXPIRATION DATE – COOPERATIVE FIRE. This agreement is executed as of the date of the last signature and is effective through 3/31/2022 at which time it will expire, unless extended by an executed modification, signed and dated by all properly authorized, signatory officials.

If this agreement expires during an incident, the terms of this agreement will apply until the end of the incident. The parties must execute a written modification within 30 days following the incident to properly document the time extension. No other changes shall be retroactively applied for this time extension.

All Fire Supplemental Project Agreements must be completed within the timeframe of this agreement. However, if this agreement is replaced or superseded by a new agreement, current Fire Supplemental Project Agreements may remain in effect to the extent they do not conflict with the provisions of the new agreement, but only until such time that the Fire Supplemental Project Agreements can be completed or modified to be incorporated under the terms of the new agreement.



Y. AUTHORIZED REPRESENTATIVES. By signature below, each party certifies that the individuals listed in this document as representatives of the individual parties are authorized to act in their respective areas for matters related to this agreement.

In witness whereof, the parties hereto have executed this agreement as of the last date written below.

Michael R Vasquez, Fire Chief Date
Running Springs Fire Department

, Forest Supervisor Date
U.S. Forest Service, San Bernardino NATIONAL
FOREST

The authority and format of this agreement have been reviewed and approved for signature.

, Grants & Agreements Specialist Date
U.S. Forest Service,



Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 4 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.



Exhibit A – Map of Protection Areas and Boundaries

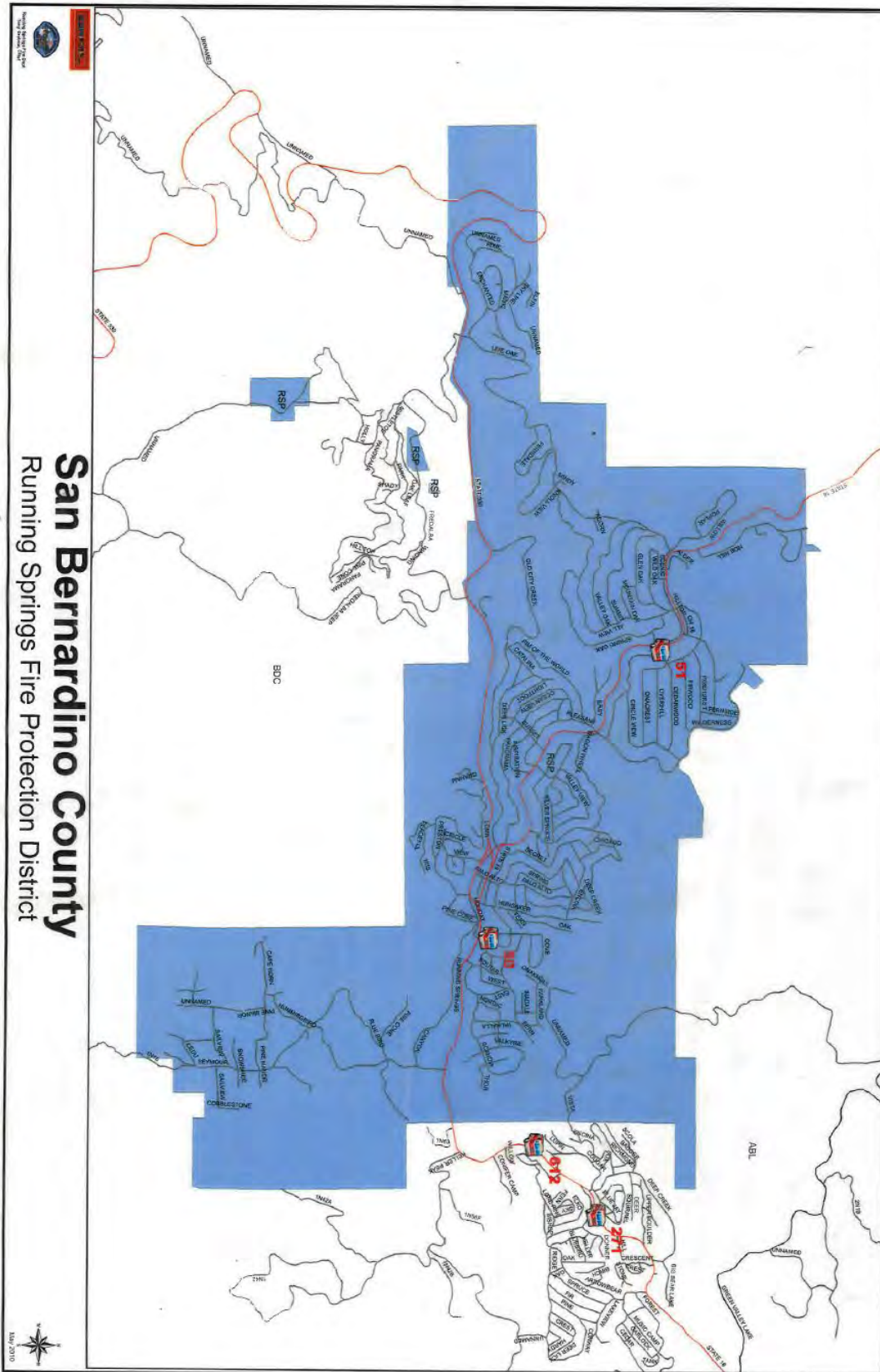




EXHIBIT B – Protection (Operating) Plan

Attached

DRAFT



Exhibit C – Fire Supplemental Project Agreement

Attached

Exhibit D – Cost Share Agreement

Attached

DRAFT

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: June 16, 2021

TO: Board of Directors

FROM: Ryan Gross, General Manager

SUBJECT: CONSIDER CERTAIN EQUIPMENT AND MATERIALS BE DECLARED AS SURPLUS PROPERTY AND AUTHORIZE STAFF TO DISPOSE OF PROPERTY

RECOMMENDED BOARD ACTION

It is recommended that the Board of Directors consider certain equipment and materials surplus property and authorize staff to properly dispose of the property.

REASON FOR RECOMMENDATION

District staff has determined that the equipment, materials and/or property is no longer of any use or value to the District and recommends it be declared surplus and disposed of.

BACKGROUND

Periodically the District performs an inventory of outdated and unused items and then develops a listing of surplus property that is no longer of value to the District, and that should be properly disposed of. The following is a list of the property staff is recommending be declared surplus at this time:

Water Division:

Miscellaneous Fittings and Valves

Quantity: Multiple

Resale Value: Recycle

Recommendation: Recycle at metal recycling center

Brand:

4" RT x RT 45
6" RT x FL 90
6" RT x RT 22 1/2
6" RT x RT 45 Cast Iron
6" RT x RT 90 Cast Iron
8" RT x RT 90
12 " RT x RT 22 1/2
3" Mueller Flanged
3" Mueller Threaded

4" Mueller Threaded
4" RT x FL Used
6" All Threaded
6" RT x FL All
6" RT x RT
6" MJ x FL
6" Flanged
8" FL x FL
8" RT x FL
10" FL x FL
6" RT x 6" RT x 4" RT
6" RT x 6" RT x 4" FL
8" RT x RT x RT
8" RT x 8" RT x 6" FL- Cast Iron



Service Truck

Quantity: 1

Resale Value: Highest Bidder

Brand: 1997 Ford F-350 flat bed, vin # - 1FDKF37F5VEA66360

Mileage: 127,000

Recommendation: Vehicle be sent to The Auction Company in Colton for public auction.



Treatment Division:

Service Truck

Quantity: 1

Resale Value: Highest Bidder

Brand: 1990 Ford f-350 flat bed, Vin # - 1FTHF36G1LKA29183

Mileage: 27,885

Recommendation: Vehicle be sent to The Auction Company in Colton for public auction.



Service Truck

Quantity: 1

Resale Value: Highest Bidder

Brand: 1999 Toyota Tacoma, Vin # - 4TAWN72N7XZ470766

Mileage: 103,796

Recommendation: Vehicle be sent to The Auction Company in Colton for public auction.



Membrane Modules

Quantity: 10

Resale Value: Recycle

Brand: OV960 UP150

Recommendation: Recycle Stainless Steel



RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: June 16, 2021

TO: Board of Directors

FROM: Ryan Gross, General Manager

SUBJECT: CONSIDER APPROVING RESOLUTION NO. 06-21, ADOPTING THE FISCAL YEAR ENDING 2022 AND 2023 DISTRICT BUDGETS

RECOMMENDED BOARD ACTION

Consider approving Resolution No. 06-21, adopting the Fiscal Year Ending 2022 and 2023 District Budgets including additional lump sum payments to CalPERS UAL Miscellaneous Plan in the amount of \$100,000.

BACKGROUND INFORMATION

A copy of the proposed Resolution 06-21 is included as Attachment 1.

The proposed Final Fiscal Year Ending 2022 and 2023 Budget document is also included as Attachment 2.

FISCAL INFORMATION

Refer to attached proposed Final Fiscal Year Ending 2022 and 2023 Budget document.

ATTACHMENTS

Attachment 1 – Resolution No. 06-21

Attachment 2 – Fiscal Year Ending 2022 and 2023 Budget Document

RESOLUTION 06-21

**RESOLUTION OF THE BOARD OF DIRECTORS OF RUNNING SPRINGS
WATER DISTRICT ADOPTING THE FISCAL YEAR ENDING 2022 AND 2023
DISTRICT BUDGET**

WHEREAS, the water and wastewater rates, fees and charges approved in 2019 have been incorporated into the District’s fiscal year ending 2022 and 2023 budget, a copy of which is attached and incorporated herein by reference;

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

1. Adoption of Fiscal Year Ending 2022 and 2023 District Budget

The District budget for Fiscal Year Ending 2022 and 2023 is hereby adopted, as presented to this Board of Directors, but may be hereafter amended by simple motion of the Board. A copy thereof shall be retained by the District and available for review upon request.

ADOPTED this 16th day of June 2021

Ayes:

Noes:

Abstentions:

Absent:

President, Board of Directors
Running Springs Water District

ATTEST:

Secretary, Board of Directors
Running Springs Water District

Running Springs Water District Running Springs Fire Department



Final Budget Fiscal Years Ending 2022 and 2023 June 16, 2021

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Elected District Officials and Staff

Board of Directors

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

General Manager

Ryan Gross

Secretary to the Board of Directors, Treasurer

Amie R. Crowder

Management Team

Amie R. Crowder, Administration Division Supervisor
Trevor Miller, Operations Manager
Cindy Strebel, Fire Battalion Chief
Mike Vasquez, Fire Chief

**Running Springs Water District
Fiscal Years Ending (FYE) 2022 and 2023 Budget**

Executive Summary

Mission and Vision

The mission of the Running Springs Water District (RSWD or District) is to provide water, fire, emergency medical service, sewer, and other beneficial services to the community: The goal of the District shall be to do so with the highest level of integrity and ethical principles and in the most efficient and cost-effective manner possible.

The vision of the District is to acquire and sustain the resources necessary to provide for the current and projected service needs of the Running Springs community in the following areas:

- Water Service: The Water Division will provide excellent water quality that consistently meets or exceeds regulatory and customer requirements and water quantity that recognizes the limited availability of supply in our area yet satisfies the essential needs of our customers.
- Fire and Emergency Medical Service: The Running Springs Fire Department will be an exemplary organization dedicated to community service and acclaimed for our hometown attentiveness as we provide fire protection and life safety services whenever called to duty.
- Wastewater Collection and Treatment Service: The Wastewater Division will provide extraordinary wastewater collection service for the Running Springs area and wastewater transmission and treatment service for the Running Springs, Arrowbear, and Green Valley Lake areas that protects the environment, complies with regulatory requirements, satisfies the needs of our customers, and provides beneficial uses for our reclaimed water.
- Administration Service: The Administration Division will provide exceptional customer service to the community and support services to all District divisions in a manner that demonstrates professionalism, utilizing advanced levels of technology.

All services will be provided in a manner that makes use of community outreach, sound management principles, responsible financial practices, and appropriate levels of technology. The Board will provide sound governance and strive to attract and retain a highly qualified, productive workforce and maintain a workplace environment where excellence is valued and where creativity, teamwork, and open communication between divisions is actively encouraged.

The District has prepared this two-year budget with the District's mission and vision in mind and the staff and Board of Directors at the District are committed to ensuring the ongoing reliability of the extensive infrastructure that provides a foundation for the community of Running Springs. This budget continues the District's focus on operational efficiency, public health and safety, environmental stewardship and fiscal responsibility.

Budget Process & Schedule

In 2019, the District Board of Directors began adopting a two-year budget. The Finance Committee and Board of Directors have reviewed the draft Budget as follows:

February 1 – April 2	Prepare Draft Budgets
March 17, 2021	Budget Planning & Assumptions
April 13, 2021	Finance Committee Draft Budget Review
April 21, 2021	Board of Directors Draft Budget Review
June 16, 2021	Adoption of Two-Year Budget

District Profile

The Running Springs Water District is an independent special district that was formed in 1958 and established under Division 12 of the California Water Code. In 1962, the District established a Fire Department to provide fire protection services for its service area. In 1976, a sewage disposal system was completed to provide sewer service for the District. In 1983, ambulance service was established.

Government Activities

The District's Government Activities include fire protection services for the community of Running Springs.

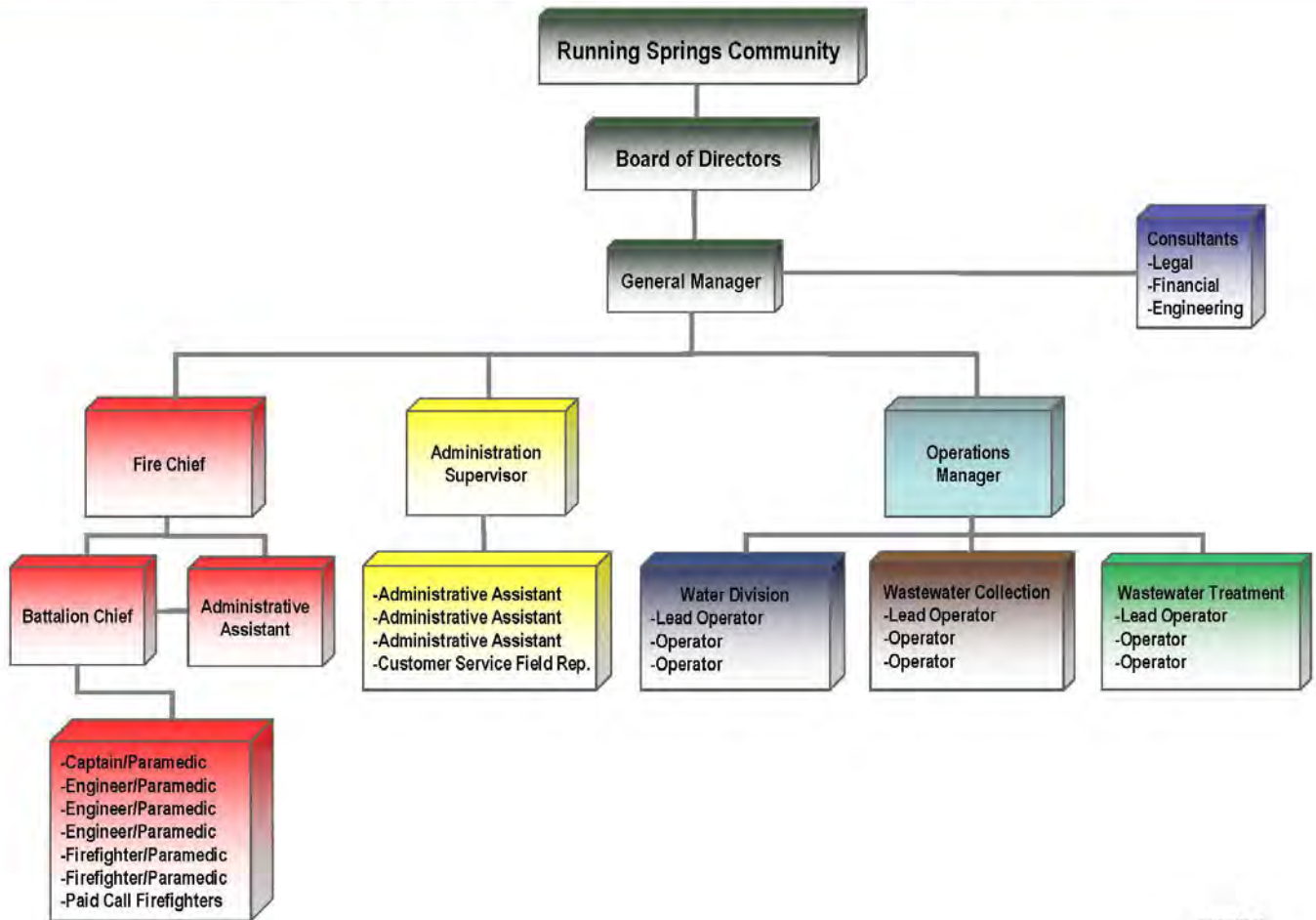
Business-Type Activities

The District's Business-Type Activities include water, ambulance and sewer services where the fees for these services typically cover all or most of the cost of operation including depreciation.

Staffing & Organizational Chart

The following figure shows the current organization of the District.

Running Springs Water District Organizational Chart



01/22/2021

Financial Policies

In 2019 the District conducted a comprehensive rate study and prepared a Water and Wastewater Financial Plan, Rates and Capacity Fees and a Fire and Ambulance Financial Plan.

The District continues its focus on maintaining the necessary cash fund balances for the financial stability of the District and has adopted a Cash Reserve Policy as a guideline to achieve minimum cash balances in each of its reserve funds. The District's Cash Reserve Policy is a guideline for the priorities of operational revenue sources with the Operating Funds receiving the highest priority. After operational costs and debt service are covered, any free cash flow from operations moves into the Capital Improvement Funds up to an amount equal to annual depreciation plus 10%. Any remainder goes to the Rate Stabilization Funds for a balance not to exceed 20% of annual budgeted revenue.

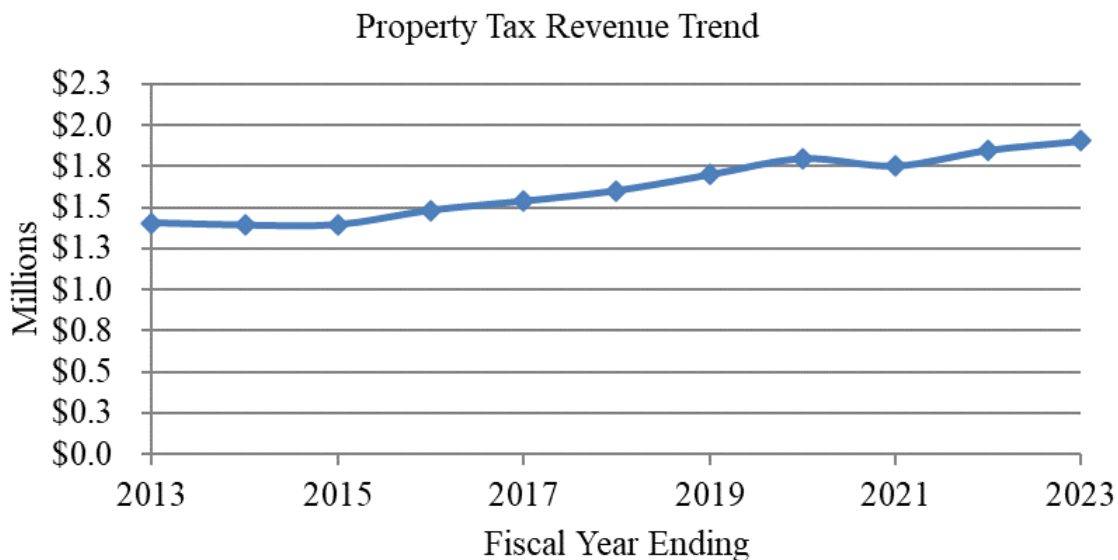
Revenue

The FYE 2022 budget includes total revenue of \$8.11 million, which is an increase of 4.3% as compared to the FYE 2021 budget. The FYE 2023 budget includes total revenue of \$8.57 million, which is an increase of 5.6% as compared to the FYE 2022 budget.

Total Revenue Summary					
	FYE 2021	FYE 2022	% Change	FYE 2023	% Change
	Budget	Budget	From Prior	Budget	From Prior
			Year		Year
Water	\$ 2,304,885	\$ 2,360,406	2.4%	\$ 2,432,276	3.0%
Collections	\$ 1,078,371	\$ 1,108,675	2.8%	\$ 1,145,314	3.3%
Treatment	\$ 1,510,736	\$ 1,829,260	21.1%	\$ 1,880,174	2.8%
Ambulance	\$ 898,114	\$ 2,058,000	129.1%	\$ 2,143,172	4.1%
Fire	\$ 1,984,047	\$ 756,000	-61.9%	\$ 967,330	28.0%
District Total	\$ 7,776,153	\$ 8,112,341	4.3%	\$ 8,568,267	5.6%

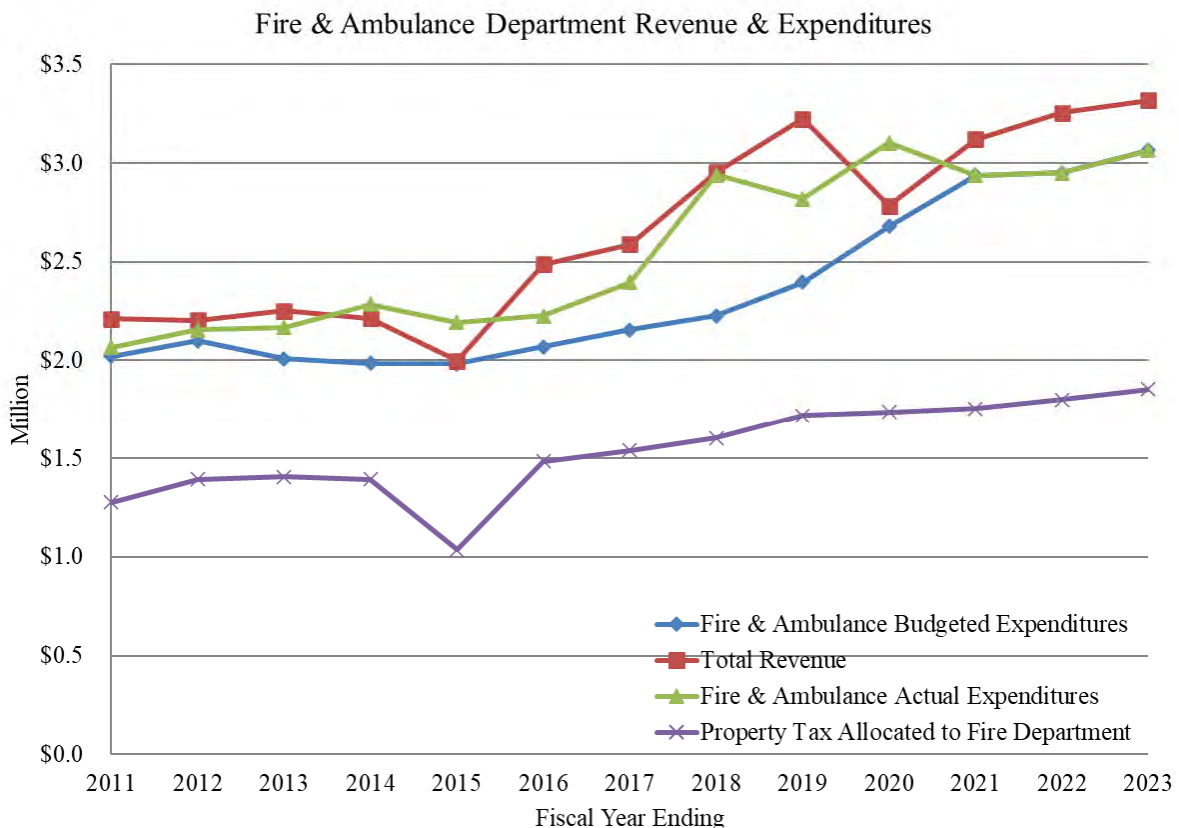
The District’s Government Activities which include the Fire Department are funded by a combination of property taxes and a special tax (Fire Availability Fee) that was established in 1980. Ambulance services are funded by a combination of property taxes and ambulance fees and charges. For FYE 2022 and 2023, all of the anticipated property tax revenue has been allocated to fund the Fire Department and Ambulance Services.

Property tax revenues are showing a slight improvement. The District anticipates property tax revenue for FYE 2022 to increase 2.6% from the budgeted amount for FYE 2021. The following chart shows the historical actual property tax revenue for the District going back to 2013, the budgeted amount for FYE 2021 and the estimated property tax revenue for FYE 2022 and 2023.

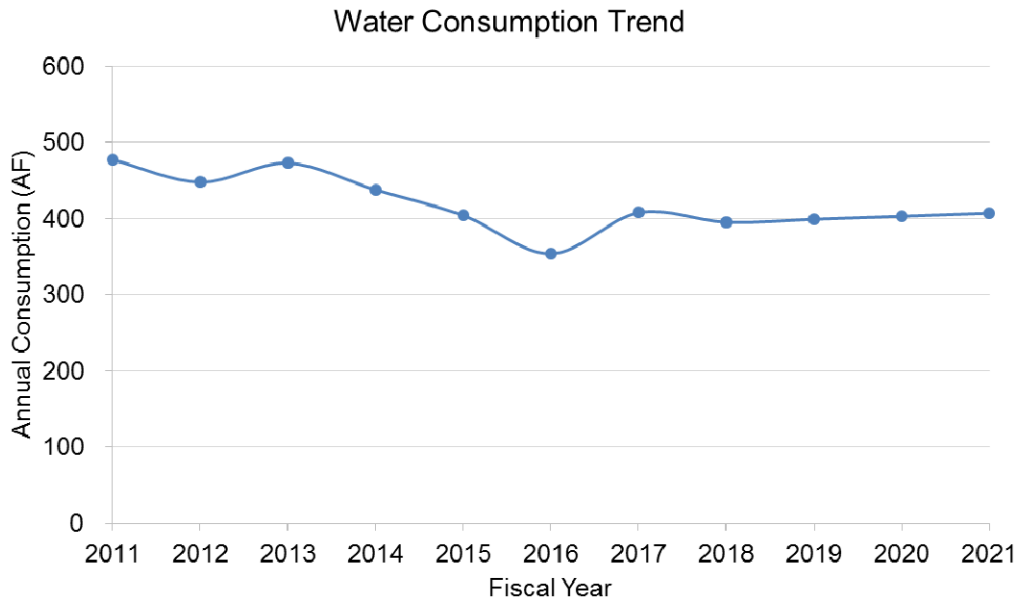


Fiscal Year Ending	Amount	% Change
2013	\$1,406,699	1%
2014	\$1,392,109	-1%
2015	\$1,395,269	0.2%
2016	\$1,483,527	6.3%
2017	\$1,539,135	3.7%
2018	\$1,603,236	4.2%
2019	\$1,700,578	6.1%
2020	\$1,798,692	5.8%
2021	\$1,754,047	-2.5%
2022	\$1,850,000	5.5%
2023	\$1,905,500	3.0%
FYE 2021 is budgeted amount.		
FYE 2022-2023 are estimated.		

The District’s Business-Type Activities or Water, Sewer and Ambulance services are funded by rates and fees with the Ambulance services being partially funded from a portion of the property tax revenue. Historically, a portion of the property tax revenue was also allocated to the water and sewer divisions, but in recent years all of property tax revenue has been allocated to the Fire Department. The Fire and Ambulance Department historical revenue and expenditures are shown graphically in the following figure.



For FYE 2022 and 2023, the District has projected water consumption to slightly increase. The following chart shows the historical water consumption for 2011-2021.



Rate & Fee Adjustments

Water rates have been adjusted to increase revenue which is needed in order to fund several deferred Capital Improvement Projects (CIP), to replace aging infrastructure and to fund cash reserves to the levels set forth in the District’s Cash Reserve Policy.

The Residential and Commercial Sewer Monthly Base Charge have also been adjusted to increase revenue which is needed in order to fund several deferred Capital Improvement Projects (CIP), to replace aging infrastructure and to fund cash reserves to the levels set forth in the District’s Cash Reserve Policy. The increase in wastewater rates is primarily due to the loss of the non-operating revenue that has been collected since 2002 from the County of San Bernardino for the disposal of leachate from the Heap’s Peak landfill. The loss of this non-operating revenue along with the need to move forward with several Capital Improvement Projects that were identified in the District’s Wastewater Master Plan, including the replacement of aging infrastructure that has been deferred is the driving force for this rate adjustment.

A Proposition 218 Notice of Public Hearing that was mailed to all District property owners and customers notifying them of the proposed rate and fee adjustments for the FYE 2020 through 2024. The notice contains a table that lists the specific rate and fee adjustments for the Water and Wastewater Divisions.

Expenditures

The District’s goal is to maintain the highest level of service at the lowest possible cost. Operating expenses are the on-going day to day costs of providing water, wastewater, fire, emergency medical service and other beneficial services to the community and are funded by

rates, fees and property taxes. Detailed lists of operating expenses for each division are included in the subsequent sections of this budget document.

The FYE 2022 budget includes total expenses of \$7.2 million which reflects essentially a 0% increase from the FYE 2021 budget. The FYE 2023 budget includes total expenses of \$7.5 million which reflects a 3.7% increase from the FYE 2022 budget.

Expenditure Summary by Department (Including Depreciation Expense)

	FYE 2021 Budget	FYE 2022 Budget	% Change From Prior Year	FYE 2023 Budget	% Change From Prior Year
Water	\$ 1,937,470	\$ 1,921,283	-0.8%	\$ 1,991,779	3.7%
Collections	\$ 937,059	\$ 940,567	0.4%	\$ 968,665	3.0%
Treatment	\$ 1,295,727	\$ 1,317,395	1.7%	\$ 1,393,292	5.8%
Ambulance	\$ 900,679	\$ 2,258,720	150.8%	\$ 2,323,919	2.9%
Fire	\$ 2,299,783	\$ 982,272	-57.3%	\$ 1,011,736	3.0%
District Total	\$ 7,370,718	\$ 7,420,238	0.7%	\$ 7,689,391	3.6%

Expenditure Summary

	FYE 2021 Budget	FYE 2022 Budget	% Change From Prior Year	FYE 2023 Budget	% Change From Prior Year
Personnel Expense	\$ 4,629,266	\$ 4,642,697	0.3%	\$ 4,805,191	3.5%
Operations & Maintenance	\$ 1,257,190	\$ 1,391,917	10.7%	\$ 1,438,755	3.4%
Administrative Services	\$ 389,912	\$ 338,105	-13.3%	\$ 344,432	1.9%
Uncollectible Accounts Expense	\$ 150,000	\$ 150,000	0.0%	\$ 150,000	0.0%
Depreciation Expense	\$ 944,350	\$ 897,519	-5.0%	\$ 951,012	6.0%
District Total	\$ 7,370,718	\$ 7,420,238	0.7%	\$ 7,689,391	3.6%

Administrative Expenditure Summary

	FYE 2021 Budget	FYE 2022 Budget	% Change From Prior Year	FYE 2023 Budget	% Change From Prior Year
Personnel Expense	\$ 690,296	\$ 763,207	10.6%	\$ 789,919	3.5%
Services and Supplies	\$ 310,450	\$ 321,097	3.4%	\$ 332,335	3.5%
Depreciation Expense	\$ -	\$ 2,692		\$ 4,212	56.5%
District Total	\$ 1,000,746	\$ 1,086,996	8.6%	\$ 1,126,467	3.6%

Water Expenditure Summary

	FYE 2021 Budget	FYE 2022 Budget	% Change From Prior Year	FYE 2023 Budget	% Change From Prior Year
Personnel Expense	\$ 727,020	\$ 585,309	-19.5%	\$ 605,795	3.5%
Operations & Maintenance	\$ 431,707	\$ 513,553	19.0%	\$ 531,527	3.5%
Administrative Services	\$ 495,493	\$ 528,630	6.7%	\$ 544,489	3.0%
Depreciation Expense	\$ 283,250	\$ 293,791	3.7%	\$ 309,968	5.5%
District Total	\$ 1,937,470	\$ 1,921,283	-0.8%	\$ 1,991,779	3.7%

Wastewater Collections Expenditure Summary

	FYE 2021 Budget	FYE 2022 Budget	% Change From Prior Year	FYE 2023 Budget	% Change From Prior Year
Personnel Expense	\$ 415,052	\$ 419,129	1.0%	\$ 433,799	3.5%
Operations & Maintenance	\$ 153,915	\$ 145,461	-5.5%	\$ 150,552	3.5%
Administrative Services	\$ 143,142	\$ 176,210	23.1%	\$ 181,496	3.0%
Depreciation Expense	\$ 224,950	\$ 199,767	-11.2%	\$ 202,818	1.5%
District Total	\$ 937,059	\$ 940,567	0.4%	\$ 968,665	3.0%

Wastewater Treatment Expenditure Summary

	FYE 2021 Budget	FYE 2022 Budget	% Change From Prior Year	FYE 2023 Budget	% Change From Prior Year
Personnel Expense	\$ 473,569	\$ 516,025	9.0%	\$ 534,086	3.5%
Operations & Maintenance	\$ 343,175	\$ 357,060	4.0%	\$ 369,558	3.5%
Administrative Services	\$ 154,153	\$ 176,210	14.3%	\$ 181,496	3.0%
Depreciation Expense	\$ 324,830	\$ 268,100	-17.5%	\$ 308,152	14.9%
District Total	\$ 1,295,727	\$ 1,317,395	1.7%	\$ 1,393,292	5.8%

Ambulance Expenditure Summary

	FYE 2021 Budget	FYE 2022 Budget	% Change From Prior Year	FYE 2023 Budget	% Change From Prior Year
Personnel Expense	\$ 536,524	\$ 1,769,269	229.8%	\$ 1,831,193	3.5%
Operations & Maintenance	\$ 93,795	\$ 182,266	94.3%	\$ 187,734	3.0%
Administrative Services	\$ 102,650	\$ 110,131	7.3%	\$ 113,435	3.0%
Uncollectible Accounts Expense	\$ 150,000	\$ 150,000	0.0%	\$ 150,000	0.0%
Depreciation Expense	\$ 17,710	\$ 47,053	165.7%	\$ 41,556	-11.7%
District Total	\$ 900,679	\$ 2,258,720	150.8%	\$ 2,323,919	2.9%

Fire Expenditure Summary

	FYE 2021 Budget	FYE 2022 Budget	% Change From Prior Year	FYE 2023 Budget	% Change From Prior Year
Personnel Expense	\$ 1,786,805	\$ 589,756	-67.0%	\$ 610,398	3.5%
Operations & Maintenance	\$ 234,598	\$ 193,577	-17.5%	\$ 199,384	3.0%
Administrative Services	\$ 184,770	\$ 110,131	-40.4%	\$ 113,435	3.0%
Depreciation Expense	\$ 93,610	\$ 88,808	-5.1%	\$ 88,519	-0.3%
District Total	\$ 2,299,783	\$ 982,272	-57.3%	\$ 1,011,736	3.0%

***Beginning in the FYE 2022 the District is budgeting 75% of the Personnel Expense to the Ambulance Division and 25% of the Personnel Expense to the Fire Department. This will more accurately reflect the actual allocation of the Personnel Expense based on staff's workload between the two services.**

Direct costs are budgeted for each division based on actual costs and staff time tracked for the prior two-to-three-year period and indirect costs are allocated based on an administrative services time study.

Personnel Expense

The FYE 2022 and 2023 budget includes 25 full-time equivalent (FTE) positions. The FYE 2022 budget includes a total personnel expense of \$4.6 million which reflects a 0.3% increase from the FYE 2021 budget. The FYE 2023 budget includes total personnel expense of \$4.8 million which reflects a 3.5% increase from the FYE 2022 budget. Increases in personnel expense are primarily due to increases in salaries, pension expense and health insurance.

The FYE 2022 budget includes a 2.2% Cost of Living Adjustment (COLA) for salaries. The COLA index to be used going forward will be the Bureau of Labor Statistics Consumer Price Index for All Urban Consumers (CPI-U) for Riverside-San Bernardino-Ontario with a future floor of 0% and maximum of 3%.

Future adjustments to the District's contribution for employee's health insurance and/or medical reimbursement plans will be made in January of each year.

CalPERS Pension

The District is a member of the California Public Employee Retirement System (CalPERS) which is the nation's largest public pension fund with investments of over \$355 billion in both domestic and international markets and one of the largest private equity investors in the world.

Since 1969, the District has participated in the CalPERS defined benefit plan. The District has four distinct plans within the Miscellaneous and Safety Risk Pools as follows:

- 2.7% @ 55 (10 Full Time Miscellaneous)
- 2.0% @ 62 (7 Full Time Miscellaneous PEPRAs) – all new employees who are not members of CalPERS before January 2013
- 3.0% @ 50 (6 Full Time and 4 Part Time Safety)
- 2.7% @ 57 (2 Full Time and 7 Part Time Safety PEPRAs) – all new employees who are not members of CalPERS before January 2013

FYE 2022 CalPERS Pension Contribution Rates				
Plan	Employer	Employee	Total	Number of Employees
Miscellaneous - Classic	14.02%	7.96%	21.98%	10
Miscellaneous - PEPRAs	7.59%	6.75%	14.34%	7
Safety – Classic	23.71%	8.99%	32.70%	6 FT + 4 PT
Safety - PEPRAs	13.13%	13.00%	26.13%	2 FT + 7 PT

CalPERS has implemented many pension plan changes over the past few years to ensure its sustainability including the following:

- Public Employee's Pension Reform Act (PEPRA) (effective 2012-13)
- Assumption Changes in mortality rate (effective 2016-17)
- Investment/Discount Rate Changes (effective 2017-18)
- Risk Mitigation Policy (effective 2017-18, suspended until 2020-21)
- Amortization Policy (effective 2018-19)

Of the plan changes above, assumption changes, investment/discount rate changes, and the amortization policy all directly impact the District's annual pension expense.

For FYE 2022 and 2023 the District is budgeting an additional lump sum prepayment to the CalPERS Unfunded Accrued Liability (UAL) in order to pay down the UAL and save on interest cost. The additional lump sum UAL prepayment amounts are as follows:

Administration Division = \$30,000
 Water Division = \$23,330
 Wastewater Division = \$36,660
 Fire Department (Miscellaneous) = \$10,010

Total = \$100,000 additional lump sum UAL prepayment for Miscellaneous plan only.

Capital Improvement Plan (CIP)

The District has a running five-year capital improvement plan that is included in each division's budget. Refer to the tables at the end of each division's budget for a specific list of the planned five-year capital improvement projects. Several capital improvement projects that were recommended in the 2010 Water and Sewer Master Plans have been deferred due to lack of available funding. There are also several key water system improvement projects that continue to be deferred such as replacing aging back yard steel water mains and rehabilitating or replacing water storage tanks.

The FYE 2022 and 2023 budgets include total capital expenditures of \$1.5 million and \$1.9 million respectively. The projects are funded by the Capital Improvement Plan Reserve Funds.

Capital Improvement Plan Summary		
	FYE 2022	FYE 2023
	Budget	Budget
Administration	\$ 36,316	\$ 40,450
Water	\$ 546,000	\$ 630,000
Collections	\$ 413,000	\$ 263,000
Treatment	\$ 847,500	\$ 95,000
Ambulance	\$ -	\$ 9,000
Fire	\$ 82,757	\$ 31,000
District Total	\$ 1,925,573	\$ 1,068,450

Debt

The District has three debt issuances from 2015, 2016 and 2018 have been included in this budget. One is an installment sale agreement with the State Water Resources Control Board (SWRCB) Clean Water State Revolving Fund (CWSRF) Program for the Sewer Lift Station Nos. 1-3 Improvements in the amount of \$2,800,000 on a 20-year term at a 1.9% interest rate. The second is an installment sale agreement with the Municipal Finance Corporation for a \$550,000 loan to help fund the construction of the Ayers Acres Groundwater Well Backbone Infrastructure Project with a 10-year term at a 3.4% interest rate. The third is a CWSRF Green Project Reserve Financing with 50% principal forgiveness for the District's Automatic Meter Reading (AMR) Technology Upgrade Project. This is an \$800,000 loan with a 20-year term at an interest rate of 1.8% and \$400,000 of the principal has been forgiven.

These three debt service issuances will help to spread the costs of this major capital outlay over the life of the projects and not burden the existing rate payers all at once. This is done mainly because these facilities provide services over many years, their large dollar costs can be difficult to pay for all at once and different generations of rate payers benefit from the facilities.

The District also has a bond issuance in its Assessment District No. 10 which is a water only service area in the southeastern part of the District also known as Rimwood Ranch and has a principal and interest balance of approximately \$225,000 in limited obligation improvement bonds outstanding with the final payment due in 2023.

Conclusion

The FYE 2022 and 2023 budget as developed by District staff is balanced and funds the District's costs to maintain services and its capital improvement plan. The budget is consistent with the Board's policy direction and continues to support the District's mission to provide water, wastewater, fire, emergency medical service and other beneficial services to the community with the highest level of integrity and ethical principles and in the most efficient and cost effective manner possible.

Financial Summary

The following financial summary section includes a Combined Statement of Revenues, Expenses and Changes in Net Position for FYE 2022 and 2023 for each fund.

A Comparative Statement of Revenues, Expenses and Change in Net Position is also included for each fund that shows the FYE 2019 and 2020 actuals compared to the FYE 2021, 2022 2023 Budgets.

Five-year operating and cash flow projections are also included for water and wastewater and a ten-year operating and cash flow projection is included for Fire and Ambulance.

FYE 2022 Budget

Combined Statements of Revenues, Expenses and Changes in Net Position

	Water	Wastewater Collection	Wastewater Treatment	Ambulance	Fire	Total
<u>OPERATING REVENUES</u>						
Service Charges	1,383,154	1,126,718	839,631	520,000	-	3,869,503
Usage Charges	872,100	-	148,124	-	-	1,020,224
Property Tax	-	-	-	1,319,000	531,000	1,850,000
Arrowbear & CSA 79 Charges	-	-	453,048	-	-	453,048
GEMT, IGT & Other Reimbursements	-	-	-	215,000	200,000	415,000
Other Revenues	47,500	7,224	5,383	4,000	25,000	89,107
Total Operating Revenues	2,302,754	1,133,942	1,446,186	2,058,000	756,000	7,696,882
<u>OPERATING EXPENSES</u>						
Personnel Expense*	585,309	419,129	516,025	1,769,269	589,756	3,879,490
Operations & Maintenance	513,553	145,461	357,060	182,266	193,577	1,391,917
Administrative Services**	528,630	176,210	176,210	110,131	110,131	1,101,312
Uncollectible Accounts Expense	-	-	-	150,000	-	150,000
Depreciation Expense	293,791	199,767	268,100	47,053	88,808	897,519
Total Operating Expenses	1,921,283	940,567	1,317,395	2,258,720	982,272	7,420,238
NET OPERATING INCOME	381,471	193,374	128,790	(200,720)	(226,272)	276,644
<u>NON-OPERATING REVENUES</u>						
Availability Charges	42,000	8,033	5,987	-	205,000	261,020
Investment Income	25,000	10,443	7,783	5,100	20,000	68,326
Miscellaneous Income	5,000	862	642	-	-	6,504
Arrowbear & CSA 79 CIP	-	-	368,663	-	-	368,663
Leasing Revenue	-	-	-	-	-	-
Interest on Long-term Debt	(14,348)	(44,605)	-	-	-	(58,953)
Total Non-operating Revenue	57,652	(25,266)	383,074	5,100	225,000	645,559
NET INCOME (LOSS)	439,123	168,108	511,864	(195,620)	(1,272)	922,203
<u>TOTAL REVENUES</u>	2,360,406	1,108,675	1,829,260	2,063,100	981,000	8,342,441
<u>TOTAL EXPENSES</u>	1,921,283	940,567	1,317,395	2,258,720	982,272	7,420,238
CHANGE IN NET POSITION	439,123	168,108	511,864	(195,620)	(1,272)	922,203
<u>CASH CONSIDERATIONS</u>						
Depreciation Non-Cash Expense	293,791	199,767	268,100	47,053	88,808	897,519
Uncollectible Accounts Non-Cash Expense	-	-	-	150,000	-	150,000
Principal Loan Payments	(74,986)	(126,932)	-	-	-	(201,918)
Capital Projects & Fixed Assets	(546,000)	(413,000)	(847,500)	-	(82,757)	(1,889,257)
CHANGE IN CASH BALANCE	111,928	(172,057)	(67,536)	1,434	4,779	(121,453)

* Does not include Personnel Expense for Administration Department.

**Administrative Expense includes Personnel Expense for Administration Department.

FYE 2023 Budget

Combined Statements of Revenues, Expenses and Changes in Net Position

	Water	Wastewater Collection	Wastewater Treatment	Ambulance	Fire	Total
<u>OPERATING REVENUES</u>						
Service Charges	1,424,649	1,160,519	864,820	530,400	-	3,980,388
Usage Charges	898,263	-	152,568	-	-	1,050,831
Property Tax	-	-	-	1,388,570	516,930	1,905,500
Arrowbear & CSA 79 Charges	-	-	466,639	-	-	466,639
GEMT, IGT & Other Reimbursements	-	-	-	215,000	200,000	415,000
Other Revenues	48,925	7,441	5,545	4,000	25,000	90,910
Total Operating Revenues	2,371,837	1,167,960	1,489,571	2,137,970	741,930	7,909,268
<u>OPERATING EXPENSES</u>						
Personnel Expense*	605,795	433,799	534,086	1,831,193	610,398	4,015,272
Operations & Maintenance	531,527	150,552	369,558	187,734	199,384	1,438,755
Administrative Services**	544,489	181,496	181,496	113,435	113,435	1,134,352
Uncollectible Accounts Expense	-	-	-	150,000	-	150,000
Depreciation Expense	309,968	202,818	308,152	41,556	88,519	951,012
Total Operating Expenses	1,991,779	968,665	1,393,292	2,323,919	1,011,736	7,689,391
NET OPERATING INCOME	380,057	199,295	96,279	(185,949)	(269,806)	219,877
<u>NON-OPERATING REVENUES</u>						
Availability Charges	42,000	8,033	5,987	-	205,000	261,020
Investment Income	25,500	10,652	7,938	5,202	20,400	69,693
Miscellaneous Income	5,000	862	642	-	-	6,504
Arrowbear & CSA 79 CIP	-	-	376,036	-	-	376,036
Leasing Revenue	0	-	-	-	-	-
Interest on Long-term Debt	(12,060)	(42,193)	-	-	-	(54,254)
Total Non-operating Revenue	60,440	(22,646)	390,603	5,202	225,400	658,999
NET INCOME (LOSS)	440,497	176,649	486,882	(180,747)	(44,406)	878,876
<u>TOTAL REVENUES</u>	2,432,276	1,145,314	1,880,174	2,143,172	967,330	8,568,267
<u>TOTAL EXPENSES</u>	1,991,779	968,665	1,393,292	2,323,919	1,011,736	7,689,391
CHANGE IN NET POSITION	440,497	176,649	486,882	(180,747)	(44,406)	878,876
<u>CASH CONSIDERATIONS</u>						
Depreciation Non-Cash Expense	309,968	202,818	308,152	41,556	88,519	951,012
Uncollectible Accounts Non-Cash Expense	-	-	-	150,000	-	150,000
Principal Loan Payments	(\$77,274)	(\$129,344)	-	-	-	(206,617)
Capital Projects & Fixed Assets	(\$630,000)	(263,000)	(95,000)	(9,000)	(31,000)	(1,028,000)
CHANGE IN CASH BALANCE	43,191	(12,877)	700,034	1,809	13,113	745,271

* Does not include Personnel Expense for Administration Department.

**Administrative Expense includes Personnel Expense for Administration Department.

FYE 2022 and 2023 Budget

Comparative Statements of Revenues, Expenses and Changes in Net Position

Combined Total District

DISTRICT TOTAL	FYE 2019 Actual	FYE 2020 Actual	FYE 2021 Budget	FYE 2022 Budget	FYE 2023 Budget	FYE 2022 vs. FYE 2021 Budget	FYE 2023 vs. FYE 2022 Budget
<u>OPERATING REVENUES</u>							
Service Charges	3,285,238	3,543,347	3,806,104	3,869,503	3,980,388	63,399	110,885
Usage Charges	888,147	953,929	982,045	1,020,224	1,050,831	38,179	30,607
Property Tax	1,700,578	1,798,692	1,754,047	1,850,000	1,905,500	95,953	55,500
Arrowbear & CSA 79 Charges	383,554	419,847	376,540	453,048	466,639	76,508	13,591
GEMT, IGT & Other Reimbursements	341,063	205,924	447,614	415,000	415,000	(32,614)	-
Other Revenues	745,412	205,178	150,196	89,107	90,910	(61,089)	1,803
Total Operating Revenues	7,343,992	7,126,917	7,516,546	7,696,882	7,909,268	180,336	212,386
						2.4%	2.8%
<u>OPERATING EXPENSES</u>							
Personnel Expense*	4,735,426	4,933,092	4,629,266	4,642,697	4,805,191	13,431	162,494
Operations & Maintenance	1,161,898	1,101,323	1,257,190	1,391,917	1,438,755	134,727	46,838
Administrative Services**	255,066	266,732	389,912	338,105	344,432	(51,807)	6,327
Uncollectible Accounts Expense	143,200	146,257	150,000	150,000	150,000	-	-
Depreciation Expense	857,013	898,167	944,350	897,519	951,012	(46,831)	53,494
Total Operating Expenses	7,152,603	7,345,571	7,370,718	7,420,238	7,689,391	49,520	269,153
NET OPERATING INCOME	191,389	(218,654)	145,828	276,644	219,877	130,816	(56,767)
						0.7%	3.6%
<u>NON-OPERATING REVENUES</u>							
Availability Charges	254,916	253,310	261,020	261,020	261,020	-	-
Investment Income	83,648	87,607	65,510	68,326	69,693	2,816	1,367
Miscellaneous Income	14,567	9,565	1,504	1,504	1,504	-	-
Arrowbear & CSA 79 CIP	67,169	27,887	147,717	368,663	376,036	220,946	7,373
Leasing Revenue	11,060	17,350	11,204	22,000	22,000	10,796	-
Gain/(Loss) on Disposal of Assets	6,385	-	-	-	-	-	-
Interest on Long-term Debt	(64,936)	(67,563)	(63,537)	(58,953)	(54,254)	4,583	4,699
Total Non-operating Revenue	372,809	328,156	423,418	662,559	675,999	239,141	13,439
NET INCOME (LOSS)	564,198	109,502	569,246	939,203	895,876	369,957	(43,327)
TOTAL REVENUES	7,716,801	7,455,073	7,939,964	8,359,441	8,585,267	419,477	225,826
TOTAL EXPENSES	7,152,603	7,345,571	7,370,718	7,420,238	7,689,391	49,520	269,153
CHANGE IN NET POSITION	564,198	109,502	569,246	939,203	895,876	369,957	(43,327)
<u>CASH CONSIDERATIONS</u>							
Depreciation Non-Cash Expense	857,013	898,167	944,350	897,519	951,012	(46,831)	53,494
Uncollectible Accounts Non-Cash Expense	143,200	146,257	150,000	150,000	150,000	-	-
Principal Loan Payments	(193,730)	(193,505)	(197,334)	(201,918)	(206,617)	(4,583)	(4,699)
Capital Projects & Fixed Assets	(645,273)	(587,006)	(570,000)	(1,889,257)	(1,028,000)	(1,319,257)	861,257
CHANGE IN CASH BALANCE	725,408	373,415	896,262	(104,453)	762,271	(1,000,715)	866,724

* Includes Administration Department Personnel Expense.

** Does not include Personnel Expense for Administration Department.

FYE 2022 and 2023 Budget

Comparative Statements of Revenues, Expenses and Changes in Net Position

Water Proprietary Fund

WATER PROPRIETARY FUND	FYE 2019 Actual	FYE 2020 Actual	FYE 2021 Budget	FYE 2022 Budget	FYE 2023 Budget	FYE 2022 vs. FYE 2021 Budget	FYE 2023 vs. FYE 2022 Budget
<u>OPERATING REVENUES</u>							
Service Charges	1,165,999	1,267,594	1,310,362	1,383,154	1,424,649	72,792	41,495
Usage Charges	776,071	816,133	838,195	872,100	898,263	33,905	26,163
Other Revenues	110,023	65,461	38,110	47,500	48,925	9,390	1,425
Total Operating Revenues	2,052,093	2,149,188	2,186,667	2,302,754	2,371,837	116,087	69,083
						5.3%	3.0%
<u>OPERATING EXPENSES</u>							
Salaries and Benefits	1,098,320	878,225	727,020	585,309	605,795	(141,711)	20,486
Operations & Maintenance	408,394	273,758	431,707	513,553	531,527	81,846	17,974
Administrative Services	566,139	477,820	495,493	528,630	544,489	33,137	15,859
Depreciation Expense	240,626	286,137	283,250	293,791	309,968	10,541	16,177
Total Operating Expenses	2,313,479	1,915,940	1,937,470	1,921,283	1,991,779	(16,187)	70,496
NET OPERATING INCOME	(261,386)	233,248	249,197	381,471	380,057	132,274	(1,414)
						-0.8%	3.7%
<u>NON-OPERATING REVENUES</u>							
Availability Charges	39,325	38,093	42,000	42,000	42,000	-	-
Investment Income	22,092	31,123	18,360	25,000	25,500	6,640	500
Leasing Revenue*	11,060	17,350	11,204	-	-	(11,204)	-
Miscellaneous Income	3,559	2,877	18,360	5,000	5,000	(13,360)	-
Gain/(Loss) on Disposal of Capital Assets	4,675	-	-	-	-	-	-
Interest on Long-term Debt	(14,597)	(19,785)	(\$16,565)	(14,348)	(12,060)	2,217	2,288
Total Non-operating Revenue	66,114	69,658	73,359	57,652	60,440	(15,707)	2,788
NET INCOME (LOSS)	(195,272)	302,906	322,556	439,123	440,497	116,567	1,374
<u>TOTAL REVENUES</u>							
	2,118,207	2,218,846	2,260,026	2,360,406	2,432,276	100,380	71,870
<u>TOTAL EXPENSES</u>							
	2,313,479	1,915,940	1,937,470	1,921,283	1,991,779	(16,187)	70,496
<u>CHANGE IN NET POSITION</u>							
	(195,272)	302,906	322,556	439,123	440,497	116,567	1,374
<u>CASH CONSIDERATIONS</u>							
Depreciation Non-Cash Expense	240,626	286,137	283,250	293,791	309,968	10,541	16,177
Principal Loan Payments	(52,043)	(71,262)	(72,769)	(74,986)	(77,274)	(2,217)	(2,288)
Capital Projects & Fixed Assets	(413,262)	(41,155)	(32,000)	(546,000)	(630,000)	(514,000)	(84,000)
CHANGE IN CASH BALANCE	(419,951)	476,626	501,037	111,928	43,191	(389,109)	(68,736)

*Leasing revenue moved to Administration fund in FYE 2020.

FYE 2022 and 2023 Budget

Comparative Statements of Revenues, Expenses and Changes in Net Position

Wastewater Collections Proprietary Fund

WASTEWATER COLLECTIONS PROPRIETARY FUND	FYE 2019 Actual	FYE 2020 Actual	FYE 2021 Budget	FYE 2022 Budget	FYE 2023 Budget	FYE 2022 vs. FYE 2021 Budget	FYE 2023 vs. FYE 2022 Budget
<u>OPERATING REVENUES</u>							
Service Charges	884,192	1,045,050	1,091,691	1,126,718	1,160,519	35,027	33,802
Usage Charges	61,642	-	-	-	-	-	-
Other Revenues	201,372	25,803	7,441	7,224	7,441	(217)	217
Total Operating Revenues	1,147,206	1,070,853	1,099,132	1,133,942	1,167,960	34,810	34,018
						3%	3.0%
<u>OPERATING EXPENSES</u>							
Salaries and Benefits	186,168	446,002	415,052	419,129	433,799	4,077	14,670
Operations & Maintenance	138,943	166,440	153,915	145,461	150,552	(8,454)	5,091
Administrative Services	101,783	132,451	143,142	176,210	181,496	33,068	5,286
Depreciation Expense	206,355	199,261	224,950	199,767	202,818	(25,183)	3,051
Total Operating Expenses	633,249	944,154	937,059	940,567	968,665	3,508	28,098
NET OPERATING INCOME	513,957	126,699	162,073	193,374	199,295	31,301	5,921
						0.4%	3.0%
<u>NON-OPERATING REVENUES</u>							
Availability Charges	7,586	8,796	8,033	8,033	8,033	0	-
Investment Income	8,021	15,299	10,652	10,443	10,652	(209)	209
Miscellaneous Income	9,642	2,951	862	862	862	(0)	-
Gain/(Loss) on Disposal of Capital Assets	1,710	-	-	-	-	-	-
Interest on Long-term Debt	(50,044)	(47,778)	(\$46,972)	(44,605)	(42,193)	2,367	2,412
Total Non-operating Revenue	(23,085)	(20,732)	(27,425)	(25,266)	(22,646)	2,158	2,621
NET INCOME (LOSS)	490,872	105,967	134,648	168,108	176,649	33,460	8,541
<u>TOTAL REVENUES</u>	1,124,121	1,050,121	1,071,707	1,108,675	1,145,314	36,968	36,639
<u>TOTAL EXPENSES</u>	633,249	944,154	937,059	940,567	968,665	3,508	28,098
CHANGE IN NET POSITION	490,872	105,967	134,648	168,108	176,649	33,460	8,541
<u>CASH CONSIDERATIONS</u>							
Depreciation Non-Cash Expense	206,355	199,261	224,950	199,767	202,818	(25,183)	3,051
Principal Loan Payments	(119,963)	(122,243)	(\$124,565)	(126,932)	(129,344)	(2,367)	(2,412)
Capital Projects & Fixed Assets	(41,489)	(79,123)	(183,000)	(413,000)	(263,000)	(230,000)	150,000
CHANGE IN CASH BALANCE	535,775	103,862	52,033	(172,057)	(12,877)	(224,090)	159,180

FYE 2022 and 2023 Budget

Comparative Statements of Revenues, Expenses and Changes in Net Position

Wastewater Treatment Proprietary Fund

WASTEWATER TREATMENT PROPRIETARY FUND	FYE 2019 Actual	FYE 2020 Actual	FYE 2021 Budget	FYE 2022 Budget	FYE 2023 Budget	FYE 2022 vs. FYE 2021 Budget	FYE 2023 vs. FYE 2022 Budget
<u>OPERATING REVENUES</u>							
Service Charges	723,430	793,739	817,551	839,631	864,820	22,080	25,189
Usage Charges	50,434	137,796	143,850	148,124	152,568	4,274	4,444
Arrowbear & CSA 79 Charges	383,554	419,847	376,540	453,048	466,639	76,508	13,591
Other Revenues	9,050	5,383	5,545	5,383	5,545	(162)	161
Total Operating Revenues	1,166,468	1,356,765	1,343,486	1,446,186	1,489,571	102,700	43,386
						7.6%	3.0%
<u>OPERATING EXPENSES</u>							
Salaries and Benefits	554,714	489,943	473,569	516,025	534,086	42,456	18,061
Operations & Maintenance	315,519	337,644	343,175	357,060	369,558	13,885	12,497
Administrative Services	107,050	142,639	154,153	176,210	181,496	22,057	5,286
Depreciation Expense	289,289	294,219	324,830	268,100	308,152	(56,730)	40,052
Total Operating Expenses	1,266,572	1,264,445	1,295,727	1,317,395	1,393,292	21,668	75,897
NET OPERATING INCOME	(100,104)	92,320	47,759	128,790	96,279	81,031	(32,511)
						1.7%	5.8%
<u>NON-OPERATING REVENUES</u>							
Availability Charges	7,317	5,798	5,987	5,987	5,987	(0)	-
Investment Income	8,889	15,614	7,938	7,783	7,938	(155)	156
Miscellaneous Income	250	-	642	642	642	0	-
Arrowbear & CSA 79 CIP	67,169	27,887	147,717	368,663	376,036	220,946	7,373
Gain/(Loss) on Disposal of Assets	-	-	-	-	-	-	-
Interest on Long-term Debt	-	-	-	-	-	-	-
Total Non-operating Revenue	83,625	49,299	162,284	383,074	390,603	220,790	7,529
NET INCOME (LOSS)	(16,479)	141,619	210,043	511,864	486,882	301,821	(24,982)
TOTAL REVENUES	1,250,093	1,406,064	1,505,770	1,829,260	1,880,174	323,490	50,914
TOTAL EXPENSES	1,266,572	1,264,445	1,295,727	1,317,395	1,393,292	21,668	75,897
CHANGE IN NET POSITION	(16,479)	141,619	210,043	511,864	486,882	301,821	(24,982)
<u>CASH CONSIDERATIONS</u>							
Depreciation Non-Cash Expense	289,289	294,219	324,830	268,100	308,152	(56,730)	40,052
Principal Loan Payments	-	-	-	-	-	-	-
Capital Projects & Fixed Assets	(124,995)	(66,196)	(320,000)	(847,500)	(95,000)	(527,500)	752,500
CHANGE IN CASH BALANCE	147,815	369,642	214,873	(67,536)	700,034	(282,409)	767,570

FYE 2022 and 2023 Budget

Comparative Statements of Revenues, Expenses and Changes in Net Position

Ambulance Proprietary Fund

AMBULANCE PROPRIETARY FUND	FYE 2019 Actual	FYE 2020 Actual	FYE 2021 Budget	FYE 2022 Budget	FYE 2023 Budget	FYE 2022 vs. FYE 2021 Budget	FYE 2023 vs. FYE 2022 Budget
<u>OPERATING REVENUES</u>							
Property Tax*	\$0	\$0	\$0	1,319,000	1,388,570	1,319,000	69,570
Service Charges	\$511,617	\$436,964	\$586,500	520,000	530,400	(66,500)	10,400
GEMT, IGT & Other Reimbursements	312,774	178,357	247,614	215,000	215,000	(32,614)	-
Other Revenues	126,860	-	69,100	4,000	4,000	(65,100)	-
Total Operating Revenues	\$951,251	\$615,321	\$903,214	2,058,000	2,137,970	1,154,786	79,970
						127.9%	3.9%
<u>OPERATING EXPENSES</u>							
Salaries and Benefits*	380,921	391,194	536,524	1,769,269	1,831,193	1,232,745	61,924
Operations & Maintenance	75,173	78,024	93,795	182,266	187,734	88,471	5,468
Administrative Services	73,834	101,885	102,650	110,131	113,435	7,481	3,304
Uncollectible Accounts Expense**	143,200	146,257	150,000	150,000	150,000	-	-
Depreciation Expense	22,429	31,916	17,710	47,053	41,556	29,343	(5,498)
Total Operating Expenses	695,557	749,276	900,679	2,258,720	2,323,919	1,358,041	65,199
NET OPERATING INCOME	255,694	(133,955)	2,535	(200,720)	(185,949)	(203,255)	14,771
						150.8%	2.9%
<u>NON-OPERATING REVENUES</u>							
Investment Income	7,220	5,181	-	5,100	5,202	5,100	102
Miscellaneous Income	-	6,614	-	-	-	-	-
Gain/(Loss) on Disposal of Assets	-	-	-	-	-	-	-
Interest on Long-term Debt	(295)	-	-	-	-	-	-
Total Non-operating Revenue	6,925	11,795	-	5,100	5,202	5,100	102
NET INCOME (LOSS)	262,619	(122,160)	2,535	(195,620)	(180,747)	(198,155)	14,873
<u>TOTAL REVENUES</u>	958,176	627,116	903,214	2,063,100	2,143,172	1,159,886	80,072
<u>TOTAL EXPENSES</u>	695,557	749,276	900,679	2,258,720	2,323,919	1,358,041	65,199
CHANGE IN NET POSITION	262,619	(122,160)	2,535	(195,620)	(180,747)	(198,155)	14,873
<u>CASH CONSIDERATIONS</u>							
Depreciation Non-Cash Expense	22,429	31,916	17,710	47,053	41,556	29,343	(5,498)
Uncollectible Accounts Non-Cash Expense	143,200	146,257	150,000	150,000	150,000	-	-
Principal Loan Payments	(21,724)	-	-	-	-	-	-
Capital Projects & Fixed Assets	-	(323,899)	(35,000)	-	(9,000)	35,000	(9,000)
CHANGE IN CASH BALANCE	406,524	(267,886)	135,245	1,434	1,809	(133,811)	376

*Beginning in the FYE 2022 the District is budgeting 75% of the Personnel Expense to the Ambulance Division and 25% of the Personnel Expense to the Fire Department. This will more accurately reflect the actual allocation of the Personnel Expense based on staffs workload between the two services.

**Uncollectible accounts expense was not budgeted for in FYE 2019-2021. Average of \$150,000 will be budgeted going forward.

FYE 2022 and 2023 Budget

Comparative Statements of Revenues, Expenses and Changes in Net Position

Fire Department Governmental Fund

FIRE GOVERNMENTAL FUND	FYE 2019 Actual	FYE 2020 Actual	FYE 2021 Budget	FYE 2022 Budget	FYE 2023 Budget	FYE 2022 vs. FYE 2021 Budget	FYE 2023 vs. FYE 2022 Budget
<u>OPERATING REVENUES</u>							
Property Tax*	1,700,578	1,798,692	1,754,047	531,000	516,930	(1,223,047)	(14,070)
GEMT, IGT & Other Reimbursements	28,289	27,567	200,000	200,000	200,000	-	-
Other Revenues	298,107	108,531	30,000	25,000	25,000	(5,000)	-
Total Operating Revenues	2,026,974	1,934,790	1,984,047	756,000	741,930	(1,228,047)	(14,070)
						-61.9%	-1.9%
<u>OPERATING EXPENSES</u>							
Salaries and Benefits*	1,817,512	1,956,272	1,786,805	589,756	610,398	(1,197,049)	20,641
Operations & Maintenance	223,869	245,457	234,598	193,577	199,384	(41,021)	5,807
Administrative Services	104,051	183,393	184,770	110,131	113,435	(74,639)	3,304
Depreciation Expense	98,314	86,634	93,610	88,808	88,519	(4,802)	(289)
Total Operating Expenses	2,243,746	2,471,756	2,299,783	982,272	1,011,736	(1,317,511)	29,464
NET OPERATING INCOME	(216,772)	(536,966)	(315,736)	(226,272)	(269,806)	89,464	(43,534)
						-57.3%	3.0%
<u>NON-OPERATING REVENUES</u>							
Availability Charges	200,688	200,623	205,000	205,000	205,000	-	-
Investment Income	37,426	20,390	28,560	20,000	20,400	(8,560)	400
Miscellaneous Income	-	-	-	-	-	-	-
Interest on Long-term Debt	-	-	-	-	-	-	-
Total Non-operating Revenue	238,114	221,013	233,560	225,000	225,400	(8,560)	400
NET INCOME (LOSS)	21,342	(315,953)	(82,176)	(1,272)	(44,406)	80,904	(43,134)
<u>TOTAL REVENUES</u>							
	2,265,088	2,155,803	2,217,607	981,000	967,330	(1,236,607)	(13,670)
<u>TOTAL EXPENSES</u>							
	2,243,746	2,471,756	2,299,783	982,272	1,011,736	(1,317,511)	29,464
CHANGE IN NET POSITION**	21,342	(315,953)	(82,176)	(1,272)	(44,406)	80,904	(43,134)
<u>CASH CONSIDERATIONS</u>							
Depreciation Non-Cash Expense	98,314	86,634	93,610	88,808	88,519	(4,802)	(289)
Principal Loan Payments	-	-	-	-	-	-	-
Capital Projects & Fixed Assets	(65,526)	(76,633)	-	(82,757)	(31,000)	(82,757)	51,757
CHANGE IN CASH BALANCE	54,130	(305,952)	11,434	4,779	13,113	(6,655)	8,334

*Beginning in the FYE 2022 the District is budgeting 75% of the Personnel Expense to the Ambulance Division and 25% of the Personnel Expense to the Fire Department. This will more accurately reflect the actual allocation of the Personnel Expense based on staffs workload between the two services.

**Change in net position is different from financial statements for fire due to inflow/outflow, compensated absences and pension liability.

Operating Projection

The District relies on projections of operating revenues and expenses to determine cash availability for capital improvement projects and to determine if cash reserve goals will be met. These projections also serve as a strategic plan for rate setting. The operating projections included in this budget for each fund assumes that the rate increases will be necessary resulting in the following change in operating revenue:

Proprietary Fund	2019-20	2020-21	2021-22	2022-23	2023-24
Water	3%	3%	3%	3%	3%
Wastewater	3%	3%	3%	3%	3%

Projections for personnel and other operating expenses include maximum anticipated increases as detailed below in accordance with the recent rate study and other known or anticipated factors. Operating projections suggest that the Water Enterprise will be meeting all its cash reserve funding goals by the end of FYE 2021, if expenses hold and there is no increase in consumption. The Wastewater Enterprise is expected to meet all its cash targets in FYE 2021. Please see the Fund Balance section of this budget for further information.

O&M (Cost) Inflation	FYE 2021	FYE 2022	FYE 2023	FYE 2024	FYE 2025	FYE 2026
General	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Salary	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Benefits	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%
Electricity	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%
Water Purchase Cost Escalation						
Arrowbear Park County Water District (APCWD)	9.0%	8.0%	7.0%	6.0%	6.0%	2.0%
Crestline Lake Arrowhead Water Agency (CLAWA)	9.0%	8.0%	7.0%	6.0%	6.0%	2.0%

For FYE 2021, the cost of CLAWA imported water is \$3.12 per hundred cubic feet (HCF) or \$1,359 per acre foot (AF). The District currently charges its retail customers \$4.98 per HCF or \$2,169 per AF.

Fund Balance Summary as of May 31, 2021

Fire & Ambulance Department	
Fire Department Operating Reserve	1,531,670
Ambulance Department Operating Reserve	(140,450)
Subtotal Fire & Ambulance Department Operating Reserve Funds	1,391,220
Recommended Operating Reserve Fund Target (6 Months Operating Expenses)	1,463,305
Fire & Ambulance Department Operating Reserve, Above Target / (Below Target)	(72,085)
Wastewater Division	
Wastewater Capital Improvement Project Reserve	1,286,652
Wastewater System Connection & Capacity Charges	309,100
CWSRF Loan Agreement 14-813 Debt Reserve (Restricted for SLS 1-3 Debt Service)	171,537
Wastewater Operating Reserve Fund	559,340
Recommended Operating Reserve Fund Target (4 Months Operating Expenses)	559,340
Wastewater Operating Reserve, Above Target / (Below Target)	-
Water Division	
Water Capital Improvement Project Reserve	1,946,393
Water System Connection & Capacity Charges	119,964
Water Infrastructure R&R Reserve (MFC & AMR SRF Debt Reserve)	89,334
Water Operating Reserve	527,365
Recommended Operating Reserve Fund Target (4 Months Operating Expenses)	527,365
Water Operating Reserve, Above Target / (Below Target)	-
Assessment Districts Restricted Funds	
Water Assessment District No. 9 Construction Funds	7,163
Water Assessment District No. 10 Construction Funds	26,421
Water Assessment District No. 10 O&M	164,110
Water Assessment District No. 10 Bond Reserve Fund	116,473
Subtotal Assessment Districts	314,166
Total District Designated & Operating Reserve Funds	6,400,906
Assessment District Funds	314,166
Combined Pooled Cash	6,715,072
Checking Account (General)	579,790
LAIF	6,003,193
York Insurance Deposit	14,617
BNY Mellon (AD #10 Bond Reserve)	116,473
Petty Cash	1,000
Combined Pooled Cash	6,715,072

Rates & Fees

The District is committed to providing the highest quality water and wastewater services at the lowest possible rates for our customers. To meet this commitment, the District engaged an independent rate consultant to perform a water and wastewater rate study that evaluates the infrastructure, programs and operations and maintenance costs of the District's water and wastewater services and the rates necessary to recover the costs of those services for the next five years. A cost of service and rate study demonstrates what it costs the District to provide these services and the appropriate rates to fairly and appropriately allocate the costs of providing them to our customers. The District's 2019 Rate Study, Cash Reserve Policy, Facilities Master Plans, as well as the draft FYE 2022 and 2023 District budgets were used as the basis upon which the proposed rates and charges were calculated. The rate adjustments were not the only measures used to generate a balanced budget. Other measures required to balance the budget included reductions in operating expenses where possible and deferral of nonessential activities and projects.

The results of the rate study demonstrate that adjustments in the water and wastewater rates are needed to recover increases in the costs of providing water and wastewater services. These costs include, among others, the costs of needed repairs and replacements of aging water and wastewater infrastructure, increased water purchase and electricity costs and the costs of developing additional local groundwater supplies.

The proposed water rate structure has four customer classes - residential, commercial, schools, and irrigation - and is comprised of three components - a fixed monthly base charge, a variable volumetric rate, and a fixed monthly private fire service water meter base charge. The base charge is determined on the basis of the size of the water meter serving a property (in inches) and is designed to recover a portion of the District's fixed costs of operating and maintaining the water system, such as billing and collection, and repair and replacement of infrastructure. The volumetric rate is the same for all customer classes and is imposed per unit of delivered water, with one unit equal to one cubic foot (cf) or 7.48 gallons. The volumetric rate is calculated to recover a portion of the District's fixed costs and its variable costs of purchasing and providing water service. The private fire service water meter base charge is only imposed on customers who have private fire suppression systems. It is designed to recover the proportionate share of the costs of sizing the water system necessary to provide private fire suppression service and the costs of managing and inspecting backflow prevention devices for these private systems.

Under the current water rate structure, a different rate for the base charge is imposed on landscape irrigation customers than is imposed on all other customers, and a different rate for the consumption charge is imposed on customers who are served by but are located outside of the District's boundaries. Under the proposed rate structure, the same base charge and volumetric rate will be applicable to all customers. The current water rate structure also imposes a fixed monthly infrastructure repair and replacement charge to fund water infrastructure projects. This charge is proposed to be eliminated from the District's water rate structure. As proposed under the new rate structure, the costs of repairing and replacing water infrastructure will be recovered from the District's base charge.

The proposed wastewater rate structure has two customer classes - commercial and residential -

and is comprised of two components - a fixed monthly wastewater base charge and a variable wastewater volumetric rate. The wastewater base charge is determined on a per equivalent dwelling unit (EDU) basis and is designed to recover a portion of the District's fixed costs of operating and maintaining the wastewater system. The wastewater volumetric rate is based on a customer's estimated monthly wastewater discharge and is designed to recover a portion of the District's fixed costs and its variable costs of providing wastewater services. The method for estimating customers' wastewater discharge is proposed to be revised under the new wastewater rate structure from a percentage of the billed monthly water usage.

Under the current wastewater rate structure, a different rate for the volumetric rate is imposed on commercial customers than is imposed on residential customers. Under the proposed rate structure, the same wastewater volumetric rate will be applicable to all customers. The current wastewater rate structure also imposes a fixed monthly infrastructure repair and replacement charge to fund wastewater infrastructure projects. This charge is proposed to be eliminated from the District's wastewater rate structure. As proposed under the new rate structure, the costs of repairing and replacing wastewater infrastructure will be recovered from the District's monthly wastewater base charge. The proposed water and wastewater rate adjustments are identified in the tables below.

CURRENT RESIDENTIAL, COMMERCIAL, AND IRRIGATION CUSTOMERS' MONTHLY WATER BASE CHARGE RATES (\$/METER SIZE)			
Meter Size	Residential and Commercial	Monthly Infrastructure Repair and Replacement Charge	Irrigation
5/8" X 3/4"	\$31.42	\$1.88/EDU	\$13.13
1"	\$70.77	\$1.88/EDU	\$32.78
1 1/2"	\$136.29	\$1.88/EDU	\$65.54
2"	\$214.95	\$1.88/EDU	\$104.87
3"	\$463.97	\$1.88/EDU	-

PROPOSED RESIDENTIAL, COMMERCIAL, AND IRRIGATION CUSTOMERS' MONTHLY WATER BASE CHARGE RATES (\$/METER SIZE)					
Meter Size	7/1/2019	7/1/2020	7/1/2021	7/1/2022	7/1/2023
5/8" x 3/4"	\$34.19	\$35.22	\$36.28	\$37.36	\$38.49
1"	\$79.01	\$81.38	\$83.82	\$86.33	\$88.93
1 1/2"	\$153.70	\$158.31	\$163.06	\$167.95	\$172.99
2"	\$243.33	\$250.63	\$258.15	\$265.89	\$273.87
3"	\$482.34	\$496.81	\$511.72	\$527.07	\$542.88

CURRENT AND PROPOSED PRIVATE FIRE SERVICE WATER METER BASE CHARGE (\$/METER SIZE)						
Meter Size	Current	7/1/2019	7/1/2020	7/1/2021	7/1/2022	7/1/2023
1" and smaller	\$15.75	\$3.20	\$3.30	\$3.40	\$3.50	\$3.60
1 1/2"	\$26.21	\$5.40	\$5.56	\$5.73	\$5.90	\$6.07
2"	\$43.58	\$9.18	\$9.46	\$9.74	\$10.03	\$10.34
3"	\$60.95	\$22.77	\$23.45	\$24.16	\$24.88	\$25.63
4"	\$78.32	\$46.20	\$47.59	\$49.02	\$50.49	\$52.00
6"	\$95.65	\$130.30	\$134.21	\$138.24	\$142.39	\$146.66
8"	\$113.02	\$275.36	\$283.62	\$292.13	\$300.89	\$309.92

CURRENT AND PROPOSED WATER VOLUMETRIC RATES (\$/CF)*					
Current Inside the District	7/1/2019	7/1/2020	7/1/2021	7/1/2022	7/1/2023
\$0.0469	\$0.0483	\$0.0498	\$0.0513	\$0.0528	\$0.0544
Current Outside the District**					
\$0.0519	\$0.0483	\$0.0498	\$0.0513	\$0.0528	\$0.0544

*One cubic foot (CF) = 7.48 gallons.

CURRENT RESIDENTIAL AND COMMERCIAL WASTEWATER RATES AND CHARGES			
Customer Class	Monthly Base Charge	Wastewater Volumetric Rate	Monthly Infrastructure Repair and Replacement Charge
Residential	\$44.49	15% of Monthly billed Water Consumption Charge	\$5.25/EDU
Commercial	\$44.49	1/3 of Monthly billed Water Consumption Charge	\$5.25/EDU

PROPOSED RESIDENTIAL AND COMMERCIAL WASTEWATER RATES AND CHARGES					
	July 1, 2019	July 1, 2020	July 1, 2021	July 1, 2022	July 1, 2023
Monthly Base Charge (\$/EDU)*	\$50.98	\$52.51	\$54.08	\$55.71	\$57.38
Wastewater Volumetric Rate (\$/CF)	\$0.0099	\$0.0102	\$0.0105	\$0.0109	\$0.0112

*One EDU is the flow associated with a typical single-family dwelling. The District can reassess EDUs for each customer to properly estimate sewer flow. **Sewer use (CF) = Water use (CF) x 90%.

The District purchases wholesale water from Crestline-Lake Arrowhead Water Agency (CLAWA) and Arrowbear Park County Water District (APCWD). These costs are recovered through the water volumetric rate. In developing its rates, the District included projected increases in these wholesale water costs as part of its long-range financial plan. To ensure that there are sufficient revenues to provide water services to our customers, the District is also proposing to annually pass through to our customers: (1) any increases in the rates for wholesale water and any other charges that either CLAWA or APCWD imposes on the District that are greater than those projected in the District’s long-range financial plan (each a “Pass-Through Adjustment”). A Pass-Through Adjustment will only impact the rates of the water volumetric rate set forth in the tables above. If approved by the Board of Directors, the District may implement a Pass-Through Adjustment for either CLAWA or APCWD rate increases for a five-year period commencing July 1, 2019, and at any time through and including June 30, 2024. Provided, however, that: (1) any increase in the water volumetric rate described above as a result of any Pass-Through Adjustment for either a CLAWA rate increase or a APCWD increase shall not exceed 8% per year; and (2) in no event shall the rates be increased as a result of a Pass-Through Adjustment by more than the cost of providing water service. Prior to implementing any Pass-Through Adjustment, the District will provide written notice to customers not less than 30 days prior to their effective date.

For FYE 2021, the cost of CLAWA imported water is \$3.12 per hundred cubic feet (HCF) or \$1,359 per acre foot (AF). The District currently charges its retail customers \$4.98 per HCF or \$2,169 per AF. At this time it is not anticipated that the District will need to implement any Pass-Through Adjustments based on CLAWA’s rate increases over the next three years.

WHAT THIS MEANS TO OUR AVERAGE CUSTOMERS WATER & WASTEWATER BILL

For an average District customer who uses 500 cubic feet (3,740 gallons) of water per month, the monthly impacts would be as follows:

CURRENT RATES & CHARGES (7/1/2020-6/30/2021)		RATES & CHARGES (7/1/2021-6/30/2022)	
Water Rates			
Monthly Water Base Charge	\$35.22	Monthly Water Base Charge	\$36.28
Monthly Water Volumetric Rate	\$24.90	Monthly Water Volumetric Rate	\$25.65
Total Water Charges:	\$60.12	Total Water Charges:	\$61.93
Wastewater Rates			
Monthly Wastewater Base Charge	\$52.51	Monthly Wastewater Base Charge	\$54.08
Monthly Wastewater Volumetric Rate	\$4.59	Monthly Wastewater Volumetric Rate	\$4.73
Total Wastewater Charges:	\$57.10	Total Wastewater Charges:	\$58.81
Total Water & Wastewater Charges			
Total Current Water & Wastewater Charges:	\$117.22	Total Proposed Water & Wastewater Charges:	\$120.74
			Total Proposed Monthly Adjustment:
			\$3.52

As you can see from the information in the table above, for an average use customer with a 3/4-inch water meter, the rate and fee adjustments for the FYE 2022 will result in a \$3.52 per month increase in the total bill for water and wastewater services. The approved rates and charges for the FYE 2020-2024 are as indicated in the table on Pages 28 and 29.

Administration Division

Vision: The Running Springs Water District Administration Division will provide exceptional customer service to the community and support services to all District divisions in a manner that demonstrates professionalism, utilizing advanced levels of technology.

As part of the Administration Division, the General Manager is responsible for the overall management of the District. The General Manager is responsible for the effective management and administration of all aspects of the District’s operations such as; developing and maintaining short and long range plans for the District, preparing the budget, directing the operation of efficient administrative control and accounting procedures, staffing plans, employee relations officer, personnel transactions, managing consultants, board meetings, public relations, emergency planning, legal compliance, legislative matters and execution of Board policy.

Core Functions, Goals & Objectives

Core Functions	Goals & Objectives
General Administration	
Administrative Costs (District-Wide) <ul style="list-style-type: none"> • Administrative Support – All Divisions • Professional Services (Engineering & Financial Consultants, Legal Counsel) • Paychex Payroll Reporting • Public Notices/Public Records Requests • Insurance/Property Liability/Workers Comp • Computer Technical Support • Office Supplies & Materials/Furniture & Equipment • Printing & Publications • Memberships & Subscription • Office Utilities & Janitorial Service 	<ul style="list-style-type: none"> • Review & Update District Policies • Develop & Maintain Short & Long Range Plans • Refine Administration Procedures Manual • Obtain Funds to Support Plans • Evaluate Outside Funding & Grant Options
Board Administration	
<ul style="list-style-type: none"> • Public Records Act Requests • Board Meeting Administration • Form 700 Statements of Economic Interest • Maintain Resolutions, Ordinances & Minutes • Registrar of Voters/Board Election Coordination • Director Training 	<ul style="list-style-type: none"> • Records Management/Retention Program • Implement & Enforce Board Policy • Recommend New Policies & Procedures • Records Retention Implementation
Customer Service	
<ul style="list-style-type: none"> • Customer Relations • Customer Correspondence • Customer Payments • Billing 	<ul style="list-style-type: none"> • Continue to Improve Customer Service • Cross Training Staff • Refine Administration Procedures • Records Retention Implementation

<ul style="list-style-type: none"> • Accounts Payable • Accounts Receivable • Customer Account Analysis 	<ul style="list-style-type: none"> • Refine Administration for AMR Project • Prepare for SB 998 (Restrictions Water Service Discontinuation)
Public Outreach & Information	
<ul style="list-style-type: none"> • Provide Public Outreach Support to all Divisions • Design/Distribution of Public Outreach Materials/District Newsletters • District Representation at Community Events 	<ul style="list-style-type: none"> • Fine Tune District Website • Inform Customers on District Core Functions
Budget & Finance	
<ul style="list-style-type: none"> • Prepare Annual Budget • Annual Financial Audit • Payroll Processing • Accounts Payable • Accounts Receivable • Investment & Fund Balance Administration • Availability/Standby Charges to Tax Roll • Maintain General Ledger • Billing • Cash Management & Projections • Financial Reporting & Analysis • State Controller's Compensation Reporting 	<ul style="list-style-type: none"> • Improve Financial Reporting Capabilities • Continue to Explore Investment Options • Refine Budget & Investment Policies • Recommend/Develop Policies & Procedures • Records Retention Implementation • Refine allocation of Administrative Costs • Ambulance Billing Procedures Manual • Tyler Technologies Efficiency and Productivity Training
Personnel & Risk Management	
<ul style="list-style-type: none"> • Human Resources • Succession Planning • Staffing Plans • Benefits Administration • Medical Reimbursement Administration • Health/Life/Disability Insurance Admin. • Property & Liability Insurance Admin. • Workers Compensation Administration • CalPERS (Pension Administration) • Risk Management & Loss Control • Employee Recruitment & Retention • Employee Development, Orientation & Training • Employee & Labor Relations 	<ul style="list-style-type: none"> • Continue to Administer Employee/Labor Relations & Benefits • Records Retention Implementation • Annual Staff Training/Target Safety • Update Emergency Plan Manual
Information Technology	
<ul style="list-style-type: none"> • Administer Computer Support Services 	<ul style="list-style-type: none"> • Continue to Administer Support Services/Liaison for Computer Technical Issues and Upgrades

Budgeted Operating Expense Details

Administrative Expenditure Summary

	FYE 2021	FYE 2022	% Change	FYE 2023	% Change
	Budget	Budget	From Prior	Budget	From Prior
			Year		Year
Personnel Expense	\$ 690,296	\$ 763,207	10.6%	\$ 789,919	3.5%
Services and Supplies	\$ 310,450	\$ 321,097	3.4%	\$ 332,335	3.5%
Depreciation Expense	\$ -	\$ 2,692		\$ 4,212	56.5%
District Total	\$ 1,000,746	\$ 1,086,996	8.6%	\$ 1,126,467	3.6%

ADMINISTRATION	FYE 2019	FYE 2020	FYE 2021	FYE 2022	FYE 2023	FYE 2022 vs.	FYE 2023 vs.		
	Actual	Actual	Budget	Budget	Budget	FYE 2021	FYE 2021		
						Budget	Budget		
Wages	492,275	535,169	434,391	470,547	487,016	36,156	8%	16,469	3%
Medicare Tax (FICA)	7,138	7,001	6,519	6,823	7,062	304	5%	239	3%
Workers Comp	-	4,505	5,175	3,607	3,733	(1,568)	-30%	126	3%
Group Insurance	58,215	58,189	68,325	64,280	66,530	(4,045)	-6%	2,250	3%
CalPERS Retirement*	140,163	171,098	175,886	217,950	225,578	42,064	24%	7,628	3%
Director's Compensation	8,000	6,170	9,004	9,000	9,315	(4)	0%	315	4%
Education & Seminars	1,500	2,179	3,105	4,000	4,140	895	29%	140	4%
Memberships & Subscriptions	3,000	10,411	12,704	12,525	12,963	(179)	-1%	438	3%
Fees & Permits	10,310	10,533	10,670	10,533	10,902	(137)	-1%	369	3%
Professional Services	263,200	156,595	189,301	219,200	226,872	29,899	16%	7,672	3%
Repair & Maintenance (Main Office)	12,320	10,225	12,492	19,270	19,944	6,778	54%	674	3%
Office Supplies & Expenses	62,326	54,906	59,719	29,425	30,455	(30,294)	-51%	1,030	3%
Utilities (Electricity, Gas, Internet, Phon	17,500	11,332	13,455	17,144	17,744	3,689	27%	600	3%
Total Administrative Expenses	1,075,947	1,038,311	1,000,746	1,084,304	1,122,255	83,558	8%	37,951	3%

*Additional lump sum UAL payment of \$30,000.

The percent allocation of administrative services expenses to each division is based on a combination of an administrative services time study and percent of O&M expenses for each division. The following is the current allocation in the FYE 2022-2023 budgets:

- Water = 48%
- Wastewater Collections = 16%
- Wastewater Treatment = 16%
- Ambulance = 10%
- Fire = 10%

Employee Classifications and Wage Scales

**ADMINISTRATION DIVISION
FYE 2022 HOURLY WAGE SCHEDULE**

Exempt Positions

CLASSIFICATION		STEP				
		A	B	C	D	E
AS2	Hourly	\$42.64	\$43.70	\$44.79	\$45.91	\$47.06
Administration Supervisor, Board Secretary, Treasurer	Monthly	\$7,391	\$7,575	\$7,764	\$7,958	\$8,157
	Annual	\$88,691	\$90,896	\$93,163	\$95,493	\$97,885
AS1	Hourly	\$37.69	\$38.63	\$39.59	\$40.58	\$41.60
Administration Supervisor, Board Secretary, Treasurer	Monthly	\$6,533	\$6,696	\$6,862	\$7,034	\$7,211
	Annual	\$78,395	\$80,350	\$82,347	\$84,406	\$86,528

Non-Exempt Positions

CLASSIFICATION		STEP				
		A	B	C	D	E
A5	Hourly	\$29.69	\$30.43	\$31.19	\$31.97	\$32.77
Customer Account Specialist (Billing) Accounts Payable/Payroll Specialist	Monthly	\$5,146	\$5,275	\$5,406	\$5,541	\$5,680
	Annual	\$61,755	\$63,294	\$64,875	\$66,498	\$68,162
A4	Hourly	\$26.24	\$26.90	\$27.57	\$28.26	\$28.97
Customer Service Specialist	Monthly	\$4,548	\$4,663	\$4,779	\$4,898	\$5,021
	Annual	\$54,579	\$55,952	\$57,346	\$58,781	\$60,258
A3	Hourly	\$23.20	\$23.78	\$24.37	\$24.98	\$25.60
Administrative Assistant	Monthly	\$4,021	\$4,122	\$4,224	\$4,330	\$4,437
	Annual	\$48,256	\$49,462	\$50,690	\$51,958	\$53,248
A2	Hourly	\$20.50	\$21.01	\$21.54	\$22.08	\$22.63
Administrative Assistant	Monthly	\$3,553	\$3,642	\$3,734	\$3,827	\$3,923
	Annual	\$42,640	\$43,701	\$44,803	\$45,926	\$47,070
A1	Hourly	\$18.52	\$18.98	\$19.45	\$19.94	\$20.44
Customer Service Field Representative	Monthly	\$3,210	\$3,290	\$3,371	\$3,456	\$3,543
	Annual	\$38,522	\$39,478	\$40,456	\$41,475	\$42,515

Five-Year Capital Improvement Program (CIP) Plan

Administration Division 5-Year CIP Plan						
Project Description	2022	2023	2024	2025	2026	TOTAL
EOL Computer Workstation Replacements	\$11,616					\$11,616
Tyler/Incode Server Replacement		\$20,750				\$20,750
Miscellaneous Information Technology	\$2,700	\$ 2,700				\$5,400
Security Camera System Maintenace	\$2,000	\$ 2,000				\$4,000
Paint Interior of Administration Building	\$5,000					\$5,000
Paint Exterior of Administration Building	\$10,000					\$10,000
Replace Administration Building Carpet		\$ 15,000				\$15,000
Replace Administration Building Windows			\$ 20,000			\$20,000
Replace Paper Shredder	\$ 5,000					\$5,000
Administration Projects Subtotal	\$36,316	\$40,450	\$20,000	\$0	\$0	\$96,766

Water Division

Vision: The Running Springs Water Division will provide excellent water quality that consistently meets or exceeds regulatory and customer requirements and water quantity that recognizes the limited availability of supply in our area yet satisfies the essential needs of our customers.

Core Functions, Goals & Objectives

Core Functions	Goals & Objectives
Operations & Maintenance Administration	
<ul style="list-style-type: none"> • Manage safe & reliable water supplies • Operation & Maintenance (O&M) of over 43 miles of water pipelines • Manage security in the distribution system • Public health protection • Maintain a good relationship with customers & employees • Operate efficiently & meet customer expectations • Technical advice & training of system operators • Day to day management of the system • Reporting to State & Local regulatory agencies 	<ul style="list-style-type: none"> • Improve safety & emergency response programs • Manage backflow prevention & cross connection program for 90+ devices • Access source & storage facilities to meet today's standards • Reduce power for pumping costs • Succession Planning • Records Retention Implementation
Regulatory Compliance	
<ul style="list-style-type: none"> • Monitor State Water Boards regulatory requirements • Monitor South Coast Air Quality Management District (AQMD) requirements • Monitor Certified Unified Program Agency (CUPA) requirements • Monitor disinfection, treatment, sampling & lab analysis • Update, revise & review safety practices & programs within the District 	<ul style="list-style-type: none"> • Continue monitoring updates & requirements from State & Local regulatory agencies to maintain compliance in the District
Repair & Maintenance	
<ul style="list-style-type: none"> • Preventative maintenance of water system • Annual valve maintenance • Leak detection program & repairs • Box & valve repairs • Annual dead end main flushing program • Conduct weekly distribution sampling • Fire hydrant repairs 	<ul style="list-style-type: none"> • Review District Operating plan with the State Water Boards • Underground Service Alerts (USA) • Continue monitoring Automatic Meter Reading (AMR) system

Water Division Core Functions & Goals & Objectives (continued)

Core Functions	Goals & Objectives
Groundwater Wells	
<ul style="list-style-type: none"> • O&M of 11 vertical & 16 horizontal groundwater wells • O&M of 5 remote treatment plants • Monitor well head protection • Monitor source water protection plan • Conduct weekly sampling of sources 	<ul style="list-style-type: none"> • Continue researching sources for future water well development
Pump Stations & Storage Tanks	
<ul style="list-style-type: none"> • O&M of 8 booster pump stations • O&M of 11 water storage tanks • O&M of 5 fore bays & 2 hydro-pneumatic systems • O&M of 3 standby generators 	<ul style="list-style-type: none"> • Annual inspection, cleaning and repairs of a minimum of two water storage tanks • Improve security, safety & access to storage tanks
SCADA System	
<ul style="list-style-type: none"> • O&M of Supervisory Control & Data Acquisition (SCADA) system for remote management of storage tanks & pump stations 	<ul style="list-style-type: none"> • Continue to fine tune and optimize the District's SCADA system
Vehicle Maintenance	
<ul style="list-style-type: none"> • Maintain safe operating vehicles for all weather conditions • O&M of snow cats & backhoe • O&M of main office generator & portable emergency generator 	<ul style="list-style-type: none"> • Continue current maintenance schedule
Safety, Training & Certifications	
<ul style="list-style-type: none"> • Maintain required certifications • Emergency operations training • Safety training 	<ul style="list-style-type: none"> • Provide opportunities for training & classes to maintain District approved certifications • Provide annual training for emergency response & preventative maintenance • Provide safety training at least weekly to minimize injuries & to ensure a safe work environment

Budgeted Operating Expense Details

Water Expenditure Summary

	FYE 2021 Budget	FYE 2022 Budget	% Change From Prior Year	FYE 2023 Budget	% Change From Prior Year
Personnel Expense	\$ 727,020	\$ 585,309	-19.5%	\$ 605,795	3.5%
Operations & Maintenance	\$ 431,707	\$ 513,553	19.0%	\$ 531,527	3.5%
Administrative Services	\$ 495,493	\$ 528,630	6.7%	\$ 544,489	3.0%
Depreciation Expense	\$ 283,250	\$ 293,791	3.7%	\$ 309,968	5.5%
District Total	\$ 1,937,470	\$ 1,921,283	-0.8%	\$ 1,991,779	3.7%

WATER PROPRIETARY FUND	FYE 2019 Actual	FYE 2020 Actual	FYE 2021 Budget	FYE 2022 Budget	FYE 2023 Budget	FYE 2022 vs. FYE 2021 Budget	FYE 2023 vs. FYE 2021 Budget	FYE 2022 vs. FYE 2021 Budget	FYE 2023 vs. FYE 2021 Budget
Wages	714,527	634,671	450,470	333,663	345,342	(116,807)	-26%	11,678	3%
Medicare Tax (FICA)	11,799	7,762	6,532	4,838	5,007	(1,694)	-26%	169	4%
Workers Comp	20,461	18,751	24,744	9,885	10,231	(14,859)	-60%	346	3%
Group Insurance	110,228	44,435	59,551	60,922	63,055	1,371	2%	2,132	3%
CalPERS Retirement	239,579	171,086	184,192	174,173	180,269	(10,019)	-5%	6,096	3%
Uniforms	1,727	1,519	1,531	1,827	1,891	296	19%	64	4%
Education & Seminars	-	911	3,105	3,000	3,105	(105)	-3%	105	3%
Fuel & Oil	9,199	7,214	10,164	8,670	8,973	(1,494)	-15%	303	3%
Property/Liability Insurance	26,336	24,904	28,831	40,842	42,272	12,011	42%	1,429	4%
Memberships & Subscriptions	4,114	1,603	2,432	6,641	6,873	4,209	173%	232	3%
Miscellaneous Supplies, Tools & Expenses	42,506	1,841	4,707	8,498	8,795	3,791	81%	297	3%
Permits & Fees	20,786	31,826	23,324	28,345	29,337	5,021	22%	992	3%
Repair & Maintenance (Water System)	22,782	18,775	22,088	31,335	32,432	9,247	42%	1,097	4%
Utilities (Electricity, Gas, Internet, Phone, Trash)	14,967	823	466	7,322	7,578	6,856	1471%	256	3%
Utilities - Power for Pumping	61,738	76,657	74,520	88,120	91,204	13,600	18%	3,084	4%
Vehicle Maintenance	6,368	7,287	6,831	6,600	6,831	(231)	-3%	231	3%
Water Purchases	174,133	82,415	226,406	256,322	265,293	29,916	13%	8,971	3%
Water Testing & Analysis	25,465	19,502	28,833	27,858	28,833	(975)	-3%	975	4%
Administrative Services	566,139	477,820	495,493	528,630	544,489	33,137	7%	15,859	3%
Total Water Expenses	2,072,853	1,629,803	1,654,220	1,627,492	1,681,812	(26,728)	-2%	54,319	3%

Employee Classifications and Wage Scales

WATER DIVISION FYE 2022 HOURLY WAGE SCHEDULE Non-Exempt Positions

CLASSIFICATION*		STEP				
		A	B	C	D	E
LEAD OPERATOR	Hourly	\$37.52	\$38.46	\$39.42	\$40.40	\$41.41
Water Distribution Grade 3	Monthly	\$6,503	\$6,666	\$6,833	\$7,003	\$7,178
Water Treatment Grade 2	Annual	\$78,042	\$79,997	\$81,994	\$84,032	\$86,133
Collection System Maintenance Grade 1						
OPERATOR 3	Hourly	\$33.16	\$33.99	\$34.84	\$35.71	\$36.60
Water Distribution Grade 3	Monthly	\$5,748	\$5,892	\$6,039	\$6,190	\$6,344
Water Treatment Grade 2	Annual	\$68,973	\$70,699	\$72,467	\$74,277	\$76,128
OPERATOR 2	Hourly	\$28.65	\$29.37	\$30.10	\$30.85	\$31.62
Water Distribution Grade 3	Monthly	\$4,966	\$5,091	\$5,217	\$5,347	\$5,481
Water Treatment Grade 1	Annual	\$59,592	\$61,090	\$62,608	\$64,168	\$65,770
OPERATOR 1	Hourly	\$24.72	\$25.34	\$25.97	\$26.62	\$27.29
Water Distribution Grade 2	Monthly	\$4,285	\$4,392	\$4,501	\$4,614	\$4,730
Water Treatment Grade 1	Annual	\$51,418	\$52,707	\$54,018	\$55,370	\$56,763
		33%				
OPERATOR IN TRAINING	Hourly	\$21.33	\$21.86	\$22.41	\$22.97	\$23.54
Entry Level/ No Certification Required	Monthly	\$3,697	\$3,789	\$3,884	\$3,981	\$4,080
	Annual	\$44,366	\$45,469	\$46,613	\$47,778	\$48,963

Five-Year Capital Improvement Program (CIP) Plan

Water Division 5-Year CIP Plan						
Project Description	2022	2023	2024	2025	2026	TOTAL
Replace Nob Hill Hydropneumatic Pumping System (PZ #3H)	\$ 350,000					\$ 350,000
Rimwood Booster Pump Improvements (PZ #4 to #7)	\$ 30,000					\$ 30,000
2.5 Inch Boring Tool	\$ 6,000					\$ 6,000
Nordic Hydropneumatic Pump System Improvements (PZ #4H)		\$ 225,000				\$ 225,000
Replace Rowco Booster's and Building			\$ 425,000			\$ 425,000
SCADA Communications Improvements						\$ -
SCADA Computer Upgrade	\$ 25,000			\$ 50,000		\$ 75,000
Groundwater Pumping Equipment Replacements						\$ -
Relocate Back Lot Meters (80 Total) 27 / year	\$ 40,000	\$ 40,000	\$ 40,000			\$ 120,000
Replace 4X4 Vehicle Unit # 58 Flatbed Snowplow	\$ 60,000					\$ 60,000
Replace Water & Fire 50kw Generator shared cost 50%	\$ 35,000					\$ 35,000
Nob Hill 0.133 MG Tank Rehabilitation		\$ 80,000				\$ 80,000
Purchase New Backhoe Tractor Shared Cost 50%		\$ 60,000				\$ 60,000
Vehicle & Equipment Storage Building at Harris Property		\$ 60,000				\$ 60,000
Rowco 0.3 MG Tank Rehabilitation			\$ 90,000			\$ 90,000
Replace 4X4 Vehicle Unit # 76			\$ 50,000			\$ 50,000
Replace Dump Truck (shared cost 1/3 each division)			\$ 25,000			\$ 25,000
Replace Rowco 0.1 MG Tanks with one 0.5 MG Tank					\$ 650,000	\$ 650,000
Nob Hill 1 MG Tank Rehabilitation				\$ 167,000		\$ 167,000
Replace Portable 50Kw Generator				\$ 40,000		\$ 40,000
Replace Portable Compressor and Jackhammer				\$ 25,000		\$ 25,000
Water Division Improvements Subtotal	\$ 546,000	\$ 465,000	\$ 630,000	\$ 282,000	\$ 650,000	\$ 2,573,000

Vehicle & Equipment Replacement Schedule

Water Division Vehicle & Equipment Replacement Schedule							
Vehicle Description	Year	Mileage	Hours	Use Status	Replacement Year	Age (Years)	Replacement Cost
Water & Fire Complex Generator	1984		918	Limited	2021	37	\$50,000
Ford 4X4 Plow Truck (Unit #58)	1997	126,172		Utility	2022	24	\$60,000
Ford 555 Backhoe (Unit #42)	1990		3,740	Treatment	2022	31	\$120,000
Portable Cat Generator	1996		177	Limited	2026	25	\$40,000
Ford 4X4 Ranger Truck (Unit #76)	2007	49,850		Daily	2027	14	\$50,000
Portable Compressor	1998		599	Limited	2028	23	\$25,000
Ford 4X4 Ranger Truck (Unit #82)	2011	35,048		Daily	2031	10	\$35,000
Ford 4X4 Ranger Truck (Unit #83)	2011	26,549		Daily	2031	10	\$35,000
Portable Welder	2002		151	Limited	2032	19	\$10,000
Ford 575E Backhoe (Unit #59)	1998		4,498	Special	Deferred	23	\$120,000
Thiokol - Snow Cat (Unit #36)	1965		819	Winter	Deferred	56	\$100,000
Honda Snow Blower	2021			Winter	2036	0	\$4,000

Wastewater Collections Division

Vision: The Running Springs Wastewater Division will provide extraordinary wastewater collection service for the Running Springs area and wastewater transmission and treatment service for the Running Springs, Arrowbear, and Green Valley Lake areas that protects the environment, complies with regulatory requirements, satisfies the needs of our customers, and provides beneficial uses for our reclaimed water.

Core Functions, Goals & Objectives

Core Functions	Goals & Objectives
Operations & Maintenance Administration	
<ul style="list-style-type: none"> • Manage, repair & replacement of wastewater collection system • Ensure the California Integrated Water Quality System (CIWQS) requirements pertaining to Sanitary Sewer Overflow (SSO) reporting procedures are adhered to • Customer service related to service orders • Ensure Fats, Oils & Grease (FOG) program is administered 	<ul style="list-style-type: none"> • Respond to USA to accurately mark sewer mains to prevent contractors, or agencies from exposing or destroying infrastructure • Maintain accurate records of all preventative maintenance, maps & improvements • Inspect all Food Service Establishments (FSE's) to ensure full compliance with FOG. ordinance • Maintain compliance with state, regional & local requirements of sewer collection system • Ensure a safe, efficient & educated work force • Maintain an outstanding level of customer service
Repair & Maintenance	
<ul style="list-style-type: none"> • Preventative maintenance • Inspection & maintenance of 60 miles of sewer collection pipeline • Clean and video inspect the entire sewer collection system every five years • Inspection of sewer manholes & lift station wet wells for infiltration & inflow (I&I) & degradation 	<ul style="list-style-type: none"> • Implement smoke testing program to minimize illegal connections & I&I • Clean & video inspect sewer collection pipeline & manholes in-house • Repair several mainline deficiencies identified in CCTV work throughout the District • Repair broken mortar on sewer manhole grade rings throughout the District
Sewer Collection System	
<ul style="list-style-type: none"> • O&M of over 60 miles of sewer collection pipeline • O&M of 2.25 miles of sewer force mains • O&M of over 2,000 sewer manholes • Raise manholes to ensure proper accessibility • Control odors to minimize harmful & corrosive gasses & customer complaints 	<ul style="list-style-type: none"> • Reduce I&I by sealing manhole & cleanout lids throughout the District • Prevent sewer backups or spills by cleaning known hot spots every three months • Install locking manhole covers at key inspection & hot spot locations

Wastewater Collection Division Core Functions, Goals & Objectives (continued)

Core Functions	Goals & Objectives
Sewer Lift Stations	
<ul style="list-style-type: none"> • O&M of 9 sewer lift stations • O&M of 8 standby generators Control odors to minimize harmful & corrosive gasses & customer complaints 	<ul style="list-style-type: none"> • General maintenance, monthly testing, inspection & repairs of 7 lift station generators and 1 portable generator • Inspect pumps for performance, efficiency & premature wear to prevent failures
SCADA System	
<ul style="list-style-type: none"> • O&M of Supervisory Control & Data Acquisition (SCADA) system 	<ul style="list-style-type: none"> • Testing at least monthly of SCADA alarms to ensure proper performance • Testing at least monthly of AD 2000 back up alarms to ensure proper performance
Vehicle Maintenance	
<ul style="list-style-type: none"> • O&M of District vehicles & equipment 	<ul style="list-style-type: none"> • General maintenance of all Division vehicles & equipment • Inspections weekly, monthly & annually of all vehicles & equipment to ensure maximum operation & efficiency
Safety, Training & Certifications	
<ul style="list-style-type: none"> • Maintain required certifications • Emergency operations training • Safety training 	<ul style="list-style-type: none"> • Provide opportunities for training & classes to maintain District approved certifications • Provide monthly, bi-annual & annual training for emergency response & preventative maintenance • Provide safety training at least weekly to minimize injuries & to ensure a safe work environment • Work closely with District Compliance Safety Officer to improve Safety Program

Budgeted Operating Expense Details

Wastewater Collections Expenditure Summary

	FYE 2021 Budget	FYE 2022 Budget	% Change From Prior Year	FYE 2023 Budget	% Change From Prior Year
Personnel Expense	\$ 415,052	\$ 419,129	1.0%	\$ 433,799	3.5%
Operations & Maintenance	\$ 153,915	\$ 145,461	-5.5%	\$ 150,552	3.5%
Administrative Services	\$ 143,142	\$ 176,210	23.1%	\$ 181,496	3.0%
Depreciation Expense	\$ 224,950	\$ 199,767	-11.2%	\$ 202,818	1.5%
District Total	\$ 937,059	\$ 940,567	0.4%	\$ 968,665	3.0%

WASTEWATER COLLECTIONS PROPRIETARY FUND	FYE 2019 Actual	FYE 2020 Actual	FYE 2021 Budget	FYE 2022 Budget	FYE 2023 Budget	FYE 2022 vs. FYE 2021 Budget	FYE 2023 vs. FYE 2021 Budget
Wages	25,751	305,301	263,375	275,555	285,199	12,180	5%
Medicare Tax (FICA)	4,966	3,738	3,819	3,996	4,135	177	5%
Workers Comp	18,214	14,277	21,193	11,444	11,844	(9,749)	-46%
Group Insurance	31,772	19,385	22,977	26,513	27,441	3,536	15%
CalPERS Retirement	104,361	102,049	102,156	100,066	103,568	(2,090)	-2%
Uniforms	1,105	1,252	1,532	1,557	1,611	25	2%
Education/Seminars	497	711	2,070	2,000	2,070	(70)	-3%
Fuel & Oil	4,974	5,372	6,743	4,552	4,711	(2,191)	-32%
Property/Liability Insurance	16,233	20,029	17,641	32,065	33,187	14,424	82%
Memberships & Subscriptions	4,853	2,486	5,255	4,801	4,969	(454)	-9%
Office Supplies	7,045	358	1,035	1,000	1,035	(35)	-3%
Permits/Fees	12,817	10,652	12,219	12,473	12,910	254	2%
Collection System Maintenance	28,646	87,687	29,673	27,230	28,183	(2,443)	-8%
Sewer Lift Station Repair & Maintenance	21,381	5,700	32,217	19,378	20,056	(12,839)	-40%
Miscellaneous Supplies	4,054	1,537	6,203	4,793	4,961	(1,410)	-23%
Utilities (Electricity, Gas, Internet, Phone, Tra	30,670	28,222	34,080	31,269	32,363	(2,811)	-8%
Vehicle & Equipment Maintenance	7,775	3,686	6,779	5,900	6,107	(879)	-13%
Administrative Services	101,783	132,451	143,142	176,210	181,496	33,068	23%
Total Wastewater Collections Expenses	426,895	744,892	712,109	740,800	765,847	28,691	4%

Employee Classifications and Wage Scales

COLLECTIONS DIVISION FYE 2022 HOURLY WAGE SCHEDULE Non-Exempt Positions

CLASSIFICATION		STEP				
LEAD OPERATOR		A	B	C	D	E
Collection System Maintenance Grade 3	Hourly	\$37.52	\$38.46	\$39.42	\$40.40	\$41.41
Mechanical Technologist Grade 2	Monthly	\$6,503	\$6,666	\$6,833	\$7,003	\$7,178
Electrical/Instrumentation Grade 1	Annual	\$78,042	\$79,997	\$81,994	\$84,032	\$86,133
OPERATOR 3		\$33.16	\$33.99	\$34.84	\$35.71	\$36.60
Collection System Maintenance Grade 3	Monthly	\$5,748	\$5,892	\$6,039	\$6,190	\$6,344
Mechanical Technologist Grade 1	Annual	\$68,973	\$70,699	\$72,467	\$74,277	\$76,128
OPERATOR 2		\$28.65	\$29.37	\$30.10	\$30.85	\$31.62
Collection System Maintenance Grade 2	Monthly	\$4,966	\$5,091	\$5,217	\$5,347	\$5,481
Mechanical Technologist Grade 1	Annual	\$59,592	\$61,090	\$62,608	\$64,168	\$65,770
OPERATOR 1		\$24.72	\$25.34	\$25.97	\$26.62	\$27.29
Collection System Maintenance Grade 1	Monthly	\$4,285	\$4,392	\$4,501	\$4,614	\$4,730
Mechanical Technologist Grade 1	Annual	\$51,418	\$52,707	\$54,018	\$55,370	\$56,763
OPERATOR IN TRAINING		\$21.33	\$21.86	\$22.41	\$22.97	\$23.54
Entry Level/ No Certification Required	Monthly	\$3,697	\$3,789	\$3,884	\$3,981	\$4,080
	Annual	\$44,366	\$45,469	\$46,613	\$47,778	\$48,963

Five-Year Capital Improvement Program (CIP) Plan

Wastewater Collections Division 5-Year CIP Plan						
Project Description	2022	2023	2024	2025	2026	TOTAL
Collection System Improvements - I&I Reduction						
Purchase Smoke Testing Equipment						\$ -
Seal Coat Sewer Manholes 5 per year at \$2,000 each	\$ 10,000	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 40,000
Point Repairs Utilizing Pipe Liner 5 per year at \$2,000 each	\$ 10,000	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 40,000
Point Repairs (in house) 10 per year at \$500 each O&M	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 25,000
Purchase Sewer Manhole Lids 20 per year at \$400 each			\$ 8,000	\$ 8,000	\$ 8,000	\$ 24,000
Collection System - I&I Improvements Subtotal	\$ 25,000	\$ 20,000	\$ 28,000	\$ 28,000	\$ 28,000	\$ 129,000
Pump Stations						
Upgrade Control Panels & SCADA Screens at Sewer Lift Stations Nos. 7, 8 & 9	\$ 15,000					\$ -
SCADA Computer Improvements	\$ 25,000					\$ -
Install Flow Meter & Vault at Sewer Lift Station 7		\$ 35,000				\$ 35,000
Pump Stations Subtotal	\$ 40,000	\$ 35,000	\$ -	\$ -	\$ -	\$ 35,000
Pipeline Rehab & Replacement						
Wagon Wheel Easement E-W between MH's 108 and 109			\$ 150,000			\$ 150,000
Increase 120' of mainline from 10" to 15" on school trunk MH 52-51		\$ 20,000				\$ 20,000
Pipeline Rehab & Replacement Subtotal	\$ -	\$ 20,000	\$ 150,000			\$ 170,000
Other Wastewater System Improvements						
Purchase New Vector/Hydro Jetting Truck	\$ 300,000					\$ -
Purchase New Bypass Pump Equipment	\$ 20,000					\$ -
Purchase Service Bed & Crane for Utility Truck	\$ 28,000		\$ 30,000			\$ 30,000
Replace Unit 70 Light Utility Service Truck			\$ 30,000			\$ 30,000
Replace Dump Truck (shared cost 1/3 each division)			\$ 25,000			\$ 25,000
Replace Unit 77 Light Utility Service Truck				\$ 30,000		\$ 30,000
Replace Unit 75 Medium Utility / Snow Plow / Jetter Tow / Service Truck				\$ 50,000		\$ 50,000
Replace Unit 84 Light Utility Service Truck				\$ 30,000		\$ 30,000
Replace Collection Building Generator				\$ 5,000		\$ 5,000
Vehicle & Equipment Storage Building at Harris Property		\$ 60,000				\$ 60,000
Purchase New Backhoe Tractor Shared Cost 50%		\$ 60,000				\$ 60,000
Other Wastewater System Improvements Subtotal	\$ 348,000	\$ 120,000	\$ 85,000	\$ 115,000	\$ -	\$ 320,000
Collections Division Improvements Subtotal	\$ 413,000	\$ 195,000	\$ 263,000	\$ 143,000	\$ 28,000	\$ 654,000

Vehicle & Equipment Replacement Schedule

Collections Division Vehicle & Equipment Replacement Schedule							
Vehicle Description	Year	Mileage	Hours	Use Status	Replacement Year	Age (Years)	Replacement Cost
Utility Truck (Unit # 70)	2003	67,596		Daily	2023	18	\$30,000
Utility Truck (Unit # 77)	2007	47,183		Daily	2024	14	\$30,000
Medium Utility Truck (Unit # 75)	2007	17,813		As-Needed	2024	14	\$50,000
Utility Truck (Unit # 84)	2011	25,915		Daily	2024	10	\$30,000
Dump Truck (Unit # 62)	1995	121,500		Limited	2025	26	\$75,000
Collections Building Generator	2008		51	Limited	2028	13	\$5,000
Hydro	2010		110	As-Needed	2030	11	\$50,000
Air Compressor	2019			As-Needed	2034	2	\$25,000
CCTV Van	2020			As-Needed	2040	1	\$200,000

Wastewater Treatment Division

Vision: The Running Springs Wastewater Division will provide extraordinary wastewater collection service for the Running Springs area and wastewater transmission and treatment service for the Running Springs, Arrowbear, and Green Valley Lake areas that protects the environment, complies with regulatory requirements, satisfies the needs of our customers, and provides beneficial uses for our reclaimed water.

Core Functions, Goals & Objectives

Core Functions	Goals & Objectives
Operations & Maintenance Administration	
<ul style="list-style-type: none"> • Manage treatment plant & disposal facilities • Maintain compliance with Santa Ana Regional Water Quality Control Board (SARWQCB) Waste Discharge Requirements (WDR) • Maintain United States Forest Service (USFS) Special Use Permit (SUP) • Train staff on new processes & procedures • Review & implement staff recommended process & procedure changes • Reporting to regulatory agencies 	<ul style="list-style-type: none"> • Implement changes identified by continued process evaluation
Repair & Maintenance	
<ul style="list-style-type: none"> • Preventative maintenance • Perform necessary repairs revealed by routine / preventative maintenance • Respond to equipment / machinery failures 	<ul style="list-style-type: none"> • Upgrade SCADA System • Replace Fine Bubble Aeration System in MBR 2 • Perform Annual MBR take down & mechanical inspection
Wastewater Treatment Plant	
<ul style="list-style-type: none"> • O&M of 1MGD MBR plant • Perform process control laboratory analysis • Manage disposal of 648 wet tons per year of biosolids • Continue to evaluate treatment processes to maintain an efficient operation • Respond to after hour emergencies & equipment failures • Complying with unfunded mandates from regulatory agencies 	<ul style="list-style-type: none"> • Continue to evaluate effluent reuse options • Optimize New US500 OMUs in MBR 1
Treated Wastewater Disposal Facilities	
<ul style="list-style-type: none"> • O&M of 1.58 miles of outfall pipeline • O&M of 18 acre disposal site • O&M of 13 percolation ponds 	<ul style="list-style-type: none"> • Grade roads around ponds to maintain access

**Wastewater Treatment Division Core Functions, Goals & Objectives
(continued)**

Core Functions	Goals & Objectives
SCADA System	
<ul style="list-style-type: none"> • O&M of Supervisory Control & Data Acquisition (SCADA) system to provide remote monitoring & operation of treatment plant processes & disposal facilities • Log, analyze & archive operational data • Continued improvement of process automation 	<ul style="list-style-type: none"> • Evaluate SCADA system • Upgrade SCADA based on the continuing treatment process evaluation
Safety, Training & Certifications	
<ul style="list-style-type: none"> • Maintain required certifications • Emergency operations training • Safety training 	<ul style="list-style-type: none"> • Provide opportunities for training & classes to maintain District approved certifications • Provide monthly, bi-annual & annual training for emergency response & preventative maintenance • Provide safety training at least weekly to minimize injuries & to ensure a safe work environment • Work closely with District Compliance Safety Officer to improve Safety Program

Budgeted Operating Expense Details

Wastewater Treatment Expenditure Summary

	FYE 2021 Budget	FYE 2022 Budget	% Change From Prior Year	FYE 2023 Budget	% Change From Prior Year
Personnel Expense	\$ 473,569	\$ 516,025	9.0%	\$ 534,086	3.5%
Operations & Maintenance	\$ 343,175	\$ 357,060	4.0%	\$ 369,558	3.5%
Administrative Services	\$ 154,153	\$ 176,210	14.3%	\$ 181,496	3.0%
Depreciation Expense	\$ 324,830	\$ 268,100	-17.5%	\$ 308,152	14.9%
District Total	\$ 1,295,727	\$ 1,317,395	1.7%	\$ 1,393,292	5.8%

WASTEWATER TREATMENT PROPRIETARY FUND	FYE 2019 Actual	FYE 2020 Actual	FYE 2021 Budget	FYE 2022 Budget	FYE 2023 Budget	FYE 2022 vs. FYE 2021 Budget	FYE 2023 vs. FYE 2021 Budget		
Wages	380,882	339,887	263,376	293,866	304,151	30,490	12%	10,285	3%
Medicare Tax (FICA)	4,937	3,974	4,256	4,232	4,380	(24)	-1%	148	4%
Workers Comp	18,587	14,323	19,835	11,444	11,844	(8,391)	-42%	401	3%
Group Insurance	57,632	27,459	41,908	45,532	47,126	3,624	9%	1,594	3%
CalPERS Retirement*	91,261	103,034	112,922	159,395	164,973	46,473	41%	5,579	4%
Uniforms	1,415	1,265	1,149	1,557	1,612	408	36%	55	4%
Education/Seminars	653	862	2,588	2,500	2,588	(88)	-3%	88	4%
Effluent Disposal Site Maintenance	177	-	4,140	8,500	8,798	4,360	105%	298	4%
Fuel & Oil	5,928	4,894	7,400	4,875	5,046	(2,525)	-34%	171	4%
Property/Liability Insurance	13,587	20,236	14,765	32,295	33,425	17,530	119%	1,130	3%
Memberships & Subscriptions	3,611	2,116	2,934	3,835	3,969	901	31%	134	4%
Permits/Fees (Treatment)	27,414	28,360	28,362	31,100	32,189	2,738	10%	1,089	3%
Permits/Fees (SLS #2)	647	557	1,770	2,000	2,070	230	13%	70	4%
Interceptor Pipeline Maintenance	2,633	-	8,409	2,500	2,588	(5,909)	-70%	88	4%
SLS #2 & Interceptor Pipeline Maintenance	42	-	5,900	2,850	2,950	(3,050)	-52%	100	3%
Treatment Plant Maintenance	42,135	39,133	69,345	62,250	64,429	(7,095)	-10%	2,179	3%
Biosolids Handling & Disposal	73,978	86,184	59,036	62,040	64,211	3,004	5%	2,171	3%
Miscellaneous Supplies	7,051	8,659	7,704	7,443	7,704	(261)	-3%	261	4%
Office Supplies	8,381	1,529	6,728	6,500	6,728	(228)	-3%	227	3%
Utilities (Joint Use Facilities)	104,537	121,764	96,491	102,322	105,903	5,831	6%	3,581	3%
Utilities (SLS #2)	6,835	7,231	6,334	7,000	7,245	666	11%	245	3%
Vehicle & Equipment Maintenance	7,314	4,981	6,572	6,850	7,090	278	4%	240	3%
Wastewater Testing & Analysis	10,595	11,136	14,697	12,200	12,627	(2,497)	-17%	427	3%
Administrative Services	107,050	142,639	154,153	176,210	181,496	22,057	14%	5,286	3%
Total Wastewater Treatment Expenses	977,283	970,226	940,774	1,049,296	1,085,140	108,522	12%	35,844	3%

Arrowbear O&M Reimbursement (18.98% of O&M Costs + SLS #2) \$ 199,156 \$ 16,596 per month

CSA 79 O&M Reimbursement (24.52% of O&M Costs - SLS #2) \$ 257,287 \$ 21,441 per month

*Additional lump sum UAL payment of \$23,330.

Employee Classifications and Wage Scales

TREATMENT DIVISION FYE 2022 HOURLY WAGE SCHEDULE

Exempt Positions

CLASSIFICATION		STEP				
		A	B	C	D	E
OPERATIONS MANAGER 3						
Grade 3 WWTP Operator	Hourly	\$66.21	\$67.86	\$69.56	\$71.29	\$73.07
Collection System Maintenance Grade 4	Monthly	\$11,476	\$11,762	\$12,057	\$12,357	\$12,665
Mechanical Technologist Grade 1	Annual	\$137,717	\$141,149	\$144,685	\$148,283	\$151,986
Water Distribution Grade 1						
Water Treatment Grade 1						
OPERATIONS MANAGER 2	Hourly	\$53.88	\$55.23	\$56.61	\$58.03	\$59.48
Grade 3 WWTP Operator	Monthly	\$9,339	\$9,573	\$9,812	\$10,059	\$10,310
Collection System Maintenance Grade 2	Annual	\$112,070	\$114,878	\$117,749	\$120,702	\$123,718
Mechanical Technologist Grade 1						
OPERATIONS MANAGER 1	Hourly	\$47.63	\$48.82	\$50.04	\$51.28	\$52.57
Grade 3 WWTP Operator	Monthly	\$8,256	\$8,462	\$8,674	\$8,889	\$9,112
Collection System Maintenance Grade 2	Annual	\$99,070	\$101,546	\$104,083	\$106,662	\$109,346
Mechanical Technologist Grade 1						

Non-Exempt Positions

CLASSIFICATION*		STEP				
		A	B	C	D	E
LEAD OPERATOR	Hourly	\$37.52	\$38.46	\$39.42	\$40.40	\$41.41
Grade 3 WWTP Operator	Monthly	\$6,503	\$6,666	\$6,833	\$7,003	\$7,178
Mechanical Technologist Grade 2	Annual	\$78,042	\$79,997	\$81,994	\$84,032	\$86,133
Collection System Maintenance Grade 1						
OPERATOR 3	Hourly	\$33.16	\$33.99	\$34.84	\$35.71	\$36.60
Grade 3 WWTP Operator	Monthly	\$5,748	\$5,892	\$6,039	\$6,190	\$6,344
Collection System Maintenance Grade 1	Annual	\$68,973	\$70,699	\$72,467	\$74,277	\$76,128
OPERATOR 2	Hourly	\$28.65	\$29.37	\$30.10	\$30.85	\$31.62
Grade 2 WWTP Operator	Monthly	\$4,966	\$5,091	\$5,217	\$5,347	\$5,481
Collection System Maintenance Grade 1	Annual	\$59,592	\$61,090	\$62,608	\$64,168	\$65,770
OPERATOR 1	Hourly	\$24.72	\$25.34	\$25.97	\$26.62	\$27.29
Grade 1 WWTP Operator	Monthly	\$4,285	\$4,392	\$4,501	\$4,614	\$4,730
Collection System Maintenance Grade 1	Annual	\$51,418	\$52,707	\$54,018	\$55,370	\$56,763
OPERATOR IN TRAINING	Hourly	\$21.33	\$21.86	\$22.41	\$22.97	\$23.54
Entry Level / No Certification Required	Monthly	\$3,697	\$3,789	\$3,884	\$3,981	\$4,080
	Annual	\$44,366	\$45,469	\$46,613	\$47,778	\$48,963

Five-Year Capital Improvement Program (CIP) Plan

Wastewater Treatment Division 5-Year CIP Plan

Project Description	2022	2023	2024	2025	2026	TOTAL
MBR 2 SMU Replacement	\$ 230,000					\$ 230,000
Upgrade Screenings Conditioning Equipment at Headworks						\$ -
Upgrade Grit Removal System at Headworks	\$ 185,000					\$ 185,000
Mixer & Submersible Pump Rebuilds	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 150,000
Upgrade, R&R Treatment SCADA, Pumps, Mixers, Etc.	\$ 40,000					\$ 40,000
Solids Handling Loading Area Improvements						\$ -
WWTP & Plant Road Paving (100,000 SF) + Fiber for Internet	\$ 350,000					\$ 350,000
Replacement of Disposal Ponds Piping & Valve Structures		\$ 150,000				\$ 150,000
Snow Blower Attachment for Bobcat	\$ 7,500					\$ 7,500
Replace UV System				\$ 350,000		\$ 350,000
MCC Replacement Buckets	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000		\$ 20,000
Utility Truck Unit 67 Replacement			\$ 35,000			\$ 35,000
Replace Dump Truck (shared cost 1/3 each division)			\$ 25,000			\$ 25,000
Utility Truck Unit 80 Replacement				\$ 35,000		\$ 35,000
Wheel Loader Replacement				\$ 150,000		\$ 150,000
Generator & ATS Replacement				\$ 150,000		\$ 150,000
Treatment Plant Improvements Subtotal	\$ 847,500	\$ 185,000	\$ 95,000	\$ 720,000	\$ 30,000	\$ 1,877,500
Net Cost to RS Rate Payers (56.5%):	\$ 478,838	\$ 104,525	\$ 53,675	\$ 406,800	\$ 16,950	\$ 1,060,788

Arrowbear Proportionate Share of Capital Improvements (18.98%) \$ 160,856 \$ 13,405 per month
 CSA 79 Proportionate Share of Capital Improvements (24.52%) \$ 207,807 \$ 17,317 per month

Vehicle & Equipment Replacement Schedule

Treatment Division Vehicle & Equipment Replacement Schedule							
Vehicle Description	Year	Mileage	Hours	Use Status	Replacement Year	Age (Years)	Replacement Cost
Plant Plow Truck (Unit #39)	1990	26,618		Limited	2022	31	\$35,000
Plant Utility (Unit # 67)	1999	91,672		Daily	2023	22	\$25,000
Plant Utility (Unit # 80)	2008	23,162		Daily	2024	13	\$25,000
Backup Power Generator	1979		911	Limited	2024	42	\$150,000
John Deere Loader	1992		2,942	3 times/week	2024	29	\$150,000
Plant Utility (Unit # 85)	2011	7,876		Daily	2025	10	\$40,000
Ford Sport Tract/Utility (Unit # 78)	2007	18,441		Daily	2027	14	\$35,000
Bobcat Skid Steer	2014			Daily	2040	7	\$75,000

Fire Department

Vision: The Running Springs Fire Department will be an exemplary organization dedicated to community service and acclaimed for our hometown attentiveness as we provide fire protection and life safety services whenever called to duty.

Core Functions, Goals & Objectives

Core Functions	Goals & Objectives
Fire Department	
<ul style="list-style-type: none"> • The protection of life & property within the boundaries of the Fire District. • The prevention of public losses by education, public awareness & an active fire suppression & prevention program. • Maintaining the safety & welfare of the Firefighters that work for the Fire Department. • The pre-planning of emergencies to reduce losses in the event of a local disaster. • To be an active participant in the Fire Service & with other emergency service agencies, to meet the needs of the public. • Maintaining a positive involvement within the community by the Fire Department. 	<ul style="list-style-type: none"> • To reduce cost of maintaining the programs of the Fire Department whenever possible. • Maintain staffing numbers to meet the needs of the community & to maintain the mission of the Fire Department. • Reduction of job related injuries. • Conduct 2 to 5 community functions such as an Open House, Christmas Function, Community Emergency Response Team (CERT) Meetings, Senior Blood Pressure Testing, etc. during the fiscal year.

Fire Department Core Functions, Goals & Objectives (continued)

Core Functions	Goals & Objectives
Hazard Abatement Program	
<ul style="list-style-type: none"> • Reduce the potential harm to human life & the destruction of property by the abatement of hazardous fire receptive fuels that would pose a threat within the Fire District. • Awareness to the public of the dangers of not abating & decreasing fire hazards on their property. • Advocate fire safe communities by education & enforcement of the Hazard Abatement Program. • Continue to be an active member of the interagency efforts of hazardous fuels reduction. 	<ul style="list-style-type: none"> • Compliance of 100% of the reduction of fire fuel hazards & needed abatement in the Community of Running Springs. • Inspect 100% of the properties within the Fire District for compliance with the hazard abatement program. • Continue to pursue & support cost recovery efforts to support the expenditures of management of non-compliant properties of the hazard abatement program.
Vehicle Maintenance	
<ul style="list-style-type: none"> • To have & maintain a fleet of vehicles to meet the demands of the Fire Department's mission. • To have vehicles with suitable equipment, to provide for the safety & needs of the public & the Fire Department's employees. 	<ul style="list-style-type: none"> • To pursue cost cutting measures for the operation & the owning of vehicles needed for the operations of the Fire Departments mission. • To pursue cost cutting measures for maintaining & owning emergency equipment needed in the operations of the Fire Departments mission.
Training	
<ul style="list-style-type: none"> • Continued training & maintaining skills of the fire staff to provide the best & safest service possible to the public & the emergency service employees of the Fire Department. • Continued learning of new skills & technology to enhance the ability to protect life & property, while protecting Fire Department employees from hazards. 	<ul style="list-style-type: none"> • Train & maintain skills & abilities of staff to 100% of current standards. • Recruit & train 2 to 5 new Paid Call Firefighters (PCFs) during the fiscal year.

Budgeted Operating Expense Details

Fire Expenditure Summary

	FYE 2021 Budget	FYE 2022 Budget	% Change From Prior Year	FYE 2023 Budget	% Change From Prior Year
Personnel Expense	\$ 1,786,805	\$ 589,756	-67.0%	\$ 610,398	3.5%
Operations & Maintenance	\$ 234,598	\$ 193,577	-17.5%	\$ 199,384	3.0%
Administrative Services	\$ 184,770	\$ 110,131	-40.4%	\$ 113,435	3.0%
Depreciation Expense	\$ 93,610	\$ 88,808	-5.1%	\$ 88,519	-0.3%
District Total	\$ 2,299,783	\$ 982,272	-57.3%	\$ 1,011,736	3.0%

FIRE GOVERNMENTAL FUND	FYE 2019 Actual	FYE 2020 Actual	FYE 2021 Budget	FYE 2022 Budget	FYE 2023 Budget	FYE 2022 vs. FYE 2021 Budget	FYE 2023 vs. FYE 2021 Budget
Wages	1,199,250	1,151,986	980,975	407,649	421,916	(573,326) -58%	14,268 3%
Medicare Tax (FICA)	18,037	18,996	15,425	5,911	6,118	(9,514) -62%	207 3%
Workers Comp Insurance	64,921	68,391	67,679	10,777	11,154	(56,902) -84%	377 3%
Group Insurance	95,945	106,246	97,358	25,445	26,335	(71,913) -74%	891 3%
CalPERS Retirement*	435,323	606,195	619,158	137,350	142,157	(481,808) -78%	4,807 3%
Uniform Allowance	4,036	4,458	6,210	2,625	2,717	(3,585) -58%	92 4%
Education, Training & Seminars	11,737	8,560	13,905	12,500	12,875	(1,405) -10%	375 3%
Fuel & Oil	11,888	9,786	14,193	12,350	12,721	(1,843) -13%	371 3%
Hazard Abatement Program	11,452	11,074	10,300	18,500	19,055	8,200 80%	555 3%
Property/Liability Insurance	15,998	21,665	16,265	26,191	27,107	9,926 61%	917 4%
Memberships & Subscriptions	4,237	5,042	6,000	5,255	5,413	(745) -12%	158 3%
Office Supplies	8,391	8,930	8,240	6,400	6,592	(1,840) -22%	192 3%
Fees & Permits	7,146	8,981	4,635	3,850	3,966	(785) -17%	116 3%
Dispatching Services	41,185	52,450	58,710	17,075	17,587	(41,635) -71%	512 3%
General Station Maintenance	10,002	30,387	9,785	10,000	10,300	215 2%	300 3%
Safety Clothing, Supplies & Equipment	31,951	26,615	31,106	34,200	35,226	3,094 10%	1,026 3%
Utilities (Electricity, Gas, Internet, Phone, Trash)	23,923	25,320	23,349	5,596	5,764	(17,753) -76%	168 3%
Vehicle & Equipment Repair & Maintenance	45,959	36,647	38,110	41,660	42,910	3,550 9%	1,250 3%
Administrative Services	104,051	183,393	184,770	110,131	113,435	(74,639) -40%	3,304 3%
Total Fire Expenses	2,145,432	2,385,122	2,206,173	893,464	923,348	(1,312,709) -60%	29,884 3%

*No additional lump sum UAL for FYE 2022.

Employee Classifications and Wage Scales

**FIRE DEPARTMENT
FYE 2022 HOURLY WAGE SCHEDULE
Exempt Positions**

CLASSIFICATION		STEP				
		A	B	C	D	E
CHIEF (40-hr Work Week)	Hourly	\$68.63	\$70.34	\$72.10	\$73.90	\$75.75
	Monthly	\$11,896	\$12,192	\$12,497	\$12,809	\$13,130
	Annual	\$142,750	\$146,307	\$149,968	\$153,712	\$157,560
		STEP				
		A	B	C	D	E
BATTALION CHIEF (40-hr Work Week)	Hourly	\$60.65	\$62.17	\$63.72	\$65.32	\$66.95
	Monthly	\$10,513	\$10,776	\$11,045	\$11,322	\$11,605
	Annual	\$126,152	\$129,314	\$132,538	\$135,866	\$139,256

**FIRE DEPARTMENT
FYE 2022 HOURLY WAGE SCHEDULE
Non-Exempt Positions (Hired Prior to July 1, 2019)**

CLASSIFICATION		STEP											
		A	A-1	B	B-1	C	C-1	D	D-1	E	E-1	F	F-1
CAPTAIN/PARAMEDIC (56 Hour Work Week)	Hourly	\$30.84	\$31.61	\$32.40	\$33.20	\$34.03	\$34.88	\$35.75	\$36.64	\$37.56	\$38.50	\$39.46	\$40.45
	Monthly	\$7,684	\$7,876	\$8,073	\$8,272	\$8,479	\$8,691	\$8,908	\$9,129	\$9,359	\$9,593	\$9,832	\$10,079
	Annual	\$92,212	\$94,514	\$96,876	\$99,268	\$101,750	\$104,291	\$106,893	\$109,554	\$112,304	\$115,115	\$117,985	\$120,946
ENGINEER/PARAMEDIC (56 Hour Work Week)	Hourly	\$27.71	\$28.40	\$29.12	\$29.84	\$30.59	\$31.35	\$32.14	\$32.95	\$33.78	\$34.63	\$35.49	\$36.38
	Monthly	\$6,904	\$7,076	\$7,256	\$7,435	\$7,622	\$7,811	\$8,008	\$8,210	\$8,417	\$8,629	\$8,843	\$9,065
	Annual	\$82,853	\$84,916	\$87,069	\$89,222	\$91,464	\$93,737	\$96,099	\$98,521	\$101,002	\$103,544	\$106,115	\$108,776
FIREFIGHTER/PARAMEDIC (56 Hour Work Week)	Hourly	\$25.45	\$26.08	\$26.74	\$27.38	\$28.06	\$28.78	\$29.49	\$30.23	\$30.99	\$31.76	\$32.56	\$33.38
	Monthly	\$6,341	\$6,498	\$6,663	\$6,822	\$6,992	\$7,171	\$7,348	\$7,532	\$7,722	\$7,914	\$8,113	\$8,317
	Annual	\$76,096	\$77,979	\$79,953	\$81,866	\$83,899	\$86,052	\$88,175	\$90,388	\$92,660	\$94,962	\$97,354	\$99,806
ADMINISTRATIVE ASSISTANT (40-hr Work Week)	Hourly	\$30.37	\$31.13	\$31.91	\$32.70	\$33.52	\$34.36	\$35.22	\$36.10	\$37.00	\$37.92	\$38.87	\$39.84
	Monthly	\$5,264	\$5,396	\$5,531	\$5,668	\$5,810	\$5,956	\$6,105	\$6,257	\$6,413	\$6,573	\$6,737	\$6,905.60
	Annual	\$63,170	\$64,750	\$66,373	\$68,016	\$69,722	\$71,469	\$73,258	\$75,088	\$76,960	\$78,874	\$80,850	\$82,867

FYE 2022 HOURLY WAGE SCHEDULE

Paid Call Firefighters	EMT	Paramedic
Ambulance Operator / Entry Level Firefighter	\$15.00	\$16.00
Shift Qualified	\$16.00	\$17.00

Non-Exempt Positions (NEW HIRES in FYE 2020)

CLASSIFICATION		STEP				
		A	B	C	D	E
CAPTAIN/PARAMEDIC (56 Hour Work Week)	Hourly	\$33.07	\$33.90	\$34.75	\$35.62	\$36.51
	Monthly	\$8,240	\$8,447	\$8,659	\$8,875	\$9,097
	Annual	\$98,879	\$101,361	\$103,903	\$106,504	\$109,165
ENGINEER/PARAMEDIC (56 Hour Work Week)	Hourly	\$28.53	\$29.25	\$29.98	\$30.73	\$31.50
	Monthly	\$7,109	\$7,288	\$7,470	\$7,657	\$7,849
	Annual	\$85,305	\$87,458	\$89,640	\$91,883	\$94,185
FIREFIGHTER/PARAMEDIC (56 Hour Work Week)	Hourly	\$24.62	\$25.23	\$25.87	\$26.51	\$27.17
	Monthly	\$6,134	\$6,286	\$6,446	\$6,605	\$6,770
	Annual	\$73,614	\$75,438	\$77,351	\$79,265	\$81,238

NEW HIRES BEGINNING JULY 1, 2020 HOURLY WAGE SCALE

		NON-EXEMPT POSITIONS/ NEW HIRES						
Classification		A	B	C	D	E	F	G
Captain/Paramedic (56 Hour Work Week)	Hourly	\$31.27	\$32.05	\$32.85	\$33.68	\$34.52	\$35.38	\$36.26
	Monthly	\$7,792	\$7,986	\$8,186	\$8,391	\$8,601	\$8,816	\$9,036
	Annual	\$93,500	\$95,838	\$98,234	\$100,690	\$103,207	\$105,787	\$108,432
Engineer/Paramedic (56 Hour Work Week)	Hourly	\$25.68	\$26.32	\$26.98	\$27.66	\$28.35	\$29.06	\$29.78
	Annual	\$76,786	\$78,705	\$80,673	\$82,690	\$84,757	\$86,876	\$89,048
Firefighter/Paramedic (56 Hour Work Week)	Hourly	\$21.09	\$21.62	\$22.16	\$22.71	\$23.28	\$23.86	\$24.46
	Monthly	\$5,255	\$5,386	\$5,521	\$5,659	\$5,800	\$5,945	\$6,094
	Annual	\$63,059	\$64,636	\$66,251	\$67,908	\$69,605	\$71,346	\$73,129

No COLA Increase for the first 3 yrs of implementation. After three years will adjust to the COLA

Except for promotions all step advancements shall be based upon one (1) step increment in the base salary range

**Merit Advancement refer to policy manual Section 4 (B)

Five-Year Capital Improvement Program (CIP) Plan

Fire Department 5-Year CIP Plan

Project Description	2022	2023	2024	2025	2026	TOTAL	DEFERRED
Radios 800mhz - 2x Radios FY20 HSGP Grant	\$ 12,457					\$ 12,457	
Radios 800mhz 5 x Radios - AFG Grant match cost	\$ 5,685					\$ 5,685	
Radios VHF Digital 6 x Radios- RFC Grant	\$ 20,000					\$ 20,000	
Plymovent Project - AFG Grant match cost	\$ 6,115					\$ 6,115	
Replace Water & Fire 50Kw Generator shared cost 50%		\$ 25,000				\$ 25,000	
Replace Air Conditioning Unit at Station 51		\$ 6,000				\$ 6,000	
Station 50 Downstairs Bathroom Remodel	\$ 8,500					\$ 8,500	
Garage Door Motor Replacements Station 50 & 51	\$ 10,000					\$ 10,000	
Kitchen Remodel Counter Tops and Cabinets Station 50			\$ 6,000			\$ 6,000	
Heavy Duty Air Compressor	\$ 5,000						
Replace Concrete Aprons at Station 50 and Station 51			\$ 60,000			\$ 60,000	
Snow Plow Vehicle and Plow	\$ 15,000						
Vehicle & Equipment Storage Building at Harris Property			\$ 60,000			\$ 60,000	
Brush Engine 51						\$ -	\$ 600,000
Replace (2005 Chevrolet Staff Vehicle - BC3602)					\$ 60,000	\$ 60,000	
Replace 1999 Type 1 KME Engine (E-51)						\$ -	\$ 785,000
Replace 2003 KME Pumper						\$ -	\$ 785,000
Fire Department Subtotal	\$ 82,757	\$ 31,000	\$ 126,000	\$ -	\$ 60,000	\$ 279,757	\$ 2,170,000

***Deferred major capital purchases for Fire Engines until a feasible funding source can be determined. Some of the alternatives are:**

- 1. Finance through California Special District's Association (CSDA) Municipal Finance Corporation (MFC).**
- 2. Grants.**
- 3. Certified rebuilds of existing apparatus.**

Vehicle & Equipment Replacement Schedule

Fire & Ambulance Department Vehicle & Equipment Replacement Schedule							
Vehicle Description	Year	Mileage	Hours	Use Status	Replacement Year	Age (Years)	Replacement Cost
2005 Chevrolet Utility	2005	45035		Daily	2012	16	\$50,000
2007 Chevy MA50A	2007	113579		Daily	2020	14	\$150,000
2007 Chevy MA51	2009	88855		Daily	2025	12	\$150,000
2003 Dodge	2003	79702		Daily	2019	18	\$55,000
1999 KME Pumper	2000	130001		Daily	2023	21	\$500,000
2003 KME Pumper	2003	15102		Daily	2024	18	\$500,000
2005 BME Engine	2005	13525		Daily	2025	16	\$500,000
2015 Ford F450 Squad 51	2015	19321		Daily	2025	6	\$100,000
2016 Ford F450 MA50	2016	61091		Daily	2026	5	\$200,000
1969 Thiokol Snow Cat 51	2011		835	Winter	n/a	10	Donation
1985 Thiokol Snow Cat 51A	2011		824	Winter	n/a	10	Donation
1993 Chevy Cheyanne	1993	113,078		Daily/Winter	2019	28	\$50,000
		Quantity					
Zoll E Series	2004	3	\$25,000	Daily	2019	17	\$85,000
2001 TNT Rescue Tool	2000	1 Set	\$13,873	Daily	2019	21	\$20,000
Breathing Support	2002	1	\$24,000	Daily	2019	19	\$35,000
Oxygen Generator	2012	1	\$20,000	Daily	2019	9	\$25,000
Sparky Suit	1991	1	\$1,358	Daily	2021	30	\$2,000
CAFS in Squad 51	2006	1	\$7,920	Daily	2021	15	\$12,000
Honda Snow Blower	2015	1	\$1,358	Winter	2025	6	\$3,500
SCOTT Packs w/full components	2018	15	\$4,500	Daily	2030	3	\$70,000
SCBA Masks	2018	13	\$300	Daily	2030	3	\$5,000
RIC Pack	2018	3	\$2,650	Daily	2030	3	\$5,000
SCBA Bottles/ Spare	Varied	3	\$500	Daily	Variable		\$2,000
		Quantity					
Personal Computer/Chief	2011	1	\$800	Daily	2019	10	\$1,000
Personal Computer/Chief	2014	1	\$800	Daily	2019	7	\$1,000
Laptop Computer/Fire Cief	2020	1	\$900	Daily	2025	1	\$1,000
Tablets/Station 50/Prevention	2019	3	\$2,400	Daily	2024	2	\$2,800
Tablets/Admin/Station 50	2021	2	\$1,600	Daily	2025	0	\$1,800
Tablets/Chief	2019	2	\$1,600	Daily	2024	2	\$1,800
Washing Machine Sta.50	2013	1	\$446	Daily	2019	8	\$1,000
Continental Extractor	2008	1	\$7,500	Daily	2023	13	\$12,000
Personal Computer/ Admin	2018	1	\$1,500	Daily	2023	3	\$2,000
Personal Computer/ST. 50	2019	1	\$1,200	Daily	2024	2	\$1,500
Personal Computer Training	2019	1	\$2,000	Daily	2024	2	\$2,500
Washing Machine Sta. 51	2016	1	\$650	Daily	2036	5	\$1,000
Clothes Dryer Sta. 51	2016	1	\$650	Daily	2036	5	\$1,000

Ambulance Division

Vision: The Running Springs Fire Department will be an exemplary organization dedicated to community service and acclaimed for our hometown attentiveness as we provide fire protection and life safety services whenever called to duty.

Core Functions, Goals & Objectives

Core Functions	Goals & Objectives
Ambulance Service	
<ul style="list-style-type: none"> • The protection of life & bodily harm by rendering aid to the sick & injured. • Maintaining a highly efficient staff to provide pre-hospital medical attention to the public we provide service to. • Maintaining & using medical emergency equipment to serve the needs of the public. 	<ul style="list-style-type: none"> • Dedication to community service and hometown attentiveness as we provide fire protection and life safety services whenever called to duty. • Continue to pursue & support cost recovery efforts to support the expenditures to maintain the Ambulance Service. • Seek out additional revenue sources to support the Ambulance Service.
Vehicle Maintenance	
<ul style="list-style-type: none"> • To have & maintain a fleet of vehicles to meet the demands of the Fire Department’s mission. • To have vehicles with suitable equipment, to provide for the safety & needs of the public & the Fire Department’s employees. 	<ul style="list-style-type: none"> • To pursue cost cutting measures for the operation & the owning of vehicles needed for the operations of the Fire Departments mission. • To pursue cost cutting measures for maintaining & owning emergency equipment needed in the operations of the Fire Departments mission.
Training	
<ul style="list-style-type: none"> • Continued training & maintaining skills of the fire staff to provide the best & safest service possible to the public & the emergency service employees of the Fire Department. • Continued learning of new skills & technology to enhance the ability to protect life & property, while protecting Fire Department employees from hazards. 	<ul style="list-style-type: none"> • Train & maintain skills & abilities of staff to 100% of current standards.

Budgeted Operating Expense Details

Ambulance Expenditure Summary

	FYE 2021	FYE 2022	% Change	FYE 2023	% Change
	Budget	Budget	From Prior	Budget	From Prior
			Year		Year
Personnel Expense	\$ 536,524	\$ 1,769,269	229.8%	\$ 1,831,193	3.5%
Operations & Maintenance	\$ 93,795	\$ 182,266	94.3%	\$ 187,734	3.0%
Administrative Services	\$ 102,650	\$ 110,131	7.3%	\$ 113,435	3.0%
Uncollectible Accounts Expense	\$ 150,000	\$ 150,000	0.0%	\$ 150,000	0.0%
Depreciation Expense	\$ 17,710	\$ 47,053	165.7%	\$ 41,556	-11.7%
District Total	\$ 900,679	\$ 2,258,720	150.8%	\$ 2,323,919	2.9%

AMBULANCE PROPRIETARY FUND	FYE 2019 Actual	FYE 2020 Actual	FYE 2021 Budget	FYE 2022 Budget	FYE 2023 Budget	FYE 2022 vs. FYE 2021 Budget	FYE 2023 vs. FYE 2021 Budget
Wages	375,056	385,504	528,218	1,222,946	1,265,749	694,728	132%
Medicare Tax (FICA)	5,865	5,690	8,306	17,733	18,353	9,427	113%
Workers Comp Insurance	-	-	-	32,331	33,463	32,331	n/a
Group Insurance	-	-	-	76,334	79,006	76,334	n/a
CalPERS Retirement*	-	-	-	412,050	426,472	412,050	n/a
Uniform Allowance	-	-	-	7,875	8,151	7,875	n/a
Fuel & Oil	9,284	6,649	10,604	9,750	10,091	(854)	-8%
Property/Liability Insurance	10,426	12,985	11,444	21,233	21,977	9,789	86%
Memberships & Subscriptions	8,816	11,629	13,248	19,020	19,686	5,772	44%
Dispatching Services	-	-	-	51,225	52,762	51,225	n/a
Equipment Repair & Maintenance	1,826	2,369	3,830	4,000	4,140	170	4%
Medical Supplies	24,803	26,315	26,703	27,500	28,463	797	3%
Miscellaneous Supplies & Expenses	5,070	1,730	6,210	6,000	6,210	(210)	-3%
Office Supplies	-	1,334	1,760	6,200	6,417	4,440	252%
Communications	4,210	3,512	2,401	1,200	1,242	(1,201)	-50%
Utilities (Electricity, Gas, Internet, Phone, Trash)	-	-	-	16,788	17,292	16,788	n/a
Vehicle Repair & Maintenance	10,737	11,503	17,595	19,350	20,027	1,755	10%
Administrative Services	73,834	101,885	102,650	110,131	113,435	7,481	7%
Total Ambulance Expenses	529,927	571,103	732,969	2,061,666	2,132,934	1,328,697	181%

Five-Year Capital Improvement Program (CIP) Plan

Ambulance Division 5-Year CIP Plan						
Project Description	2022	2023	2024	2025	2026	TOTAL
Replace MA51 (2007 Chevrolet)			\$ 210,000			\$ 210,000
3 x Stair Chairs		\$ 9,000		\$ 5,000		\$ 14,000
Oxygen Generator				\$ 40,000		\$ 40,000
Replace MA50A (2016 FORD)					\$ 250,000	\$ 250,000
Ambulance Department Subtotal	\$ -	\$ 9,000	\$ 210,000	\$ 45,000	\$ 250,000	\$ 514,000

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: June 16, 2020

TO: Board of Directors

FROM: Ryan Gross, General Manager

**SUBJECT: PUBLIC HEARING AND CONSIDERATION OF ADOPTING
ORDINANCE NO. 56 ESTABLISHING FEES FOR AMBULANCE
SERVICES AND OTHER MISCELLANEOUS FEES**

RECOMMENDED BOARD ACTION

It is recommended that the Board of Directors consider adopting Ordinance No. 56, Establishing Fees for Ambulance Services and other miscellaneous fees.

REASON FOR RECOMMENDATION

A schedule of fees adopted pursuant to the Fire District Protection Law should be adopted by ordinance. (Health & Safety Code, § 13916(b)).

BACKGROUND INFORMATION

California Water Code section 31120 allows County Water Districts, unlike many other types of water districts, to "...exercise any of the powers, functions, and duties which are vested in, or imposed upon, a fire protection district pursuant to the Fire Protection District Law of 1987." In turn, the Fire Protection District Law provides that fire protection districts shall have the power to provide ambulance services. (Health & Safety Code, § 13862).

For ambulance services, the Board may charge a fee to cover the cost of those services, but the fee cannot exceed the cost to provide the service for which the fee is charged. (Health & Safety Code, § 13916(a)). We understand that the Board normally adopts the fees allowed by ICEMA.

A schedule of fees adopted pursuant to the Fire District Protection Law should be adopted by ordinance. (Health & Safety Code, § 13916(b)). Before approving the fee, the District must publish notice of the fee pursuant to Government Code section 6066.¹ (*Ibid.*) (Notice of this Ordinance was published in the Alpine Mountaineer Newspaper on June 3rd and June 10th, 2021). Notice shall also be mailed to any party who has filed a

¹ Generally, publication of notice pursuant to this section shall be once a week for two successive weeks. (Gov. Code, § 6066.)

written request for mailed notice of the meeting on new or increased fees. (Health & Safety Code, § 13916(c)). At least ten (10) days before the meeting, the District must provide data to the public showing the cost to provide the service for which the fee is charged and the revenue sources anticipated to provide the service, including general fund revenues. (Health & Safety Code, § 13916(d)). The Board must hear and consider any objections to the proposed fees. (Health & Safety Code, § 13913(f)).

FISCAL INFORMATION

Refer to attached Ordinance No. 56, Exhibit A and Exhibit B

ATTACHMENTS

Attachment 1 – Ordinance No. 56

**ORDINANCE NO. 56
OF THE RUNNING SPRINGS WATER DISTRICT
ESTABLISHING FEES FOR AMBULANCE SERVICES AND OTHER
MISCELLANEOUS FIRE DEPARTMENT FEES**

WHEREAS, pursuant to Water Code section 31120, the Running Springs Water District has the authority to exercise any of the powers, functions, and duties which are vested in, or imposed upon, a fire protection district pursuant to the Fire Protection District Law of 1987; and

WHEREAS, the District provides ambulance services pursuant to the Fire Protection District Law of 1987, specifically Section 13862 of the Health and Safety Code; and

WHEREAS, the Inland Counties Emergency Medical Agency (“ICEMA”) has approved a list of ambulance fees as set forth in Exhibit “A” incorporated herein by this reference, that are calculated so as not to exceed the estimated cost to provide ambulance services; and

WHEREAS, the Running Springs Fire Department has established a list of miscellaneous fees as set forth in Exhibit “B” incorporated herein by this reference, that are calculated so as not to exceed the estimated cost to provide services; and

WHEREAS, Health and Safety Code Section 13916 authorizes this District to charge a fee to cover the cost of any service which the District provides and to adopt an ordinance establishing a schedule of such fees at a meeting conducted by the Board of Directors following notice of the Board’s intention to establish such fees as provided in Health and Safety Code Section 13916; and

WHEREAS, this District has provided notice of the fees set forth herein and has made available to the public, at least ten (10) days in advance hereof, the data indicating the estimated cost required to provide the services.

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

1. The fees for ambulance services set forth in Exhibit “A” are hereby adopted.
2. The fees for the services set forth in Exhibit “B” are hereby adopted.
3. The fees may be collected by any means available to the District.
4. This ordinance shall become effective immediately upon its adoption.

ADOPTED this 16th day of June, 2021.

Ayes:

Noes:

Abstentions:

Absent:

President of the Board of Directors
of Running Springs Water District

ATTEST:

Board Secretary



Inland Counties Emergency Medical Agency

1425 South D Street, San Bernardino, CA 92415-0060 ■ (909) 388-5823 ■ Fax (909) 388-5825 ■ www.icema.net

Serving San Bernardino, Inyo, and Mono Counties
Tom Lynch, EMS Administrator
Reza Vaezazizi, MD, Medical Director

DATE: May 19, 2021

TO: EMS Ground Transport Providers - San Bernardino County

FROM: Tom Lynch
EMS Administrator

SUBJECT: **FY 2021-22 AMBULANCE RATE ADJUSTMENT**
EFFECTIVE JULY 1, 2021 - JUNE 30, 2022

In conformance with the ICEMA Reference #3060 - ICEMA Ground Based Ambulance Rate Setting Policy - San Bernardino County approved by the ICEMA Governing Board on May 8, 2012, the following represents ambulance rate adjustments effective July 1, 2021. The attached “Ground Ambulance Service Rate Definitions” will be utilized in the application of the rates.

Ambulance Rate Components	Base Rate FY 2020-21 Rate		Increase CPI + County Comparison		Final Rate FY 2021-22 Rate	
	Urban Operating Areas	Rural/ Wilderness Operating Areas	Urban Operating Areas	Rural/ Wilderness Operating Areas	Urban Operating Areas	Rural/ Wilderness Operating Areas
Advanced Life Support (ALS) Base Rate (All Inclusive)	\$1,650.40	\$1,815.44	\$82.52	\$90.77	\$1,732.92	\$1,906.21
Basic Life Support (BLS) Rate	\$1,188.92	\$1,307.81	\$59.45	\$65.39	\$1,248.37	\$1,373.20
Emergency Fee	\$290.81	\$319.90	\$14.54	\$16.00	\$305.35	\$335.90
Oxygen	\$180.38	\$198.41	\$9.02	\$9.92	\$189.40	\$208.33
Night Charge	\$208.21	\$229.07	\$10.41	\$11.45	\$218.62	\$240.52
Critical Care Transport	\$1,953.87	\$2,149.24	\$97.69	\$107.46	\$2,051.56	\$2,256.70
Mileage (per mile or fraction thereof)	\$30.59	\$30.59	\$1.53	\$1.53	\$32.12	\$32.12
Wait Time	\$54.62	\$54.62	\$2.73	\$2.73	\$57.35	\$57.35
EKG	\$124.16	\$124.16	\$6.21	\$6.21	\$130.37	\$130.37

If you have any questions regarding the policy and associated rate calculations, please contact me at (909) 388-5823 or via e-mail at tom.lynch@cao.sbcounty.gov or Gerry Gardner, EMS Specialist, at (909) 388-5816 or via e-mail at gerald.gardner@cao.sbcounty.gov.

TL/GG/jlm

Attachment

c: File Copy

BOARD OF DIRECTORS

Col. Paul Cook (Ret.)
First District

Janice Rutherford
Second District

Dawn Rowe
Vice Chair
Third District

Curt Hagman
Chairman
Fourth District

Joe Baca, Jr.
Fifth District

Leonard X. Hernandez
Chief Executive Officer

Ground Ambulance Service Rate Definitions

ICEMA Region

Effective July 1, 2018

NOTE: Rates are allowable only upon transport of a patient.

BLS All Inclusive Base Rate:

1. When an EMT staffed ambulance responds to a call; or
2. When an advanced life support (ALS) or limited advanced life support (LALS) staffed ambulance responds to a scheduled call when not requested and/or ALS or LALS intervention is not provided.

ALS All Inclusive Base Rate:

Any response of an approved ALS (paramedic) or LALS (AEMT) transport provider to a request for service. This charge will include, but not necessarily be limited to, the provision of the following:

1. An authorized ALS or LALS staffed and equipped ambulance response.
2. Care modalities including cardiac monitoring, telemetry, IV administration, drug administration, defibrillation, blood draw, wound dressing, splinting and disposable first aid and medical supplies related to such care and treatment.

Emergency:

Applies to BLS All Inclusive Base Rate when a BLS scheduled response is upgraded to emergency status either in response or during transport. **This charge is included in the ALS All Inclusive Rate and cannot be charged in addition to the ALS All Inclusive Rate.**

ECG Monitoring:

Applies when ECG Monitoring is performed as per protocol or base hospital order. **This charge is included in the ALS All Inclusive Base Rate and cannot be charged in addition to the ALS All Inclusive Base Rate.** In most cases, this charge is broken out as a line item for Medi-Cal which does not recognize the charge in the ALS All Inclusive Base Rate.

EMS Aircraft - Appropriate fee for service:

EMS ground transportation providers may charge All Inclusive Base Rate when;

1. Ambulance personnel and/or equipment are directly involved in patient care prior to the transport and transfer of patient(s) to EMS aircraft.
2. Provider's supplies and/or procedures are utilized at rate specified in the current ambulance rates.
3. Approved mileage rate from point of transport by ground ambulance to transfer site to EMS aircraft.

Mileage:

Applies for each patient mile or fraction thereof from point of pick-up to destination.

Night:

Applies for services provided between the hours 1900 and 0659, military time.

Oxygen:

Applies for services provided whenever oxygen is administered. This charge is inclusive of material such as tubing, masks, etc., which may be used for the administration of oxygen.

Wait Time:

Applies to scheduled calls and is charged per fifteen (15) minutes of waiting time or portion thereof, after the first fifteen-minute period lapse occurs when an ambulance must wait for a patient at the request of the person/organization hiring the service. This rate is not contractual “stand-by” charge rate for special events.

Specialty Care Transport:

Applies to transportation provider’s medical personnel when equipment is needed to provide care, monitoring at a level outside and/or higher than a paramedic’s scope of practice; or utilization of specialized equipment or specialized vehicle, based upon patient’s needs. Examples of Specialty Care Transport may include Neonatal (incubator/team) transport, Bariatric unit transport, high-risk maternal team transport, ALS Respiratory Therapist transport, PA-NP-OD-MD transport, etc.

RUNNING SPRINGS FIRE DEPARTMENT FEE SCHEDULE

Service	DESCRIPTION	FEE
Adminstration/FIRE	Returned Check	\$30.00
	Collections	\$40.00
	Fire Cause and Origin Report	\$30.00
	Blank	\$0.00
Plans Review	FIRE SPRINKLER SYSTEMS	
	New Commercial NFPA Fire Sprinkler System	
	Plans Review/FIRE Letter	\$260.00
	Inspection, 1-20 fire sprinkler heads, 1st riser	\$301.00
	Inspection, 21-50 fire sprinkler heads, 1st riser	\$301.00
	Inspection, 51-100 fire sprinkler heads, 1st riser	\$301.00
	Inspection, >101 fire sprinkler heads, 1st riser	\$401.00
	Each additional riser (same hazard class)	\$100.00
	Single Family Residential -NFPA 13D Fire Sprinkler	
	Plans Review/FIRE Letter	\$197.00
	Inspection, 1-3,600 sq.ft	\$201.00
	Inspection, 3,600-5,000 sq.ft	\$201.00
	Inspection, >5,000 sq.ft	\$301.00
	Multi-Family Residential Fire Sprinkler, NFPA 13R	Per Riser
	Plans Review/FIRE Letter	\$260.00
	Inspection, 1-50 fire sprinkler heads, per riser	\$201.00
	Inspection, >100 fire sprinkler heads, per riser	\$301.00
	Per-Engineered Systems/Equipment	
	Inspection, Industrial Ovens, per system	\$201.00
	Inspection, Hood and Duct Extinguishing System	\$201.00
	CONSTRUCTION PROJECTS	
	Single Family Residnetial Construction Projects	
	Plans Review	\$170.00
	Inspection,new construction	\$110.00
	Inspection, addition	\$110.00
	Multi-Family Residential Construction Projects	
	Plans Review	\$219.00
	Inspection, 1-10,000 sq. ft	\$201.00
	Inspection, >10,000 sq. ft	\$301.00
	Commercial/Industrial New Construction Projects	
	Plans Review	\$219.00
	Inspection, 1-10,000 sq. ft	\$201.00
	Inspection >10,000 sq.ft	\$301.00

RUNNING SPRINGS FIRE DEPARTMENT FEE SCHEDULE

Special Permits	Special Event	
	Film/Movie Shoot	\$110.00
	Special Event/Temporay Use	\$110.00
	Tents, Canopies, and Temporary Membrane Structure	\$110.00
***Fee can be waived or adjusted for other Agencies or Non-Profit or Special Community Groups		
Mandated Inspections	State Fire Marshall Regulated Occupancies	
	Organized Camps- Group C Occupancy	\$331.00
	Day Care Facility- Group E Occupancy	\$210.00
	Multi-Family Housing- Hotel/Motel/Apartments	\$331.00
	Public and Private Schools-Group E Occupancy	\$210.00
	Short -Term Residential Rental	\$210.00
	Commercial Business	\$210.00
Fire Prevention	Weed Abatement Program	
	Property Violation/Non-Compliance	\$255.00
	Property Warrant/Cost Recovery	\$425.00
	Non-Compliance Extension	\$34.00
	Property Abatement- Contractor Cost	Actual Cost
	Hydrants	
	Hydrant Flow Test	\$225.00
Public Education	Education	Per Student
	CPR Training/Certification	\$78.00
	First Aid Training/Certification	\$52.00
Cost Recovery	Employee Clasification	Per Hour
	Administrative Secretary	\$59.76
	Fire Chief	\$113.62
	Battalion Chief	\$110.42
	Fire Captian/Paramedic	\$60.67
	Engineer/Pramedic	\$54.57
	Firefighter/Paramedic	\$50.57

RUNNING SPRINGS FIRE DEPARTMENT FEE SCHEDULE

Cost Recovery	Equipment Rates (does not include staffing)	Per Hour
	Ambulance	\$230.00
	Engine Type I	\$140.00
	Engine Type III	\$126.50
	Squad Unit	\$120.00
	Snow Cat (Includes Truck & Trailer)	\$225.26
	Utility Vehicle	\$140.00
	Special Event Stand By Fee	Per Hour
	Personnel	
	Billed at the same rate as the employee classification	
	hourly rate	
	Equipment Stand By (does not include staffing)	
	Fire Engine Type I	\$27.72
	Fire Engine Type III	\$25.20
	Ambulance	\$15.05
	Squad Unit	\$20.23

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: June 16, 2021

TO: Board of Directors

FROM: Mike Vasquez, Fire Chief
Ryan Gross, General Manager

SUBJECT: CONSIDER AUTHORIZING STAFF TO REIMBURSE THE DEPARTMENT OF HEALTH CARE SERVICES (DHCS) FOR OVERPAYMENT OF GROUND EMERGENCY MEDICAL TRANSPORTATION (GEMT) MEDI-CAL REIMBURSEMENT COSTS

RECOMMENDED BOARD ACTION

Authorize Staff to Reimburse the California Department of Health Care Services (DHCS) for Overpayment of Ground Emergency Medical Transportation (GEMT) Medi-Cal Reimbursement Costs in the amount of \$21,211.13.

REASON FOR RECOMMENDATION

The Californian Department of Health Care Services conducted an audit for Fiscal Period ending June 30th, 2017. Running Springs Fire Department's Net Federal Amount Reimbursement was \$149,317.00. After the recent Audit of the program, the adjusted amount was \$128,105.87 which amounted to an overpayment of \$21,211.13.

BACKGROUND INFORMATION

Running Springs Fire Department became a participant in the Ground Emergency Medical Transport (GEMT) Supplemental Reimbursement Program in the Fall of 2015. The Federal Aid Program was designed to provide reimbursement payments to eligible governmental agencies that accrue uncompensated costs for providing transport services to Affordable Health Care (AHC) Patients. The program has proved to be beneficial for the Fire Department, by providing supplemental funding for uncompensated cost due to the Affordable Health Care Act.

FISCAL INFORMATION

The GEMT funding is a Federally Funded Reimbursement program, which allows Public Transport Agencies to offset the uncompensated transport costs of AHC Patients. Any Local Fire Department Agencies within the San Bernardino and Riverside Counties, that provide Ambulance Transport services, participate in the GEMT Reimbursement

Program. These Local Agencies are currently subject to the audit process and overpayment charges to The California Department of Health Care Services.

Since 2016, Running Springs Fire Department has received \$688,902 in Federal Reimbursement Funds from participating in the GEMT Program. The combined total of the two overpayments is \$71,561 which still gives Running Springs Fire Department \$617,341 of Federal Aid received.

The Fire Department is in the process of a final audit for Fiscal Year 2018. All financial information has been submitted to GEMT for processing.

ATTACHMENTS

Attachment 1 – DHCS Demand Letter

Attachment 3 – SFY 16-17 Adj Schedule 9 Report

Attachment 3 – Audit Report

Attachment 4 - GEMT Payments

Attachment 5 - Original SFY 16-17 Schedule 9 Interim Supplemental Payment



WILL LIGHTBOURNE
DIRECTOR

State of California—Health and Human Services Agency
Department of Health Care Services



GAVIN NEWSOM
GOVERNOR

May 13, 2021

GEORGE CORLEY, FIRE CHIEF
RUNNING SPRINGS WATER DISTRICT
PO BOX 2206
RUNNING SPRINGS, CA 92382

RUNNING SPRINGS WATER DISTRICT
NATIONAL PROVIDER IDENTIFIER: 1902939390
FISCAL PERIOD ENDED JUNE 30, 2017
AUDIT ISSUED TO PROVIDER: 06/10/2020

GROUND EMERGENCY MEDICAL TRANSPORTATION PROGRAM (GEMT)

The Department of Health Care Services audited the provider's GEMT Medi-Cal Cost Report for the above-referenced fiscal period. As a result of the audit, an overpayment was identified in the amount of **\$21,211.13**.

The final settlement amount includes reconciling the payment for the Affordable Care Act (ACA) transports as well as the Non-ACA transports. Please see Final Audited Adjusted Schedule 9 attached which shows final calculations.

To remit payment by check, please send funds to the below address. On the check, please indicate the check is for the "GEMT Supplemental Payment Program" to the address below within **60 days** of receipt of this letter:

Department of Health Care Services
Safety Net Financing Division
Attn: GEMT Program, Don Murray
1501 Capitol Avenue, MS 4504, Suite 72.320
Sacramento, CA 95899

To remit by wire transfer, please send two-day advance notice to GEMT@dhcs.ca.gov and then wire the full amount due to:

Bank of America
2000 Clayton Road, Bldg. D, 5th Floor
Concord, CA 94520

GEORGE CORLEY

Page 2

For Credit to State of California
ABA Number: 0260-0959-3
Account Number: 01482-80005
For Further Credit to: DHCS

Should you have any questions please contact us at GEMT@dhcs.ca.gov.

Christie Hansen

Christie Hansen, Chief
Medi-Cal Supplemental Payment Section
Safety Net Financing Division
Department of Health Care Services

Ground Emergency Medical Transportation

GEMT Supplemental Reimbursement Program

SPA 09-024

- Interim Supplemental Payment
- Interim Supplemental Payment (CA-MMIS Transport # Adjustment)
- Removal of Unallowable Billing/Accounting Costs
- Interim Settlement
- Final Settlement

FINAL AUDITED ADJUSTED SCHEDULE 9*

PROVIDER LEGAL NAME: **RUNNING SPRINGS FIRE DEPARTMENT**

CLAIMING PERIOD: **7/1/16 - 6/30/17**

AUDITED COST REPORT ISSUE DATE: **6/10/2020**

AVERAGE COST PER TRANSPORT (from Line 9 of accepted cost report): **\$3,654.97**

Total transport totals below noted on Line 10, per quarter, are based on Audited Cost Report

Average Cost Per GEMT Service from Audited Cost Report	
1. Cost of MTS Services (from Sch.2)	\$1,018,378.00
2. Indirect Cost Factor Based on MTS Services? (please use drop down box)	No \$0.00
3. If no, please enter the cos basis for calculating Indirect Cost	\$0.00
4. Indirect Cost Factor	0.00% \$0
5. Administration & General Allocation from Sch. 5 (A)	\$0.00
6. Administration & General to be Included	\$0
7. Grand Total of MTS Expense (Sum Lines 1 & 6)	\$1,018,378

Medi-Cal						
Managed Care	Fee For Service Non-ACA	Fee For Service ACA	Medi-Medi	Other		
8. Total Number of MTS Transports (from submitted cost report)	91	26	31	29	430	607
9. AUDITED Average Cost Per Transport (Audited Total/Line 8)						\$1,677.72

ADJUSTED SCHEDULE 9 Calculation of Medi-Cal Settlement - NON-ACA						
	Qtr 1 07/01 - 09/30	Qtr 2 10/01 - 12/31	Qtr 3 01/01 - 03/31	Qtr 4 04/01 - 06/30	Totals	SOURCE
10. Total No. of Medi-Cal Fee for Service GEMT Transports	5	9	9	3	26	CA-MMIS Report (Line 9 x Line 10)
11. Total Cost of Medi-Cal GEMT Transports (Line 9 x Line 10)	8,388.62	15,099.51	15,099.51	5,033.17	43,620.80	
12. <Less: Amount Paid> (i.e. Medi-Cal FFS or Other Payments)	(1,033.26)	(1,534.15)	(1,657.18)	(568.31)	(4,792.90)	CA-MMIS Report
13. Net Cost of Transports (CPE Amt.)	7,355.36	13,565.36	13,442.33	4,464.86	38,827.91	(Line 11 - Line 12)
14. Non Federal Share	3,677.68	6,782.68	6,721.17	2,232.43	19,413.96	(Line 13 * 50%)
15. Net Federal Participation Amount (FFP Amt.)	3,677.68	6,782.68	6,721.16	2,232.43	19,413.95	(Line 13 * 50%)

ADJUSTED SCHEDULE 9 Calculation of Medi-Cal Settlement - ACA						
	Qtr 1 07/01 - 09/30	Qtr 2 10/01 - 12/31	Qtr 3 01/01 - 03/31	Qtr 4 04/01 - 06/30	Totals	SOURCE
16. Total No. of Medi-Cal Fee for Service GEMT Transports	12	5	11	3	31	CA-MMIS Report (Line 9 x Line 10)
17. Total Cost of Medi-Cal GEMT Transports (Line 9 x Line 10)	20,132.68	8,388.62	18,454.96	5,033.17	52,009.42	
18. <Less: Amount Paid> (i.e. Medi-Cal FFS or Other Payments)	(1,831.43)	(833.42)	(1,824.10)	(394.06)	(4,883.01)	CA-MMIS Report
19. Net Cost of Transports (CPE Amt.)	18,301.25	7,555.20	16,630.86	4,639.11	47,126.42	(Line 17 - Line 18)
20. Non Federal Share	-	-	831.54	231.96	1,063.50	(Line 13 = 0)
21. Net Federal Participation Amount (FFP Amt.)	18,301.25	7,555.20	15,799.32	4,407.15	46,062.92	(Line 13 = 100%)

Summary Check Figures

Total Transports: 57

Total Amount Paid: (9,675.91)

Total Due to Provider: 65,476.87

FINAL SETTLEMENT NON-ACA									
	a	b	c	d	e	f	g	h	i
	Non-ACA Transports from Interim Settlement	Non-ACA Interim Payment CPE Amount	Non-ACA Interim Settlement CPE Difference	Non-ACA Final Settlement CPE Amount	Non-ACA Final Settlement CPE Difference	Non-ACA Interim Payment FFP Paid	Non-ACA Interim Settlement FFP Paid	Final Settlement 50% FFP Non-ACA	Final Settlement Reconciled 50% FFP Non-ACA
22. Quarter 1	5	\$ 17,242.00	\$ -	\$ 7,355.36	\$ (9,886.64)	\$ 8,621.00	\$ -	\$ 3,677.68	\$ (4,943.32)
23. Quarter 2	8	\$ 27,812.00	\$ -	\$ 13,565.36	\$ (14,246.64)	\$ 13,906.00	\$ -	\$ 6,782.68	\$ (7,123.32)
24. Quarter 3	9	\$ 31,238.00	\$ -	\$ 13,442.33	\$ (17,795.67)	\$ 15,619.00	\$ -	\$ 6,721.16	\$ (8,897.84)
25. Quarter 4	3	\$ 10,397.00	\$ -	\$ 4,464.86	\$ (5,932.14)	\$ 5,198.00	\$ -	\$ 2,232.43	\$ (2,965.57)
26. Totals	25	\$ 86,689.00	\$ -	\$ 38,827.91	\$ (47,861.09)	\$ 43,344.00	\$ -	\$ 19,413.95	\$ (23,930.05)

FINAL SETTLEMENT - ACA									
	j	k	l	m	n	o	p	q	r
	ACA Transports from Interim Settlement	ACA Interim Payment CPE Amount	ACA Interim Settlement CPE Difference	ACA Final Settlement CPE Amount	ACA Final Settlement CPE Difference	ACA Interim Payment FFP Paid	ACA Interim Settlement FFP Paid	Final Settlement 100% FFP ACA	Final Settlement Reconciled 100% FFP ACA
27. Quarter 1	12	\$ 42,028.00	\$ -	\$ 18,301.25	\$ (23,726.75)	\$ 8,621.00	\$ -	\$ 18,301.25	\$ 9,680.25
28. Quarter 2	5	\$ 17,441.00	\$ -	\$ 7,555.20	\$ (9,885.80)	\$ 13,906.00	\$ -	\$ 7,555.20	\$ (6,350.80)
29. Quarter 3	11	\$ 38,381.00	\$ -	\$ 16,630.86	\$ (21,750.14)	\$ 15,619.00	\$ -	\$ 15,799.32	\$ 180.32
30. Quarter 4	3	\$ 10,571.00	\$ -	\$ 4,639.11	\$ (5,931.89)	\$ 5,198.00	\$ -	\$ 4,407.15	\$ (790.85)
31. Totals	31	\$ 108,421.00	\$ -	\$ 47,126.42	\$ (61,294.58)	\$ 43,344.00	\$ -	\$ 46,062.92	\$ 2,718.92

Net Over/Under Payment: **\$ (21,211.13)**

Summary Check Figures

Adjustment Verification Non-ACA \$ 19,413.95 f+g+h

Adjustment Verification ACA \$ 46,062.92 o+p+r

Adjustment Total \$ 65,476.87

Total Due to Provider \$ 65,476.87

Check Figure \$ -



Department of Health Care Services
MEMORANDUM

ELECTRONICALLY SUBMITTED TO N DRIVE

N:\Audit Report Issuance and Distribution\Action Notice Memo\Special Programs Action Notices\GEMT Action Notices

DATE: JUN 10 2020

TO: Cost Reporting and Tracking Section (CRTS)
__ Pages including this Memorandum

FROM: Michael Donohue, Supervisor
Special Programs Section
Audits and Investigations

SUBJECT: Action Notice Memorandum—Audit Issued by Audits Section—Special Programs Section

We issued the following audit to the provider via Certified mail on JUN 10 2020. We attached copies of the Audit Report Letter, Summary of Findings, and Schedule 1 for CRTS to prepare the necessary Action Notice.

Type Code	Provider Name	NPI	FPE	Owner No.	Provider Type	Location Code	ACA (Y/N) If Yes, Include %	Admin (Y/N)	CRTS Issued Action Notice	
									Amount Due Provider (State)	Date
1304	Running Springs Fire Department	1902939390	06/30/17	N/A	030	N/A	N	N	\$ 19,413	
1304	Running Springs Fire Department	1902939390	06/30/17	N/A	030	N/A	100%	N	\$ 25,857	
1304	Running Springs Fire Department	1902939390	06/30/17	N/A	030	N/A	95%	N	\$ 20,206	
Total Amount due Provider (State)									\$65,477	

If you have any questions, please call me at (916) 713-8824.

Received on _____

Received by _____

**REPORT ON THE
GROUND EMERGENCY MEDICAL TRANSPORTATION
COST REPORT REVIEW**

**RUNNING SPRINGS FIRE DEPARTMENT
RUNNING SPRINGS, CALIFORNIA
NATIONAL PROVIDER IDENTIFIER: 1902939390**

**FISCAL PERIOD ENDED
JUNE 30, 2017**

**Special Programs Section
Financial Audits Branch
Audits and Investigations
Department of Health Care Services**

**Section Chief: Alan J. Eng
Audit Supervisor: Michael Donohue
Auditor: Mandeep Kaur**



State of California–Health and Human Services Agency
Department of Health Care Services



BRADLEY P. GILBERT, MD, MPP
DIRECTOR

GAVIN NEWSOM
GOVERNOR

JUN 10 2020

George D. Corley
Fire Chief
Running Springs Fire Department
31250 Hilltop Boulevard
P.O. Box 2206
Running Springs, CA 92382

RUNNING SPRINGS FIRE DEPARTMENT
NATIONAL PROVIDER IDENTIFIER (NPI) 1902939390
FISCAL PERIOD ENDED JUNE 30, 2017

We examined the provider's Medi-Cal Cost Report for the above referenced fiscal period. We made our examination under the authority of Section 14170 of the Welfare and Institutions Code and, accordingly, included such tests of the accounting records and other auditing procedures, as we considered necessary under the circumstances.

In our opinion, the audited settlement for the fiscal period due the Provider in the amount of \$65,477 presented in the Summary of Findings represents a proper determination in accordance with the reimbursement principles of applicable programs.

This audit report includes the:

1. Summary of Findings
2. Computation of GEMT Medi-Cal Reimbursable Costs (Schedules 1 through 7)
3. Audit Adjustments Schedule

The audited settlement will be forwarded to DHCS Safety Net Financing Division (SNFD). Instructions regarding the supplemental payment will be initiated by SNFD Ground Emergency Medical Transportation (GEMT) unit.

Notwithstanding this audit report, overpayments to the provider are subject to recovery pursuant to Section 51458.1, Article 6 of Division 3, Title 22, and California Code of Regulations.

George D. Corley
Page 2

JUN 10 2020

The Welfare and Institutions Code, Section 14171 contains the procedures that govern an appeal. You may request a hearing for any disputed audit or examination finding by filing a Statement of Disputed Issues, as defined in the California Code of Regulations, Title 22, Section 51022. You must file the written request with the Department within 60 calendar days from the date you receive this letter.

Send the Statement of Disputed Issues and a copy of this letter to the following:

Lisa Alder, Chief
Department of Health Care Services
Office of Administrative Hearings and Appeals
3831 North Freeway Boulevard, Suite 200
Sacramento, CA 95834
(916) 322-5603

If you have questions regarding this report, you may call the Special Programs Section at (916) 713-8824.


Alan J. Eng, Chief
Special Programs Section
Financial Audits Branch

Certified

GEMT SUMMARY OF FINDINGS

Fire Department / Agency Name:
RUNNING SPRINGS FIRE DEPARTMENT

Fiscal Year End:
JUNE 30, 2017

NPI Number:
1902939390

	Reported	Audited
1 Grand Total of MTS Expense (See Schedule 1 Line 7)	\$ 1,776,315	\$ 1,018,378
2 Total Transports (See Schedule 1 Line 8)	486	607
3 Average Rate Per Transport (See Schedule 1 Line 9)	\$ 3,654.97	\$ 1,677.72

FISCAL PERIOD: JULY 1, 2016 THROUGH JUNE 30, 2017

	Reported	Audited
4 Medi-Cal GEMT ACA Transports (See Schedule 1 Line 8 Quarter 1)	0	12
5 Medi-Cal GEMT Transports (See Schedule 1 Line 8 Quarter 1)	16	5
6 Medi-Cal GEMT ACA Transports (See Schedule 1 Line 8 Quarter 2)	0	5
7 Medi-Cal GEMT Transports (See Schedule 1 Line 8 Quarter 2)	17	9
8 Medi-Cal GEMT ACA Transports (See Schedule 1 Line 8 Quarter 3)	0	11
9 Medi-Cal GEMT Transports (See Schedule 1 Line 8 Quarter 3)	20	9
10 Medi-Cal GEMT ACA Transports (See Schedule 1 Line 8 Quarter 4)	0	3
11 Medi-Cal GEMT Transports (See Schedule 1 Line 8 Quarter 4)	6	3
12 Total Medi-Cal GEMT Transports	59	57
13 Net Federal Amount due the Provider	\$ 102,355	\$ 65,477

SCHEDULE 1 - FINAL SETTLEMENT CALCULATION

Fire Department / Agency Name: RUNNING SPRINGS FIRE DEPARTMENT
NPI Number: 1902939390

Fiscal Year Ended: JUNE 30, 2017

Average Cost per GEMT Service												Reported	Audited	
1. Cost of MTS Services (from Sch. 5)												\$ 1,776,315	\$ 1,018,378	
2. Indirect Cost Factor Based on MTS Services? (please use drop-down box to select Yes or No)														
3. If no, please enter the total cost to be used for calculating the Indirect Cost														
4. Indirect Cost Factor Percentage (please see notes below)														
5. Administration & General Allocation from Sch 3 (A)														
6. Administration & General to be included												\$ -	\$ -	
7. Grand Total of MTS Expense (Sum Lines 1 thru 4)												<u>\$ 1,776,315</u>	<u>\$ 1,018,378</u>	
8. Reported Number of MTS Transports														
Medi-Cal														
Fiscal Period	Reported Managed Care	Adj. No.	Audited Managed Care	Reported Fee for Service	Adj. No.	Audited Fee for Service	Reported Dual Eligible	Adj. No.	Audited Dual Eligible	Reported Other	Adj. No.	Audited Other		
	1	2	3	4	5	6	7	8	9	10	11	12		
Qtr 1 - FFS ACA 07/01/2016 - 09/30/2016	-		-	-	4	12								
Qtr 1 - FFS 07/01/2016 - 09/30/2016	19		19	16	4	5								
Qtr 2 - FFS ACA 10/01/2016 - 12/31/2016	-		-	-	4	5								
Qtr 2 - FFS 10/01/2016 - 12/31/2016	26		26	17	4	9								
Qtr 3 - FFS ACA 01/01/2017 - 03/31/2017	-		-	-	4	11								
Qtr 3 - FFS 01/01/2017 - 03/31/2017	24		24	20	4	9								
Qtr 4 - FFS ACA 04/01/2017 - 06/30/2017	-		-	-	4	3								
Qtr 4 - FFS 04/01/2017 - 06/30/2017	22		22	6	4	3								
Total Number of MTS Transports	91		91	59		57	29		29	307	3,6	430	486	607
9. Average Cost per MTS Transports (Line 7 / Line 8)												<u>\$ 3,654.97</u>	<u>\$ 1,677.72</u>	

Calculation of Medi-Cal Settlement FFS Non-ACA (FMAP is 50%)											
	Reported Qtr.1	Audited Qtr.1	Reported Qtr.2	Audited Qtr.2	Reported Qtr.3	Audited Qtr.3	Reported Qtr.4	Audited Qtr.4	Reported	Audited	
	07/01/2016 - 09/30/2016	07/01/2016 - 09/30/2016	10/01/2016 - 12/31/2016	10/01/2016 - 12/31/2016	01/01/2017 - 03/31/2017	01/01/2017 - 03/31/2017	04/01/2017 - 06/30/2017	04/01/2017 - 06/30/2017	Totals	Totals	
10. Total No. of Medi-Cal Fee for Service Non-ACA GEMT Transports (B)	16	5	17	9	20	9	6	3	59	26	
11. Total Cost of Medi-Cal GEMT Transports (Line 9 x Line 10)	\$ 58,480	\$ 8,389	\$ 62,134	\$ 15,099	\$ 73,099	\$ 15,099	\$ 21,930	\$ 5,033	\$ 215,643	\$ 43,620	
12. Less Total Medi-Cal Revenue from Non-ACA Transports (Fr Sch 2)	(2,990)	(1,033)	(3,106)	(1,534)	(3,931)	(1,657)	(906)	(568)	(10,933)	(4,793)	
13. Net Cost of Non-ACA Transports	\$ 55,490	\$ 7,356	\$ 59,028	\$ 13,565	\$ 69,168	\$ 13,442	\$ 21,024	\$ 4,465	\$ 204,710	\$ 38,827	
14. Non Federal Share Reduction	27,745	3,678	29,514	6,782	34,584	6,721	10,512	2,232	102,355	19,414	
15. Net Federal participation Amount for Non-ACA Transports	<u>\$ 27,745</u>	<u>\$ 3,677</u>	<u>\$ 29,514</u>	<u>\$ 6,782</u>	<u>\$ 34,584</u>	<u>\$ 6,720</u>	<u>\$ 10,512</u>	<u>\$ 2,232</u>	<u>\$ 102,355</u>	<u>\$ 19,413</u>	

SCHEDULE 1 - FINAL SETTLEMENT CALCULATION

Fire Department / Agency Name: RUNNING SPRINGS FIRE DEPARTMENT
NPI Number: 1902939390

Fiscal Year Ended: JUNE 30, 2017

Calculation of Medi-Cal Settlement - FFS ACA Optional Population (FMAP is 100% from July 1 through December 31 and 95% from January 1 through June 30)										
	Reported Qtr.1	Audited Qtr.1	Reported Qtr.2	Audited Qtr.2	Reported Qtr.3	Audited Qtr.3	Reported Qtr.4	Audited Qtr.4	Reported	Audited
	07/01/2016 - 09/30/2016	07/01/2016 - 09/30/2016	10/01/2016 - 12/31/2016	10/01/2016 - 12/31/2016	01/01/2017 - 03/31/2017	01/01/2017 - 03/31/2017	04/01/2017 - 06/30/2017	04/01/2017 - 06/30/2017	Totals	Totals
16. Total No. of Medi-Cal Fee for Service ACA GEMT Transports (B)	-	12	-	5	-	11	-	3	-	31
17. Total Cost of Medi-Cal GEMT Transports (Line 9 x Line 17)	\$ -	\$ 20,133	\$ -	\$ 8,389	\$ -	\$ 18,455	\$ -	\$ 5,033	\$ -	\$ 52,010
18. Less Total Medi-Cal Revenue from FFS ACA Transports (Fr Sch 2)	-	(1,831)	-	(833)	-	(1,824)	-	(394)	-	(4,883)
19. Net Cost of ACA Transports	\$ -	\$ 18,302	\$ -	\$ 7,556	\$ -	\$ 16,631	\$ -	\$ 4,639	\$ -	\$ 47,127
20. Non Federal Share Reduction	-	-	-	-	-	832	-	232	-	1,063
21. Net Cost of FFS ACA Transports	\$ -	\$ 18,302	\$ -	\$ 7,556	\$ -	\$ 15,799	\$ -	\$ 4,407	\$ -	\$ 46,063

Calculation of Total Medi-Cal Settlement										
	Reported Qtr.1	Audited Qtr.1	Reported Qtr.2	Audited Qtr.2	Reported Qtr.3	Audited Qtr.3	Reported Qtr.4	Audited Qtr.4	Reported	Audited
	07/01/2016 - 09/30/2016	07/01/2016 - 09/30/2016	10/01/2016 - 12/31/2016	10/01/2016 - 12/31/2016	01/01/2017 - 03/31/2017	01/01/2017 - 03/31/2017	04/01/2017 - 06/30/2017	04/01/2017 - 06/30/2017	Totals	Totals
22. Total No. of Medi-Cal GEMT Transports (B)	16	17	17	14	20	20	6	6	59	57
23. Total Cost of Medi-Cal GEMT Transports (Line 11 + Line 17)	\$ 58,480	\$ 28,522	\$ 62,134	\$ 23,488	\$ 73,099	\$ 33,554	\$ 21,930	\$ 10,066	\$ 215,643	\$ 95,630
24. Less Total Medi-Cal Revenue from all Transports (Fr Sch 2)	(2,990)	(2,865)	(3,106)	(2,368)	(3,931)	(3,481)	(906)	(962)	(10,933)	(9,676)
25. Net Cost of all Transports	\$ 55,490	\$ 25,657	\$ 59,028	\$ 21,120	\$ 69,168	\$ 30,073	\$ 21,024	\$ 9,104	\$ 204,710	\$ 85,954
26. Non Federal Share Reduction	27,745	3,678	29,514	6,782	34,584	7,552	10,512	2,464	102,355	20,477
27. Net Federal participation Amount for all Transports	\$ 27,745	\$ 21,979	\$ 29,514	\$ 14,338	\$ 34,584	\$ 22,520	\$ 10,512	\$ 6,639	\$ 102,355	\$ 65,477

SCHEDULE 3 - ALLOCATION OF ADMINISTRATION & GENERAL

Fire Department / Agency Name: RUNNING SPRINGS FIRE DEPARTMENT
NPI Number: 1902939390

Fiscal Year Ended: JUNE 30, 2017

Line No.	Cost Center	1	2	3	4	5	6	7
		Reported Expense to be Apportioned	Audited Expense to be Apportioned	Adj. No.	Reported MTS Allocation	Reported NON-MTS Allocation	Audited MTS Allocation	Audited NON-MTS Allocation
		C/R Sch. 5, Col 4 ** See Note Below			85.69%	14.31%	49.47%	50.53%
Administrative and General								
27.00	Administrative	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -
28.00	Legal	-	-		-	-	-	-
29.00	Accounting	-	-		-	-	-	-
30.00	Advertising	-	-		-	-	-	-
31.00	Consulting Expenses	-	-		-	-	-	-
32.00	Contracted Labor	-	-		-	-	-	-
33.00	Interest - Other	-	-		-	-	-	-
34.00	Training	-	-		-	-	-	-
35.00	General Insurance	-	-		-	-	-	-
36.00	Supplies	-	-		-	-	-	-
37.00	Bad Debt	-	-		-	-	-	-
38.00	Plant Operations and Maintenance	-	-		-	-	-	-
39.00	Housekeeping	-	-		-	-	-	-
40.00	Utilities	-	-		-	-	-	-
41.00	Medical Supplies	-	-		-	-	-	-
42.00	Minor Medical Equipment	-	-		-	-	-	-
43.00	Minor Equipment	-	-		-	-	-	-
44.00	Fines and Penalties	-	-		-	-	-	-
45.00	Fleet Maintenance	-	-		-	-	-	-
46.00	Communications	-	-		-	-	-	-
47.00	Recruit Academy	-	-		-	-	-	-
48.00	Dispatch Service	-	-		-	-	-	-
49.00	Logistics	-	-		-	-	-	-
50.00	Postage	-	-		-	-	-	-
51.00	Dues and Subscriptions	-	-		-	-	-	-
52.00	Other - Capital Related Costs	-	-		-	-	-	-
53.00	Contracted Services - MTS	-	-		-	-	-	-
54.00	Contracted Services - MTS Billing	-	-		-	-	-	-
55.00	Other - (Hazard Abatement)	-	-		-	-	-	-
56.00	Other - (Equipment Repair and Maintenance)	-	-		-	-	-	-
57.00	Other - (Specify)	-	-		-	-	-	-
	Total Administrative & General	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -

Description	Allocation Statistics for Administration and General Expense			
	Reported Accum Expense	Reported Factor	Audited Accum Expense	Audited Reported Factor
Accumulated Cost of MTS Services (from Sch. 5, Col 5)	\$ 1,776,315	85.69%	\$ 1,018,378	49.47%
Accumulated Cost of NON-MTS Services (from Sch. 6, Col 5)	\$ 296,668	14.31%	\$ 1,040,243	50.53%
Total Accumulated Cost of MTS and NON-MTS Services	<u>\$ 2,072,983</u>	<u>100.00%</u>	<u>\$ 2,058,621</u>	<u>100.00%</u>

SCHEDULE 4 - ALLOCATION OF CAPITAL RELATED AND SALARIES & BENEFITS (CRSB) EXPENSE

Fire Department / Agency Name: RUNNING SPRINGS FIRE DEPARTMENT
NPT Number: 1902939390

Fiscal Year Ended: JUNE 30, 2017

Line No.	Cost Center	1	2	3	4	5	6	7	8	9
		Reported Expense to Be Apportioned	Audited Expense to Be Apportioned	Adj. No.	Reported MTS Allocation	Audited MTS Allocation	Variance	Reported NON-MTS Allocation	Audited NON-MTS Allocation	Variance
		From Cost Report Sch. 4, Col 4			69.25%	69.25%	To Sch. 5, Col 4	30.75%	30.75%	To Sch. 6, Col 4
Capital Related										
1.00	Depreciation - Buildings and Improvements	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2.00	Depreciation - Leasehold Improvements	-	-		-	-	-	-	-	-
3.00	Depreciation - Equipment	-	-		-	-	-	-	-	-
4.00	Depreciation and Amortization - Other	-	-		-	-	-	-	-	-
5.00	Leases and Rentals	-	-		-	-	-	-	-	-
6.00	Property Taxes	-	-		-	-	-	-	-	-
7.00	Property Insurance	-	-		-	-	-	-	-	-
8.00	Interest - Property, Plant, and Equipment	-	-		-	-	-	-	-	-
9.00	Other - (Specify)	-	-		-	-	-	-	-	-
10.00	Other - (Specify)	-	-		-	-	-	-	-	-
	Total Capital Related (Lines 1.00 thru 10.00)	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Capital Related Allocation Statistics for Direct Service Cost Allocation					
Description	Reported Square Ft	Reported Factor	Audited Square Ft	Adj. No.	Audited Factor
MTS Square Footage	5,427	69.25%	5,427		69.25%
Non-MTS Square Footage	2,410	30.75%	2,410		30.75%
Total Square Feet to be Apportioned	7,837	100.00%	7,837		100.00%

Line No.	Cost Center	1	2	3	4	5	6	7	8	9
		Reported Expense to Be Apportioned	Audited Expense to Be Apportioned	Adj. No.	Reported MTS Allocation	Audited MTS Allocation	Variance	Reported NON-MTS Allocation	Audited NON-MTS Allocation	Variance
		From Cost Report Sch. 4, Col 4			85.92%	85.92%	To Sch. 5, Col 4	14.08%	14.08%	To Sch. 6, Col 4
Salaries										
11.00	Administrative Chief	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12.00	Chief	-	-		-	-	-	-	-	-
13.00	Non-MTS Salaries	-	-		-	-	-	-	-	-
14.00	MTS Salaries	-	-		-	-	-	-	-	-
15.00	Other - (Specify)	-	-		-	-	-	-	-	-
16.00	Other - (Specify)	-	-		-	-	-	-	-	-
17.00	Other - (Specify)	-	-		-	-	-	-	-	-
18.00	Other - (Specify)	-	-		-	-	-	-	-	-
	Subtotal Salaries (Lines 11.00 thru 18.00)	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fringe Benefits										
19.00	Administrative Chief	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20.00	Chief	-	-		-	-	-	-	-	-
21.00	Non-MTS Benefits	-	-		-	-	-	-	-	-
22.00	MTS Benefits	-	-		-	-	-	-	-	-
23.00	Other - (Medicare Tax)	-	-		-	-	-	-	-	-
24.00	Other - (Specify)	-	-		-	-	-	-	-	-
25.00	Other - (Specify)	-	-		-	-	-	-	-	-
26.00	Other - (Specify)	-	-		-	-	-	-	-	-
	Subtotal Fringe Benefits (Lines 19.00 thru 26.00)	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Salaries & Fringe Benefits	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Salaries/Benefits Allocation Statistics for Direct Service Cost Allocation					
Description	Reported Total Hrs.	Reported Factor	Audited Total Hrs.	Adj. No.	Audited Factor
Hours Logged for MTS Duty	29,611	85.92%	29,611		85.92%
Hours Logged for NON-MTS Duty	4,853	14.08%	4,853		14.08%
Total Hours to be Apportioned	34,464	100.00%	34,464		100.00%

SCHEDULE 5 - MEDICAL TRANSPORTATION SERVICES (MTS) EXPENSE

Fire Department / Agency Name: RUNNING SPRINGS FIRE DEPARTMENT
NPI Number: 1902939390

Fiscal Year Ended: JUNE 30, 2017

Line No.	Cost Center	1	2	3	4	5
		Reported MTS Expense	Adjustments to MTS Expense	Adj. No.	Audited MTS Allocation Variance	Total Audited MTS Expense
		From Cost Report Sch. 2, Col 5			From Sch. 4, Col 6	To Sch. 7, Col 2
Capital Related						
1.00	Depreciation - Buildings and Improvements	\$ 24,710	\$ (10,344)	1	\$ -	\$ 14,366
2.00	Depreciation - Leasehold Improvements	-	-		-	-
3.00	Depreciation - Equipment	-	-		-	-
4.00	Depreciation and Amortization - Other	-	-		-	-
5.00	Leases and Rentals	-	-		-	-
6.00	Property Taxes	-	-		-	-
7.00	Property Insurance	-	-		-	-
8.00	Interest - Property, Plant, and Equipment	-	-		-	-
9.00	Other - (Specify)	-	-		-	-
10.00	Other - (Specify)	-	-		-	-
	Total Capital Related (Lines 1.00 thru 10.00)	\$ 24,710	\$ (10,344)		\$ -	\$ 14,366
Salaries						
11.00	Administrative Chief	\$ -	\$ -		\$ -	\$ -
12.00	Chief	112,785	(47,213)	1	-	65,572
13.00	Non-MTS Salaries	121,398	(50,818)	1	-	70,580
14.00	MTS Salaries	745,730	(321,635)	1,2	-	424,095
15.00	Other - (Specify)	-	-		-	-
16.00	Other - (Specify)	-	-		-	-
17.00	Other - (Specify)	-	-		-	-
18.00	Other - (Specify)	-	-		-	-
	Subtotal Salaries (Lines 11.00 thru 18.00)	\$ 979,913	\$ (419,666)		\$ -	\$ 560,247
Fringe Benefits						
19.00	Administrative Chief	\$ -	\$ -		\$ -	\$ -
20.00	Chief	36,526	(15,290)	1	-	21,236
21.00	Non-MTS Benefits	62,728	(26,258)	1	-	36,470
22.00	MTS Benefits	385,333	(166,195)	1,2	-	219,138
23.00	Other - (Medicare Tax)	9,236	(3,867)	1	-	5,369
24.00	Other - (Specify)	-	-		-	-
25.00	Other - (Specify)	-	-		-	-
26.00	Other - (Specify)	-	-		-	-
	Subtotal Fringe Benefits (Lines 19.00 thru 26.00)	\$ 493,823	\$ (211,610)		\$ -	\$ 282,213
	Total Salaries & Fringe Benefits	\$ 1,473,736	\$ (631,276)		\$ -	\$ 842,460
	Total Capital Related, Salaries, and Fringe Benefits	\$ 1,498,446	\$ (641,620)		\$ -	\$ 856,826
Administrative and General						
27.00	Administrative	\$ 74,504	\$ (31,188)	1		\$ 43,316
28.00	Legal	17,200	(7,200)	1		10,000
29.00	Accounting	-	-			-
30.00	Advertising	2,236	(936)	1		1,300
31.00	Consulting Expenses	-	-			-
32.00	Contracted Labor	-	-			-
33.00	Interest - Other	-	-			-
34.00	Training	5,590	(2,340)	1		3,250
35.00	General Insurance	16,486	(6,901)	1		9,585
36.00	Supplies	4,420	(1,850)	1		2,570
37.00	Bad Debt	-	-			-
38.00	Plant Operations and Maintenance	7,310	(3,060)	1		4,250
39.00	Housekeeping	-	-			-
40.00	Utilities	16,079	(6,731)	1		9,348
41.00	Medical Supplies	17,991	(7,531)	1		10,460

SCHEDULE 5 - MEDICAL TRANSPORTATION SERVICES (MTS) EXPENSE

Fire Department / Agency Name: RUNNING SPRINGS FIRE DEPARTMENT
NPI Number: 1902939390

Fiscal Year Ended: JUNE 30, 2017

Line No.	Cost Center	1	2	3	4	5
		Reported MTS Expense	Adjustments to MTS Expense	Adj. No.	Audited MTS Allocation Variance	Total Audited MTS Expense
		From Cost Report Sch. 2, Col 5			From Sch. 4, Col 6	To Sch. 7, Col 2
42.00	Minor Medical Equipment	-	-			-
43.00	Minor Equipment	21,070	(8,820)	1		12,250
44.00	Fines and Penalties	-	-			-
45.00	Fleet Maintenance	47,971	(20,081)	1		27,890
46.00	Communications	1,238	(518)	1		720
47.00	Recruit Academy	-	-			-
48.00	Dispatch Service	32,680	(13,680)	1		19,000
49.00	Logistics	-	-			-
50.00	Postage	-	-			-
51.00	Dues and Subscriptions	11,374	(4,761)	1		6,613
52.00	Other - Capital Related Costs	-	-			-
53.00	Contracted Services - MTS	-	-			-
54.00	Contracted Services - MTS Billing	-	-			-
55.00	Other - (Hazard Abatement)	-	-			-
56.00	Other - (Equipment Repair and Maintenance)	1,720	(720)	1		1,000
57.00	Other - (Specify)	-	-			-
	Total Administrative & General	\$ 277,869	\$ (116,317)			\$ 161,552
	Total Fire District / Agency	\$ 1,776,315	\$ (757,937)		\$ -	\$ 1,018,378

SCHEDULE 6 - NON-MTS EXPENSE

Fire Department / Agency Name: RUNNING SPRINGS FIRE DEPARTMENT
NPI Number: 1902939390

Fiscal Year Ended: JUNE 30, 2017

Line No.	Cost Center	1	2	3	4	5
		Reported NON-MTS Expense	Adjustments to NON-MTS Expense	Adj. No.	Audited NON-MTS Allocation Variance	Audited NON-MTS Expense
		From Cost Report Sch. 3, Col 5			From Sch. 4, Col 9	To Sch. 7, Col 3
Capital Related						
1.00	Depreciation - Buildings and Improvements	\$ 4,022	\$ 10,344	1	\$ -	\$ 14,366
2.00	Depreciation - Leasehold Improvements	-	-		-	-
3.00	Depreciation - Equipment	-	-		-	-
4.00	Depreciation and Amortization - Other	-	-		-	-
5.00	Leases and Rentals	-	-		-	-
6.00	Property Taxes	-	-		-	-
7.00	Property Insurance	-	-		-	-
8.00	Interest - Property, Plant, and Equipment	-	-		-	-
9.00	Other - (Specify)	-	-		-	-
10.00	Other - (Specify)	-	-		-	-
	Total Capital Related (Lines 1.00 thru 10.00)	\$ 4,022	\$ 10,344		\$ -	\$ 14,366
Salaries						
11.00	Administrative Chief	\$ -	\$ -		\$ -	\$ -
12.00	Chief	18,360	47,213	1	-	65,573
13.00	Non-MTS Salaries	19,762	50,818	1	-	70,580
14.00	MTS Salaries	121,398	312,166	1	-	433,564
15.00	Other - (Specify)	-	-		-	-
16.00	Other - (Specify)	-	-		-	-
17.00	Other - (Specify)	-	-		-	-
18.00	Other - (Specify)	-	-		-	-
	Subtotal Salaries (Lines 11.00 thru 18.00)	\$ 159,520	\$ 410,197		\$ -	\$ 569,717
Fringe Benefits						
19.00	Administrative Chief	\$ -	\$ -		\$ -	\$ -
20.00	Chief	5,946	15,290	1	-	21,236
21.00	Non-MTS Benefits	10,212	26,258	1	-	36,470
22.00	MTS Benefits	62,729	161,302	1	-	224,031
23.00	Other - (Medicare Tax)	1,503	3,867	1	-	5,370
24.00	Other - (Specify)	-	-		-	-
25.00	Other - (Specify)	-	-		-	-
26.00	Other - (Specify)	-	-		-	-
	Subtotal Fringe Benefits (Lines 19.00 thru 26.00)	\$ 80,390	\$ 206,717		\$ -	\$ 287,107
	Total Salaries & Fringe Benefits	\$ 239,910	\$ 616,914		\$ -	\$ 856,824
	Total Capital Related, Salaries, and Fringe Benefits	\$ 243,932	\$ 627,258		\$ -	\$ 871,190
Administrative and General						
27.00	Administrative	\$ 12,129	\$ 31,188	1		\$ 43,317
28.00	Legal	2,800	7,200	1		10,000
29.00	Accounting	-	-			-
30.00	Advertising	364	936	1		1,300
31.00	Consulting Expenses	-	-			-
32.00	Contracted Labor	-	-			-
33.00	Interest - Other	-	-			-
34.00	Training	910	2,340	1		3,250
35.00	General Insurance	2,684	6,901	1		9,585
36.00	Supplies	720	1,850	1		2,570
37.00	Bad Debt	-	-			-
38.00	Plant Operations and Maintenance	1,190	3,060	1		4,250
39.00	Housekeeping	-	-			-
40.00	Utilities	2,617	6,731	1		9,348
41.00	Medical Supplies	2,929	7,531	1		10,460

SCHEDULE 6 - NON-MTS EXPENSE

Fire Department / Agency Name: RUNNING SPRINGS FIRE DEPARTMENT
NPI Number: 1902939390

Fiscal Year Ended: JUNE 30, 2017

Line No.	Cost Center	1	2	3	4	5
		Reported NON-MTS Expense	Adjustments to NON-MTS Expense	Adj. No.	Audited NON-MTS Allocation Variance	Audited NON-MTS Expense
		From Cost Report Sch. 3, Col 5			From Sch. 4, Col 9	To Sch. 7, Col 3
42.00	Minor Medical Equipment	-	-			-
43.00	Minor Equipment	3,430	8,820	1		12,250
44.00	Fines and Penalties	-	-			-
45.00	Fleet Maintenance	7,809	20,081	1		27,890
46.00	Communications	202	518	1		720
47.00	Recruit Academy	-	-			-
48.00	Dispatch Service	5,320	13,680	1		19,000
49.00	Logistics	-	-			-
50.00	Postage	-	-			-
51.00	Dues and Subscriptions	1,852	4,761	1		6,613
52.00	Other - Capital Related Costs	-	-			-
53.00	Contracted Services - MTS	-	-			-
54.00	Contracted Services - MTS Billing	-	-			-
55.00	Other - (Hazard Abatement)	7,500	-			7,500
56.00	Other - (Equipment Repair and Maintenance)	280	720	1		1,000
57.00	Other - (Specify)	-	-			-
	Total Administrative & General	\$ 52,736	\$ 116,317			\$ 169,053
	Total Fire District / Agency	\$ 296,668	\$ 743,575		\$ -	\$ 1,040,243

SCHEDULE 7 - TOTAL EXPENSE

Fire Department / Agency Name: RUNNING SPRINGS FIRE DEPARTMENT
NPI Number: 1902939390

Fiscal Year Ended: JUNE 30, 2017

Line No.	Cost Center	1	2	3	4	5
		Reported Total Expense Sch. 5, Col 1 + Sch. 6, Col 1	Audited MTS Expense From Sch. 5, Col 5	Audited NON-MTS Expense From Sch. 6, Col 5	Audited Administration & General From Sch 3, Col 2	Audited Total Expense Col 2 + Col 3
Capital Related						
1.00	Depreciation - Buildings and Improvements	\$ 28,732	\$ 14,366	\$ 14,366		\$ 28,732
2.00	Depreciation - Leasehold Improvements	-	-	-		-
3.00	Depreciation - Equipment	-	-	-		-
4.00	Depreciation and Amortization - Other	-	-	-		-
5.00	Leases and Rentals	-	-	-		-
6.00	Property Taxes	-	-	-		-
7.00	Property Insurance	-	-	-		-
8.00	Interest - Property, Plant, and Equipment	-	-	-		-
9.00	Other - (Specify)	-	-	-		-
10.00	Other - (Specify)	-	-	-		-
	Total Capital Related (Lines 1.00 thru 10.00)	\$ 28,732	\$ 14,366	\$ 14,366		\$ 28,732
Salaries						
11.00	Administrative Chief	\$ -	\$ -	\$ -		\$ -
12.00	Chief	131,145	65,572	65,573		131,145
13.00	Non-MTS Salaries	141,160	70,580	70,580		141,160
14.00	MTS Salaries	867,128	424,095	433,564		857,659
15.00	Other - (Specify)	-	-	-		-
16.00	Other - (Specify)	-	-	-		-
17.00	Other - (Specify)	-	-	-		-
18.00	Other - (Specify)	-	-	-		-
	Subtotal Salaries (Lines 11.00 thru 18.00)	\$ 1,139,433	\$ 560,247	\$ 569,717		\$ 1,129,964
Fringe Benefits						
19.00	Administrative Chief	\$ -	\$ -	\$ -		\$ -
20.00	Chief	42,472	21,236	21,236		42,472
21.00	Non-MTS Benefits	72,940	36,470	36,470		72,940
22.00	MTS Benefits	448,062	219,138	224,031		443,169
23.00	Other - (Medicare Tax)	10,739	5,369	5,370		10,739
24.00	Other - (Specify)	-	-	-		-
25.00	Other - (Specify)	-	-	-		-
26.00	Other - (Specify)	-	-	-		-
	Subtotal Fringe Benefits (Lines 19.00 thru 26.00)	\$ 574,213	\$ 282,213	\$ 287,107		\$ 569,320
	Total Salaries & Fringe Benefits	\$ 1,713,646	\$ 842,460	\$ 856,824		\$ 1,699,284
	Total Capital Related, Salaries, and Fringe Benefits	\$ 1,742,378	\$ 856,826	\$ 871,190		\$ 1,728,016
Administrative and General						
27.00	Administrative	\$ 86,633	\$ 43,316	\$ 43,317	\$ -	\$ 86,633
28.00	Legal	20,000	10,000	10,000	-	20,000
29.00	Accounting	-	-	-	-	-
30.00	Advertising	2,600	1,300	1,300	-	2,600
31.00	Consulting Expenses	-	-	-	-	-
32.00	Contracted Labor	-	-	-	-	-
33.00	Interest - Other	-	-	-	-	-
34.00	Training	6,500	3,250	3,250	-	6,500
35.00	General Insurance	19,170	9,585	9,585	-	19,170
36.00	Supplies	5,140	2,570	2,570	-	5,140
37.00	Bad Debt	-	-	-	-	-
38.00	Plant Operations and Maintenance	8,500	4,250	4,250	-	8,500
39.00	Housekeeping	-	-	-	-	-
40.00	Utilities	18,696	9,348	9,348	-	18,696
41.00	Medical Supplies	20,920	10,460	10,460	-	20,920

SCHEDULE 7 - TOTAL EXPENSE

Fire Department / Agency Name: RUNNING SPRINGS FIRE DEPARTMENT Fiscal Year Ended: JUNE 30, 2017
 NPI Number: 1902939390

Line No.	Cost Center	1	2	3	4	5
		Reported Total Expense	Audited MTS Expense	Audited NON-MTS Expense	Audited Administration & General	Audited Total Expense
		Sch. 5, Col 1 + Sch. 6, Col 1	From Sch. 5, Col 5	From Sch. 6, Col 5	From Sch 3, Col 2	Col 2 + Col 3
42.00	Minor Medical Equipment	-	-	-	-	-
43.00	Minor Equipment	24,500	12,250	12,250	-	24,500
44.00	Fines and Penalties	-	-	-	-	-
45.00	Fleet Maintenance	55,780	27,890	27,890	-	55,780
46.00	Communications	1,440	720	720	-	1,440
47.00	Recruit Academy	-	-	-	-	-
48.00	Dispatch Service	38,000	19,000	19,000	-	38,000
49.00	Logistics	-	-	-	-	-
50.00	Postage	-	-	-	-	-
51.00	Dues and Subscriptions	13,226	6,613	6,613	-	13,226
52.00	Other - Capital Related Costs	-	-	-	-	-
53.00	Contracted Services - MTS	-	-	-	-	-
54.00	Contracted Services - MTS Billing	-	-	-	-	-
55.00	Other - (Hazard Abatement)	7,500	-	7,500	-	7,500
56.00	Other - (Equipment Repair and Maintenance)	2,000	1,000	1,000	-	2,000
57.00	Other - (Specify)	-	-	-	-	-
	Total Administrative & General	\$ 330,605	\$ 161,552	\$ 169,053	\$ -	\$ 330,605
	Total Fire District / Agency	\$ 2,072,983	\$ 1,018,378	\$ 1,040,243	\$ -	\$ 2,058,621

Provider Name					Fiscal Period	NPI		Adjustments
RUNNING SPRINGS FIRE DEPARTMENT					JULY 1, 2016 THROUGH JUNE 30, 2017	1902939390		6
Report References					Explanation of Audit Adjustments	As Reported	Increase (Decrease)	As Adjusted
Adj. No.	Audit Report		Cost Report					
	Schedule	Line	Schedule	Line				
RECLASSIFICATION TO REPORTED COSTS								
1	5	1	2	1	Depreciation - Buildings and Improvements	\$24,710	(\$10,344)	\$14,366
	5	12	2	12	Chief	112,785	(47,213)	65,572
	5	13	2	13	Non-MTS Salaries	121,398	(50,818)	70,580
	5	14	2	14	MTS Salaries	745,730	(312,166)	433,564 *
	5	20	2	20	Chief	36,526	(15,290)	21,236
	5	21	2	21	Non-MTS Benefits	62,728	(26,258)	36,470
	5	22	2	22	MTS Benefits	385,333	(161,302)	224,031 *
	5	23	2	23	Other - (Medicare Tax)	9,236	(3,867)	5,369
	5	27	2	27	Administrative	74,504	(31,188)	43,316
	5	28	2	28	Legal	17,200	(7,200)	10,000
	5	30	2	30	Advertising	2,236	(936)	1,300
	5	34	2	34	Training	5,590	(2,340)	3,250
	5	35	2	35	General Insurance	16,486	(6,901)	9,585
	5	36	2	36	Supplies	4,420	(1,850)	2,570
	5	38	2	38	Plant Operations and Maintenance	7,310	(3,060)	4,250
	5	40	2	40	Utilities	16,079	(6,731)	9,348
	5	41	2	41	Medical Supplies	17,991	(7,531)	10,460
	5	43	2	43	Minor Equipment	21,070	(8,820)	12,250
	5	45	2	45	Fleet Maintenance	47,971	(20,081)	27,890
	5	46	2	46	Communications	1,238	(518)	720
	5	48	2	48	Dispatch Service	32,680	(13,680)	19,000
	5	51	2	51	Dues and Subscriptions	11,374	(4,761)	6,613
	5	56	2	56	Other - Medical Equipment Repair & Maintenance	1,720	(720)	1,000
	6	1	3	1	Depreciation - Buildings and Improvements	4,022	10,344	14,366
	6	12	3	12	Chief	18,360	47,213	65,573
	6	13	3	13	Non-MTS Salaries	19,762	50,818	70,580
	6	14	3	14	MTS Salaries	121,398	312,166	433,564
	6	20	3	20	Chief	5,946	15,290	21,236
	6	21	3	21	Non-MTS Benefits	10,212	26,258	36,470
	6	22	3	22	MTS Benefits	62,729	161,302	224,031

-Continued on next page-

*Balance carried forward from prior/to subsequent adjustments

Provider Name		Fiscal Period				NPI		Adjustments
RUNNING SPRINGS FIRE DEPARTMENT		JULY 1, 2016 THROUGH JUNE 30, 2017				1902939390		6
Report References					Explanation of Audit Adjustments	As Reported	Increase (Decrease)	As Adjusted
Adj. No.	Audit Report		Cost Report					
	Schedule	Line	Schedule	Line				
RECLASSIFICATION TO REPORTED COSTS								
-Continued from previous page-								
6	23	3	23	Other - (Medicare Tax)	\$1,503	\$3,867	\$5,370	
6	27	3	27	Administrative	12,129	31,188	43,317	
6	28	3	28	Legal	2,800	7,200	10,000	
6	30	3	30	Advertising	364	936	1,300	
6	34	3	34	Training	910	2,340	3,250	
6	35	3	35	General Insurance	2,684	6,901	9,585	
6	36	3	36	Supplies	720	1,850	2,570	
6	38	3	38	Plant Operations and Maintenance	1,190	3,060	4,250	
6	40	3	40	Utilities	2,617	6,731	9,348	
6	41	3	41	Medical Supplies	2,929	7,531	10,460	
6	43	3	43	Minor Equipment	3,430	8,820	12,250	
6	45	3	45	Fleet Maintenance	7,809	20,081	27,890	
6	46	3	46	Communications	202	518	720	
6	48	3	48	Dispatch Service	5,320	13,680	19,000	
6	51	3	51	Dues and Subscriptions	1,852	4,761	6,613	
6	56	3	56	Other - Medical Equipment Repair & Maintenance	280	720	1,000	
To reclassify MTS expenses to Non-MTS for proper allocation of costs. 42 CFR 413.24 / CMS Pub. 15-1, Section 2302.8								

Provider Name					Fiscal Period		NPI		Adjustments			
RUNNING SPRINGS FIRE DEPARTMENT					JULY 1, 2016 THROUGH JUNE 30, 2017		1902939390		6			
Report References					Explanation of Audit Adjustments							
Adj. No.	Audit Report		Cost Report							As Reported	Increase (Decrease)	As Adjusted
	Schedule	Line	Schedule	Line								
<u>ADJUSTMENT TO REPORTED COSTS</u>												
2	5	14	2	14	MTS Salaries	*	\$433,564	(\$9,469)	\$424,095			
	5	22	2	22	MTS Benefits	*	224,031	(4,893)	219,138			
					To abate Miscellaneous Income against MTS expenses. 42 CFR 413.5 / CMS Pub. 15-1, Sections 2302.5 and 2328B							

*Balance carried forward from prior/to subsequent adjustments

Provider Name					Fiscal Period		NPI		Adjustments
RUNNING SPRINGS FIRE DEPARTMENT					JULY 1, 2016 THROUGH JUNE 30, 2017		1902939390		6
Report References					Explanation of Audit Adjustments		As Reported	Increase (Decrease)	As Adjusted
Adj. No.	Audit Report		Cost Report						
	Schedule	Line	Schedule	Line					
ADJUSTMENT TO OTHER TRANSPORTS									
3	1	8	9	8	Total Number of MTS Transports - Other To include Dry Run Transports that were omitted from the filed Cost Report. 42 CFR 413.20 and 413.24 CMS Pub.15-1, Sections 2300 and 2304 California State Plan Amendment, TN#: 09-024, Paragraph A: 5, 6, and 7		307	121	428 *

*Balance carried forward from prior/to subsequent adjustments

Provider Name					Fiscal Period		NPI		Adjustments
RUNNING SPRINGS FIRE DEPARTMENT					JULY 1, 2016 THROUGH JUNE 30, 2017		1902939390		6
Report References					Explanation of Audit Adjustments	As Reported	Increase (Decrease)	As Adjusted	
Adj. No.	Audit Report		Cost Report						
	Schedule	Line	Schedule	Line					
ADJUSTMENTS TO REPORTED MEDI-CAL SETTLEMENT DATA									
4	1	8	N/A	N/A	Medi-Cal Fee for Service Transports - 1st Quarter ACA	0	12	12	
	1	8	9	8	Medi-Cal Fee for Service Transports - 1st Quarter	16	(11)	5	
	1	8	N/A	N/A	Medi-Cal Fee for Service Transports - 2nd Quarter ACA	0	5	5	
	1	8	9	8	Medi-Cal Fee for Service Transports - 2nd Quarter	17	(8)	9	
	1	8	N/A	N/A	Medi-Cal Fee for Service Transports - 3rd Quarter ACA	0	11	11	
	1	8	9	8	Medi-Cal Fee for Service Transports - 3rd Quarter	20	(11)	9	
	1	8	N/A	N/A	Medi-Cal Fee for Service Transports - 4th Quarter ACA	0	3	3	
	1	8	9	8	Medi-Cal Fee for Service Transports - 4th Quarter	6	(3)	3	
5	2	1	8	1	Medi-Cal Fee for Service Payments - 1st Quarter	\$2,990	(\$1,957)	\$1,033	
	2	4	N/A	N/A	Medi-Cal Fee for Service Payments - 1st Quarter ACA	0	1,831	1,831	
	2	1	8	1	Medi-Cal Fee for Service Payments - 2nd Quarter	3,106	(1,572)	1,534	
	2	4	N/A	N/A	Medi-Cal Fee for Service Payments - 2nd Quarter ACA	0	833	833	
	2	1	8	1	Medi-Cal Fee for Service Payments - 3rd Quarter	3,931	(2,274)	1,657	
	2	4	N/A	N/A	Medi-Cal Fee for Service Payments - 3rd Quarter ACA	0	1,824	1,824	
	2	1	8	1	Medi-Cal Fee for Service Payments - 4th Quarter	906	(338)	568	
	2	4	N/A	N/A	Medi-Cal Fee for Service Payments - 4th Quarter ACA	0	394	394	
<p>To adjust Medi-Cal Settlement Data to agree with the following Fiscal Intermediary Payment Data: Service Period: July 1, 2016 through June 30, 2017 Payment Period: July 1, 2016 through June 5, 2019 Report Date: June 5, 2019 42 CFR 413.20, 413.24, 413.50, 413.53, 413.60, 413.64, and 433.139 CMS Pub. 15-1, Sections 2300, 2304, 2404, and 2408 CCR, Title 22, Section 51511</p>									

Provider Name					Fiscal Period					NPI		Adjustments	
RUNNING SPRINGS FIRE DEPARTMENT					JULY 1, 2016 THROUGH JUNE 30, 2017					1902939390		6	
Report References					Explanation of Audit Adjustments					As Reported	Increase (Decrease)	As Adjusted	
Adj. No.	Audit Report		Cost Report										
	Schedule	Line	Schedule	Line									
<u>ADJUSTMENT TO OTHER MATTERS</u>													
6	1	8	9	8	Other Transports					*	428	2	430
					To adjust Other Transports in conjunction with adjustment 4.								
					42 CFR 413.20 and 413.50								
					CMS Pub. 15-1, Sections 2205, 2300, and 2304								

*Balance carried forward from prior/to subsequent adjustments



RUNNING SPRINGS WATER DISTRICT
A MULTI-SERVICE INDEPENDENT SPECIAL DISTRICT

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

RUNNING SPRINGS WATER DISTRICT
MEMORANDUM

DATE: February 5, 2020
TO: Mike Vasquez
FROM: Whitney Mesna
RE: Department of Healthcare Services

The following payments were found:

Date	Check No.	Amount	
05/01/2016	07-574254	59,976.61	
06/10/2016	06-852671	156,690.92	
10/30/2017	08-027174	61,527.86	
11/16/2017	08-053290	16,283.00	
11/21/2017	08-062914	61,367.08	
04/17/2018	08-346112	149,317.00	
04/30/2019	08-897988	183,740.82	Total: 688,903.29

**Ground Emergency Medical Transportation
Supplemental Reimbursement Program
State Plan Amendment (SPA) 09-024**

<input checked="" type="checkbox"/>	Interim Supplemental Payment
<input checked="" type="checkbox"/>	Interim Supplemental Payment (CA-MMIS Transport # Adjustment)
<input checked="" type="checkbox"/>	Removal of Unallowable Billing/Accounting Costs
<input type="checkbox"/>	Interim Settlement
<input type="checkbox"/>	Final Settlement

ADJUSTED SCHEDULE 9*

PROVIDER LEGAL NAME **Running Springs**

CLAIMING PERIOD 7/1/2016 - 6/30/2017

ACCEPTED COST REPORT POST MARK DATE **11/27/2017**

AVERAGE COST PER TRANSPORT (from Line 9 of accepted cost report) **\$3,654.97**

Total transport totals below noted on Line 10 and Line 17, per quarter, are based on the CA-MMIS Report dated: **2/28/2018**

Average Cost Per GEMT Service (SOURCE-Accepted Cost Report Information)														
1. Cost of MTS Services (from Sch.2)			\$1,776,315.00											
2. Indirect Cost Factor Based on MTS Services? (please use drop down box)	No													
3. If no, please enter the cost basis for calculating Indirect Cost														
4. Indirect Cost Factor		\$0												
5. Administration & General Allocation from Sch. 5 (A)		\$0												
6. Administration & General to be Included			\$0.00											
7. Grand Total of MTS Expense (Sum Lines 1 & 6)			\$1,776,315.00											
Minus Contracted MTS Billing Services Costs (Sch. 2 Line 54; Sch. 5 Line 54; Sch. 10)			\$0.00											
ADJUSTED Total of MTS Expense (Line 7 Minus Contracted Billing Costs, Sch.2 Line 54)			\$1,776,315.00											
8. Total Number of MTS Transports (from submitted cost report)	<table border="1"> <thead> <tr> <th colspan="4">Medi-Cal</th> </tr> <tr> <th>Managed Care</th> <th>Medi-Medi</th> <th>Fee For Service</th> <th>Other</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">91</td> <td style="text-align: center;">29</td> <td style="text-align: center;">56</td> <td style="text-align: center;">310</td> </tr> </tbody> </table>	Medi-Cal				Managed Care	Medi-Medi	Fee For Service	Other	91	29	56	310	486
Medi-Cal														
Managed Care	Medi-Medi	Fee For Service	Other											
91	29	56	310											
9. ADJUSTED Average Cost Per Transport (Adjusted Total/Line 8)			\$3,654.97											

ADJUSTED SCHEDULE 9 Calculation of Medi-Cal Settlement - FFS Non-ACA (FMAP is 50%)						
	Qtr. 1	Qtr. 2	Qtr. 3	Qtr. 4	Totals	SOURCE
	7/01 - 9/30	10/01 - 12/31	1/01 - 3/31	4/01 - 6/30		
10. Total No. of Medi-Cal Fee for Service GEMT Transports	5	8	9	3	25	CA-MMIS Report
11. Total Cost of Medi-Cal GEMT Transports (Line 9 x Line 10)	\$18,274.85	\$29,239.75	\$32,894.72	\$10,964.91	\$91,374.23	(Line 9 x Line 10)
12. <Less: Amount Paid> (i.e. Medi-Cal FFS or Other Payments)	\$ (1,033.26)	\$ (1,427.77)	\$ (1,657.18)	\$ (568.31)	\$ (4,686.52)	CA-MMIS Report
13. Net Cost of Transports (CPE Amt.)	\$17,242.00	\$27,812.00	\$31,238.00	\$10,397.00	\$86,689.00	(Sum of Line 11 and Line 12)
14. Non Federal Share Reduction	\$8,621.00	\$13,906.00	\$15,619.00	\$5,199.00	\$43,345.00	(Line 13 * 50%)
15. Net Federal Participation Amount (FFP Amt.) (50%)	\$8,621.00	\$13,906.00	\$15,619.00	\$5,198.00	\$43,344.00	(Line 13 * 50%)

ADJUSTED SCHEDULE 9 Calculation of Medi-Cal Settlement - FFS ACA Optional Population (FMAP is 100% and 95%)						
	Qtr. 1	Qtr. 2	Qtr. 3	Qtr. 4	Totals	SOURCE
	7/01 - 9/30	10/01 - 12/31	1/01 - 3/31	4/01 - 6/30		
16. ACA FFP Percentage	100%	100%	95%	95%		
17. Total No. of Medi-Cal Fee for Service GEMT Transports	12	5	11	3	31	CA-MMIS Report
18. Total Cost of Medi-Cal GEMT Transports (Line 9 x Line 17)	\$43,859.63	\$18,274.85	\$40,204.66	\$10,964.91	\$113,304.04	(Line 9 x Line 17)
19. <Less: Amount Paid> (i.e. Medi-Cal FFS or Other Payments)	\$ (1,831.43)	\$ (833.42)	\$ (1,824.10)	\$ (394.06)	\$ (4,883.01)	CA-MMIS Report
20. Net Cost of Transports (CPE Amt.)	\$42,028.00	\$17,441.00	\$38,381.00	\$10,571.00	\$108,421.00	(Sum of Line 18 and Line 19)
21. Non Federal Share Reduction	\$0.00	\$0.00	\$1,919.00	\$529.00	\$2,448.00	(Line 20 - Line 22)
22. Net Federal Participation Amount (FFP Amt.)	\$42,028.00	\$17,441.00	\$36,462.00	\$10,042.00	\$105,973.00	(Line 20 * Line 16)

* Adjustments made per the authority of State Plan Amendment 09-024, sections D, E and F, and Policy & Procedure Letter 14-002.

Total FFS Transports	56	\$149,317.00	Total Net Payment
Total Medi-Cal Payments	-\$9,569.53		

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: June 16, 2021

TO: Board of Directors

FROM: Trevor Miller, Operations Manager
Ryan Gross, General Manager

**SUBJECT: CONSIDER AUTHORIZING ADDITIONAL EXPENDITURE FOR
WASTEWATER TREATMENT PLANT MEMBRANE MODULE
MATERIALS PRICE ESCALATION**

RECOMMENDED BOARD ACTION

Authorize additional expenditure for material price escalation in the amount of \$24,000 due to sudden, unforeseen stainless steel cost increases.

REASON FOR RECOMMENDATION

See attached.

FISCAL INFORMATION

The additional \$24,000 will be funded from the Wastewater Connection and Capacity Charge Reserve Fund balance as of May 31, 2021 is \$309,100.

ATTACHMENTS

Attachment 1 – Price Escalation Letter



Date: May 21, 2021

From: Marvin Leyba, Administrator

MMBR Systems, LLC
2305 Donley Dr, Suite 102 Austin, TX 78758

To: Trevor Miller, Wastewater Department Superintendent

Running Springs Water District
31242 Hilltop Blvd, Running Spring, CA 92382-2206

RE: Price Escalation Notice

For Running Springs P.O. Reference PO01340

Dear Mr. Trevor Miller,

The contract price for this Purchase Order was based on prices of equipment material determined before the beginning of the project. Those estimated prices were determined based on contemporaneous prices of raw materials. However, in recent months, MMBR and other suppliers have incurred a sudden increase in our material costs, costs that go beyond the anticipated, common annual increase of raw materials and other industrial commodities. The recent price increases are caused by several factors that are beyond MMBR's control. These factors include raw material shortages, volatile and unstable global markets, and other unforeseen global economic events.

During this project, MMBR has specifically experienced an unforeseen high-cost increase in stainless steel, a building component for the fabrication of our membrane equipment. MMBR has experienced as high as 100% increase in stainless steel costs brought on by the recent unexpected price fluctuations. In recent months, those sharp price increases have impacted this project. To provide the highest quality product that maintains competitive prices, we are submitting this price increase notice of **\$24,000.00** for this Purchase Order. This price increase helps MMBR ensure its commitment to providing the best products and services to its customers. If you have any questions or concerns regarding this notice please contact us immediately.

Sincerely,
Marvin Leyba

RUNNING SPRINGS WATER DISTRICT**MEMORANDUM**

DATE: June 16, 2021

TO: Board of Directors

FROM: Trevor Miller, Operations Manager
Ryan Gross, General Manager

SUBJECT: CONSIDER AUTHORIZING EXPENDITURE FOR WASTEWATER TREATMENT PLANT MBR SCADA APPLICATION SOFTWARE

RECOMMENDED BOARD ACTION

It is recommended that the Board of Directors approve the purchase of new Supervisory Control and Data Acquisition (SCADA) application software in the amount of \$5,361.38.

REASON FOR RECOMMENDATION

The PC for the SCADA application that controls the Wastewater Treatment Plant (WWTP) Membrane Bioreactor (MBR) needs to be replaced. The current SCADA application software is not compatible with the new computer operating system, Windows 10.

BACKGROUND INFORMATION

When the WWTP was upgrade to MBR technology in 2002, a SCADA system was installed to control the new MBR system. The original SCADA application has been in service as long as the MBR has been in operation. The SCADA application runs on a desktop computer, which uses Microsoft Windows as the operating system. The computer that runs the SCADA application has been replaced several times over the last 19 years. Each time the PC was replaced, the SCADA application was compatible with the operating system on the new computer.

The computer that is currently running the SCADA application needs replacement. The operating system on the new computer is not compatible with the current SCADA application. The software that needs to be purchased will convert the old SCADA application into a version that is compatible with the new computer's operating system.

FISCAL INFORMATION

If approved, funds for the software purchase in the amount of \$5,361.38 will be funded out of the Wastewater Capital Improvement Project reserve fund which has a balance as of May 31, 2021 of \$1,286,652.

ATTACHMENTS

Attachment 1 – Quote

ROYAL INDUSTRIAL SOLUTIONS
 3200 RUSSELL ST
 RIVERSIDE CA 92501
 TEL: 951 683-6625 FAX: 951 787-9883

CONTACT: PAUL

QUOTE FOR: RUNNING SPRINGS WATER DISTRICT
 ACCT #: HJ-62675 RUNNING SPRINGS WATER DISTRICT

PO BOX 2206
 RUNNING SPRINGS, CA 92382
 TEL: (909) 867-2766

QUOTATION		PAGE	
QUOTE #	DATE	REV #	REV DATE
1244794	02/24/21	000	02/24/21
QUOTE EXPIRES		PREPARED BY	
03/26/2021		PL	
SLS		INSL	
2380		1018	
FOB		FREIGHT	
SHIPPING POINT		PICKUP	

CUS PO #:
QUOTE
JOB NAME:

LN	QTY	MFR	CATALOG #	DESCRIPTION	PRICE	UOM	EXT AMT
01	1	AB	9701M-VWSTNST30	HMI SOFTWARE	4,930.00	E	4,930.00

MDSE:	4,930.00
TAX:	431.38
TOTAL:	5,361.38

PLEASE NOTE: THIS IS NOT AN OFFER TO CONTRACT, BUT MERELY A QUOTATION OF CURRENT PRICES FOR YOUR CONVENIENCE AND INFORMATION. ORDERS BASED ON THIS QUOTATION ARE SUBJECT TO YOUR ACCEPTANCE OF THE TERMS AND CONDITIONS LOCATED AT SALES.OUR-TERMS.COM, WHICH WE MAY CHANGE FROM TIME TO TIME WITHOUT PRIOR NOTICE. WE MAKE NO REPRESENTATION WITH RESPECT TO COMPLIANCE WITH JOB SPECIFICATIONS.

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: June 16, 2021

TO: Board of Directors

FROM: Trevor Miller, Operations Manager
Ryan Gross, General Manager

SUBJECT: CONSIDER AUTHORIZING EXPENDITURE FOR MEMBRANE BIOREACTOR SUPPLEMENTAL LABOR WITH RIACH CONSTRUCTION

RECOMMENDED BOARD ACTION

It is recommended that the Board of Directors:

1. Consider awarding a construction contract for supplemental labor to assist with the Membrane Bioreactor No. 2 (MBR 2) upgrade to Riach Construction for the amount of \$11,200 (20 days, 8 hrs / day, 70 / hr);
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 construction as required not to exceed 15% of the original construction contract amount.

REASON FOR RECOMMENDATION

The supplemental labor is needed to keep the completion date of the MMBR MYTEK H4L 8 installation on time. The supplemental labor is also needed to ensure Wastewater Treatment Plant (WWTP) staff can maintain the operation of the WWTP while installing the MMBR MYTEK H4L 8 in MBR 2.

BACKGROUND INFORMATION

The delivery of the new MMBR MYTEK H4L 8 membrane modules has been delayed. In addition to the delay, not all the units will be arriving at the same time. These delays and incomplete shipments are due to material and labor shortages that are plaguing the industry.

As a result of the delayed and incomplete shipments, the start date for the installation of the MMBR MYTEK H4L 8 modules has been pushed back to the first week of July. While we will be able to start the installation of the modules, there will only be 1

complete MYTEK H4L 8 module on site. This poses a bit of a logistics challenge. In order to work with this challenge, we will have to move the 1 complete module from position to position inside the basin to get the permeate piping constructed so as when the other modules arrive, all that needs to be done is lower the units in their designated place and connect the module to the preinstalled piping.

Moving the module from position to position will require more labor due to more layout, verification of the layout, pre-fabrication of sub-assemblies for the module plumbing and set up of equipment. During the installation of the modules, The WWTP staff will still be performing the daily tasks and handling operational and mechanical issues as they arise.

Riach Construction has provided supplemental labor to the District on past MBR upgrades and equipment rebuilds. The price for the supplemental labor is 20 – 8 hr days at \$70 per hour. This arrangement allows us to use the labor as the need arises. The plan is to have all the module plumbing complete utilizing the 160 hrs.

FISCAL INFORMATION

If approved, funds for the software purchase in the amount of \$11,200 will be funded out of the Wastewater Capital Improvement Project reserve fund which had a balance as of May 31, 2021 of \$1,286,652.

ATTACHMENTS

Attachment 1 – Quote

Estimate



CA, Lic. #864200
 (909) 844-2725
 P.O. box 3442
 Running Springs, CA 92382

Date	Estimate #
6/7/2021	294

Name / Address
Running Springs Water District Wastewater Treatment Plant. C/O Trevor Miller 3400 Treatment Plant Rd.

Ship To

Project

Description	Qty	Rate	U/M	Total
Labor to assist in the construction to upgrade MBR 2 for the month of July. (approximately 160 hours estimated) (this will be billed weekly based upon actual time accrued.) This includes setting new plumbing, Installing all new guide pipes and brackets, Pre fabrication of clear water Lines to mount to the cassettes, Crane operations to check fitment of the cassettes with the one we will have available on the job and make sure all are level and plumb.	160	70.00	hr	11,200.00
Thank you for the opportunity to bid your job!			Total	\$11,200.00

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: June 16, 2021
TO: Board of Directors
FROM: Michael Vasquez, Fire Chief
SUBJECT: Financing Options for Type I Fire Engine

RECOMMENDED BOARD ACTION

This is an information item only.

REASON FOR RECOMMENDATION

This is an information item only.

BACKGROUND INFORMATION

Information was requested for financial planning and possible voter initiative for funding.

FISCAL INFORMATION

Financing Quotes are from REV Financial Services and Municipal Finance Corporation. The two quotes from the financial corporations are in the attachments of this report.

Quotes are based on a \$700,000 purchase price. A Type I Engine, 4x4 is currently being priced around \$650,000. The additional amount for inventory cost would not be included in the financed amount. An approximate amount for new inventory would be around \$40,000-\$50,000.

A considering factor in the information provided, is that REV Financial owns the three manufactures, KME, Spartan and SMEAL Fire Apparatus which are the companies that are being evaluated for possible purchase. REV would guarantee prices and APR before July 30th.

The KME Type I quote is a San Bernardino contract price which will be honored if the District decides to commit to the option.

ATTACHMENTS

- Attachment 1 – REV Financial Services
- Attachment 2 – Municipal Finance Corporation
- Attachment 3 – KME Quote BDC Contract



May 18, 2021

RE – Running Springs Water District, CA - Municipal Finance Quote

REV Financial Services is pleased to present the following \$0 Payment Down Finance Proposal described below:

PROPOSAL:

LESSEE:	Running Springs Water District						
PROPERTY:	REV Firetruck						
EXPIRATION:	June 15, 2021						
INDEX:	INDEXED TO Like Term SWAP Rate – Rates subject to change						
FINANCE QUOTE:	Finance Amount	Rate	Payments	Factor	Pmts / Year	Term	Adv. / Arr.
\$0 Payments Down	\$ 700,000.00	2.45%	\$ 97,419.12	0.139170169	1	8 years	Arrears
\$0 Payments Down	\$ 700,000.00	2.53%	\$ 87,944.16	0.125634510	1	9 years	Arrears
\$0 Payments Down	\$ 700,000.00	2.62%	\$ 80,477.88	0.114968393	1	10 years	Arrears

FINANCING: This is a tax-exempt, municipal government lease purchase with the title to the property passing to Lessee. This is a net lease under which, all costs, including insurance, maintenance, and taxes, are paid by Lessee for the term of the lease. Rates assume municipal/bank qualified.

NOTES: This Financing needs to be structured where the payment for the new truck must be paid before any transfers into the water enterprise fund. Please see page 2 for sample payment tables.

APPROVAL: This proposal, until credit approved, serves as a quotation, not a commitment by Lessor to provide credit or property. Lessor acceptance of this Proposal is subject to credit; collateral and essential use review and approval by Lessor. The interest rate quoted herein assumes that the interest component of the Payments is exempt from federal income tax. Lessor will provide a taxable financing proposal if it is determined that the financing will not qualify for tax-exempt interest rates. The financing contemplated by this proposal is subject to the execution and delivery of all appropriate documents (in form and substance satisfactory to Lessor), including without limitation, to the extent applicable, the Master Lease Agreement, any Schedule, financing statements, legal opinion or other documents or agreements reasonably required by Lessor. The quoted interest rate assumes the Lessee designates the Lease as "bank-qualified" pursuant to Section 265(b) of the Code.

Thank you for the opportunity to present this proposal. If you have any questions, please contact me at my number or e-mail address below.

Sincerely,
 Todd Stevenson
 National Sales Manager
 (303) 254-6350
todd.stevenson@revgroup.com
www.REVgroup.com

Proposal Acceptance: (Please Circle Options Below)

Option: 8 / 9 / 10 years

Signed: _____

Name: _____

Title: _____

Date: _____

8 year Sample Payment Table
Assumes Contract Acceptance & Funding on 6/15/2021
Please note the dates on the table

Year	Date	Payment
1	6/15/2022	\$ 97,419.12
2	6/15/2023	\$ 97,419.12
3	6/15/2024	\$ 97,419.12
4	6/15/2025	\$ 97,419.12
5	6/15/2026	\$ 97,419.12
6	6/15/2027	\$ 97,419.12
7	6/15/2028	\$ 97,419.12
8	6/15/2029	\$ 97,419.12

Assumes Contract Acceptance & Funding on 6/15/2021
9 year Sample Payment Table
Please note the dates on the table

Year	Date	Payment
1	6/15/2022	\$ 87,944.16
2	6/15/2023	\$ 87,944.16
3	6/15/2024	\$ 87,944.16
4	6/15/2025	\$ 87,944.16
5	6/15/2026	\$ 87,944.16
6	6/15/2027	\$ 87,944.16
7	6/15/2028	\$ 87,944.16
8	6/15/2029	\$ 87,944.16
9	6/15/2030	\$ 87,944.16

Assumes Contract Acceptance & Funding on 6/15/2021
10 year Sample Payment Table
Please note the dates on the table

Year	Date	Payment
1	6/15/2022	\$ 80,477.88
2	6/15/2023	\$ 80,477.88
3	6/15/2024	\$ 80,477.88
4	6/15/2025	\$ 80,477.88
5	6/15/2026	\$ 80,477.88
6	6/15/2027	\$ 80,477.88
7	6/15/2028	\$ 80,477.88
8	6/15/2029	\$ 80,477.88
9	6/15/2030	\$ 80,477.88
10	6/15/2031	\$ 80,477.88

PREPARED BY MUNICIPAL FINANCE CORPORATION DATE: May 26, 2021
 PROPOSED LEASE PURCHASE FOR: Running Springs Water District
 RE: Fire truck

NOTE: TERMS ARE BASED UPON LEASE BEING BANK QUALIFIED
 Purchase Option amount is exclusive of the rental payment due on same date.
 Interest rate quote is valid for an acceptance within 5 days and lease
 funding within 60 days.

Payments: Annually in arrears 10 years 2.95%

PMT #	Due Date	Rent Payment	To Principal	To Interest	Purchase Option
1		\$76,005.52	\$56,830.52	19,175.00	
2		76,005.52	58,507.02	17,498.50	
3		76,005.52	60,232.98	15,772.54	
4		76,005.52	62,009.85	13,995.67	420,668.02
5		76,005.52	63,839.14	12,166.38	355,552.10
6		76,005.52	65,722.40	10,283.12	288,515.25
7		76,005.52	67,661.21	8,344.31	219,500.82
8		76,005.52	69,657.21	6,348.31	148,450.46
9		76,005.52	71,712.10	4,293.42	75,304.12
10		76,005.52	73,827.57	2,177.95	0.00
TOTALS:		\$760,055.20	\$650,000.00	\$110,055.20	

Approved and agreed to:

Running Springs Water District

By: _____

Title: _____

Date: _____

PREPARED BY MUNICIPAL FINANCE CORPORATION DATE: May 26, 2021
 PROPOSED LEASE PURCHASE FOR: Running Springs Water District
 RE: Fire truck

NOTE: TERMS ARE BASED UPON LEASE BEING BANK QUALIFIED
 Purchase Option amount is exclusive of the rental payment due on same date.
 Interest rate quote is valid for an acceptance within 5 days and lease
 funding within 60 days.

Payments: Annually in arrears 10 years 2.95%

PMT #	Due Date	Rent Payment	To Principal	To Interest	Purchase Option
1		\$81,852.10	\$61,202.10	20,650.00	
2		81,852.10	63,007.56	18,844.54	
3		81,852.10	64,866.28	16,985.82	
4		81,852.10	66,779.84	15,072.26	453,027.10
5		81,852.10	68,749.85	13,102.25	382,902.26
6		81,852.10	70,777.97	11,074.13	310,708.73
7		81,852.10	72,865.92	8,986.18	236,385.49
8		81,852.10	75,015.46	6,836.64	159,869.72
9		81,852.10	77,228.42	4,623.68	81,096.73
10		81,852.10	79,506.60	2,345.50	0.00

TOTALS: \$818,521.00 \$700,000.00 \$118,521.00

Approved and agreed to:
 Running Springs Water District

By: _____
 Title: _____
 Date: _____



February 3, 2021

Mr. Sandoval,

Below is the 2021 pricing for the SBCo Type 1 Pumper. KME is implementing a manufacturer's price increase of 4%

2020 4x2 Base Price	\$604,377.22
2020 Pre-con add/delete	-\$2,203.00
KME Price Increase 4%	\$24,086.97
PPI Increase	n/a
2021 Base Price	\$626,261.19
Performance Bond	\$2,444.00
Prepayment Discount	-\$15,500.00
2021 4x2 Final Price	\$613,205.19

2020 4x4 Price	\$637,661.21
2020 Pre-con add/delete	-\$2,203.00
KME Price Increase 4%	\$25,418.33
PPI Increase	n/a
2021 Base Price	\$660,876.54
Performance Bond	\$2,580.00
Prepayment Discount	-\$16,300.00
2021 4x4 Final Price	\$646,867.66

Inspection Trips: Price does not include factory trips. Please use \$1,800.00 per person, per trip.

Thank you for your business and we look forward to building long-lasting apparatus for the County.

Respectfully,

Brandon Gomez
Apparatus Sales