



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: AUGUST 11, 2023
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, August 16, 2023, 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 August 11, 2023, at the Running Springs Water District Office and Website.

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

Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to 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are expected to be routine and non-controversial and will be acted on at one time without discussion unless an item is withdrawn by a Board Member for questions or discussion.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 3**

B. Ratify Expenditures **Page 8**

- C. Consider Adopting Resolution 12-23 Revising the District’s Credit Card Policy **Page 16**
- 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 Request from Property Owner for Lease or Purchase of Property Near Fire Station #50 **N/A**
(Presenter: Ryan Gross, General Manager)
 - B. Consider Request for Use of Downtown Property **Page 21**
(Presenter: Ryan Gross, General Manager)
 - C. Consider Authorizing Operations Expenditures **Page 22**
(Presenter: Trevor Miller, Operations Manager)
 - D. Consider Resolution 13-23 Approving Grant for Fire Shelters **Page 34**
(Presenter: Rick Ellsberry, Battalion Chief)
 - E. Consider Authorizing Expenditure for Replacement of Self-Contained Breathing Apparatus Compressor/Fill Station **Page 45**
(Presenter: Andy Grzywa, Fire Chief)
 - F. Consider Offer to Purchase District Owned Parcel 328-09-171 **Page 49**
(Presenter: Ryan Gross, General Manager)
 - G. Consider Approving Professional Services Contract for Design of the Harris Property Storage Building **Page 68**
(Presenter: Ryan Gross, General Manager)
- 5. General Manager’s Report
- 6. Report from Legal Counsel
- 7. Board Member Comments / Meetings
- 8. Meeting Adjournment

Upcoming Meetings: Regular Board Meeting, September 20, 2023, at 9:00 am

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: August 16, 2023
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 July 19, 2023.

ATTACHMENTS

Attachment 1 – Draft Meeting Minutes

MINUTES – July 19, 2023

PAGE 1 OF 4

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
RUNNING SPRINGS WATER DISTRICT
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA
July 19, 2023**

A Regular Meeting of the Board of Directors of the Running Springs Water District was held on Wednesday, July 19, 2023, 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
Bill Conrad, Vice-President
Mark Acciani, Director
Laura Dyberg, Director

The following Directors were absent:

Mike Terry, Director

Also present at the District were the following:

Ryan Gross, General Manager
Andrew Grzywa, Fire Chief
Amie R. Crowder, Secretary to the Board/Administration Supervisor

No visitors were present at the District

MEETING MINUTES

AGENDA ITEMS

1. Call Meeting to Order and Pledge of Allegiance

The Running Springs Water District Board Meeting was called to order at 9:00 A.M. by President Grabow. Director Acciani led the assembly in 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

- C. **Receive and File the Fiscal Year Ending 2023 Annual Board and Employee Expense Report**
- D. **Consider Adopting Resolution No. 10-23, Finding that Certain Properties Located in the District Constitute a Public Nuisance and Ordering Notification to Property Owners and Setting a Public Hearing**
- E. **Consider Adopting Resolution No. 11-23, Certifying Delinquent Charges to be Placed on the Tax Roll for Fiscal Year Ending 2024**

Vice-President Conrad inquired about the Don's Auto, EideBailly, and Mountain Auto Service & Towing payables on page 11, and Tek-Collect on page 13 of the Board Packet. Manager Gross and Supervisor Crowder provided details regarding these expenses.

Upon **motion** by Vice-President Conrad, **second** by Director Acciani and **carried by a 4 to 0 vote**, the Consent Items were approved (Resolution No. 10-23 and 11-23 are on file in the District office).

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 Request from Property Owner for Lease or Purchase of Property Near Fire Station #50**

Manager Gross presented the request from the property owner beginning on page 69 of the Board Packet. Various discussion regarding potential options and costs ensued. The Board tabled this action item until additional information is available.

No action taken.

B. **Consider Authorizing Staff to Accept a Grant Award from the Firehouse Subs Public Safety Foundation in the Amount of \$24,998.11 for New Fire Hoses**

Chief Grzywa presented the Firehouse Subs Public Safety Foundation grant in the amount of \$24,998.11. President Grabow and Chief Grzywa discussed the details, specifically pertaining to the type and size of hose.

Upon **motion** by Director Dyberg, **second** by Director Acciani and **carried by a 4 to 0 vote**, Authorizing Staff to Accept a Grant Award from the Firehouse Subs Public Safety Foundation in the amount of \$24,998.11 for New Fire Hoses, was approved.

C. Consider Offer to Lease or Purchase District Owned Parcel 328-09-171

Manager Gross presented the verbal request from the property owner adjacent to the District owned lot. Options of leasing and selling the property, and details of the property location and zoning were discussed. The Board tabled this action item until additional information is available.

No action taken.

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

A. Quarterly Operations Reports

Manager Gross reviewed the operations reports and shared that the customer demand for water is still down. Vice-President Conrad and Manager Gross reviewed the Water Accounting Report beginning on page 81 of the Board Packet and the difference between the quarterly percentages and the end of year percentages.

Manager Gross also informed the Board that the District was able to not purchase any water from the Crestline-Lake Arrowhead Water Agency or Arrowbear Park County Water, until the Brulte Field and Hootman Center & Running Springs Ball Field needed irrigating.

B. Quarterly Investment Report

Manager gross reviewed the LAIF quarterly report and the MBS CD maturing. Manager Gross also reviewed the process of when a CD matures and renews. Director Acciani asked about the terms of the CD we are currently in. Manager Gross provided explanation and shared that Crestline-Lake Arrowhead Water Agency has recently joined MBS as well.

6. General Manager’s Report

Manager Gross provided an update on the Green Valley Lake generator and the benefit the SmartCovers provided. Future monitoring of the GVL sewer laterals were discussed.

Snow Valley Mountain Resort is obtaining an inspection of their lateral in the near future.

The Collection Department is anticipating the arrival of the Vactor Truck in February.

The Wastwater Treatment Plant’s new membrane modules are being shipped from Texas, later this month. Most work needing to be done will be completed in-house.

Manager Gross reported that the Fire Department’s Engine 50, returned from a Riverside coverage assignment.

A review of the Valley View Project and the current well statuses throughout the District were provided.

The District has requested design proposals for the Harris Property storage building. Various details regarding dimensions and type of structure were discussed.

7. Board Member Comments/Meetings

Director Dyberg provided an update regarding the Critical Infrastructure Grant to the Board.

8. Meeting Adjourned

Upon motion by President Grabow and second by Director Acciani, the meeting was adjourned at 10:11 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: August 16, 2023
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 July 2023 expenditures.

A copy of the District's Cash Reserve Fund Summary as of July 31, 2023, 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.

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

July 2023

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
2 Hot Uniforms inc	Uniform allowance Rob Aberg	07/07/23	488.84	108899	1,105.62
	Uniform for new PCF Victor Garibay	07/07/23	616.78	108899	
	Uniforms for new PCF Edward Moreno	07/14/23	569.77	108917	569.77
49er Communications	Clamshell Battery for KNG2 & BKR5000 Radios	07/28/23	884.01	108976	884.01
Action Auto Repair Inc	Alignment of unit #82	07/21/23	79.00	108955	79.00
	UT51-RSFD 03 Dodge Durango: Trans Service	07/28/23	319.64	108977	516.72
	BE51 - RSFD 06 International: A/C Service	07/28/23	197.08	108977	
Albert A. Webb Associates	Atlas Map Conversion to GIS	07/21/23	340.00	108956	340.00
Allstar Fire Equipment	Annual Flo Testing SCBAs	07/14/23	1,387.00	108918	1,387.00
American Family Life Assurance Company of Col	Additional Insurance Premium	07/28/23	143.26	DFT0002253	143.26
Amie Crowder	July Reimbursement Claim	07/07/23	76.15	108900	76.15
	Reimbursement Claim 07/2023	07/14/23	460.00	108919	713.99
	Reimbursement Claim July 2023	07/14/23	53.99	108919	
	Reimbursement Claim July 2023	07/14/23	200.00	108919	
	Reimbursement Claim July 2023	07/21/23	125.00	108957	125.00
	Reimbursement Claim-July 2023	07/28/23	35.10	108978	35.10
Aramark	Treatment Supplies 07/12/2023	07/14/23	146.13	108920	571.19
	Treatment Supplies	07/14/23	132.80	108920	
	Treatment Supplies 07/05/2023	07/14/23	146.13	108920	
	Treatment Supplies	07/14/23	146.13	108920	
Arrowbear Park County Water District	Water Purchased	07/28/23	6,916.91	108979	6,988.08
	HWY 18 Lift Station	07/28/23	71.17	108979	
Arrowhead Group Inc.	07-03-23, Test & Certify	07/07/23	300.00	108901	300.00
AT&T Mobility	Internet treatment June 2023	07/21/23	43.24	108958	43.24
Bacon/Wagner Excavating, Inc.	Hauling Bio - One Stop - Two Loads	07/14/23	880.00	108921	880.00
	Hauling of Bio to One Stop Two Loads	07/28/23	880.00	108980	880.00
Best, Best & Krieger LLP	Professional Services	07/14/23	834.58	108922	834.58
Bright Market, LLC	Fire Simulation Software	07/21/23	1,124.55	108959	1,124.55
BURR Group Inc.	June 2023 - Invoice N235932243	07/10/23	194.55	DFT0002216	194.55
	RSFD June Invoice N235931991	07/10/23	74.06	DFT0002217	74.06
	Treatment: June Invoice N235931884	07/10/23	907.83	DFT0002218	907.83
California Computer Options Inc	Cloud Back-Up,6-30-2023, Inv. 46835	07/14/23	362.92	108923	362.92
	Monthly Charges 07/19 - 8/18/2023	07/21/23	629.97	108960	629.97
CalPERS	July 2023 Medical	07/03/23	20,573.55	DFT0002223	20,573.55
	PPE 06/26/2023	07/13/23	22,924.30	DFT0002232	22,924.30
	PPE 07/10/2023	07/14/23	26,750.79	DFT0002233	26,750.79
	2023/2024 UAL - Additional Contributions	07/20/23	100,000.00	DFT0002238	100,000.00
	2023/2024 UAL - Misc	07/20/23	456,925.00	DFT0002239	456,925.00
	2023/2024 - UAL Safety	07/20/23	270,651.00	DFT0002240	270,651.00
	PPE 07/24/2023	07/25/23	26,914.20	DFT0002248	26,914.20
Canon	July Invoice	07/14/23	205.02	108924	205.02
	Copier July 2023	07/28/23	500.59	108981	500.59
Charter Communitcations	Monthly Invoice 6/18 - 7/17/23	07/05/23	127.97	DFT0002211	127.97
	31242 Hilltop BLVD	07/14/23	252.03	108925	252.03
	Internet Collections 7/13 - 9/12/23	07/30/23	117.97	DFT0002242	917.97

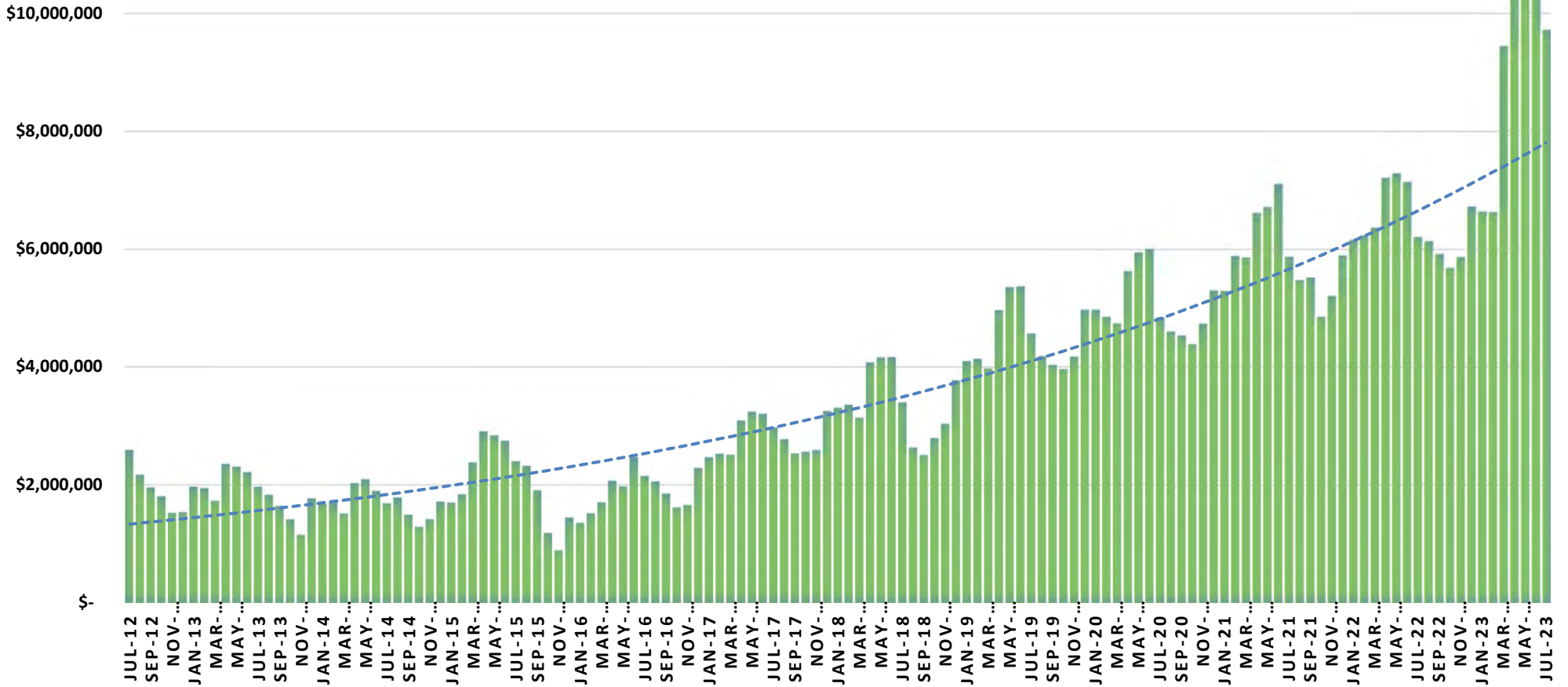
Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Christopher Ehe	Project 136	07/18/23	1,325.00	108950	1,325.00
Citibank, N.A.	submersible pumps for WWTP	07/07/23	551.37	108902	551.37
	Office Supplies	07/21/23	218.60	108961	435.47
	Chair for computer station	07/21/23	216.87	108961	
County of San Bernardino	Monthly Map Revision: July 2023	07/14/23	4.00	108926	4.00
County of San Bernardino Auditor-Controller/Treasurer	LAFCO 2023/2024, July 2023	07/07/23	10,000.00	108903	10,000.00
Crestline-Lake Arrowhead Water Agency	Avian Annual Meter Connection Fee - 3" T Meter	07/07/23	2,463.00	108904	24,273.00
	Forest Annual Meter Connection Fee - 2" T Meter	07/07/23	1,116.00	108904	
	Forest Annual Meter Connection Fee - 4" T Meter	07/07/23	6,902.00	108904	
	Nob Hill Annual Meter Connection Fee - 6" T Meter	07/07/23	13,792.00	108904	
Cypress Ancillary Benefits	August 2023 Coverage	07/14/23	959.66	108927	959.66
DATA FACTS	06-30-2023, Inv. 187505	07/07/23	235.71	108905	235.71
Dixi Willemse	June Reimbursement Claim	07/07/23	243.00	108906	243.00
	June 2023 Reimbursement Claim	07/14/23	22.88	108928	22.88
Drain-Aid Plumbing	Repair - Plumbing clog Station 50	07/21/23	195.00	108962	195.00
EideBailly	Consulting - June 2023	07/26/23	2,462.50	DFT0002250	2,462.50
Elevated Excavating & Paving	06-29-2023, Invoice 1269, Asphalt	07/07/23	19,373.70	108907	19,373.70
Fire Fighters Association	FFAD Dues - July 2023	07/28/23	780.00	108982	780.00
Frontier Communications	Telephone-Booster, Treat. Plant, LS's July 2023	07/21/23	1,516.85	108963	1,516.85
	SCADA Line	07/28/23	134.58	108983	134.58
Green Valley Water Mutual Company	32985 Canyon Drive, Q3 Invoice	07/07/23	1.85	108908	1.85
HD Supply Facilities Maintenance LTD	Dispencer 5ml, 100tests 07/07/2023	07/14/23	103.66	108929	254.08
	Florescent Green 20oz. Can	07/14/23	114.94	108929	
	Florescent Green 20oz. Can	07/14/23	35.48	108929	
INFOSEND	Monthly Statments/Late Notices,06/30/23, Inv2	07/14/23	3,044.06	108930	3,044.06
Inland Water Works Supply Company	REP Clamp full circle	07/14/23	71.34	108931	71.34
	CPLG PJIPSMIP / 1" FIPXPJIPS CPL No Lead	07/21/23	843.14	108964	1,243.72
	6X12 20GA, & 8X12 20GA Galv Top Sec. No Lip	07/21/23	400.58	108964	
	Materials for Nordic Booster Install	07/28/23	1,853.55	108984	6,262.51
	Materials for Nordic Booster Install	07/28/23	4,408.96	108984	
Joseph Borrie, Jr.	Work Pants/Uniform July 2023	07/14/23	476.41	108932	476.41
Leslie's Poolmart, Inc	CHLOR 53GAL DRUM (12.5-15%)	07/28/23	1,164.76	108986	1,164.76
Linda Mayfield	July Reimbursement Claim	07/07/23	207.00	108909	207.00
	July Reimbursement Claim	07/25/23	434.00	108974	434.00
	Reimbursement Claim July 2023	07/28/23	329.80	108987	329.80
Lou's Gloves, Inc	Blanket PO for Lou's Gloves	07/14/23	117.00	108933	117.00
LZB Retail, Inc.	Dinning Set for Station 50	07/21/23	1,939.51	108965	1,939.51
Matthew Garcia	Gym Membership - Annual	07/14/23	500.00	108934	500.00
McMaster-Carr Supply Company	Air Filter Roll Dry Surface	07/14/23	106.42	108935	106.42
Nationwide	PPE 7/10/2023	07/14/23	1,770.00	DFT0002235	1,770.00
	Employee Contributions PPE 07/24/2023	07/25/23	1,770.00	DFT0002251	1,770.00
Nestle Waters North America	July 2023 Monthly Invoice - Water	07/27/23	91.49	DFT0002304	91.49
Nick Nikas	July 2023 Reimbursement Claim	07/14/23	114.43	108936	114.43
	Reimbursement Claim July 2023	07/25/23	728.90	108975	728.90
Nuckles Oil Company, Inc	Fuel 05/25/23 - 07/03/23	07/14/23	4,437.92	108937	4,437.92
One Stop Landscape Supply	Biosolids Disposal	07/07/23	3,390.10	108910	3,390.10
Paychex of New York	Paychex Flex: Time & Management Services	07/20/23	309.40	DFT0002309	309.40
	Time & Attenance Services	07/28/23	309.40	108988	309.40
Polydyne Inc.	Clarifloc, 6/27/23, 1750954	07/07/23	2,709.97	108911	2,709.97
Principal Life Insurance Company	Vision Insurance	07/19/23	259.25	DFT0002241	259.25

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Quadient Leasing USA, Inc.	POSTAGE METER INK	07/14/23	151.50	108938	151.50
	Postage	07/28/23	1,621.79	108989	1,621.79
Ram Software Systems, Inc	07-01-2023, Invoice 20513	07/01/23	257.50	DFT0002219	257.50
Reliance Standard Life Insurance Company	Life Insurance/AD&D	07/21/23	1,450.10	108966	1,450.10
Rocio Silva	June Janitorial Services	07/14/23	485.00	108939	485.00
Rogers Anderson Malody & Scott LLP	Monthly Invoice - June 2023	07/14/23	2,016.00	108940	2,016.00
Running Springs Professional Firefighters	July 2023 Union Dues	07/28/23	300.00	108990	300.00
Ryan Gross	Reimbursement Claim 06/2023	07/14/23	106.62	108941	216.62
	Reimbursement Claim July 2023	07/14/23	110.00	108941	
Ryan Taylor	Cut/removal of tree, 6/28/23	07/07/23	1,300.00	108912	1,300.00
San Bernardino County Fire Protection District	CUPA Permit - GVL Ahwahnee LS	07/21/23	455.00	108967	1,820.00
	CUPA Permit, GVL Crab Flats, 06/01/23 - 05/31/23	07/21/23	455.00	108967	
	CUPA Permit, GVL Canyon, 06/01/2023 - 05/31/23	07/21/23	455.00	108967	
	CUPA Permit, GVL Deerlick, 06/01/2023 - 05/31/23	07/21/23	455.00	108967	
SCADA Integrations	Troubleshooting at Nob Hil, PN129	07/14/23	2,733.75	108942	2,733.75
Sedgwick Claims Management Services	Workers Comp June 2023	07/28/23	112.00	108991	112.00
South Coast Air Quality Management District	ICE EM ELEC GEN - DIESEL: 32950 Crab Flats	07/28/23	504.91	108992	665.26
	Flat Fee for last FY emissions: 32950 Crab Flats	07/28/23	160.35	108992	
Southern California Edison Company	700358637235 Owl Rock	07/02/23	1,027.55	DFT0002200	1,027.55
	700528831516 All View	07/02/23	2,961.64	DFT0002201	2,961.64
	700508186983 Lerrechaun CRT	07/03/23	18.79	DFT0002202	18.79
	700545085682 Old City Creek rd.	07/03/23	15.42	DFT0002203	15.42
	700499583790 Poplar Dr. Rear	07/03/23	492.78	DFT0002204	492.78
	700530078166 All View Dr. LWR	07/03/23	1,609.93	DFT0002205	1,609.93
	700499659067 Outer HWY 18	07/03/23	167.10	DFT0002206	167.10
	700094718322 Skyline Lane	07/03/23	397.76	DFT0002207	397.76
	700335135650 Hilltop PMP	07/03/23	686.89	DFT0002208	686.89
	700076533145 Fredalba	07/03/23	115.17	DFT0002209	115.17
	700545402045	07/03/23	811.11	DFT0002210	811.11
	31242 Hilltop - June 2023	07/03/23	937.95	DFT0002274	937.95
	LS4-Wilderness / June 2023	07/03/23	256.37	DFT0002280	256.37
	242 HWY 18 - June 2023	07/03/23	2,161.17	DFT0002302	2,161.17
	Nob Hill Cir - June 2023	07/03/23	268.67	DFT0002306	268.67
	LS2-2740 Canyon Way - June 2023	07/06/23	803.26	DFT0002276	803.26
	09 Hunsaker - June 2023	07/06/23	707.81	DFT0002278	707.81
	LS3-Parkland / June 2023	07/06/23	136.73	DFT0002281	136.73
	32149 West - June 2023	07/06/23	253.80	DFT0002299	253.80
	3320Tackaberry - June 2023	07/06/23	646.38	DFT0002300	646.38
	32555 Thor - June 2023	07/06/23	104.65	DFT0002303	104.65
	31696 Valey View - June 2023	07/06/23	549.85	DFT0002305	549.85
	Collections 2 - 2536 Hunsaker - June 2023	07/06/23	120.07	DFT0002310	120.07
	Hunsaker Way June 2023	07/07/23	374.78	DFT0002298	374.78
	TP Fredalba - June 2023	07/08/23	16,279.55	DFT0002275	16,279.55
	GVL - June 2023	07/08/23	3,100.23	DFT0002277	3,100.23
	3448 & 3500 Seymour - June 2023	07/08/23	151.15	DFT0002301	151.15
	TR 7568 Lot 43 - June 2023	07/13/23	15.95	DFT0002307	15.95
Southern California Emergency Medicine	New Hire Physical/Testing 06/01 - 06/30/2023	07/21/23	315.00	108968	315.00
Southern California Gas Company	32150 Hunsaker Way, RSFD, June 2023 Invoice	07/03/23	105.99	DFT0002220	105.99
	June Invoice - 2536 Hunsaker	07/05/23	51.30	DFT0002221	51.30

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Southern California Gas Company	1950 Poplar, 06/30/2023	07/22/23	39.10	DFT0002224	39.10
	31250 Hilltop Blvd	07/22/23	74.74	DFT0002225	74.74
	31246 Hilltop Blvd	07/22/23	56.91	DFT0002226	56.91
Special District Risk Management Authority	Property and Liability Invoice 2023/2024	07/12/23	232,680.74	DFT0002230	232,680.74
	Workers Comp 23-24, Inv. 73586	07/12/23	109,373.85	DFT0002231	109,373.85
Superior Automotive Warehouse	GVL Lift Station Generator Filters	07/14/23	490.17	108944	2,043.59
	Lift Station Generator Filters & Oil	07/14/23	402.52	108944	
	June Invoices	07/14/23	268.54	108944	
	June 2023 Statement	07/14/23	882.36	108944	
Terminix International Company LP	Pest Control	07/21/23	73.00	DFT0002308	73.00
The Miles Brakke Trust	Refund from Running Springs Fire Department	07/14/23	135.89	108945	135.89
Tyler Technologies, Inc	Insite Transaction Fees, Utility Billing	07/14/23	5,576.25	108948	5,705.55
	Utility Billing	07/14/23	129.30	108948	
Underground Service Alert of Southern California	07-01-23, INV. 620230601	07/07/23	132.50	108913	132.50
Universal Power Systems Inc	Deerlick lift station generator fuel prime pump	07/28/23	688.17	108993	978.17
	Troubleshooting: GVL Crab Flats Generator	07/28/23	290.00	108993	
Valic	PPE 07/10/2023	07/12/23	1,829.30	DFT0002234	1,829.30
	Employee Contributions PPE 07/24/2023	07/25/23	1,835.38	DFT0002252	1,835.38
Verizon Wireless Services LLC	June 2023 Invoice	07/17/23	571.89	DFT0002222	571.89
Visa	CPR cards for public	07/24/23	176.00	108972	12,101.48
	Saccharin Fit Test Kit	07/24/23	204.71	108972	
	Fire Helmet Identification Shield	07/24/23	527.44	108972	
	Totalizer Calibration/service	07/24/23	484.88	108972	
	Nikas Dual Cert Renewal and Membership	07/24/23	414.00	108972	
	Amazon Prime Account for Fire/Amb	07/24/23	149.77	108972	
	Station Supplies - Lowes	07/24/23	426.50	108972	
	BC Office at Station 51	07/24/23	2,944.60	108972	
	VISA - ELLSBERRY, Billing Cycle 07/02/223	07/24/23	92.64	108972	
	Visa Miller - June 2023	07/24/23	5,523.12	108972	
	VISA - CROWDER 07/02/2023 Billing Cycle	07/24/23	922.74	108972	
	VISA - GROSS Billing Cycle 7/02/2023	07/24/23	83.97	108972	
	Uniform shirt Strebel	07/24/23	151.11	108972	12,101.48
	Vyanet Operating Group	31242 Hilltop BLVD. 08/2023 - 10/31/2023	07/14/23	210.84	108949
Zoll Medical Corporation GPO	Ambulance Supplies, 6/28/2023, 3761427	07/07/23	519.53	108914	728.25
	06-26-2023, Inv. 3757875	07/07/23	208.72	108914	

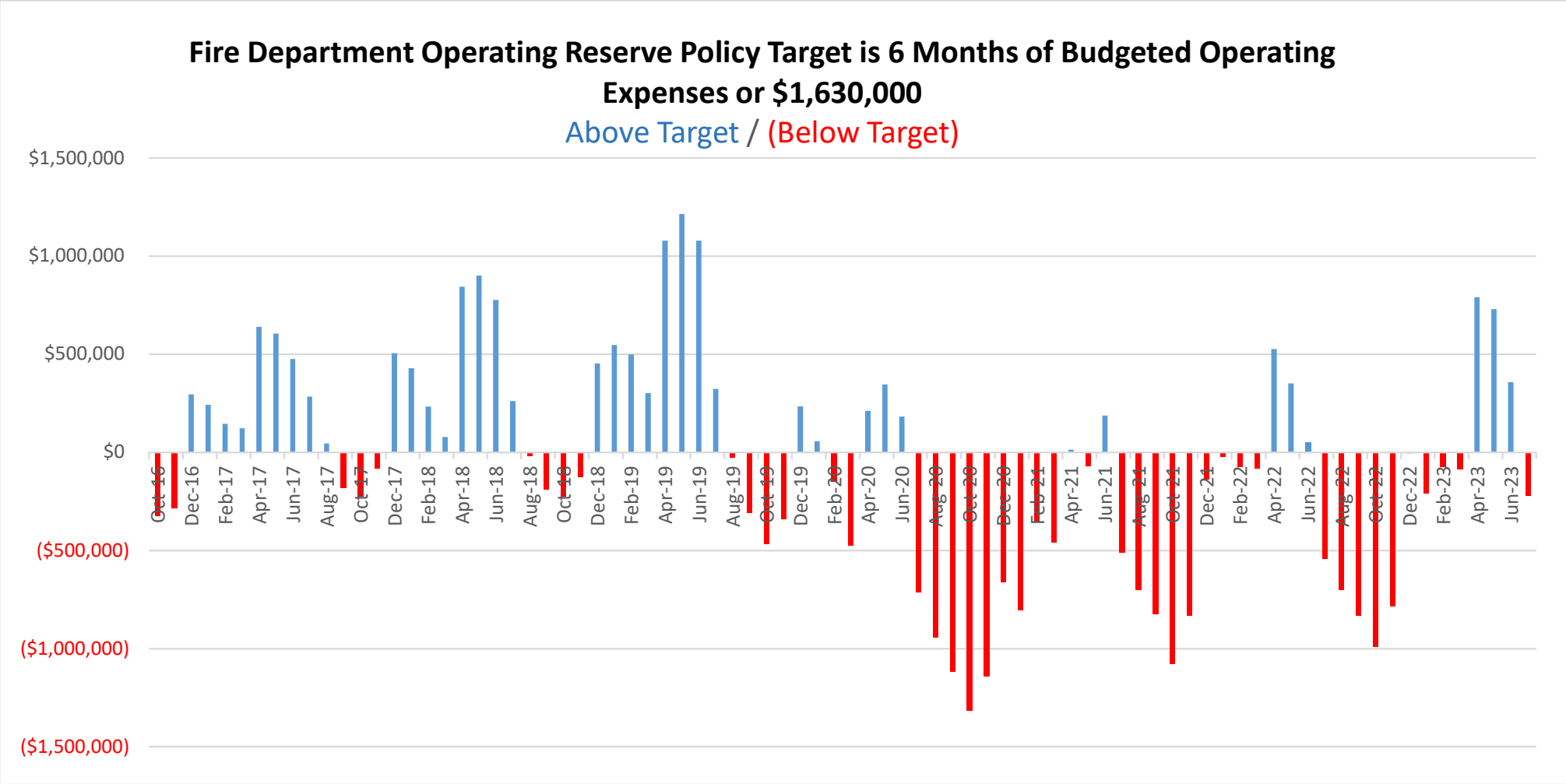
Fund Balances as of July 31, 2023	
Fire & Ambulance Department	
Fire & Ambulance Department Operating Fund	1,408,840
Recommended Operating Fund Target (6 Months Operating Expenses)	1,630,000
Fire & Ambulance Department Operating Fund, Above or (Below) Target	(221,160)
Wastewater Division	
Wastewater Capital Improvement Project Reserve	1,852,959
Wastewater System Connection & Capacity Charges	28,117
CWSRF Loan Agreement 14-813 Debt Reserve (Restricted for SLS 1-3 Debt Service)	171,537
Wastewater Operating Reserve Fund	734,000
Recommended Operating Reserve Fund Target (4 Months Operating Expenses)	734,000
Wastewater Operating Reserve, Fully Funded or (Below Target)	Fully Funded
Green Valley Lake (GVL) Wastewater Division	
Wastewater Capital Improvement Project Reserve	2,297,280
Wastewater System Connection & Capacity Charges	-
Wastewater Operating Reserve Fund	350,000
Recommended Operating Reserve Fund Target (4 Months Operating Expenses)	350,000
GVL Wastewater Operating Reserve, Fully Funded or (Below Target)	Fully Funded
Water Division	
Water Capital Improvement Project Reserve	1,978,656
Water System Connection & Capacity Charges	160,032
Water Infrastructure R&R Reserve (MFC & AMR SRF Debt Reserve)	89,334
Water Operating Reserve	581,000
Recommended Operating Reserve Fund Target (4 Months Operating Expenses)	581,000
Water Operating Reserve, Fully Funded or (Below Target)	Fully Funded
Assessment Districts Restricted Funds	
Water Assessment District No. 10 Construction Funds	26,421
Water Assessment District No. 10 O&M	37,365
Subtotal Assessment Districts	63,786
Total District Designated & Operating Reserve Funds	9,651,755
Assessment District Funds	63,786
Combined Pooled Cash	9,715,542
Checking Account (General)	307,623
LAIF - Investment	2,974,345
MBS Investments (Laddered CDs & US Treasury Bills)	6,427,580
York Insurance Deposit / Sedgwick	4,994
Petty Cash	1,000
Combined Pooled Cash	9,715,542

COMBINED POOLED CASH BALANCE



Fire Department Operating Reserve Policy Target is 6 Months of Budgeted Operating Expenses or \$1,630,000

Above Target / (Below Target)



RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: August 16, 2023

TO: Board of Directors

FROM: Amie Crowder, Administration Supervisor, Board Secretary, Treasurer
Ryan Gross, General Manager

SUBJECT: CONSIDER APPROVING RESOLUTION NO. 12-23, ADOPTING
REVISED CREDIT CARD POLICY

RECOMENDATION

Consider approving Resolution No. 12-23, adopting a revised District Credit Card Policy

BACKGROUND INFORMATION

Resolution No. 01-19 was adopted on January 22, 2019 to provide the District with a comprehensive policy for the issuance and use of credit cards if necessary. A credit card policy provides safeguards to prevent inappropriate use of credit cards while still allowing staff members to make purchases that are in the best interest of the District.

A revised version of the Policy has been prepared and is attached.

FISCAL INFORMATION

N/A

ATTACHMENTS

Attachment 1 – Resolution No. 12-23

RESOLUTION 12-23
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RUNNING
SPRINGS WATER DISTRICT
AMENDING THE DISTRICT CREDIT CARD POLICY

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

WHEREAS, the District Board of Directors has determined that the Policy sections *Authorized Positions* and *Transaction/Charge Limit* needs to be amended; and

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

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

ADOPTED this 16th day of August, 2023.

Vice President, Board of Directors
Running Springs Water District

ATTEST

Secretary, Board of Directors
Running Springs Water District

RUNNING SPRINGS WATER DISTRICT

CREDIT CARD POLICY

Purpose

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

Authorized Positions

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

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

Authorized Conditions of Use

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

- 1. District Credit Card.** A credit card may be issued to employees of Running Springs Water District in the above identified positions for the purpose of making authorized purchases on the District's behalf.
- 2. Credit Card Location.** Credit cards will be secured and checked out only when needed for a specific needed purpose or assignment. The General Manager or the employee's department head, as appropriate, will authorize credit card check out.
- 3. Transaction/Charge Limit.** The bank authorized limit for purchasing on District credit cards is ~~\$5,000~~10,000 for the General Manager, Operations Manager, Administration Supervisor, Fire Chief and Battalion Chief and \$2,000 for each additionally issued card. Increases to credit limits, if necessary, must be approved by

the General Manager. Lower limits may be assigned to specific cardholders, as determined by the General Manager.

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

with the proper approvals. If all receipts are not received by the date specified, resulting in a late charge to the District, the late charge will be assessed to the department budget. Additionally, all receipts will be signed by the Department Head and an account number will be assigned to each expense.

10. Receipt / Documentation Responsibility. It is the cardholder's responsibility to obtain all receipts. Documentation sent to the Administration Supervisor without the proper receipts attached will be sent back to the department for attachment of missing receipts.

11. Safeguarding Credit Cards. It is the cardholder's responsibility to safeguard the District credit card and District credit card account number at all times.

12. Issuance and Cancellation of Credit Card. The Administration Supervisor, with the approval of the General Manager, is responsible for issuing credit cards to individuals in authorized positions. Cardholders, who transfer to a new position and require the use of a District credit card as part of their new duties, should continue to use the same card. Cardholders who no longer require a District credit card in their new position must cancel their card through the Administration Supervisor.

13. Surrendering Credit Card Upon Separation. Prior to separation from the District, cardholders must surrender their District credit cards and corresponding support documentation to the Administration Supervisor.

Ryan Gross

From: J Stiansen <jaimestiansen@gmail.com>
Sent: Friday, July 21, 2023 1:03 PM
To: Info
Subject: Running Springs Town Event

To whom it may concern:

Last week I met with some business owners in Running Springs. As you know we have had several new businesses come into town. Our town is struggling with sales as the storm was a huge hit. We have reached out to the chamber for their blessing and are having a meeting next Monday at 12:30. We are working on putting together a marketing team to better support our businesses and the funds brought in by this event would be used to further promote the town. We were hoping to host a "Beer Tasting event" ...we are in the beginning stages of naming it so bear with me, but similar to corks and hops in Crestline. This event would take place on September 30th after the farmers market from 4-7pm ish. We have already spoken with ABC and the sheriff about this and will begin to recruit vendors and are working to obtain event insurance. But we would like to use the space near the library where the farmers market currently is. We are seeking board approval for this event. We understand our small town is a blink and you miss it town to people heading to Big Bear but we thought we would attempt to reach our contacts in LA, San Diego, and Orange County to draw people into businesses and hope that they fall in love with our town just as much as we have.

I understand that we will need board approval and to attend the board meeting in August which I will be happy to attend. I just would ask that if this is a hard no that I could know sooner rather than later so that I can pursue other locations.

Your time is greatly appreciated!

Jaime Stiansen



Realtor
DRE #02040272
Coldwell Banker Sky Ridge Realty
www.homeisbasecamp.com
c: 909.261.5205

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: August 16, 2023

TO: Board of Directors

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

SUBJECT: CONSIDER AUTHORIZING WATER AND WASTEWATER DEPARTMENT EXPENDITURES

RECOMMENDED BOARD ACTION

Consider authorizing staff to proceed with the following expenditures:

1. Replacement variable frequency drive for Rimwood groundwater well - \$11,216.18
2. Replacement flow meter tube for Snow Valley flow meter - \$10,534.37
3. Spare Green Valley Lake sewer lift station back up pump - \$24,156.00
4. Replacement recycle pump for wastewater treatment plant - \$8,648.50

REASON FOR RECOMMENDATION

1. **Variable Frequency Drive** – This item is to replace an existing variable frequency drive at the Rimwood groundwater well site that failed
2. **Snow Valley Flow Meter Tube** – This item is to replace an existing flow meter tube that failed
3. **Sewer Lift Station Pump** – This item will be a backup pump for the Deerlick and Ahwahnee sewer lift stations
4. **Wastewater Treatment Plant Recycle Pump** – This item is to replace an existing recycle pump that cannot be rebuilt anymore

BACKGROUND INFORMATION

Variable Frequency Drive – The variable frequency drive (VFD) controls the well pump motor speed automatically based on well level. The original VFD was installed 10 years ago as part of an energy efficiency program through Southern California Edison. The new VFD will be installed and programmed by District staff.

Snow Valley Flow Meter Tube – The current Snow Valley flow meter tube stopped working approximately 1 month ago, the company that last verified the meter was called to come inspect the meter and they determined that only the flow tube needs to be replaced. During their inspection, they also determined that the controller for the flow tube was still functioning. Because only the flow tube needs to be replaced, as a cost-saving measure, staff decided to source the tube as flow tubes and controllers need to be a matched set.

Green Valley Lake Sewer Lift Station Backup Pump – Currently there is no back up pump for the Green Valley Lake sewer lift stations. Each sewer lift station has 2 pumps that rotate from the lead and stand by position. Because of the similarities between the Green Valley Lake sewer lift stations, the one spare pump should work at two of the lift stations but is spec'ed for the Deerlick sewer lift station.

Wastewater Treatment Plant Recycle Pump – There are four recycle pumps installed at the wastewater treatment plant and they are used to recycle the activated sludge back to the aeration basins as part of the treatment process. The recycle rate is based on the daily wastewater treatment plant flows, this is the reason for the four pumps. The higher the flows to the treatment plant, the higher the recycle rate needs to be, so more pumps on line equals a higher the recycle rate. Over the years the pumps have had to be rebuilt as the seals fail and parts wear out. The last pump that was taken down for rebuild was inspected and it was determined that some replacement parts were need for the rebuild. The current pumps were originally installed in 2002 and the parts that are need for the rebuild are no longer available

FISCAL INFORMATION

If approved, the funding source for the Rimwood groundwater well expenditure in the amount of \$11,216.18 would come from the Water Assessment District 9/10 Reserve Fund which has a balance of \$63,786.

The funding source for the Wastewater Treatment Plant Recycle Pump expenditure in the amount of \$8,648.50 would come from the Wastewater Capital Improvement Reserve Fund which has a balance of \$1,852,959

The funding source for the Sewer Lift Station Pump expenditure in the amount of \$24,156.00 would come from the Green Valley Lake (GVL) Capital Improvement Reserve Fund which has a balance of \$2,297,280.

The cost for the Snow Valley Flow Meter Tube in the amount of \$10,543.37 will be reimbursed to the District by Snow Valley if the District completes the work. If Snow Valley completes the work they will cover the cost.

ATTACHMENTS

Attachment 1 – Quotes



16182 Gothard Street Suite I
Huntington Beach, Ca 92647
Email: sales@variablespeedsolutions.com
Web site: www.variablespeedsolutions.com

PROPOSAL

Quotation: VSS-23-14435590824

Date: August 2, 2023

Customer: Running Springs Water District
Location Address: 31242 Hilltop Blvd. Running Springs, CA 92383

Dear Customer,

Thank you for your interest in Variable Speed Solutions. In accordance with your request, we are pleased to offer you the following proposal:

Statement of Work

- Option 1:
- Provide qty. (1) SPC and VFD configured package: Yaskawa Q1C3H042PC74
- Provide qty. (1) Output sine wave filter KDRB22LE3R

LUMP SUM COST: (tax, freight, materials).....\$14,414.43
Excludes Labor

Lead Time: 9-10 Months

Statement of Work

- Option 2:
- Provide qty. (1) VFD configured package: Yaskawa PPC3A040P7
- Provide qty. (1) Output sine wave filter KDRB22LE3R

LUMP SUM COST: (tax, freight, materials).....\$11,216.18
Excludes labor

Lead Time: 9-10 Months

Yaskawa Drive(s) to have 12-month parts, travel and on site labor repair warranty, subject to manufactures terms and conditions



16182 Gothard Street Suite I
Huntington Beach, Ca 92647
Email: sales@variablespeedsolutions.com
Web site: www.variablespeedsolutions.com

TERMS AND CONDITIONS OF SALE

All sales by and purchases from Variable Speed Solutions Inc., (Seller) are governed by the following terms and conditions:

1. All purchases and credits occurring after the closing date of a month will appear on the periodic statement for the next month. Payment shall be made to the Seller in U.S. currency at its offices in Huntington Beach, Orange County, California.
2. Orders regularly entered, whether verbal or written, can only be cancelled in writing by the Buyer upon terms that will compensate the Seller against loss for actual costs incurred to date. Any additional paperwork furnished at the Buyer's request, such as sketches, drawings and specification sheets will be charged at the Seller's cost.
3. Any claim for defects, damages or shortages of an order delivered must be made by the Buyer in writing and delivered to the Seller within a period of ten (10) days after delivery. Failure to make such a claim within the specified time constitutes an acceptance and admission that the order fully complies with the terms, conditions and specifications required. The Seller's liability shall be limited to the stated selling price of any defective goods and shall in no event include special or consequential damages, including profits (or profits lost).
4. The Buyer bears the risk of loss of or damage to or destruction of the goods from the time of delivery. The Seller retains title to the goods until the Buyer pays the entire purchase price as specified plus any interest thereon. If requested by Seller, Buyer shall execute a security agreement and financing statement evidencing Seller's security interest in the goods delivered to Buyer.
5. If the credit of Buyer in the judgment of the Seller becomes impaired at any time, the Seller has the right to require payment in advance before making further shipments, and to demand immediate performance of the Buyer of all obligations imposed upon him by this agreement.
6. If there is any breach of or default under this agreement and if the same is placed in the hands of an attorney for collection, or if collected by lawsuit or through the probate or bankruptcy court, or if any action of foreclosure be had hereunder, Buyer shall be liable for reasonable attorney's fees incurred by the Seller. In the event of default by Buyer, Seller may immediately proceed to enforce payment of Buyer's obligation and exercise all the rights and remedies provided by the Business and Commerce Code of the State of California, or the Uniform Commercial Code, as well as any other rights and remedies afforded to Seller by law. Should Buyer be in default, Seller may require Buyer to return all goods previously delivered to Buyer by Seller, and any subsequent expenses for retaking, holding, preparing for sale, and reselling of such goods shall be at Buyer's expense. Funds realized from such resale shall be credited to the Buyer's unpaid account.



16182 Gothard Street Suite I
Huntington Beach, Ca 92647
Email: sales@variablespeedsolutions.com
Web site: www.variablespeedsolutions.com

- 7. **The Seller, or any credit bureau or investigating agency employed by the Seller, is hereby authorized to investigate the references herein listed or statements or other data obtained from the Buyer or from any other persons pertaining to the Buyer's credit or financial responsibility. The Buyer has read and understands the foregoing terms and conditions of this application for credit and has signed the same as an indication of intent to enter into an agreement with Seller for the future purchase of goods and services from time to time. The Buyer also understands that upon acceptance of this application by the Seller, this document constitutes an agreement between the Buyer and the Seller for payment of debts owed to the Seller in return for the delivery of goods ordered or performance of services requested by Buyer.**

- 8. **The terms contained herein shall be governed by the statutes of the State of California and specifically the Business and Commerce Code of the State of California and the Uniform Commercial Code. In the event that any account owing by Buyer to Seller becomes delinquent, and legal proceedings are instituted for collection of said account or indebtedness, such legal proceedings may be instituted and prosecuted against Buyer and its guarantors, if any, in any Court in Orange County, California, and the undersigned expressly agrees that venue for such proceeding shall be in Orange County, CA, even if the principal offices of the Buyer are located in another county within this state or outside of this state.**

- 9. **SELLER DISCLAIMS ANY WARRANTIES, EXPRESS OR IMPLIED, REGARDING THE MERCHANTABILITY OF THE GOODS DELIVERED TO THE BUYER NOR THE FITNESS OF SUCH GOODS FOR A PARTICULAR USE UNLESS A WRITTEN WARRANTY IS GIVEN TO THE BUYER BY SELLER AT TIME OF DELIVERY.**

- 10. **The terms contained herein may be modified only by written agreement signed by Buyer and an officer of Seller, VARIABLE SPEED SOLUTIONS INC**

Sincerely,

Variable Speed Solutions

Accepted:

Signature

8/1/2023

Quote : 4024

1868 Palma Drive, Suite I
 Ventura, CA 93003
 (805) 498-3811

BILL TO:	SHIP TO:		
Running Springs Water District PO BOX 2206 Running Springs, CA 92382 Attention Trevor Miller			

PROJECT	DUE DATE	TERMS
	8/31/2023	Net 30

QTY	ITEM	DESCRIPTION	UNIT PRICE	TOTAL
1	Krohne	Krohne 6" Enviromag 2000 (to work with a remote mounted IFC-300 converter) - Flowtube only Model: VB144DA0 Includes: 6" x 150# RF ASME 16.5 flanges Hard Rubber Liner Hastelloy C22 electrodes 316SS grounding rings (2 typ.) IP-68 Rating w/ 30' of signal & power cables.	5,837.00	5,837.00
1	S&H	Shipping and handling fees	180.00	180.00
16	Service labor	Service Labor: Removal of existing flow tube, installation of new Krohne 6" Enviromag, all necessary wiring - 2 Tech for full day (8 hrs x 2 techs)	195.00	3,120.00
1	Verification	Verification of Newly installed Krohne 6" Enviromag	375.00	375.00
6	Service travel	* Service travel * Prices (provided by way of a Quotation or a Price List) are subject to change to the prices in effect at the time of delivery	95.00	570.00

Thank you for your business.		Subtotal	\$10,082.00
Quotes valid for thirty (30) days from above date. Order will be placed upon receipt of PO or prepayment. 50% deposit may be required prior to order. **Credit Card transactions include a 3.25 % charge for all credit card transactions which is collected by the credit card processing company and will be added to the amount due. * Prices (provided by way of a Quotation or a Price List) are subject to change to the prices in effect at the time of delivery.		Sales Tax (7.75%)	\$452.37
		TOTAL	\$10,534.37
Signature: _____			



18872 Macarthur Blvd. Suite 310, Irvine CA 92612

Flo-systems.net | (714)202-8101 | F: (714)627-4936 | sales@flo-systems.net

QUOTE

Q10308

Date 4/3/2023

Page 1 of 1

RUNNING SPRINGS WD
TREVOR MILLER

31242 HILLTOP BLVD
RUNNING SPRINGS, CA 92382

Ph: (909) 867-2766
Email: tmiller@runningspringswd.com

Customer No.	Salesperson ID	Shipping Method		Payment Terms
*	AJ	FOB FACTORY	PREPAID & ADD	COD

Qty	Part Number	Description	Unit Price	Ext Price
		PF: FM PUMP 4" B5435 CW AND CCW SN: K4D1-076761		
1	FM HYD6E94	ORING, ADAPTOR	14.000	14.000
1	FM T36C31A	GLAND SOLID MECHANICAL SEAL	460.000	460.000
1	FM T32A14A	SLEEVE SHAFT	1,778.000	1,778.000
1	FM T40D34D	BACK HEAD/ADAPTER	6,234.000	6,234.000
1	FM T36C431A	HOUSING, SEAL	1,033.000	1,033.000
1	FM SPLKC	MECHANICAL SEALS	5,773.000	5,773.000
2	FM T21B433A	GASKET SEAL HOUSING	34.000	68.000
1	FM S3F480	DEFLECTOR	28.000	28.000
1	FM MOTOR	MOTOR 40HP-1800RPM 3/60/230-460	8,768.000	8,768.000

QUOTED BY JAMES MITCHELL	Subtotal	24,156.00
QUOTE VALID FOR 30 DAYS	Freight	0.00
ESTIMATED DELIVERY TIME ALL PARTS 1 WEEK ARO EXCEPT BACKHEAD, SLEEVE, MECH. SEAL 4-6 WEEKS; MOTOR 10-12 WEEKS ARO	Sales Tax	0.00
1. Equipment quoted is subject to Flo-Systems standard Terms & Conditions attached, unless agreed to otherwise. 2. Accessories, testing, services or anything not specifically mentioned in this quotation are not included. 3. Applicable sales tax will be added to order, or valid resale card for non-taxable. 4. Price reflects a 3.5% cash/check discount off the credit card price.	Total	24,156.00



**Xylem Water Solutions USA, Inc.
Flygt Products**

July 17, 2023

11161 Harrel Street
Mira Loma, CA 91752
Tel (951) 332-3668
Fax (951) 332-3679

Running Springs Water District
31242 Hilltop Blvd
Running Springs CA 92382

Quote # 2023-LAB-0474
Project Name: Running Springs Water District
Job Name:

Xylem Water Solutions USA, Inc. is pleased to provide a quote for the following Flygt equipment.

A Flygt Preventive Maintenance Contract is available for this order. Please contact XXX for more information.

3102.070

Qty	Part Number	Description	Unit Price	Extended Price
2	3102.070-0007	Flygt Model NP-3102.070 6" volute Submersible pump equipped with a 460 Volt / 3 phase / 60 Hz 5 HP 1750 RPM motor, 423 impeller, 1 x 50 Ft. length of SUBCAB 4G4+2x1,5 submersible cable, FLS leakage detector, volute is prepared for Flush Valve	\$ 11,511.00	\$ 23,022.00
2	14-40 71 29	MINI-CASII/FUS 120/24VAC,24VDC	\$ 763.00	\$ 1,526.00
2	14-40 70 97	SOCKET,11 PIN OCTAL DIN MOUNT	\$ 76.00	\$ 152.00
1	14-DRILL	drill flange (2ea)	\$ 300.00	\$ 300.00

Total Price \$ 25,000.00

Freight Charge \$ 1,095.00

Total Price \$ 26,095.00



Terms & Conditions

This order is subject to the Standard Terms and Conditions of Sale – Xylem Americas effective on the date the order is accepted which terms are available at <http://www.xyleminc.com/en-us/Pages/terms-conditions-of-sale.aspx> and incorporated herein by reference and made a part of the agreement between the parties.

Purchase Orders: Please make purchase orders out to: Xylem Water Solutions USA, Inc.

Freight Terms: 3 DAP - Delivered At Place 08 - Jobsite (per IncoTerms 2020)

See Freight Payment (Delivery Terms) below.

Taxes: State, local and other applicable taxes are not included in this quotation.

Back Charges: Buyer shall not make purchases nor shall Buyer incur any labor that would result in a back charge to Seller without prior written consent of an authorized employee of Seller.

Shortages: Xylem will not be responsible for apparent shipment shortages or damages incurred in shipment that are not reported within two weeks from delivery to the jobsite. Damages should be noted on the receiving slip and the truck driver advised of the damages. Please contact our office as soon as possible to report damages or shortages so that replacement items can be shipped and the appropriate claims made.

Terms of Delivery: PP/Add Order Position

Terms of Payment: 100% N45 after invoice date.

Xylem's payment shall not be dependent upon Purchaser being paid by any third party unless Owner denies payment due to reasons solely attributable to items related to the equipment being provided by FLYGT.

Validity: This Quote is valid for ninety (90) days.

Schedule: Submittals are not applicable. Delivery lead times are XX weeks after order acceptance.

Warranty: Xylem Water Solutions USA, Inc. offers a commercial warranty to the original end purchaser against defects in workmanship and material.

Exclusions: This Quote includes only the items listed specified above.

Thank you for the opportunity to provide this quotation. Please contact us if there are any questions.

Sincerely,



Manny Padilla Jr.
Aftermarket Sales
Phone: 562.760.9258

manny.padilla@xylem.com





Customer Acceptance

This order is subject to the Standard Terms and Conditions of Sale – Xylem Americas effective on the date the order is accepted which terms are available at <http://www.xyleminc.com/en-us/Pages/terms-conditions-of-sale.aspx> and incorporated herein by reference and made a part of the agreement between the parties.

A signed copy of this Quote is acceptable as a binding contract.

Purchase Orders: Please make purchase orders out to: Xylem Water Solutions USA, Inc.

Quote #: 2023-LAB-0474
Customer Name: Running Springs Water District
Job Name:
Total Amount: \$ 25,000.00
(excluding freight)

Signature: _____ Name: _____
(PLEASE PRINT)

Company/Utility: _____ PO: _____

Address: _____ Date: _____

_____ Phone: _____

_____ Email: _____

_____ Fax: _____





Introducing the Xylem Preventative Maintenance Agreement

Don't forget to protect your new assets

Thank you for considering Xylem for your pumping equipment needs. We appreciate the significance of your purchase decision and want to ensure you get the most out of your investment. The most cost-effective way to do this is to sign-up for a preventative maintenance agreement (PMA) that we tailor to your specific requirements and budget. A Xylem PMA offers a proven method to extend your equipment life, prevent expensive repairs and minimize unplanned failures. It's also ensures you remain in compliance with environmental, health and other government regulations – critical to maximizing operation uptime.

Our Flygt Gold PMA Includes:

- One scheduled preventative maintenance service visit with multi-point inspection, 12 months after purchase and discounted access to Xylem's rental fleet
- An additional 12-month warranty when purchased with your new or replacement Flygt pump(s)
- The option to renew annually or on a multi-year basis following the first service visit
- Priority service on repairs and field service calls

** Flat-Rate Pricing is available for new and replacement Flygt models 3069, 3085, 3102, 3127, 3153, 3171, 3202, 3301 & 3315 starting at \$500 per pump.*

Multi-year PMA packages are available as well.
Contact your Xylem Sales Representative today for more information.

Visit our [PMA site](#) for more info



PROCESS AND PUMP EQUIPMENT

2115 S Hellman Ave Unit H | Ontario CA 91761 | 909 923 9809

****Due to ongoing supply chain issues and unstable costs of raw materials pricing is subject to change without notice.***

Bill To:
RUNNING SPRINGS WATER DISTRICT
PO BOX 2206
RUNNING SPRINGS, CA 92382

Ship To:
RUNNING SPRINGS WATER DISTRICT
31242 HILLTOP BLVD
RUNNING SPRINGS, CA 92382

Project

Quote

Quote # 48117
Date 5/4/2023
Sales Person MG
Written By Mina Beshara
Terms Net 30
Freight PREPAID & ADD

Part Number	Qty	Description	Unit	Total
710-35834	2	SULZER ABS XFP150E-CB 1.5-PE75/4-60FM460:15, SUB. SEWAGE WET- PIT PUMP, 10HP, 3/60/460V, 1780RPM, 1-VANE CB PLUS IMPELLER, 49' CABLE LENGTH.	8,648.50	17,297.00T
FREIGHT	1	FREIGHT TBD PREPAID&ADD LEAD TIME: 2-3 WEEKS + TRANSIT TIME (SUBJECT TO PRIOR SALES)	0.00	0.00

CLSB 487325 CAGE 6U1W7 DIR 1000441272

Sales Tax (7.75%) \$1,340.52

Total \$18,637.52

(A 3.5% SURCHARGE WILL BE ADDED TO ALL CREDIT CARD PAYMENTS)

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: August 16, 2023
TO: Board of Directors
FROM: Rick Ellsberry, Battalion Chief
SUBJECT: CONSIDER APPROVAL TO PURCHASE (30) WILDLAND FIRE SHELTERS AND (5) TRAINING FIRE SHELTERS ON THE VOLUNTEER FIRE CAPACITY (VFC) GRANT

RECOMMENDED

Consider approval to Purchase (30) Wildland Fire Shelters and (5) Wildland Training Fire Shelters.

REASON FOR RECOMMENDATION

Running Springs Fire Department has been awarded grant monies from the 2023 VFC grant through CALFIRE.

BACKGROUND INFORMATION

NFPA 1977 details the manufacture and storage requirements for Wildland Fire Shelters. This guideline also provides a basis for inspection of the shelters. NFPA 1977 sets the criteria for removal of front-line shelters and replacement based on a visual inspection. While in storage wildland fire shelters will last indefinitely, as long as temperature is loosely controlled. Once a shelter has been issued to a firefighter, the NFPA 1851 Standard dictates that protective gear must not remain in use for more than 10 years. All our Wildland Shelters have passed this time frame.

FISCAL INFORMATION

The price for 30 Wildland Fire Shelters and 5 Wildland Training Shelters is \$20,825.40. This is a price split grant award. The VFC grant will reimburse \$10,412.69 of the purchase. Running Springs Fire Department will be responsible for the remaining \$10,412.71.

ATTACHMENTS

Attachment 1 – Resolution 13-23 VFC Grant Award Agreement
Attachment 2 – Quote for Fire Shelters – LN Curtis

**BEFORE THE BOARD OF DIRECTORS OF THE
RUNNING SPRINGS WATER DISTRICT
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA**

IN THE MATTER OF:

Resolution Number: 13-23

Approving the Department of Forestry and Fire Protection Agreement #7GF23103 for services from the date of last signatory on page 1 of the Agreement to June 30, 2024 under the Volunteer Fire Capacity Program of the Cooperative Forestry Assistance Act of 1978.

BE IT RESOLVED by the Board of Directors of the Running Springs Water District, that said Board does hereby approve the Agreement with the California Department of Forestry and Fire Protection dated as of the last signatory date on page 1 of the Agreement, and any amendments thereto. This Agreement provides for an award, during the term of this Agreement, under the Volunteer Fire Capacity Program of the Cooperative Fire Assistance Act of 1978 during the State Fiscal Year 2023-24 up to and no more than the amount of \$10,412.69.

BE IT FURTHER RESOLVED that the General Manager and/or Fire Chief be and hereby is authorized to sign and execute said Agreement and any amendments on behalf of the Running Springs Water District.

The foregoing resolution was duly passed and adopted by the Board of Directors of the Running Springs Water District, at a regular meeting thereof, held on the 16th day of August 2023, by the following vote:

ADOPTED this 16th day of August, 2023.

Ayes:

Noes:

Abstentions:

Absent:

Vice President of the Board of Directors

ATTEST:

Board Secretary

**State of California
Department of Forestry and Fire Protection (CAL FIRE)
Cooperative Fire Protection
GRANT AGREEMENT**

APPLICANT:

PROJECT TITLE: Volunteer Fire Capacity

GRANT AGREEMENT: 7GF23103

PROJECT PERFORMANCE PERIOD is from date upon approval through June 30, 2024.

Under the terms and conditions of this Grant Agreement, the applicant agrees to complete the project as described in the project description, and the State of California, acting through the Department of Forestry & Fire Protection, agrees to fund the project up to the total state grant amount indicated.

PROJECT DESCRIPTION: Cost-share funds awarded to provide assistance to rural areas in upgrading their capability to organize, train, and equip local forces for fire protection.

Total State Grant not to exceed \$ **\$10,412.69** (or project costs, whichever is less).

**The Special and General Provisions attached are made a part of and incorporated into this Grant Agreement.*

Running Springs Fire Department

Applicant

**STATE OF CALIFORNIA
DEPARTMENT OF FORESTRY
AND FIRE PROTECTION**

By _____
Signature of Authorized Representative

Title **Richard Ellsberry
Battalion Chief**

Date **08/09/2023**

By _____
Title: **David Scheurich
Staff Chief, Cooperative Fire Programs**

Date _____

CERTIFICATION OF FUNDING

GRANT AGREEMENT NUMBER	PO ID	SUPPLIER ID
FUND 0001	FUND NAME General Fund	
PROJECT ID 354023DG2012166	ACTIVITY ID SUBGNT	AMOUNT OF ESTIMATE FUNDING \$ \$10,412.69
GL UNIT 3540	BUD REF 001	CHAPTER 12
PROGRAM NUMBER 9999000FED	ENY 2023	ADJ. INCREASING ENCUMBRANCE \$ 0.00
ACCOUNT 5340580	ALT ACCOUNT 5340580002	ADJ. DECREASING ENCUMBRANCE \$ 0.00
REPORTING STRUCTURE 35409206	SERVICE LOCATION 92750	UNENCUMBERED BALANCE \$ \$10,412.69

I hereby certify upon my personal knowledge that budgeted funds are available for this encumbrance.

Signature of CAL FIRE Accounting Officer

Date

**VOLUNTEER FIRE CAPACITY PROGRAM
TERMS AND CONDITIONS**

DEPARTMENT OF FORESTRY AND FIRE PROTECTION

STATE OF CALIFORNIA
Natural Resources Agency

Agreement for the Volunteer Fire Capacity Program of the
Cooperative Forestry Assistance Act of 1978

THIS AGREEMENT, made and entered between the STATE of California, acting through the Director of the Department of Forestry and Fire Protection hereinafter called "STATE", and Running Springs Water District - Fire Department hereinafter called "LOCAL AGENCY", covenants as follows:

RECITALS:

1. STATE has been approved as a passthrough agent of the United States Department of Agriculture, (USDA), Forest Service for the purpose of administering the Volunteer Fire Capacity program in California, hereinafter referred to as VFC, authorized by the Cooperative Forestry Assistance Act (CFAA) of 1978 (PL 95-313, 92 Stat 365, 16 U.S.C. 2106), as amended.
2. This is a subaward under the 2023 Volunteer Fire Capacity Grant #23-DG-11052012-166 awarded to STATE by the Forest Service on August 3, 2023. The Federal Assistance Listing for the award is 10.698, Cooperative Forestry Program. This subaward is funded solely with Federal funds and is subject to the Office of Management and Budget (OMB) guidance in subparts A through F of 2 CFR Part 200, as adopted and supplemented by the USDA in 2 CFR Part 400, and under certain terms and conditions to LOCAL AGENCY to assist LOCAL AGENCY to upgrade its fire protection capability.
3. LOCAL AGENCY desires to participate in said VFC and agrees to the terms and conditions specified in the Procedural Guide for Volunteer Fire Capacity Program 2023.

NOW THEREFORE, it is mutually agreed between the parties as follows:

4. **APPROVAL: This Agreement is of no force or effect until signed by both parties and approved by the Department of General Services, if required. LOCAL AGENCY may not commence performance until such approval has been obtained.**
5. **INCORPORATION: The Procedural Guide for Volunteer Fire Capacity Program 2023, submitted Application for Funding and associated Grant Assurances are hereby incorporated by reference as part of the Grant Agreement.**
6. **TIMELINESS: Time is of the essence in this Agreement.**
7. **FORFEITURE OF AWARD: LOCAL AGENCY must return this Agreement and required resolution properly signed and executed to STATE at the email address specified in paragraph 12, with a timestamp no later than December 1, 2023 or LOCAL AGENCY will forfeit the funds.**

8. **GRANT AND BUDGET CONTINGENCY CLAUSE:** It is mutually understood between the parties that this **Agreement** may have been written for the mutual benefit of both parties before ascertaining the availability of congressional appropriation of funds, to avoid program and fiscal delays that would occur if the **Agreement** were executed after that determination was made.

This **Agreement** is valid and enforceable only if sufficient funds are made available to the STATE by the United States Government for the **State Fiscal Year 2023** for the purpose of this program. In addition, this **Agreement** is subject to any additional restrictions, limitations, or conditions enacted by the Congress or to any statute enacted by the Congress that may affect the provisions, terms, or funding of this **Agreement** in any manner.

The parties mutually agree that if the Congress does not appropriate sufficient funds for the program, this **Agreement** shall be amended to reflect any reduction in funds.

The STATE has the option to invalidate the **Agreement** under the 30-day cancellation clause or to amend the **Agreement** to reflect any reduction in funds.

9. **REIMBURSEMENT:** STATE will reimburse LOCAL AGENCY, from funds made available to STATE by the Federal Government, an amount not to exceed **\$10,412.69** on a 50/50 matching funds basis, for the performance of specific projects and/or purchase of specific items identified in Proposed Project, Application for Funding, attached hereto. **Reimbursement will be only for those projects accomplished and/or items purchased between THE LAST SIGNATORY DATE ON PAGE 1 and JUNE 30, 2024.** This sum is the sole and maximum payment that STATE will make pursuant to this Agreement. **LOCAL AGENCY must bill STATE at the e-mail address specified in paragraph 12, with a timestamp no later than September 1, 2024 in order to receive the funds.** The bill submitted by LOCAL AGENCY must clearly delineate the projects performed and/or items purchased. A vendor's invoice and proof of payment to vendor(s) must be included for items purchased.
10. **LIMITATIONS:** Expenditure of the funds distributed by STATE herein is subject to the same limitations as placed by the VFC, upon expenditure of United States Government Funds. Pursuant to 2CFR200.313 Equipment, subject to the obligations and conditions set forth in that section; title to any equipment and supplies acquired under this **Agreement** vests with the LOCAL AGENCY. For any equipment items over \$5,000, the federal government may retain a vested interest in accordance with paragraph 17 below.
11. **MATCHING FUNDS:** Any and all funds paid to LOCAL AGENCY under the terms of this **Agreement**, hereinafter referred to as "VFC Funds", shall be matched by LOCAL AGENCY on a dollar-for-dollar basis, for each project listed on attachment(s) hereto identified as "Proposed Project". No amount of unpaid "contributed" or "volunteer" labor or services shall be used or consigned in calculating the matching amount "actually spent" by LOCAL AGENCY.

LOCAL AGENCY shall not use VFC Funds as matching funds for other federal grants, including Department of Interior (USDI) Rural Fire Assistance grants, nor use funds from other federal grants, including USDI Rural Fire Assistance grants, as matching funds for VFC Funds.

12. ADDRESSES: The mailing addresses of the parties hereto under the terms of the Agreement are:

LOCAL AGENCY: Running Springs Fire Department
PO Box 2206
Running Springs, CA 92382
Attention: Richard Ellsberry
Telephone Number(s): 909-867-2630
E-mail r.ellsberry@runningspringsfd.org

STATE: **Department of Forestry and Fire Protection**
Grants Management Unit, Attn: Megan Esfandiary
P. O. Box 944246
Sacramento, California 94244-2460
PHONE: (916) 894-9845
E-MAIL: Megan.Esfandiary@fire.ca.gov

13. PURPOSE: Any project to be funded hereunder must be intended to specifically assist LOCAL AGENCY to organize, train, and/or equip local firefighting forces in the aforementioned rural area and community to prevent or suppress fires which threaten life, resources, and/or improvements within the area of operation of LOCAL AGENCY. Project funds are not to be used for research and development.
14. COMBINING: In the event funds are paid for two or more separate, but closely related projects, the 50/50 cost-sharing formula will be applied to the total cost of such combined projects.
15. OVERRUNS: In the event that the total cost of a funded project exceeds the estimate of costs upon which this Agreement is made, LOCAL AGENCY may request additional funds to cover the **Agreement** share of the amount exceeded. However, there is no assurance that any such funds are, or may be, available for reimbursement. Any increase in funding will require an amendment.
16. UNDERRUNS: In the event that the total cost of a funded project is less than the estimate of costs upon which this **Agreement** is made, LOCAL AGENCY may request that additional eligible projects/items be approved by STATE for **Agreement** funding. However, there is no assurance that any such approval will be funded. Approval of additional projects/items, not listed on the Proposed Project application, made by STATE, will be in writing and will require an amendment.
17. FEDERAL INTEREST IN EQUIPMENT: The Federal Government has a vested interest in any item purchased with VFC funding in excess of \$5,000 regardless of the length of this **Agreement**, until such time as the fair market value is less than \$5,000. The VFC percentage used to purchase the equipment will be applied to the sale price and recovered for the Government during the sale. This percentage will remain the same even following depreciation. The Federal Government may not have to be reimbursed if the disposal sale amounts to a fair market value of less than \$5,000. LOCAL AGENCY will notify STATE of the disposal of such items.

18. EQUIPMENT INVENTORY: Any single item purchased in excess of \$5,000 will be assigned an VFC Property Number by the STATE. LOCAL AGENCY shall forward a copy of the purchase documents listing the item, brand, model, serial number, any LOCAL AGENCY property number assigned, and a LOCAL AGENCY contact and return address to STATE at the address specified in paragraph 12. The STATE will advise the LOCAL AGENCY Contact of the VFC Property Number assigned.
19. AUDIT: LOCAL AGENCY agrees that the STATE, the Department of General Services, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this **Agreement**. LOCAL AGENCY agrees to maintain such records for possible audit for a minimum of five (5) years after final payment, unless a longer period of records retention is stipulated. LOCAL AGENCY agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, LOCAL AGENCY agrees to include a similar right of the State of California to audit records and interview staff in any subcontract related to performance of this **Agreement**. (GC 8546.7, PCC 10115 et seq., CCR Title 2, Section 1896).
20. DISPUTES: In the event of any dispute over qualifying matching expenditures of LOCAL AGENCY or audit findings, the dispute will be decided by STATE and its decision shall be final and binding.
21. MONITORING: LOCAL AGENCY agrees to the monitoring of activities as necessary by STATE to ensure that the award is used for authorized purposes, in compliance with Federal statutes, regulations, and the terms and conditions of the agreement; and that performance goals are achieved.
22. INDEMNIFICATION: LOCAL AGENCY agrees to indemnify, defend, and save harmless, the STATE, its officers, agents, and employees, from any and all claims and losses, accruing or resulting to any and all contractors, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this **Agreement**, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by LOCAL AGENCY in the performance of this **Agreement**.
23. CIVIL RIGHTS: LOCAL AGENCY agrees to comply with civil rights requirements as detailed in the Complying With Civil Rights Requirements brochure (FS-850) and the And Justice For All poster (AD-475A). The poster is to be placed at all public point of contact/reception areas.
24. DRUG-FREE WORKPLACE REQUIREMENTS: LOCAL AGENCY will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:
 - a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.
 - b. Establish a Drug-Free Awareness Program to inform employees about:

- 1) the dangers of drug abuse in the workplace;
- 2) the person's or organization's policy of maintaining a drug-free workplace;
- 3) any available counseling, rehabilitation and employee assistance programs; and,
- 4) penalties that may be imposed upon employees for drug abuse violations.

c. Every employee who works on the proposed **Agreement** will:

- 1) receive a copy of the company's drug-free workplace policy statement; and,
- 2) agree to abide by the terms of the company's statement as a condition of employment on the **Agreement**.

Failure to comply with these requirements may result in suspension of payments under the **Agreement** or termination of the **Agreement** or both and LOCAL AGENCY may be ineligible for funding of any future State **Agreement** if the department determines that any of the following has occurred: (1) the LOCAL AGENCY has made false certification, or violated the certification by failing to carry out the requirements as noted above. (GC 8350 et seq.)

25. **TERM: The term of the Agreement SHALL COMMENCE ON THE LAST SIGNATORY DATE ON PAGE 1 and continue through June 30, 2024.**
26. **TERMINATION:** This **Agreement** may be terminated by either party giving 30 days written notice to the other party or provisions herein amended upon mutual consent of the parties hereto.
27. **AMENDMENTS:** No amendment or variation of the terms of this **Agreement** shall be valid unless made in writing, signed by the parties and approved as required. No oral understanding or **Agreement** not incorporated in the **Agreement** is binding on any of the parties.
28. **INDEPENDENT CONTRACTOR:** LOCAL AGENCY, and the agents and employees of LOCAL AGENCY, in the performance of this **Agreement**, shall act in an independent capacity and not as officers or employees or agents of the STATE or the Federal Government.
29. **INDIRECT RATE:** LOCAL AGENCY may not assess an indirect rate in excess of their Federally approved Negotiated Indirect Cost Rate Agreement (NICRA), a de minimis rate if LOCAL AGENCY does not have an approved NICRA, or the VFC program cap rate of 10%, whichever is lesser. LOCAL AGENCY may also elect not to assess an indirect rate. The approved indirect cost rate at the time of execution is 0%.

30. MEDIA: LOCAL AGENCY shall acknowledge STATE and USDA Forest Service support in any publications, audiovisuals and electronic media developed as a result of this award.

It is encouraged to give public notice of the receipt of this award and announce progress and accomplishments, acknowledging STATE and USDA Forest Service support. Follow direction in USDA Supplemental 2 CFR 415.2.

31. ASSIGNMENT: This Agreement is not assignable by LOCAL AGENCY either in whole or in part.

Ph: 323-780-0254
 TF: 866-557-0254
 Fax: 714-522-5001
lasales@Incurtis.com
 UEI#: DDLSADSWN7U7



Pacific South Division
 15523 Carmenita Road
 Santa Fe Springs, CA 90670
www.LNCurtis.com
 Quotation No. 261037

Quotation

CUSTOMER:
 Running Springs Water District
 Fire Department
 PO Box 2206
 Running Springs CA 92382

SHIP TO:
 Running Springs Water District
 Fire Department
 31250 State Hwy 18
 Running Springs CA 92382

QUOTATION NO.	ISSUED DATE	EXPIRATION DATE
261037	05/02/2023	06/01/2023

SALESPERSON	CUSTOMER SERVICE REP
Ed Shabro eshabro@Incurtis.com 760-250-1180	Ken Perry kperry@Incurtis.com 510-268-3326

REQUISITION NO.	REQUESTING PARTY	CUSTOMER NO.	TERMS	OFFER CLASS
	B/C ELLSBERRY	C36530	Net 30	FR

F.O.B.	SHIP VIA	DELIVERY REQ. BY
SP	Standard Shipping	

NOTES & DISCLAIMERS

Thank you for this opportunity to quote. We are pleased to offer requested items below. If you have any questions, need additional information, or would like to place an order, please contact your Customer Service Rep as noted above.

Safety Warning Notice: Products offered, sold, or invoiced herewith may have an applicable Safety Data Sheet (SDS) as prepared by the manufacturer of the product. Any handlers or users of product should refer to applicable SDS prior to handling or utilizing the product. Applicable SDS are included with shipment of products. For other important product notices and warnings, or to request an SDS, please contact Curtis or visit <https://www.Incurtis.com/product-notices-warnings>

LN	QTY	UNIT	PART NUMBER	DESCRIPTION	PL	UNIT PRICE	TOTAL PRICE
1	1	EA	100138 WATERAX	Mark-3WU Watson Edition 380psi Portable High Pressure Fire Pump with SAE Fuel Connector	OM	\$6,995.00	\$6,995.00
2	25	EA	M2002 SHELTER	Regular Size Forest Fire Shelter, with Blue Carry Case and Plastic Liner	OM	\$580.50	\$14,512.50
3	5	EA	M2002LR SHELTER	Large Size Forest Fire Shelter, with Blue Carry Case and Plastic Liner	OM	\$652.50	\$3,262.50

Ph: 323-780-0254
 TF: 866-557-0254
 Fax: 714-522-5001
lasales@lncurtis.com
 UEI#: DDLSADSWN7U7



Pacific South Division
 15523 Carmenita Road
 Santa Fe Springs, CA 90670
www.LNCurtis.com
 Quotation No. 261037

LN	QTY	UNIT	PART NUMBER	DESCRIPTION	PL	UNIT PRICE	TOTAL PRICE
4	5	EA	M2002TR SHELTER	Regular Size Training Forest Fire Shelter This Product Is Sold Only for Training Purposes In Non-Fire Environments and Is Not Sold or Recommended for Use In Live Fire Situations	OM	\$310.50	\$1,552.50
5	6	EA	HP-2500-BK WOLFPACK	Wildland Progressive Hose Pack, Holds Two Each 1" or 1.5" x 100' Hose Lengths	OM	\$166.60	\$999.60
6	5	EA	FF1S TIMBERLINE	Firefighters Shut-Off Clamp for Single-Jacket Synthetic and Canvas Hose Up to 1-3/4" Diameter	OM	\$286.00	\$1,430.00

Small Business
 CAGE Code: 5E720
 SIC Code: 5099
 Federal Tax ID: 94-1214350
 UEI #DDLSADSWN7U7

This pricing remains firm until 06/01/2023. Contact us for updated pricing after this date.

Due to market volatility and supply shortages, we recommend contacting your local L.N. Curtis and sons office prior to placing your order to confirm pricing and availability. This excludes our GSA Contract and other Fixed Price Contracts which are governed by contract-specific prices, terms, and conditions.

Subtotal	\$28,752.10
Estimated Tax Total	\$2,228.29
Transportation*	\$0.00
*(to be added when order ships)	
Total	\$30,980.39

[View Terms of Sale and Return Policy](#)

RUNNING SPRINGS WATER DISTRICT**MEMORANDUM**

DATE: August 16, 2023

TO: Board of Directors

FROM: Ryan Gross, General Manager
Andy Grzywa, Fire Chief

SUBJECT: CONSIDER APPROVAL OF A ONE TIME CAPITAL IMPROVEMENT EXPENDITURE OF \$44,819.76 FOR THE PURCHASE OF A NEW BAUER LEGACY SELF CONTAINED BREATHING APPARATUS (SCBA) COMPRESSOR/FILL STATION

RECOMMENDED

Consider authorizing the Fire Chief to execute a purchase agreement with Compressed Air Specialties for the acquisition of a new Bauer Legacy SCBA Compressor/Fill Station.

REASON FOR RECOMMENDATION

The Fire Departments current Bauer SCBA Compressor/Fill Station was purchased in 2001. It is currently non-operable due to major age-related motor and electrical wiring failure. The estimated cost to repair, if repair is feasible, is over \$20,000.00. The average lifespan of an SCBA compressor/fill station is twenty years.

BACKGROUND INFORMATION

The SCBA compressor/fill station is used to fill SCBA breathing air bottles that are utilized by Running Springs Fire Department personnel during firefighting, hazardous materials and other situations that are oxygen deficient and/or have carcinogenic smoke and other chemical hazards. The SCBA compressor/fill station is required to assure that breathing air provided meets OSHA standards upon initial installation, upon annual certification and upon any major repair. The department's current unit met OSHA standards until it recently suffered a major age-related motor and electrical wiring failure. Compressed Air Specialties originally installed the current unit and has provided annual and other required repair and maintenance. They have examined the current unit and feel that if the unit can be repaired, which will require an entire motor and wiring tear down, the repair will cost more than \$20,000.00 and due to the age of the unit, will have a very limited, if any warranty. Two quotes were obtained for like replacement SCBA

compressor/fill stations. One vendor quoted \$73,610.39. The other, Compressed Air Specialties, provided a quote that included an across the board 15% discount, because the district is a continuing customer. They are also able to utilize our existing air storage cylinders resulting in an additional \$11,000.00 savings.

FISCAL INFORMATION

If approved, the \$44,819.76 expenditure will be funded from the Fire Department operating fund which has a balance of \$1,408,840.

ATTACHMENTS

Attachment 1 – Quotations from Compressed Air Specialties and Western Fire Supply



1340 S. Simpson Circle
 Anaheim, CA 92806-5531
 (714) 991-8800

www.compressedairspecialties.com
 A/R contact: colleen@compairspec.com
 Federal Tax ID# 93-1177829

Quotation

Date	Quotation #
7/26/2023	5439

Bill To

Running Springs Fire Department
 P.O. Box 2206
 Running Springs, CA 92382

Ship To

Running Springs Fire Department
 Attn: Chief Grzywa
 31250 Hilltop Blvd.
 Running Springs, CA 92382

Rep	Quote Requested By/RFQ#	Estimated Ship Date	Terms		
ST	Chief Grzywa	8/25/2023	Net 30		
Qty	Item	Description	U/M	Price	Amount
1	Legacy 2/13-E1	Bauer Legacy 13, 6,000 psi, 13 scfm, 10 hp, 230 vac, 1 phase, P2 B-Securus, interstage pressure gauges	ea	26,954.00	26,954.00T
1	Legacy 2-CO-RETRO	Electronic Carbon Monoxide Monitor with calibration kit	ea	5,130.00	5,130.00T
1	CFS5.5-2S	Bauer 2 position fill station with regulated fill controls; Rated for 6,000 psi inlet, 5,500 psi fill pressure	ea	11,561.00	11,561.00T
		Subtotal			43,645.00
	15%	15% Discount		-15.00%	-6,546.75
1	Shipping - Legacy 13	Shipping - Legacy 13 & CFS Fill station	ea	2,200.00	2,200.00
1	Installation	Installation Labor		750.00	750.00
2	VAL-0154/RBWO	Kunkle 330S Pressure Relief Valve, 6500 psi; w/o Exchange	ea	595.00	1,190.00T
4	CVL-FM	Line Valve; flow female to male, 7,000 psi	ea	78.00	312.00T
2	GAG-10000-4	Gauge; 0-10000, Line Mount	ea	45.00	90.00T
2	HOS7000-10	HP Hose Assembly; 6,500 psi, 10', #4 JIC ends	ea	84.00	168.00T
-	-	Quotation to replace current SCBA compressor and fill station Removal and disposal of current equipment included		0.00	0.00T

Quotation valid for 120 days.

Subtotal	\$41,808.25
Sales Tax (7.75%)	\$3,011.51
Total	\$44,819.76

Western Fire Supply
 3941 Park Dr. #20-142
 El Dorado Hills, CA
 95762-4549 US
 accounting@s3dvbe.com
 www.WesternFireSupply.com

Quote



**WESTERN FIRE
 SUPPLY**
 An S3 DVBE Company

ADDRESS
Rick Ellsberry Running Springs Fire Department P.O. Box 2206 Running Springs, CA 92382

SHIP TO
Rick Ellsberry Running Springs Fire Department 31250 Hilltop BLVD Running Springs, CA 92382

QUOTE #	DATE	EXPIRATION DATE
3185	07/26/2023	08/31/2023

SALES REP
 Mike Scotti

ACTIVITY	QTY	RATE	AMOUNT
Panther - BD6-S230 - Panther Compressor 10 HP 230 Volt, Single Phase Panther Compressor 10 HP 230 Volt, Single Phase	1	48,649.00	48,649.00T
Panther - Remote Intake Filter Panther - Remote Intake Filter	1	232.99	232.99T
Panther -SF5.5- 2 Position Fill Station 2 Position Fill Station	1	11,671.00	11,671.00T
Panther - UN/ISO Cylinder Panther - UN/ISO Cylinder	2	2,743.00	5,486.00T
Panther - Aux outlet, system pressure regulated Panther - Aux outlet, system pressure regulated	1	792.00	792.00T

*Freight is an estimated may change at time of purchase
 **turn around time to ship 10-12 weeks

SUBTOTAL	66,830.99
TAX	5,179.40
SHIPPING	1,600.00
TOTAL	\$73,610.39

Accepted By

Accepted Date

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: August 16, 2023
TO: Board of Directors
FROM: Ryan Gross, General Manager
SUBJECT: CONSIDER REQUEST FROM PROPERTY OWNER FOR LEASE OF PROPERTY ON ALDER COURT

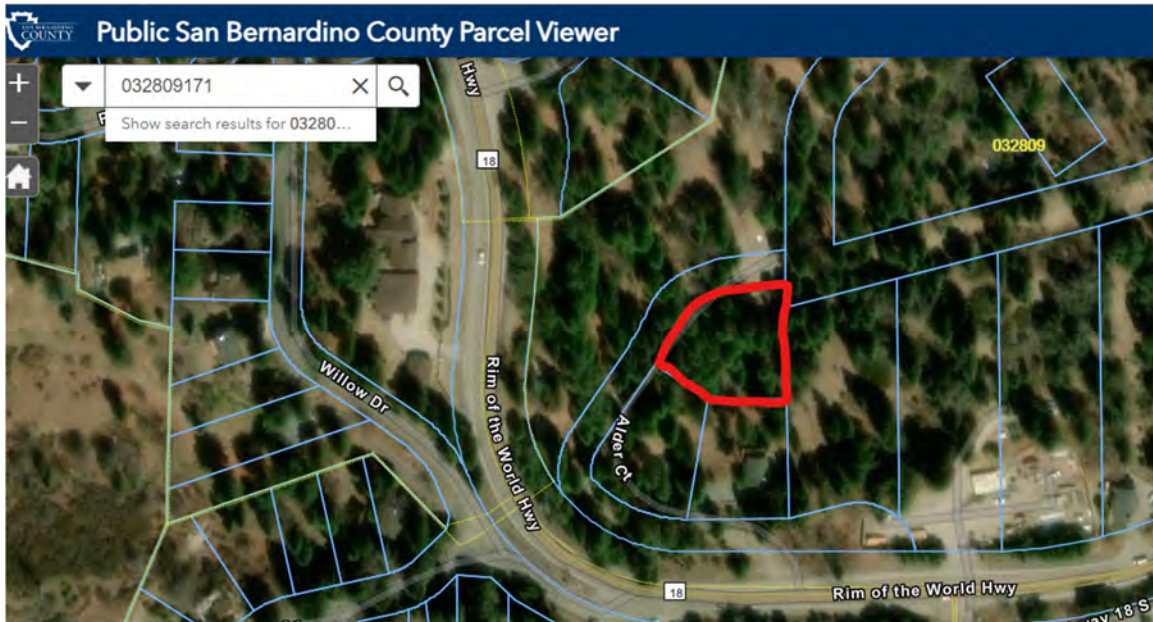
RECOMMENDED BOARD ACTION

It is recommended that the Board of Directors consider a verbal request from the property owner adjacent to the District owned lot near on Alder Court.

REASON FOR RECOMMENDATION

Property owner has asked if the District will consider leasing or selling APN 328-09-171.

BACKGROUND



ATTACHMENTS

Attachment 1 – Appraisal

Borrower/Client	Kevin Kress	File No.	C23-008
Property Address	30991 Alder Ct		
City	Running Springs	County	San Bernardino
		State	CA
		Zip Code	92382
Lender	No Lender/Kevin Kress		

TABLE OF CONTENTS



Table of Contents	1
Land	2
Location Map	3
Subject Profile and Exhibits - Page 1	4
Subject Profile and Exhibits - Page 2	5
Subject Profile and Exhibits - Page 3	6
Subject Profile and Exhibits - Page 4	7
Subject Profile and Exhibits - Page 5	8
Zoning AERIAL PHOTO	9
Subject Photos	10
Subject Photos	11
Comparable Photos 1-3	12
Additional Comments - Mtn Homes - Markets 2023 - Page 1	13
Additional Comments - Mtn Homes - Markets 2023 - Page 2	14
Additional Comments - Mtn Homes - Markets 2023 - Page 3	15
Additional Comments - Mtn Homes - Markets 2023 - Page 4	16
Statement of Limiting Conditions	17

LAND APPRAISAL REPORT

Borrower Kevin Kress
Property Address 30991 Alder Ct (approx. - no address)
City Running Springs
Legal Description PARCEL MAP 5053 PARCEL NUMBER 2
Sale Price \$
Date of Sale NA
Loan Term yrs.
Property Rights Appraised Fee
Actual Real Estate Taxes \$ 0
Lender/Client No Lender/Kevin Kress
Address 30989 Alder Ct., Running Springs, CA 92382
Occupant VACANT LOT
Appraiser Lee Smith
Instructions to Appraiser Market Value

Location Urban Suburban Rural
Built Up Over 75% 25% to 75% Under 25%
Growth Rate Fully Dev. Rapid Steady Slow
Property Values Increasing Stable Declining
Demand/Supply Shortage In Balance Oversupply
Marketing Time Under 3 Mos. 4-6 Mos. Over 6 Mos.
Present 70% One-Unit % 2-4 Unit % Apts. % Condo % Commercial
Land Use % Industrial 30% Vacant %
Change in Present Not Likely Likely (*) Taking Place (*)
Predominant Occupancy Owner Tenant % Vacant
One-Unit Price Range \$ 300,000 to \$ 1,100,000 Predominant Value \$ 600,000
One-Unit Age Range 0 yrs. to 85 yrs. Predominant Age 55 yrs.
Comments including those factors, favorable or unfavorable, affecting marketability (e.g. public parks, schools, view, noise) Running Springs is an unincorporated area in San Bernardino Mountains, surrounded by National Forest. No tract homes exist in this area, but does include individually built mountain resort homes with steeper gables for snowfall. There are currently no available utilities in the street or above on electric poles to service the subject property; extensions of utilities from adjacent lot will be needed if developed. Public services within 2 miles,

Dimensions See Plat Map = 17,128 sf
Zoning Classification HT/RS-10M- Res. Single Family - 10,000 SF Min.
Highest and Best Use Present Use Other (specify) Develop into Single Family Home if County permits, or combine with adjacent property
Elec. Gas Water San. Sewer
OFF SITE IMPROVEMENTS
Street Access Public Private
Surface Paved Asphalt
Maintenance Public Private
Storm Sewer Curb/Gutter
Sidewalk Street Lights
Topo Medium up-slope with natural landscape
Size Average for this tract
Shape Irregular
View Forest/Water District tanks (reservoir)
Drainage Natural drainage water courses
Is the property located in a FEMA Special Flood Hazard Area? Yes No
Comments (favorable or unfavorable including any apparent adverse easements, encroachments, or other adverse conditions) No adverse easements or encroachments noted. Typical utility easements. Roads are County maintained and plowed in winter snow months. Subject currently owned and is Tax Exempt (no property taxes). Subject lot bordered by Running Springs Water District land on 2 sides. Future development by RSWD unknown. No easements or encroachments found. No underground or above ground utilities found.

The undersigned has recited the following recent sales of properties most similar and proximate to subject and has considered these in the market analysis. The description includes a dollar adjustment reflecting market reaction to those items of significant variation between the subject and comparable properties. If a significant item in the comparable property is superior to or more favorable than the subject property, a minus (-) adjustment is made, thus reducing the indicated value of subject; if a significant item in the comparable is inferior to or less favorable than the subject property, a plus (+) adjustment is made thus increasing the indicated value of the subject.

Table with 5 columns: ITEM, SUBJECT PROPERTY, COMPARABLE NO. 1, COMPARABLE NO. 2, COMPARABLE NO. 3. Rows include Address, Proximity to Subject, Sales Price, Price \$/Sq. Ft., Data Source(s), and a detailed comparison table with Description, Adjustments, and Indicated Value.

Comments on Market Data All comparable sales were obtain through the local MLS and verified through title company. Recent building costs have increased dramatically along with shortage of labor and engineer/county permit expenses. Comps 2 & 3 are resales of homes that burned in 2003 forest fire, which left building pads, some foundations, and parking drives. Utilities adjustment based on costs to install to subj.

Comments and Conditions of Appraisal This appraisal report is intended for use by the noted owner only and not to be used for any other purpose. \$2.00/sf+/- adjustments for site size (typical excess land costs). County may waive building permits for re-building homes lost by forest fire. Subject lot appears to have been a severed remnant from the Water District improving its "Larger Parcel" with Water Service related improvements (water tank/reservoir, pump house, access road) but without any additional utilities to the lot.

Final Reconciliation Total weight given to the Sales Comparison Approach to value because typical buyers look to this market to compare to existing listings, sales, and pending sale competition. Taking into consideration the zoning, terrain, access, sale dates, views, and size, most weight given to comparable sales in the final value. All comps include 10% MLS Realtor commissions (deduct 10% if no Realtor assistance).
I (WE) ESTIMATE THE MARKET VALUE AS DEFINED, OF THE SUBJECT PROPERTY AS OF 07/27/2023 TO BE \$ 25,000
Appraiser Lee Smith
Date of Signature and Report 08/01/2023
Title CA Certified General Appraiser
State Certification # AG009798 ST CA
Or State License # ST
Expiration Date of State Certification or License 10/08/2024
Date of Inspection (if applicable) 07/27/2023
Supervisory Appraiser (if applicable)
Date of Signature
Title
State Certification # ST
Or State License # ST
Expiration Date of State Certification or License
Did Did Not Inspect Property Date of Inspection

Location Map

Borrower/Client	Kevin Kress			
Property Address	30991 Alder Ct (approx. - no address)			
City	Running Springs	County	San Bernardino	State CA Zip Code 92382
Lender	No Lender/Kevin Kress			



Subject Profile and Exhibits - Page 1

7/21/23, 9:49 AM

[View Order](#)



Property Details Report

Subject Property Location

Property Address
City, State & Zip RUNNING SPRINGS, CA 92382
County SAN BERNARDINO COUNTY
Mailing Address PO BOX 2203, RUNNING SPRINGS, CA 92382-2203
Census Tract
Thomas Bros Pg-Grid

Report Date: 07/21/2023
 Order ID: R121518487

Property Use Residential - Vacant Land
Parcel Number 0328-091-71-0000
Latitude 34.215885
Longitude -117.126989

Legal Description Details District: 17 City, Municipality, Township: RIM OF THE WORLD UNIFIED Brief Description: PARCEL MAP 5053 PARCEL NO 2

Current Ownership Information <small>*Source of Ownership data: Assessment Data</small>	
Primary Owner Name(s)	RUNNING SRPINGS WATER DISTRICT
Vesting	

Latest Full Sale Information	
Details beyond coverage limitations	
Financing Details at Time of Purchase	
No financing details available	

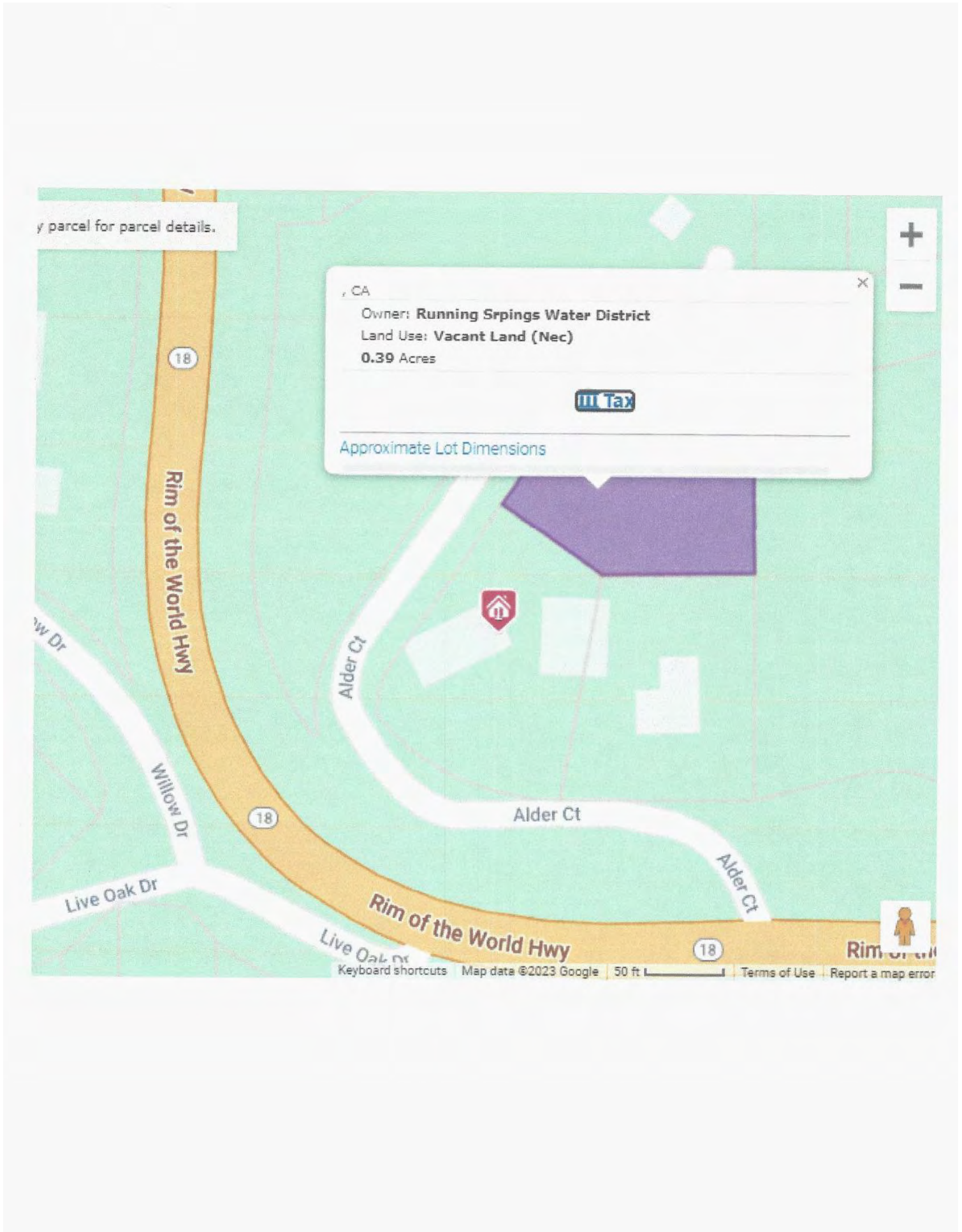
Property Characteristics				
	Bedrooms		Year Built	Living Area (SF) 0
	Bathrooms/Partial		Garage/No. of Cars	Price (\$/SF)
	Total Rooms		Stories/Floors	Lot Size (SF/AC) 17,128/.39
	Construction Type		No. of Units	Fireplace
	Exterior Walls		No. of Buildings	Pool
	Roof Material/Type		Basement Type/Area	Heat Type
	Foundation Type		Style	A/C
	Property Type Vacant Land	View	View (type not specified)	Elevator
	Land Use Residential - Vacant Land			Zoning

Assessment & Taxes				
	Assessment Year 2022	Tax Year		Tax Exemption
	Total Assessed Value	Tax Amount \$.00		Tax Rate Area 105-027
	Land Value	Tax Account ID		
	Improvement Value	Tax Status		
	Improvement Ratio	Delinquent Tax Year		
	Total Value		Market Improvement Value	
	Market Land Value		Market Value Year	

Lien History				
Trans. ID	Recording Date	Lender	Amount	Purchase Money
No details available				

Loan Officer Insights	
No details available	



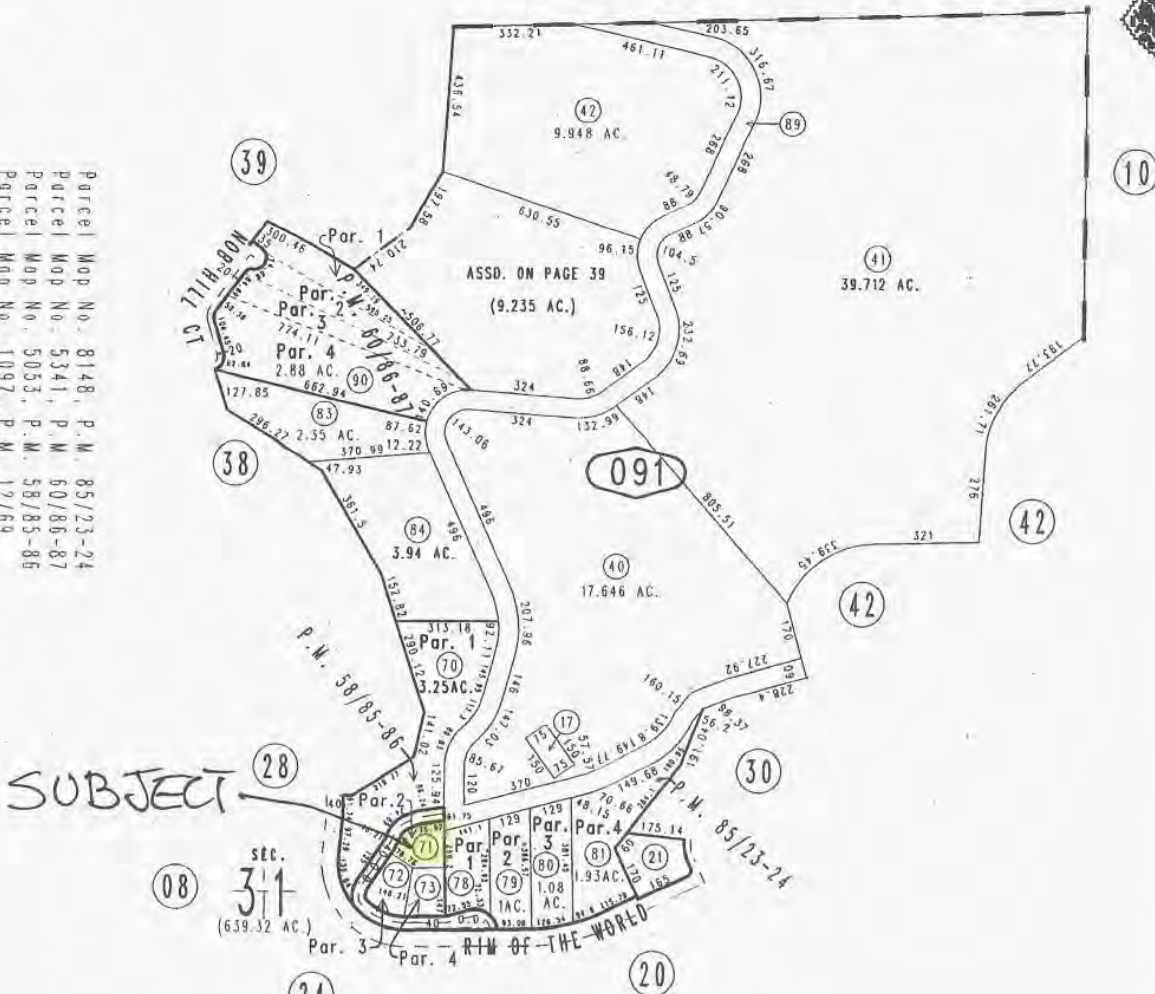


Subject Profile and Exhibits - Page 4

05

Parcel Map No. 8148, P.M. 85/23-24
 Parcel Map No. 5341, P.M. 60/86-87
 Parcel Map No. 5053, P.M. 58/85-86
 Parcel Map No. 1097, P.M. 12/69
 Parcel Map No. 341, P.M. 3/56

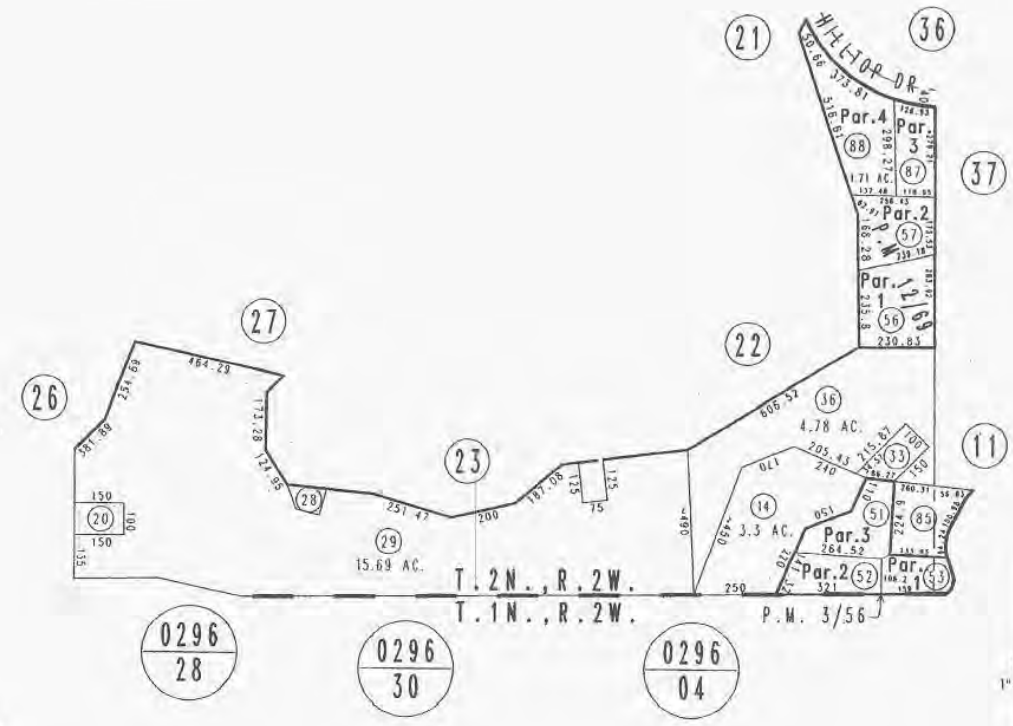
FOR THE PURPOSE
 OF TAXATION ONLY.



SUBJECT

sec. 311
 (639.32 AC.)

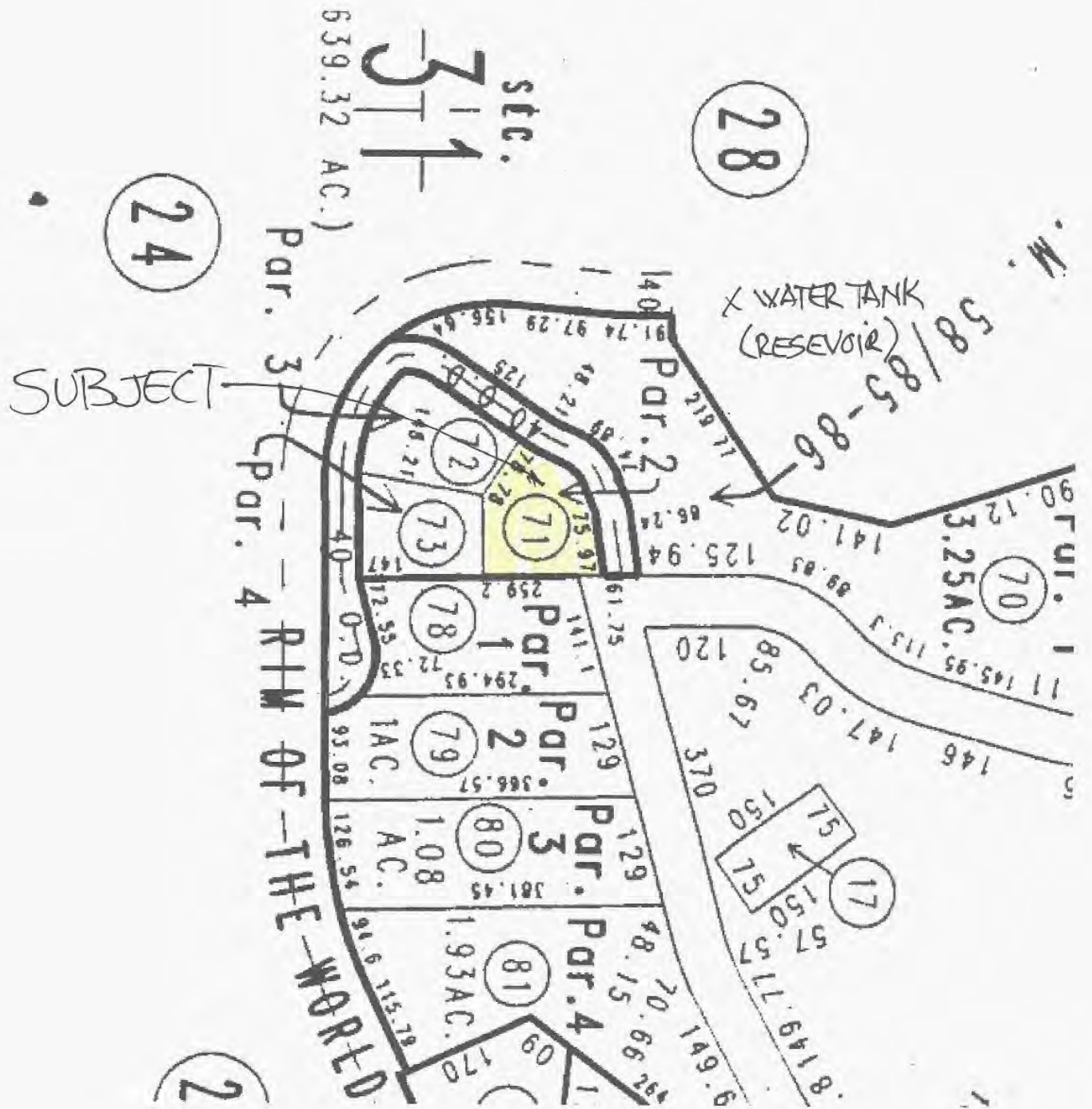
E.1/2 Sec.31, T.2N.,R.2W., S.B.B.&M.



Rim of The World Unified
 Tax Rate Area
 105027
 0328-

Assessor's Map
 Book 0328 Page 09
 San Bernardino County





Zoning AERIAL PHOTO

ZONING AERIAL

SAN BERNARDINO COUNTY Land Use Services

Use the interactive zoning map below to look up the zoning for your property. Input your APN by clicking on the map. For address lookup, [address lookup tool](#).

Public San Bernardino County Map Viewer

Parcels | Flood Control | Administrative Boundaries | Historical Imagery | Power Outages | 3D View | DIY

Public San Bernardino County Parcel Viewer

APN (1st 9-dig no dashes) | Search

(1 of 3)

Parcels: RUNNING SRPINGS WATER DISTRICT

APN: **032809171**
Land Value: 0
Impr Value: 0
Exempt Value: 0
HOX:
Acreage: 0.39
Tax Status: EXEMPT FROM ASSESSMENT
Zoning: HT/RS-10M
Zoning Desc: Hilltop/Single Residential - 10,000 square feet Minimum
Jurisdiction: County Land Use Services office
URL: <http://cms.sbcounty.gov/lus/Home.aspx>
Base Year: 2000
Assess Desc: VACANT LAND
Assess Class: SINGLE FAMILY RESIDENTIAL

Additional County Parcel Resources
[Assessor Page Map](#)
[Zoom to](#)

Map labels: Live Oak Dr, Alder Ct, Rim of the World Hwy, 18

Subject Photo Page

Borrower/Client	Kevin Kress				
Property Address	30991 Alder Ct (approx. - no address)				
City	Running Springs	County	San Bernardino	State	CA Zip Code 92382
Lender	No Lender/Kevin Kress				



Subject Front

30991 Alder Ct (approx. - no address)
 Sales Price
 Gross Living Area
 Total Rooms
 Total Bedrooms
 Total Bathrooms
 Location Average dead end
 View 17,128 sf
 Site Subject street & Water
 Quality District's access road.
 Age



Subject Front



Subject Street

Subject Photos

Borrower/Client	Kevin Kress				
Property Address	30991 Alder Ct (approx. - no address)				
City	Running Springs	County	San Bernardino	State	CA
Lender	No Lender/Kevin Kress				
				Zip Code	92382



Subject street - also acts as Water District's access road to water tanks, pump house, etc.



Subject street - also acts as Water District's access road to water tanks, pump house, etc.



Subject Lot elevations and forest setting



Subject Lot elevations and forest setting



Subject Lot elevations and forest setting



Subject Lot elevations and forest setting

Comparable Photo Page

Borrower/Client	Kevin Kress				
Property Address	30991 Alder Ct (approx. - no address)				
City	Running Springs	County	San Bernardino	State	CA
				Zip Code	92382
Lender	No Lender/Kevin Kress				



Comparable 1

31308 Easy Dr 0328-372-09
 Prox. to Subject
 Sales Price 30,000
 Gross Living Area
 Total Rooms
 Total Bedrooms
 Total Bathrooms
 Location
 View
 Site
 Quality
 Age



Comparable 2

31471 Valley Rdg 0328-352-16
 Prox. to Subject
 Sales Price 50,000
 Gross Living Area
 Total Rooms
 Total Bedrooms
 Total Bathrooms
 Location
 View
 Site
 Quality
 Age



Comparable 3

31019 Old City Creek Rd
 Prox. to Subject
 Sales Price 29,000
 Gross Living Area
 Total Rooms
 Total Bedrooms
 Total Bathrooms
 Location
 View
 Site
 Quality
 Age

Rev. 07/25/2023

ADDITIONAL COMMENTS REGARDING COMPLEX MOUNTAIN RESORT MARKET

The subject community is located within the San Bernardino Mountains and National Forest. It is considered a suburb of San Bernardino while also being a semi-rural mountain resort. Recreation, tourism and real estate are the main industries in the community. The elevation is between 4000 and 7000 feet above sea level and includes several arrangements of natural forest landscapes. There is a complex market of location amenities including, lake fronts, lake views, stream fronts, valley views, desert views, level lots, steep lots, golf course lots, gated community lots, village lots, ski slope lots, level access, dual access, unplowed access, heavy forest, and several combinations and degrees of each. There are no tract homes in this area except for some condo projects. All other homes are custom or semi-custom built mountain homes that range from small 400 square foot cabins to 10,000 square foot multi-million dollar mansions. Most sub-communities such as Lake Arrowhead, Crestline, Big Bear Lake, Green Valley Lake, and Arrowbear Lake evolve around their respective lakes. Their values are mostly dependent upon their respective proximity to their lake or degree of view. Another factor in valuing mountain properties is the seasons that are temperate in the summer and cold and snowy in the winter. Lake activity during the summer affects sales activity along with snow and ski activity during the winter. Most sales occur during the summer months along with increased prices. Boat Docks are common in Private Lake Arrowhead and are typically sold with the residence and incorporated within the 1st Trust Deed and Note becoming across collateralized lien. Boat Docks range from \$150,000 for a multiple slip to \$400,000+ for a double dock with dock house, ramps, and hydraulic lifts. Docks on Big Bear Lake (public lake) are much less.

It is not uncommon to find properties over 60 years old in this community. Many older homes command higher prices because of their unique architectural character and design. Many of these "Charmers" have been refurbished many times to look new. It is also not uncommon to find room additions on older properties but not noted in public records. Building records were not always current prior to 1967; therefore, living area is computed on what is actually measured. Other properties built after 1967 that have noticeable un-permitted add-ons are calculated at the figures provided by the County Assessor's Office. When discrepancies are found appraiser will note the appraisal or the floor plan sketch as to which square footage is most correct and/or used. FHA appraisals will use square footage that have been completed in workmanlike manner, regardless of what has been constructed with or without permits. Measurements are made per the "[*April 1, 2022 ANSI Z765-2021 standards for measuring*](#)" and matched to the public records. Lead paint warnings accompany any house built prior to 1978.

Choosing comparable sales is very difficult due to the complexity of the mountains. Many sub-communities cannot be compared to each other due to their "unlike" community amenities such as Lake Rights, Associations, and Special Tax Areas. Many tracts are part of an association due to the unincorporated nature of the mountains. Some have an annual dues for snow plowing or an architectural committee, however, these associations do not recognize their communities as PUDs. It is common throughout the Industry to designate these homes as single-family residences, verified with the County as RS Zone and a 510-tax code. Being a "2nd home" market also affects the prices typical buyers are willing to pay.

Considering all the above referenced variations of sizes, quality, location, views, designs, appeals, and proximity to lakes, golf courses, ski slopes, gated areas, lot sale values, and degrees of each, it is reasonable to use comparable sales that are older than 6 months and that are further than 1 mile from the subject. Paired sale analysis is virtually impossible in these areas because of no two homes being identical and because new homes and older homes are mixed throughout the area as vacant lots disappear to the development of more new custom homes. Many adjustments require extraction or regression. This appraiser has the advantage of living in this mountain community, specializing in mountain resort appraisals and has performed over 8000 appraisals in the San Bernardino Mountains since 1986. This has provided an extensive and valuable computerized database of historic facts. This is particularly valuable in conducting the Cost Approach because the trends of vacant lot sales are developed into new custom homes has shown a constant revealing of the new home market and how it dictates the high end of home sales (substitution and replacement values).

The appraiser has performed a self-test for E&O and has noted some issues that may exceed the FNMA guidelines. This includes comparable adjustments that exceed 10% net and/or 25% gross. These issues were unavoidable due to the nature of this complex mountain resort (non-tract home) community and the various complex comparable sales and described above, and throughout report.

Other adjustments made include:

GLA: \$60-\$80/SF for average to good quality. Higher for best quality (Q1)

Additional Rooms, Bedrooms and Baths: \$10,000 each (typically).

Garages: \$15,000 per stall.

Age: Typical and reasonable considering effective ages, upgrades, and remodels.

Access Roads: Typical \$25,000 - \$40,000 depending upon level or steep (difficult) access.

Generators, RV parking, and AC units: Based on typical costs to cure and buyer attitudes towards each.

Lot Sizes & Location combination: Based on estimated lot value for each sale (per SF), and comparing overall lot values of comps to the subject is considered a logical rationale.

Views: Based on historic view lot sales, improved view lot sales, and listings.

Fireplaces: \$2500, and based on typical buyer reactions for extra fireplaces.

Solar, guest houses, unpermitted guest quarters, extra furniture, unpermitted basements, pools, emergency generators, A/C units, boat docks, and other notable capital improvements and higher demand amenities: Based on typical buyer reactions and/or replacement costs of each.

Quality and Condition: Based on MLS Broker comments and interior photos in MLS listing, plus typical adjustments for recently remodeled improvements (interior and exterior) usually between 5% and 10% unless noted. Other adjustments noted on adjustment grid and notes.

Market adjustments: Based on a combination of extraction after all other adjustments were made plus appraisers observances of rapid increases or decreases each month during this past 2020-2023 period. June/July 2022 began to see decreases in prices or longer marketing times, several increases in interest rates, and an increase in days on market (DOM) making market adjustments challenging or unnecessary. 2023 Market adjustments may have been made negatively given the recent decline in prices and buyer activity that is beginning to parallel early pre-Covid-19 Markets.

ADDITIONAL COMMENTARY:

This mountain resort 2nd home community usually never sees extreme multiple-offer increases in value like markets in the cities off the mountain. 2019-2022 experienced extreme danger with the Covid-19 virus and the civil unrest, which brought about an extreme market reaction from buyers in those cities to purchase second homes to safely "shelter-in-place" in the nearby rural forests. The prior market (last 30+ months) involved an unprecedented time of 2nd home multiple-offer bidding with buyer competitions, and while mortgage interest rates were low. However, this reaction could not be sustained and around July 2022 increases in mortgage rates and inflation/recession predictions by local and regional experts slowed the market.

As such, appraiser reported the current market as stable with less inventory, and may chose not to make market adjustments for fear of inconsistent reporting of what was most likely a buying anomaly for 2nd homes in the community during 2020-2022, and because of the lack of data to support accurate market adjustments. Dated comps are now showing more realistic prices that parallel pre-Covid markets, and logical to use as comparisons.

However, more buyers are now waiting for prices to decrease for discounts in this new market with some property exceptions. This appraiser sometimes attempted to use the most recent sales by calling brokers when needed for estimated final bid/sales price for pending sales, and any offer activity on current listings. Another factor in the final reconciliation includes the low inventory, which still has buyer attention when buying special properties. The local newspaper is also listing more mortgage defaults and foreclosure dates, which also affects buyer strategies. Market adjustments were made when very obvious, and to satisfy lender mandates and guidelines. This appraiser puts much weight on pending sales as current buyer reactions. Comps could be dated because of the reduced inventory and lack of sales this past year. Some specialty/unique properties still have high demand and are maintaining higher prices.

WHY COMPS OVER 6-MONTHS OLD AND MORE THAN 1-5 MILES FROM SUBJECT: RURAL FOREST AREA – SURROUNDED BY NATIONAL FOREST

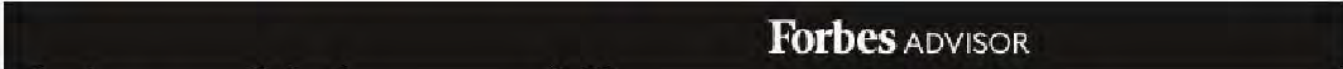
Choosing comparable sales is very difficult due to the complexity of this mountain resort area. There are not formal tracts or tract-homes in this community, but is made up of several sub-communities. Many sub-communities cannot be compared to each other due to their "unlike" community amenities such as "Lake Rights", associations, gated areas, and Special Tax Areas. Paired sale analysis is virtually impossible in these areas because no two homes being identical and because new larger homes and smaller older homes are mixed throughout the area as vacant lots disappear to the development of new custom homes. Many adjustments require extraction or regression due to lack of support for a certain amenity. Other features for mountain resort properties include lake fronts, 1st tier lake fronts, lake views, desert views, golf course views, gated communities, 24/7 guarded gated communities, ski slope locations, ski views, paved roads, unpaved/unmaintained access roads, level lots, steep lots, upslope lots, downslope lots (level entry), multiple lots, smaller lots, smaller improvements, larger improvements, average quality improvements, excellent quality improvements, etc. When an assignment includes 1 or more of these features, it is not uncommon to seek comparable sales with as many as these exact same features, therefore making it necessary to extend the search for those sales that most compare, and best bracketed to the subject. As such, using comparable sales outside the 1-5 mile rural radius, and those that are slightly dated (6-12+ months or more) are reasonable and necessary. Inventory is at an all-time low with limited listing and sale comps to compare to subject. Lender guidelines followed as best as possible given the current market that appears to be changing to a "Buyer's Market" given the mortgage rate increases, a "wait and see" attitude for future price discounts, and projection of a recession with future REO discounted sales.

This appraiser has estimated the Marketing and Exposure times in this report, **PROVIDED THE CURRENT MARKET CONTINUES**, however given the recent Federal Reserve interest rate increases, with more suggested increases in the future, and with an indicated recession could cause a decrease in the real estate market.

This appraiser has no control over either the past or future Markets and cannot support any final reconciliations in this report after the day of inspection (or retrospective dates requested as DOD – Date of Death reports) due to probable future declining markets or recession.

THE FED RATE HIKES - BY FORBES:

<https://www.forbes.com/advisor/investing/fed-funds-rate-history/>



About the Data

The tables below list the dates of Fed meetings when the FOMC changed interest rates, the size of each rate change in basis points—abbreviated as bps—and the resulting federal funds target rate range.

Basis points are a common unit of measurement for interest rates. One basis point is equal to 1/100th of one percentage point, or 0.01%. For instance, a half a percentage point change in an interest rate would equals 50 basis points.

Please note that before 1990, the Fed didn't explicitly target a set federal funds rate. If you're interested in earlier rate policy, look through this [Federal Reserve document](#) produced through a Freedom of Information Act request.

Fed Rate Hikes 2022-2023: Taming Inflation

FOMC Meeting Date	Rate Change (bps)	Federal Funds Rate
July 26, 2023	+25	5.25% to 5.50%
May 3, 2023	+25	5.00% to 5.25%
March 22, 2023	+25	4.75% to 5.00%
Feb 1, 2023	+25	4.50% to 4.75%
Dec 14, 2022	+50	4.25% to 4.50%
Nov 2, 2022	+75	3.75% to 4.00%
Sept 21, 2022	+75	3.00% to 3.25%
July 27, 2022	+75	2.25% to 2.50%
June 16, 2022	+75	1.50% to 1.75%
May 5, 2022	+50	0.75% to 1.00%
March 17, 2022	+25	0.25% to 0.50%

It's easy to forget that the Fed was holding the federal funds rate at around zero as recently as the first quarter of 2022. The Fed was also still buying billions of dollars of bonds every month to stimulate the economy. All despite 40-year highs in various measures of U.S. inflation.

Once the Fed decided it was time to do something about inflation, it moved forcefully. Over the last 16 months, the central bank has raised the fed funds rate by more than five percentage points. This has helped reduce red-hot inflation rates that were eating into the purchasing power of everyday Americans.

“Without price stability, the economy does not work for anyone,” Federal Reserve Chair Jerome Powell said at an [August 2022 speech at Jackson Hole](#). “In particular, without price stability, we will not achieve a sustained period of strong labor market conditions that benefit all.”

DEFINITION OF MARKET VALUE: The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller, each acting prudently, knowledgeably and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby: (1) buyer and seller are typically motivated; (2) both parties are well informed or well advised, and each acting in what he considers his own best interest; (3) a reasonable time is allowed for exposure in the open market; (4) payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and (5) the price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions* granted by anyone associated with the sale. (Source: FDIC Interagency Appraisal and Evaluation Guidelines, October 27, 1994.)

*Adjustments to the comparables must be made for special or creative financing or sales concessions. No adjustments are necessary for those costs which are normally paid by sellers as a result of tradition or law in a market area; these costs are readily identifiable since the seller pays these costs in virtually all sales transactions. Special or creative financing adjustments can be made to the comparable property by comparisons to financing terms offered by a third party institutional lender that is not already involved in the property or transaction. Any adjustment should not be calculated on a mechanical dollar for dollar cost of the financing or concession but the dollar amount of any adjustment should approximate the market's reaction to the financing or concessions based on the appraiser's judgement.

STATEMENT OF LIMITING CONDITIONS AND CERTIFICATION

CONTINGENT AND LIMITING CONDITIONS: The appraiser's certification that appears in the appraisal report is subject to the following conditions:

1. The appraiser will not be responsible for matters of a legal nature that affect either the property being appraised or the title to it. The appraiser assumes that the title is good and marketable and, therefore, will not render any opinions about the title. The property is valued on the basis of it being under responsible ownership.
2. Any sketch provided in the appraisal report may show approximate dimensions of the improvements and is included only to assist the reader of the report in visualizing the property. The appraiser has made no survey of the property.
3. The appraiser will not give testimony or appear in court because he or she made an appraisal of the property in question, unless specific arrangements to do so have been made beforehand, or as otherwise required by law.
4. Any distribution of valuation between land and improvements in the report applies only under the existing program of utilization. These separate valuations of the land and improvements must not be used in conjunction with any other appraisal and are invalid if they are so used.
5. The appraiser has no knowledge of any hidden or unapparent conditions of the property or adverse environmental conditions (including the presence of hazardous waste, toxic substances, etc.) that would make the property more or less valuable, and has assumed that there are no such conditions and makes no guarantees or warranties, express or implied, regarding the condition of the property. The appraiser will not be responsible for any such conditions that do exist or for any engineering or testing that might be required to discover whether such conditions exist. This appraisal report must not be considered an environmental assessment of the subject property.
6. The appraiser obtained the information, estimates, and opinions that were expressed in the appraisal report from sources that he or she considers to be reliable and believes them to be true and correct. The appraiser does not assume responsibility for the accuracy of such items that were furnished by other parties.
7. The appraiser will not disclose the contents of the appraisal report except as provided for in the Uniform Standards of Professional Appraisal Practice, and any applicable federal, state or local laws.
8. The appraiser has based his or her appraisal report and valuation conclusion for an appraisal that is subject to satisfactory completion, repairs, or alterations on the assumption that completion of the improvements will be performed in a workmanlike manner.
9. The appraiser must provide his or her prior written consent before the lender/client specified in the appraisal report can distribute the appraisal report (including conclusions about the property value, the appraiser's identity and professional designations, and references to any professional appraisal organizations or the firm with which the appraiser is associated) to anyone other than the borrower; the mortgagee or its successors and assigns; the mortgage insurer; consultants; professional appraisal organizations; any state or federally approved financial institution; or any department, agency, or instrumentality of the United States or any state or the District of Columbia; except that the lender/client may distribute the property description section of the report only to data collection or reporting service(s) without having to obtain the appraiser's prior written consent. The appraiser's written consent and approval must also be obtained before the appraisal can be conveyed by anyone to the public through advertising, public relations, news, sales, or other media.
10. The appraiser is not an employee of the company or individual(s) ordering this report and compensation is not contingent upon the reporting of a predetermined value or direction of value or upon an action or event resulting from the analysis, opinions, conclusions, or the use of this report. This assignment is not based on a required minimum, specific valuation, or the approval of a loan.

Vacant Lot Restricted Appraisal Report

Exposure Time estimated @ 60-90 days. Marketing Time estimated @ 60-90 days.

CERTIFICATION: The appraiser certifies and agrees that:

1. The statements of fact contained in this report are true and correct.
2. The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions and are my personal, impartial and unbiased professional analyses, opinions, and conclusions.
3. Unless otherwise indicated, I have no present or prospective interest in the property that is the subject of this report and no personal interest with respect to the parties involved.
4. Unless otherwise indicated, I have performed no services, as an appraiser or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.
5. I have no bias with respect to the property that is the subject of this report or the parties involved with this assignment.
6. My engagement in this assignment was not contingent upon developing or reporting predetermined results.
7. My compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
8. My analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice that were in effect at the time this report was prepared.
9. Unless otherwise indicated, I have made a personal inspection of the interior and exterior areas of the property that is the subject of this report, and the exteriors of all properties listed as comparables.
10. Unless otherwise indicated, no one provided significant real property appraisal assistance to the person(s) signing this certification (if there are exceptions, the name of each individual providing significant real property appraisal assistance is stated elsewhere in this report).

No survey has been provided but appraiser assumes the subject lot has and will have complete access on the street, which also acts as the Water District's access road. Client/potential buyer indicated there are no utilities in the street currently serving the subject lot.

Comparable sales used were the most recent, nearest, and have the most similarities as the subject. No other comparable sales found to better represent the subject.

ADDRESS OF PROPERTY ANALYZED: 30991 Alder Ct (approx. - no address), Running Springs, CA 92382

APPRAISER:

Signature: 
Name: Lee Smith
Title: CA Certified General Appraiser
State Certification #: AG009798
or State License #: _____
State: CA Expiration Date of Certification or License: 10/08/2024
Date Signed: 08/01/2023

SUPERVISORY or CO-APPRAISER (if applicable):

Signature: _____
Name: _____
Title: _____
State Certification #: _____
or State License #: _____
State: _____ Expiration Date of Certification or License: _____
Date Signed: _____
 Did Did Not Inspect Property

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: August 16, 2023
TO: Board of Directors
FROM: Ryan Gross, General Manager
SUBJECT: CONSIDER AWARDING PROFESSIONAL SERVICES AGREEMENT FOR THE DESIGN OF THE HARRIS PROPERTY STORAGE BUILDING

RECOMMENDED BOARD ACTION

Consider awarding a Professional Services Contract in the amount of \$50,000 to Ardurra Group Inc. for the design of the Harris Property Storage Building Project (Project) and authorize the General Manager to execute the agreement.

REASON FOR RECOMMENDATION

To complete the necessary design and construction bid documents for the project.

BACKGROUND INFORMATION

The project includes a vehicle and equipment storage building at the Harris property.



The District received two proposals for engineering design services to prepare the plans and specifications for the project.

FISCAL INFORMATION

For the first design phase, if approved, the funding source for this contract would be split between all departments.

ATTACHMENTS

Attachment 1 –Proposals (to be provided prior to or at the Board meeting)