



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:                      SEPTEMBER 10, 2021  
RE: REGULAR BOARD MEETING                      FROM:                      BOARD SECRETARY

The Regular Meeting of the Board of Directors of the Running Springs Water District will be held on Wednesday, September 15, 2021, at the hour of 9:00 am at the District Office located at 31242 Hilltop Boulevard, Running Springs, California. This agenda was posted prior to 5:00 pm on September 10, 2021 at the Running Springs Water District Office and Website.

Consistent with the Governor's Executive Order in response to the COVID-19 emergency and suspension of certain provisions of the Brown Act, the meeting will be conducted as a hybrid (in-person and via Zoom) meeting. In-Person Public Participation: Members wishing to attend the meeting in-person should be prepared to wear a face covering.

To join the meeting:

<https://us02web.zoom.us/j/82054503017?pwd=VHIUZjkxd25hWTNTWDhGZFRpMjQvUT09>

Meeting ID: 820 5450 3017  
Passcode: 038868

Dial:  
669-900-6833

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
3. Public Hearing and Consideration to Allow or Overrule any or all Objections or Protests to the Proposed Removal of Weeds and/or Wastes that have been Declared as a Public Nuisance

September 15, 2021 Regular Board Meeting Agenda  
Posted September 10, 2021

- A. Open Public Hearing;
  - B. Fire Chief's Report;
  - C. Written Objections or Protests;
  - D. Oral Objections or Protests;
  - E. Board Discussion;
  - F. Close Public Hearing;
  - G. Consider allowing or overruling any or all objections or protests to the proposed removal of weeds and/or wastes that have been declared a public nuisance, whereupon the Board of Directors shall acquire jurisdiction to proceed and perform the work of removing the public nuisance using Reliable Raul (**Motion Required**).
4. 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 5**
  - B. Ratify Expenditures and Cash Summary **Page 11**
  - C. Consider Chamber Request to Extend Use of Downtown Property **Page 20**
5. Action Items – The following action items will be considered individually and each **require a motion** by the Board of Directors for action.
- A. Consider Authorizing Purchase of Flat Bed Truck  
(Presenter: Trevor Miller, Operations Manager) **Page 21**
  - B. Consider Adopting Resolution No. 10-21, Approving Department of Forestry and Fire Protection Agreement #7GF21113 Rural Fire Capacity (RFC) Program  
(Presenter: Tony Grabow, Interim Fire Chief) **Page 25**
  - C. Consider Ratifying Lease Agreement with CalFire  
(Presenter: Tony Grabow, Interim Fire Chief) **Page 42**
6. Information Items – The following information items do not require any action by the Board of Directors and are for informational purposes only.
- A. CSA 79 Update **Page 47**
  - B. Geographic Information System Mapping Update **n/a**
7. General Manager's Report
8. Board Member Comments/Meetings
9. Meeting Adjournment

Upcoming Meetings: Regular Board Meeting October 20, 2021 at 9:00am

**RUNNING SPRINGS WATER DISTRICT**

**MEMORANDUM**

**DATE:** September 15, 2021

**TO:** Board of Directors

**FROM:** Tony Grabow, Interim Fire Chief  
Ryan Gross, General Manager

**SUBJECT: PUBLIC HEARING TO CONSIDER ALLOWING OR OVERRULING ANY OR ALL OBJECTIONS OR PROTESTS TO THE PROPOSED REMOVAL OF WEEDS AND/OR WASTES WHEREUPON THE BOARD OF DIRECTORS SHALL ACQUIRE JURISDICTION TO PROCEED AND PERFORM THE WORK OF REMOVING THE PUBLIC NUISANCE**

**RECOMMENDED BOARD ACTION**

It is recommended that the Board of Directors consider allowing or overruling any or all objections or protests to the proposed removal of weeds and/or wastes that have been declared a public nuisance, whereupon the Board of Directors shall acquire jurisdiction to proceed and perform the work of removing the public nuisance using Reliable Raul.

**REASON FOR RECOMMENDATION**

This is the next step in the process of the Running Springs Fire Department’s Hazard Abatement Program.

**BACKGROUND**

On July 21, 2021 the Board of Directors adopted Resolution 08-21 which effectively accomplished three things: (1) it declared that the properties listed in Exhibit A of the resolution constitute a public nuisance; (2) directed the Fire Inspector or his authorized representative to provide notice to the owners of the properties of a public hearing to be conducted on September 15, 2021 at 9:00 a.m., and; (3) that the Board of Directors shall hear and consider all objections or protests to the proposed removal of weeds and/or waste.

Prior to that on June 20, 2012 the Running Springs Water District (District) Board of Directors adopted Ordinance No. 38, amending Ordinance No. 37 and establishing procedures and fees for providing notice to abate weeds and fire hazard waste upon real property. Ordinance No. 36 was adopted on March 16, 2011, adopting procedures for abatement of hazardous weed and/or waste.

Running Springs Fire Department staff has inspected the properties listed in Exhibit A of Resolution 08-21 and found that those properties at the time of inspection materially hamper or interfere with the prevention or suppression of fire upon the property or adjacent properties or endanger the public safety by creating a fire hazard and therefore constitute a public nuisance.

**FISCAL INFORMATION**

None at this time.

**ATTACHMENTS**

None

**RUNNING SPRINGS WATER DISTRICT**

**MEMORANDUM**

**DATE:** September 15, 2021  
**TO:** Board of Directors  
**FROM:** Ryan Gross, General Manager  
**SUBJECT:** CONSIDER APPROVING MEETING MINUTES

**RECOMMENDATION**

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

**REASON FOR RECOMMENDATION**

Approval of meeting minutes.

**BACKGROUND INFORMATION**

The attached draft meeting minutes are from the Regular Board Meetings held on August 25, 2021.

**ATTACHMENTS**

Attachment 1 – Draft Meeting Minutes

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**RUNNING SPRINGS WATER DISTRICT**  
**COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA**  
**August 25, 2021**

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The date for the regularly scheduled board meeting was changed from 9:00 am on August 18, 2021, to 9:00 am on August 25, 2021, and therefore the meeting was adjourned to that later time. A Regular Meeting of the Board of Directors of the Running Springs Water District was held on Wednesday, August 25, 2021, at the hour of 9:00 am at the District office located at 31242 Hilltop Boulevard, Running Springs, California, and through teleconference.

The following Directors were present at the District:

Errol Mackzum, President  
Bill Conrad, Director

The following Directors were present via Zoom:

Mike Terry, Vice-President  
Laura Dyberg, Director

The following Directors were absent:

Mark Acciani, Director

Also present at the District were the following:

Ryan Gross, General Manager  
Trevor Miller, Operations Manager  
Tony Grabow, Interim Fire Chief  
Cindy Strebel, Battalion Chief  
Ward Simmons, Legal Counsel

The following visitors were present via Zoom:

Ira Leader, Green Valley Lake resident  
Brad McDermith, California Computer Options

**MEETING MINUTES**

**AGENDA ITEMS**

**1. Call Meeting to Order and Pledge of Allegiance**

The meeting was called to order at 9:03 am by President Errol Mackzum. Ward Simmons led the assembly in the Pledge of Allegiance.

**2. Recognize and Hear from Visitors/Public Comment**

Mr. Ira Leader introduced himself. No public comment.

**3. Special Presentations**

**A. Cybersecurity Update**

No action taken. Brad McDermith from California Computer Options gave an update on the District’s Cybersecurity systems and protocols.

**B. Resolution 09-21, Commending Michael Vasquez for District Service**

Upon **motion** by Director Conrad, **second** by Vice-President Terry and **carried by a 4 to 0 roll call vote**, Resolution No. 09-21 Commending Michael Vasquez for his District Service, was approved.

**C. Badge Pinning Ceremony at Fire Station 51**

No action taken. The badge pinning ceremony for Firefighter Chris Cole and Firefighter Grant Dahler took place in front of Fire Station 51 between 10:12 A.M. and 10:26 A.M.

**4. Approval of Consent Items**

**A. Approve Meeting Minutes**

President Mackzum for a correction to the Special Board Meeting Minutes dated August 19, 2021, regarding the location of the Manzanita overgrowth that should be stated as “Children’s Forest” .

Upon **motion** by Director Conrad, **second** by Vice-President Terry and **carried by a 3 to 0 roll call vote with Director Dyberg abstaining**, Consent Item A. Meeting Minutes from July 21, 2021, August 19, 2021, and August 21, 2021, were approved.

**B. Ratify Expenditures**

President Mackzum presented a question regarding the CalPERS UAL on Page 13 of the agenda packet. Manager Gross clarified the cost of \$679,920 was the regular UAL Lump Sum for the entire year and the item below that of \$100,000 was for the Additional Lump Sum payment that the Board approved for the miscellaneous plan.

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

Upon **motion** by Director Conrad, **second** by Director Dyberg and **carried by a 4 to 0 roll call vote**, Consent Items B. and C. were approved.

**5. Action Items**

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

**A. Consider Authorizing General Manager to Execute Professional Services Contract for Preparation of Urban Water Management Plan**

Manager Gross reviewed the staff's recommendation and information in the staff report.

Upon **motion** by Director Conrad, **second** by Vice-President Terry and **carried by a 4 to 0 roll call vote**, Authorizing the General Manager to Execute a Professional Services Contract for Preparation of the District's Urban Water Management Plan with Water Systems Consulting (WSC) in the amount of \$43,795, was approved.

**B. Consider Authorizing Expenditure for Purchase of Backhoe Loader and Utility Pickup Truck**

Operations Manager Trevor Miller presented the necessity to purchase a backhoe loader and utility pickup truck, the details of each item and the bids received.

Upon **motion** by Director Conrad, **second** by President Mackzum and **carried by a 4 to 0 roll call vote**, the expenditure for Purchase of a Backhoe Loader in the amount of \$117,310.51 and a Utility Pickup Truck in the amount not to exceed \$42,500, was approved.

**C. Consider Authorizing Expenditure for Nob Hill SCADA Integration**

Manager Gross detailed why the SCADA Integration is eliminated from the original bid request. The District is now seeking bids from four (4) SCADA Integrators to determine what the best for the District. This is in continuation of the Nob Hill Project currently in progress. Minimal discussion continued.

Upon **motion** by Director Conrad, **second** by Director Dyberg and **carried by a 4 to 0 roll call vote**, the expenditure for the Nob Hill SCADA Integration project in the amount not to exceed \$30,000, was approved.

**D. Consider Authorizing General Manager to Execute Contract for Weed Abatement at District Properties**

Operations Manager Miller shared that Reliable Raul was the only contractor that was able to provide a bid and complete the work for the District. Director Dyberg inquired as to whether Reliable Raul has or is required to have a State Contractors License. Manager Gross confirmed the District will consult with legal counsel and the State Contracting License Board.



Upon motion by Vice-President Terry, second by Director Dyberg and carried by a 4 to 0 roll call vote, Authorizing the General Manager to Execute a Contract for Weed Abatement at District Properties in an amount not to exceed \$7,000, contingent upon reviewing the requirements with legal counsel for the contractor to have a contractor's license for this type of work, was approved.

**E. Consider Authorizing Additional Transfer of Funds in the Amount of \$84,927 for Intergovernmental Transfer (IGT) Program**

Manager Gross provided an explanation of the IGT program and the need to transfer funds in the amount of \$84,927 in order to get back the federal matching funds through the program. Minimal discussion continued.

Upon motion by Director Conrad, second by Vice-President Terry and carried by a 4 to 0 roll call vote, Authorizing Additional Transfer of Funds in the Amount of \$84,927 for Intergovernmental Transfer (IGT) Program, was approved.

**F. Consider Authorizing General Manager to Execute Construction Contract for Replacement of District Office Flooring**

Manager Gross reviewed the bids received for replacing the flooring of the District Office. Details of the current flooring was discussed and a summary of where the funds are allocated from. Manager Gross reviewed the bids from Carpet Station and Inland Tri-Tech, with Carpet Station having the low bid of \$16,876. Minimal discussion continued.

Action Items F. and G. were considered together and with one motion.

**G. Consider Authorizing General Manager to Execute Construction Contract for Interior and Exterior Painting of District Office**

Manager Gross presented the need to paint the interior and exterior Main District Office. Director Conrad agreed to this need. Manager Gross confirmed the bids have been received for painting and over the next two (2) fiscal years, \$50,000 was budgeted. If both contracts are approved, we would be \$14,166 over the budgeted amount. President Mackzum asked if we want to proceed with both paint and flooring. Manager Gross confirmed we can complete it all now or complete the project over two (2) fiscal years. Director Dyberg acknowledged Manager Gross in evaluating all aspects including the schedule when choosing a contractor.

Vice-President Terry asked for clarification that we are requesting prevailing wage bids. Manager Gross confirmed that all bids are in prevailing wage. Minimal discussion continued.

Action Items F. and G. were considered together and with one motion.

Upon **motion** by Vice-President Terry, **second** by Director Conrad and **carried by a 4 to 0 roll call vote**, the General Manager was authorized to Execute Construction Contracts for Replacement of the District Office Flooring to Carpet Station for their bid of \$16,876 and for Interior and Exterior Painting of the District Office to Inland Tri Tech, Inc. for their bid of \$47,290 and to approve any necessary change orders not to exceed 15% of the original contract amounts.

**6. General Manager’s Report**

Manager Gross reported on the status of the potential Green Valley Lake Annexation to the Running Springs Water District.

**7. Report from Legal Counsel**

Attorney Simmons updated the Board on cases related to voter-initiated ballot measures throughout the State of California.

**8. Board Member Comments/Meetings**

No additional comments.

**9. Meeting Adjourned**

Director Dyberg needed to leave the meeting at 10:55 am. The meeting was adjourned at 11:01 am.

Respectfully Submitted,

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President, Board of Directors  
Running Springs Water District

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Secretary of the Board of Directors  
Running Springs Water District

**RUNNING SPRINGS WATER DISTRICT**

**MEMORANDUM**

**DATE:** September 15, 2021  
**TO:** Board of Directors  
**FROM:** Ryan Gross, General Manager  
**SUBJECT:** RATIFY EXPENDITURES

**RECOMMENDED BOARD ACTION**

It is recommended that the Board of Directors review the attached accounts payable check register and ratify the District's August 2021 expenditures.

A copy of the District's Cash Reserve Fund Summary as of August 31, 2021, the Pooled Cash Balance History and Fire Department Operating Reserve Fund History is also included for review and information.

**REASON FOR RECOMMENDATION**

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

**FISCAL INFORMATION**

Refer to attachments.

**ATTACHMENTS**

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

## Running Springs Water District Accounts Payable Checks August 2021

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
2 Hot Uniforms inc	Uniform for new LT Roland Thissen	08/03/21	786.85	106276	786.85
Action Auto Repair Inc	MA51 air conditioning/defroster repair	08/03/21	1,028.49	106277	1,028.49
	Durnago repair	08/17/21	4,008.10	106347	4,008.10
Airgas Inc.	Miscellaneous Supplies	08/10/21	181.07	106309	181.07
	wire feed welder	08/17/21	284.11	106348	2,232.26
	wire feed welder	08/17/21	1,948.15	106348	
Albert A. Webb Associates	Water/Sewer Map Conversion to GIS	08/17/21	13,015.00	106349	13,015.00
Alex Clemmer	Uniform Reimbursement -	08/10/21	150.84	106310	150.84
	Boot Reimbursement	08/17/21	145.45	106350	145.45
Alloquent LLC	Upgrade WWTP HMI PC	08/17/21	4,000.00	106351	4,000.00
Allstar Fire Equipment	Wildland googles with full wrap strap	08/03/21	238.59	106278	308.59
	AFE FT Fit testing Alexander/Thissen	08/03/21	70.00	106278	
	Hydrant Stuff Bag/ Hydrant spanner wrench	08/10/21	385.79	106311	385.79
	Crew Boss Yellow Nomex Brush Coat x2	08/26/21	484.89	106370	484.89
American Family Life Assurance Company of Colun	Additional Insurance Premiums August 2021	08/24/21	143.26	DFT0001576	143.26
Amie Crowder	Reimbursement Claim	08/03/21	1,018.75	106279	1,018.75
	Reimbursement Claim	08/10/21	120.00	106312	120.00
	Reimbursement Claim	08/26/21	155.05	106371	155.05
Aramark	Cleaning Supplies July 2021	08/03/21	453.05	106280	453.05
Arrowbear Park County Water District	Purchased Water July 2021	08/03/21	5,460.66	106281	5,460.66
	Purchased Water August 2021	08/26/21	3,189.40	106372	3,189.40
Bacon/Wagner Excavating, Inc.	Hauling of Bio	08/10/21	3,960.00	106313	3,960.00
	Hauling of Bio to One Stop	08/17/21	800.00	106352	800.00
Best, Best & Krieger LLP	Legal Services July 2021	08/10/21	142.99	106314	142.99
Blue Shield	Ambulance Refund	08/03/21	493.05	106282	493.05
	Ambulance Refund	08/03/21	1,837.08	106291	1,837.08
Boot Barn Inc.	Steel Toe Boots -Nikas	08/17/21	119.61	106353	119.61
BURR Group Inc.	Trash Service and Multiple Loads July 2021	08/03/21	1,124.61	106283	1,124.61
	Trash Service Station 50 July 2021	08/10/21	74.06	106315	268.61
	Trash Service Dist Office/Sta51 July 2021	08/10/21	194.55	106315	
Caldwell Electric Incorp	Electrical and Lighting Treatment Plant Entrance	08/03/21	4,500.00	106284	4,500.00
California Computer Options Inc	Network Maintenance and Monitoring Aug 21	08/03/21	3,209.25	106285	3,209.25
	Workstation and installation/Maintenance	08/17/21	2,755.41	106354	2,755.41
	District Telephone System August 2021	08/26/21	634.62	106373	634.62
CalPERS	Health Insurance Premiums August 2021	08/03/21	17,948.75	DFT0001563	17,948.75
	GASB 68 Reporting Service Fee	08/10/21	1,400.00	DFT0001569	1,400.00
	Employer Contrib Class/Peptra Misc/Safety PPE 8/9	08/11/21	22,070.20	DFT0001570	22,070.20
Canon	Close out charges for old Canon printer	08/26/21	101.14	106374	435.02
	Usage and Meter charges August 2021	08/26/21	333.88	106374	
Charter Communitcations	Internet July-August 21 Station 50	08/03/21	122.97	106286	122.97
	Internet Dist Office/Station 51	08/17/21	227.79	106355	227.79
	Internet Collections Building Aug-Sept 2021	08/26/21	82.97	106375	82.97
	Internet Aug-Sept 2021 -Station 50	08/31/21	122.97	106406	122.97
Citibank, N.A.	Miscellaneous office supplies	08/26/21	347.97	106376	710.49
	STAPLES -OFFICE SUPPLIES	08/26/21	362.52	106376	

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Clinical Laboratory of San Bernardino	Wastewater Samples July 2021	08/26/21	217.00	106377	1,131.00
	Water Samples July 2021	08/26/21	914.00	106377	
ConFire JPA	Tablet Command Enterprise	08/26/21	496.85	106378	496.85
County of San Bernardino	Provision of Medical Control Compliance 2021-202	08/03/21	3,600.00	106287	3,600.00
	Dump Fees	08/26/21	27.63	106379	27.63
	Lien Release	08/31/21	20.00	106407	20.00
Crestline-Lake Arrowhead Water Agency	Purchased water July 2021	08/03/21	33,374.64	106288	33,374.64
	Purchased Water August 2021	08/31/21	34,076.64	106408	34,076.64
Cypress Ancillary Benefits	Dental Insurance Premiums September 2021	08/26/21	1,006.23	106380	1,006.23
Dixi Willemse	Reimbursement Claim	08/10/21	21.82	106316	21.82
	Reimbursement Claim	08/26/21	505.45	106381	505.45
Don's Auto Inc	Rotors and Brake Pads- Teter's Ranger	08/10/21	373.98	106317	456.70
	Air Filter/Oil Change- Teter's Ranger	08/10/21	82.72	106317	
Employment Development Department	Employment Tax Period Ending June 30, 2021	08/10/21	277.97	106318	277.97
Federal Express Corporation	Shipping Charges	08/26/21	40.10	106382	40.10
Fire Apparatus Solutions	E50 Maintenance and Repairs	08/31/21	7,204.14	106409	9,457.16
	E51 Maintenance and repairs	08/31/21	2,253.02	106409	
Fire Fighters Association	FFAD Dues for August 2021	08/26/21	640.00	106383	640.00
Frontier Communications	Telephone Charges August 2021	08/10/21	914.92	106319	914.92
	SCADA Line Aug-Sept 2021	08/26/21	106.93	106384	106.93
GM Excavating, INC.	Progress Pmt 1-Nob Hill Improve Proj	08/03/21	95,824.60	106289	95,824.60
Grant Burkitt	Replace broken door handle	08/26/21	197.75	106385	197.75
Harrington Industrial Plastics LLC	Miscellaneous Parts and Supplies	08/03/21	690.35	106292	690.35
HD Supply Facilities Maintenance LTD	1 Dispenser and Sample Tests	08/03/21	67.88	106293	67.88
	Hach Sulfide Reagent	08/17/21	62.53	106356	62.53
Heritage Well Service, LLC	Luring Pines Well- Pull & Replace wellpump	08/31/21	11,112.55	106410	11,112.55
Hi-Desert Publishing-Mountain News	Notice of Vacancy	08/03/21	152.00	106294	152.00
Hilti Inc.	Replacement Roto Hammer	08/10/21	1,011.86	106320	1,315.90
	Chemical Anchor System	08/10/21	304.04	106320	
	Epoxy ADH	08/17/21	34.26	106357	34.26
Hose-Man Inc	Misc Supplies	08/17/21	164.78	106358	164.78
Hughes Network Systems LLC	Additional Line for Treatment Plant	08/10/21	115.33	106321	115.33
INFOSEND	Statement Data Processing July 2021	08/10/21	2,636.15	106322	2,636.15
Inland Desert Security & Communications	Answering Service August 2021	08/26/21	125.00	106386	125.00
Inland Water Works Supply Company	Miscellaneous Parts and supplies	08/03/21	120.90	106295	972.81
	Smith-Blair Clamp/Romac Saddle	08/03/21	488.79	106295	
	Miscellaneous parts and supplies	08/03/21	363.12	106295	
	J & R Meter Box Body	08/10/21	62.50	106323	62.50
	Answering Service August 2021	08/17/21	125.00	106359	716.22
	Romac Clamp	08/17/21	392.21	106359	
	Romac Clamp and Brass Street 90 ELL	08/17/21	199.01	106359	
	Romac Clamp	08/26/21	392.21	106387	591.22
	Romac Clamp and Brass Street 90 ELL	08/26/21	199.01	106387	
	Irineo Roque Tello	Tire Installation and disposal	08/03/21	122.00	106296
Jed Riach	Labor for the week of 7/16/21	08/03/21	2,240.00	106297	3,710.00
	Labor for the week of 7/23/21	08/03/21	1,470.00	106297	
	Labor for Week of 8/6/21-MMBR2	08/10/21	2,240.00	106324	2,240.00
Jeff Kawell	Lift Misc- Remove construct Material from Tank	08/10/21	375.00	106325	1,125.00
	Lift Misc-Remove old pipe & brackets from tank	08/10/21	375.00	106325	
	Lift Misc- Remove pipes and brackets from tank	08/10/21	375.00	106325	

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Jeff Kawell	Lift Misc-Construct Material in tank	08/26/21	375.00	106388	375.00
Leslie's Poolmart, Inc	Chlorine and Soda Ash	08/10/21	365.40	106326	860.04
	Chlorine	08/10/21	494.64	106326	
	Chlorine Drums	08/26/21	1,551.92	106389	1,872.32
	Chlorine, Salt & Soda Ash	08/26/21	320.40	106389	
Liberty Composting Inc	Tipping Fees July 2021	08/10/21	490.60	106327	490.60
Life-Assist, Inc	Ambulance Supplies	08/03/21	223.82	106298	223.82
	Ambulance Supplies	08/10/21	901.83	106328	1,680.36
	N95 Respirator Masks	08/10/21	240.50	106328	
	Ambulance Supplies	08/10/21	538.03	106328	
	Ambulance Supplies	08/17/21	520.83	106360	927.79
	Ambulance Supplies	08/17/21	158.64	106360	
	Ambulance Supplies	08/17/21	248.32	106360	
Linda Mayfield	Reimbursement Claim	08/17/21	466.60	106361	466.60
Lou's Gloves, Inc	Disposable Gloves Blanket PO Lou's gloves	08/17/21	246.00	106362	246.00
	Nitrile Exam Gloves	08/31/21	219.00	106411	219.00
Matt Davis	Reimbursement Claim	08/17/21	625.60	106363	625.60
McMaster-Carr Supply Company	Supplies for MBR 2 upgrade, Project 127	08/03/21	300.49	106299	401.77
	Supplies for MBR 2 upgrade, Project 127	08/03/21	101.28	106299	
	Supplies for MBR 2 upgrade, Project 127	08/10/21	555.79	106329	648.71
	Misc Parts and Supplies	08/10/21	92.92	106329	
	Supplies for MBR 2 upgrade, Project 127	08/17/21	348.65	106364	421.58
	Supplies for MBR 2 upgrade, Project 127	08/17/21	72.93	106364	
	Miscellaneous Supplies	08/26/21	51.69	106390	51.69
Mike Scotti	Paramedic Renewal Reimbursement	08/10/21	250.00	106330	250.00
	McFarland Fire Lodging Reimbursement	08/26/21	163.90	106391	163.90
	EMT Renewal reimbursement	08/31/21	70.00	106412	70.00
Mike's Fitness Equipment	Gym equipment-dumbbells	08/26/21	1,981.29	106392	1,981.29
MMBR	MBR 2 upgrade, design and startup services	08/26/21	9,188.00	106393	9,188.00
	SMU's for MBR 2	08/31/21	43,182.97	106413	43,182.97
Nationwide	Employee Contributions PPE 8/9/21	08/13/21	2,025.00	DFT0001568	2,025.00
	Employee Contributions PPE 8/23/21	08/25/21	2,025.00	DFT0001574	2,025.00
Nestle Waters North America	Drinking Water for the Treatment Plant	08/31/21	193.62	106414	193.62
Nick Nikas	Reimbursement Claim	08/26/21	310.98	106394	310.98
Nierman Industrial Materials	Material for MBR 2 upgrade, Stainless Steel Shape:	08/17/21	1,974.98	106365	1,974.98
	Hand Soap and Dykem Blue	08/26/21	29.07	106395	372.57
	Material for MBR 2 upgrade, Stainless Steel Shape:	08/26/21	343.50	106395	
Nuckles Oil Company, Inc	Gasoline and Diesel Purchase	08/31/21	5,191.24	106415	5,191.24
One Stop Landscape Supply	Bio Solids Disposal	08/10/21	1,893.60	106331	1,893.60
Patricia A. Monical	Industrial Black Trash liners	08/26/21	69.49	106396	69.49
Polydyne Inc.	Clarifloc Drum	08/10/21	2,107.75	106332	2,107.75
Principal Life Insurance Company	Vision Insurance Premiums September 2021	08/26/21	99.79	106397	99.79
Reliance Standard Life Insurance Company	Life Insurance Premiums September 2021	08/26/21	1,076.37	106398	1,076.37
Richard Teter	Reimbursement Claim	08/17/21	670.00	106366	670.00
Rick Ellsberry	McFarland Fire Lodging Reimbursement	08/26/21	2,576.10	106399	2,576.10
Rim Forest Lumber and Hardware	Miscellaneous parts and supplies	08/03/21	251.05	106300	251.05
	Miscellaneous parts and supplies	08/31/21	183.18	106416	183.18
Rocio Silva	Janitorial Services July 2021	08/17/21	485.00	106367	485.00
	Janitorial Services August 2021	08/31/21	485.00	106417	485.00
Rogers Anderson Malody & Scott LLP	Consultant Fees July 2021	08/26/21	2,603.50	106400	2,603.50

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Running Springs Area Chamber of Commerce	Business Annual Membership 21-22	08/03/21	125.00	106301	125.00
Running Springs Professional Firefighters	Union Dues for August 2021	08/26/21	600.00	106401	600.00
Ryan Gross	Reimbursement Claim	08/10/21	20.00	106333	288.00
	Reimbursement Claim	08/10/21	268.00	106333	
Ryan Herco Flow Solutions	Miscellaneous Parts and Supplies	08/10/21	464.21	106334	464.21
Southern California Edison Company	Electricity July 2021	08/03/21	20.72	106290	17,573.35
	Electricity July 2021	08/03/21	1,003.59	106290	
	Electricity July 2021	08/03/21	719.49	106290	
	Electricity July 2021	08/03/21	593.29	106290	
	Electricity July 2021	08/03/21	277.93	106290	
	Electricity July 2021	08/03/21	18.09	106290	
	Electricity July 2021	08/03/21	432.81	106290	
	Electricity July 2021	08/03/21	149.04	106290	
	Electricity July 2021	08/03/21	185.53	106290	
	Electricity July 2021	08/03/21	819.75	106290	
	Electricity July 2021	08/03/21	711.47	106290	
	Electricity July 2021	08/03/21	172.34	106290	
	Electricity July 2021	08/03/21	223.76	106290	
	Electricity July 2021	08/03/21	257.27	106290	
	Electricity July 2021	08/03/21	11,988.27	106290	
	Electricity July 2021	08/03/21	356.61	106302	7,901.07
	Electricity July 2021	08/03/21	2,786.88	106302	
	Electricity July 2021	08/03/21	2,216.57	106302	
	Electricity July 2021	08/03/21	57.84	106302	
	Electricity July 2021	08/03/21	20.83	106302	
	Electricity July 2021	08/03/21	439.98	106302	
	Electricity July 2021	08/03/21	67.60	106302	
	Electricity July 2021	08/03/21	427.75	106302	
	Electricity July 2021	08/03/21	159.98	106302	
	Electricity July 2021	08/03/21	509.77	106302	
	Electricity July 2021	08/03/21	593.89	106302	
	Electricity July 2021	08/03/21	138.68	106302	
	Electricity July 2021	08/03/21	124.69	106302	
	Electricity July 2021	08/10/21	13.71	106335	13.71
Southern California Emergency Medicine	New Employee-Thissen physical	08/26/21	95.00	106402	95.00
Southern California Gas Company	Gas Usage July 2021 Station 50	08/10/21	73.02	106336	249.88
	Gas Usage July 2021	08/10/21	41.86	106336	
	Gas Usage July 2021	08/10/21	52.67	106336	
	Gas Usage July 2021	08/10/21	66.49	106336	
	Gas Usage July 2021	08/10/21	15.84	106336	
State of California - Department of Forestry & Fire	FF2 Cert for Jeff Hill	08/10/21	40.00	106337	40.00
	FF2 Cert for David Holzer	08/10/21	40.00	106338	40.00
Superior Automotive Warehouse	Miscellaneous Parts and Supplies	08/10/21	575.78	106339	668.46
	Miscellaneous Parts and Supplies	08/10/21	92.68	106339	
Teleflex	EZ-IO 25MM Needles	08/26/21	1,200.75	106403	1,200.75
Terminix International Company LP	Pest Control Treatment Plant	08/03/21	64.00	106304	64.00
The Standard Insurance Company	Disability Insurance Premium Sept 2021	08/26/21	203.00	106404	203.00
Turnout Maintenance Company	Loose Name Panels Dahler/Cole	08/10/21	74.80	106340	74.80
Tyler Technologies, Inc	Financials Annual Fee Oct 21 -Sept 22	08/26/21	584.66	106405	584.66
Underground Service Alert of Southern California	New Dig Tickets & Monthly Main Fees Aug 2021	08/03/21	409.30	106305	409.30

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Valic	Employee Contributions PPE 8/9/21	08/09/21	2,933.63	DFT0001567	2,933.63
	Employee Contributions PPE 8/23/21	08/24/21	2,909.11	DFT0001575	2,909.11
Verizon Wireless Services LLC	Cell Phone Charges	08/10/21	291.87	106341	291.87
Visa	Crowder-Employ Bkgrd, office supplies, seminars	08/10/21	1,308.20	106342	1,806.57
	Ellsberry- Membership to Prime	08/10/21	6.99	106342	
	Gross- Spectrum, Wicks Air, Zoom	08/10/21	64.49	106342	
	Vasquez-CA Fire Chiefs/Adobe	08/10/21	426.89	106342	
W.W. Grainger, Inc	Non Drying Lubricant	08/10/21	48.64	106343	48.64
	Sewage Ejector Pump	08/17/21	3,939.42	106368	3,939.42
Wick's Heating & A/C Inc	AC unit - File Room	08/10/21	3,980.00	106344	3,980.00
York Risk Services Group, Inc	Workers Comp Admin Fees July 2021	08/10/21	112.00	106345	112.00
Zoll Medical Corporation GPO	Ambulance Supplies	08/17/21	791.96	106369	1,070.26
	Ambulance Supplies	08/17/21	278.30	106369	

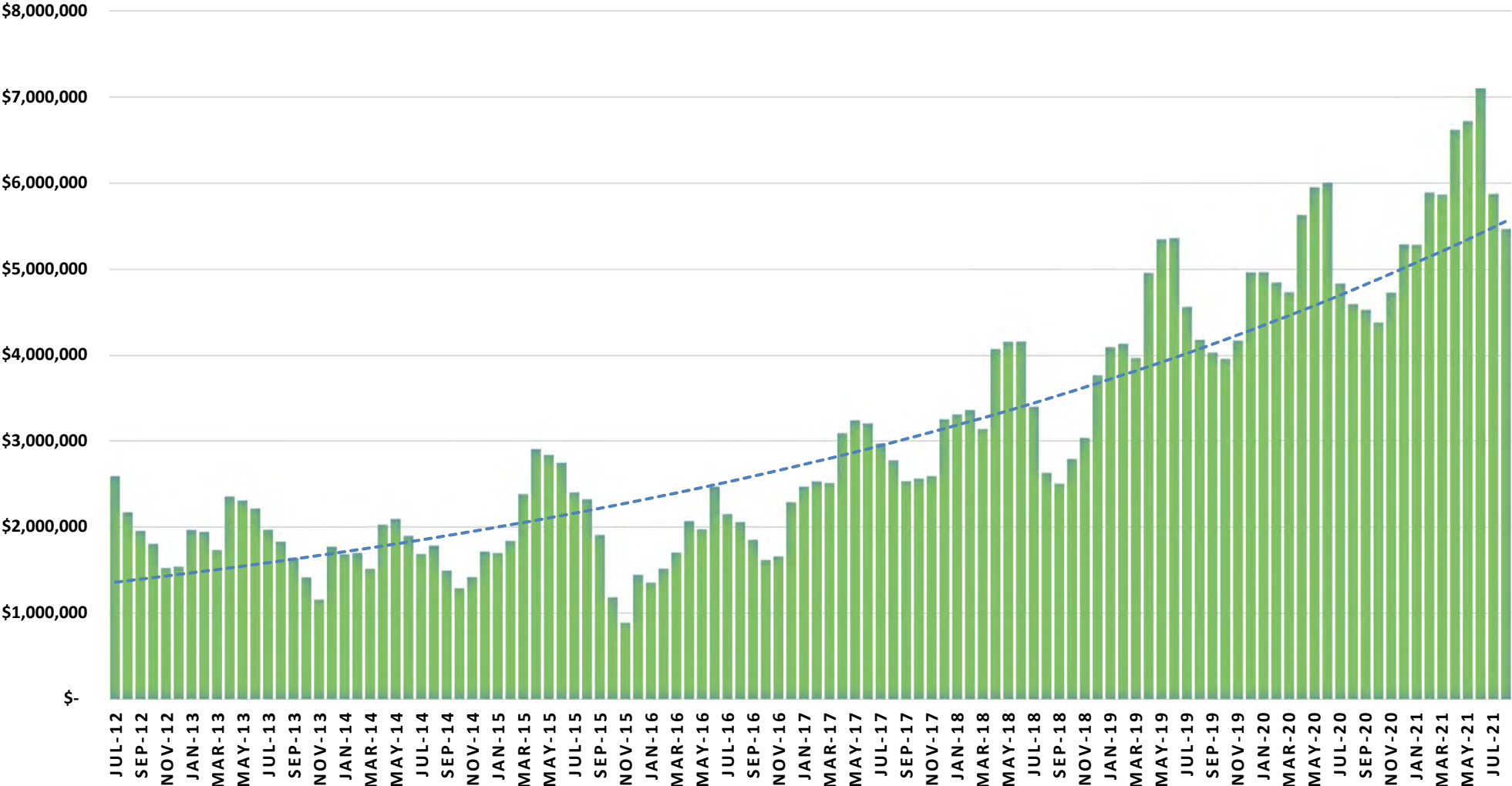
**Totals**

Payment Type	Payable Count	Payment Count	Payment
Regular Checks	200	137	393,599.76
Manual Checks	0	0	0.00
Voided Checks	0	2	-716.22
Bank Drafts	8	8	51,454.95
EFT's	0	0	0.00
<b>Totals</b>	<b>208</b>	<b>147</b>	<b>444,338.49</b>



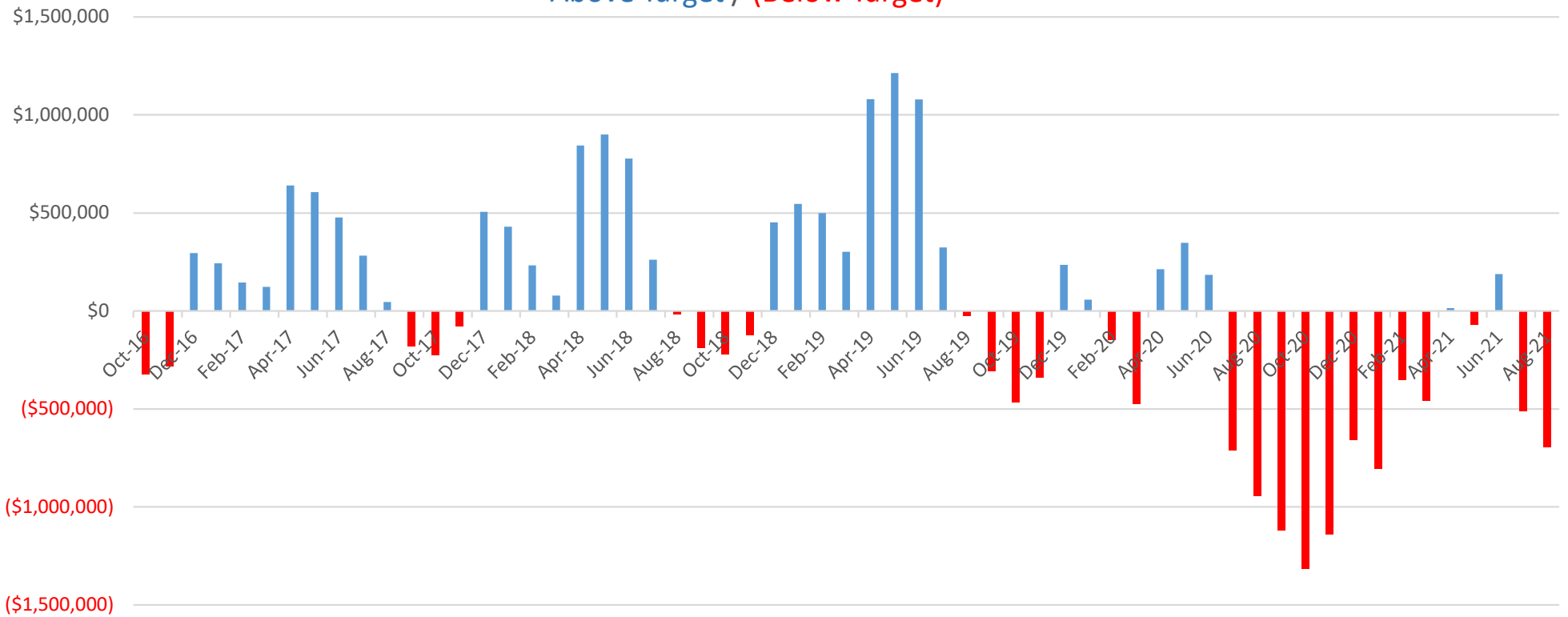
<b>Fund Balances as of August 31, 2021</b>	
<b>Fire &amp; Ambulance Department</b>	
Fire Department Operating Reserve	1,064,071
Ambulance Department Operating Reserve	(282,189)
Subtotal Fire & Ambulance Department Operating Reserve Funds	781,882
<b>Recommended Operating Reserve Fund Target (6 Months Operating Expenses)</b>	<b>1,477,565</b>
<b>Fire &amp; Ambulance Department Operating Reserve, Above Target / (Below Target)</b>	<b>(695,683)</b>
<b>Wastewater Division</b>	
Wastewater Capital Improvement Project Reserve	1,206,832
Wastewater System Connection & Capacity Charges	154,368
CWSRF Loan Agreement 14-813 Debt Reserve (Restricted for SLS 1-3 Debt Service)	171,537
Wastewater Operating Reserve Fund	596,698
<b>Recommended Operating Reserve Fund Target (4 Months Operating Expenses)</b>	<b>596,698</b>
<b>Wastewater Operating Reserve, Above Target / (Below Target)</b>	<b>-</b>
<b>Water Division</b>	
Water Capital Improvement Project Reserve	1,720,682
Water System Connection & Capacity Charges	124,416
Water Infrastructure R&R Reserve (MFC & AMR SRF Debt Reserve)	89,334
Water Operating Reserve	542,497
<b>Recommended Operating Reserve Fund Target (4 Months Operating Expenses)</b>	<b>542,497</b>
<b>Water Operating Reserve, Above Target / (Below Target)</b>	<b>-</b>
<b>Assessment Districts Restricted Funds</b>	
Water Assessment District No. 9 Construction Funds	5,894
Water Assessment District No. 10 Construction Funds	26,421
Water Assessment District No. 10 O&M	44,475
Water Assessment District No. 10 Bond Reserve Fund	-
<b>Subtotal Assessment Districts</b>	<b>76,790</b>
<b>Total District Designated &amp; Operating Reserve Funds</b>	<b>5,388,246</b>
<b>Assessment District Funds</b>	<b>76,790</b>
<b>Combined Pooled Cash</b>	<b>5,465,036</b>
Checking Account (General)	136,383
LAIF	5,313,036
York Insurance Deposit	14,617
BNY Mellon (AD #10 Bond Reserve)	(1)
Petty Cash	1,000
<b>Combined Pooled Cash</b>	<b>5,465,035</b>

### COMBINED POOLED CASH BALANCE



**Fire Department Operating Reserve Policy Target is 6 Months of Budgeted Operating Expenses or \$1,477,565**

Above Target / (Below Target)





## Running Springs Area Chamber of Commerce

Post Office Box 96  
Running Springs, CA 92382  
(909) 867-2411

Arrowbear • Green Valley • Running Springs

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September 8, 2021

Running Springs Water District  
31242 Hilltop Boulevard  
Running Springs, CA 92382

Dear Running Springs Water District Board of Directors:

Thank you for allowing the Running Springs Area Chamber of Commerce Certified Farmers Market and Artisan Faire to use Running Springs Water District Downtown Property during our market season again in 2021.

Due to many requests from community members and the overall success of the 2021 market season, the Running Springs Area Chamber of Commerce is interested in extending the 2021 market by three weeks, and requests use of Running Springs Water District's Downtown Property, next to the Running Springs Firehouse Playground, on November 6, November 13, and November 20 (4am-5pm each day). If we receive permission from the Water District, opening on these Saturdays will depend on the weather and vendor availability.

The Running Springs Water District is named as additionally insured on the Running Springs Area Chamber of Commerce's insurance for the Farmers Market and Artisan Faire. An updated certificate will be provided. A letter clarifying that the Running Springs Area Water District is granting permission to use owned land on the above dates and times is needed for Agriculture/Weights and Measures Farmers Market event approval. We usually submit a copy of the Right of Entry/Hold Harmless Agreement as proof of permission.

Thank you for your time in considering this request. Your continued and generous support is greatly appreciated.

Sincerely,

Kevin Somes  
President & Market Manager, Running Springs Area Chamber of Commerce

**RUNNING SPRINGS WATER DISTRICT**

**MEMORANDUM**

**DATE:** September 15, 2021

**TO:** Board of Directors

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

**SUBJECT:** CONSIDER AUTHORIZING EXPENDITURE FOR A  
REPLACEMENT FLAT BED / PLOW TRUCK

**RECOMMENDED BOARD ACTION**

Consider authorizing the expenditure to purchase a replacement Flat Bed / Plow Truck.

**REASON FOR RECOMMENDATION**

To replace the current Water Department flatbed / plow truck that was declared surplus at a previous board meeting with a 2022 Ford F600 4x4 flatbed / plow truck.

**BACKGROUND INFORMATION**

The current Water Department flatbed / plow truck is a 1995 Ford Superduty 4x4 that has been in service with the District for 25 years, 12 years as an ambulance and 13 years as a flatbed / plow truck. The truck is starting to have mechanical issues that are affecting its reliability. Although the truck is used on a limited basis, the times it is used are usually critical ie: snow removal for access to district water and wastewater sites, hauling material for a water leak. The replacement flatbed / plow truck will be a 2022 Ford F600 4x4. Due to the extended lead time on new vehicle purchases, the replacement flatbed / plow won't be in service for approximately 6 months. Because of the long lead time for the new truck, the current flat bed / plow truck will remain in service until the new truck arrives.

**FISCAL INFORMATION**

Three ford dealerships were asked to provide a quote for the truck. The three quotes are:

- Fairview Ford – \$48,497.68
- Fritts Ford - \$50,694.00
- Sunrise Ford - \$53,629.96

The new Flatbed / Plow Tuck will be purchased from Fairview Ford for \$48,497.68. Funding for the new Flatbed / Plow Tuck will be split between the Water and Wastewater Capital Reserve Fund.



**FAIRVIEW FORD SALES, INC  
FLEET AND TRUCK CENTER  
740 WEST 2<sup>ND</sup> STREET**

**P O BOX 1390  
SAN BERNARDINO CA 92402**

PHONE #:(909) 386-0281 FAX #:(909) 386-0292

VEHICLE ORDER CONFIRMATION

08/19/21 15:15:28

==>

2022 F-SERIES SD

Dealer: F71156

Page: 1 of 2

Order No: 0000 Priority: E4 Ord FIN: QU539 Order Type: 5B Price Level: 230  
Ord PEP: 680A Cust/Flt Name: RSWD PO Number:

RETAIL

RETAIL

F6L	F600 4X4 CHAS/C	\$48180		FRT LICENSE BKT	NC
	145" WHEELBASE		18A	UPFIT INTER MOD	295
Z1	OXFORD WHITE			TPMS DELETE	
A	VNYL 40/20/40			22000# GVWR PKG	
S	MEDIUM EARTH GR		41H	ENG BLK HEATER	100
680A	PREF EQUIP PKG		425	50 STATE EMISS	NC
	.XL TRIM		473	SNOW PLOW PREP	250
572	.AIR CONDITIONER	NC			
	.AMFM/MP3/CLK			TOTAL BASE AND OPTIONS	53680
99N	.7.3L DEV V8 ENG			TOTAL	53680
44G	10-SPD AUTOMATC	NC			
TGT	245 TRACTION 6	215			
X8L	4.88 LTD SLIP	NC			
90L	PWR EQUIP GROUP	915			
	TELE TT MIR-PWR				

VEHICLE ORDER CONFIRMATION

08/19/21 15:15:37

==>

2022 F-SERIES SD

Dealer: F71156

Page: 2 of 2

Order No: 0000 Priority: E4 Ord FIN: QU539 Order Type: 5B Price Level: 230  
Ord PEP: 680A Cust/Flt Name: RSWD PO Number:

RETAIL

RETAIL

512	SPARE TIRE/WHL2	\$350		DEST AND DELIV	\$1695
52B	BRAKE CONTROLLER	270			
59H	HI MNT STOP LMP	NC		TOTAL BASE AND OPTIONS	53680
61J	JACK	NC		TOTAL	53680
63A	UTLTY LIGHT SYS	160			
65Z	AFT AXLE TANK	NC			
67B	397 AMP ALTRNTR	115			
76S	REMOTE START	250			
794	PRICE CONCESSN				
	REMARKS TRAILER				
86M	DUAL BATTERY	210			
91S	360 STROBE AMBR	675			
	SP FLT ACCT CR				
	FUEL CHARGE				
	PRICED DORA	NC			

SALES PRICE 8# 44,998<sup>00</sup>  
7.75% SALES TAX 8# 3487<sup>35</sup>  
CAL. TIRE FEE 8# 1225  
~~DMV 8 EXEMPT~~  
TOTAL 8# 48,497<sup>60</sup> EA.

CNGP530

VEHICLE ORDER CONFIRMATION

09/01/21 17:12:42

Order No: 0000 Priority: E4 Ord FIN: OC964 Order Type: 5B Price Level: 240  
 Ord PEP: 680A Cust/Flt Name: RUNNING SPRIN PO Number:

2022 F-SERIES SD  
 RETAIL \$48430  
 F6L F600 4X4 CHAS/C 145" WHEELBASE  
 Z1 OXFORD WHITE  
 A VNYL 40/20/40  
 S MEDIUM EARTH GR  
 680A PREF EQUIP PKG .XL TRIM  
 572 .AIR CONDITIONER NC  
 .AMFM/MP3/CLK  
 99N .7.3L DEV V8 ENG  
 44G 10-SPD AUTOMATC NC  
 TGT 245 TRACTION 6 215  
 X8L 4.88 LTD SLIP NC  
 90L PWR EQUIP GROUP 915

RETAIL  
 FLEET SPCL ADJ NC  
 FRT LICENSE BKT NC  
 18A UPFIT INTER MOD 295  
 TPMS DELETE  
 22000# GVWR PKG  
 41H ENG BLK HEATER 100  
 41P SKID PLATES 100  
 425 50 STATE EMISS NC

TOTAL BASE AND OPTIONS 54370  
 TOTAL 54370  
 \*THIS IS NOT AN INVOICE\*

\* MORE ORDER INFO NEXT PAGE \*

Order No: 0000 Priority: E4 Ord FIN: OC964 Order Type: 5B Price Level: 240  
 Ord PEP: 680A Cust/Flt Name: RUNNING SPRIN PO Number:

Page: 2 of 2

2022 F-SERIES SD  
 RETAIL \$250  
 473 SNOW PLOW PREP 350  
 512 SPARE TIRE/WHL2 270  
 52B BRAKE CONTROLLR NC  
 59H HI MNT STOP LMP NC  
 61J JACK NC  
 63A UTLTY LIGHT SYS 160  
 65Z AFT AXLE TANK NC  
 67B 397 AMP ALTRNTR 115  
 76S REMOTE START 250  
 86M DUAL BATTERY 210  
 872 RR CAM & PREP K 415  
 91S 360 STROBE AMBR 600  
 SP DLR ACCT ADJ  
 SP FLT ACCT CR  
 FUEL CHARGE

RETAIL  
 B4A NET INV FLT OPT NC  
 PRICED DORA NC  
 DEST AND DELIV 1695

TOTAL BASE AND OPTIONS 54370  
 TOTAL 54370  
 \*THIS IS NOT AN INVOICE\*

F1=Help F2=Return to Order F7=Prev  
 F4=Submit F5=Add to Library F3/F12=Veh Ord Menu  
**S099 - PRESS F4 TO SUBMIT**

QC05557

V1DP0067

2,6  
 50,694.00  
 + fees



16005 VALLEY BLVD., FONTANA, CA 92335  
FLEET OFFICE (909) 350-3043 FLEET FAX (909) 822-4199

## FLEET VEHICLE PURCHASE INVOICE

SOLD TO \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DATE \_\_\_\_\_

PHONE \_\_\_\_\_

P.O. # \_\_\_\_\_

YEAR \_\_\_\_\_ MAKE \_\_\_\_\_ MODEL \_\_\_\_\_

VIN \_\_\_\_\_ STOCK NUMBER \_\_\_\_\_

### TERMS:

NET \_\_\_\_\_ DAYS NET DUE \$ \_\_\_\_\_

MUST BE RECEIVED NO LATER THAN \_\_\_\_\_

DELIVERY RECEIPT:  
I ACKNOWLEDGE THE RECEIPT OF THE ABOVE VEHICLE:

**MAKE CHECKS PAYABLE TO:**  
**SUNRISE FORD**  
**16005 VALLEY BLVD.**  
**FONTANA, CA 92335**

\_\_\_\_\_  
SIGNATURE DATE

PRICE \_\_\_\_\_

\_\_\_\_\_  
FORD FLEET #

TAX \_\_\_\_\_

\_\_\_\_\_  
RESALE #

LIC. FEE \_\_\_\_\_

\_\_\_\_\_  
R.S. #

DOC. FEE \_\_\_\_\_

\_\_\_\_\_  
BID #

TOTAL \_\_\_\_\_

\_\_\_\_\_  
FLEET MANAGER & NUMBER

LESS TRADE \_\_\_\_\_

LESS DOWN \_\_\_\_\_

NET DUE \_\_\_\_\_



**RUNNING SPRINGS WATER DISTRICT**

**MEMORANDUM**

**DATE:** September 15, 2021

**TO:** Board of Directors

**FROM:** Tony Grabow, Interim Fire Chief  
Ryan Gross, General Manager

**SUBJECT:** CONSIDER ADOPTING RESOLUTION NO. 10-21, APPROVING  
THE CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE  
PROTECTION AGREEMENT # 7FGF21113

**RECOMMENDED BOARD ACTION**

It is recommended that the Board of Directors consider ADOPTING Resolution No. 10-21, approving the California Department of Forestry and Fire Protection Agreement #7FG21113.

**REASON FOR RECOMMENDATION**

This resolution is required by the California Department of Forestry and Fire Protection, for funding the Cooperative Forestry Assistance Act of 1978 Volunteer Fire Assistance (Rural Fire Capacity) Program Agreement # 7FG21113.

**FISCAL INFORMATION**

The Running Springs Fire Department has been awarded \$7,302.50 towards the purchase of needed communication equipment. There is a 50/50 matching fund basis for the grant. We currently have funding set aside in our budget for the purchase of this type of equipment. The funding we have set aside in our budget would be what we would use for the matching funds required by the grant for communication equipment.

**ATTACHMENTS**

Attachment 1 – Resolution No. 10-21

**RESOLUTION 10-21  
BEFORE THE BOARD OF DIRECTORS OF THE  
RUNNING SPRINGS WATER DISTRICT ON BEHALF OF THE RUNNING SPRINGS FIRE  
DEPARTMENT  
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA**

**IN THE MATTER OF: Resolution Number: 10-21, Approving the Department of Forestry and Fire Protection Agreement #7GF21113** for services from the date of last signatory on page 1 of the Agreement to June 30, 2022 under the Rural 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 on behalf of the Running Springs Fire Department, 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 Rural Fire Capacity Program of the Cooperative Fire Assistance Act of 1978 during the State Fiscal Year 2021-22 up to and no more than the amount of **\$7,302.50**.

**BE IT FURTHER RESOLVED** that Tony Grabow, Interim Fire Chief of said Board be and hereby is authorized to sign and execute said Agreement and any amendments on behalf of the Running Springs Water District / Running Springs Fire Department.

The foregoing resolution was duly passed and adopted by the Board of Directors of the Running Springs Water District on behalf of the Running Springs Fire Department, at a regular meeting thereof, held on the 15<sup>th</sup> day of **September, 2021** by the following vote:

Ayes:

Noes:

Abstentions:

Absent:

\_\_\_\_\_  
Mike Terry, Vice-President Board of Directors

\_\_\_\_\_  
Errol Mackzum, President of the Board of Directors

-----**CERTIFICATION OF RESOLUTION**-----

**ATTEST:**

I Amie R. Crowder, Secretary of the Board of Directors, Running Springs Water District, County of San Bernardino, California do hereby certify that this is a true and correct copy of the original Resolution Number 10-21.

WITNESS MY HAND OR THE SEAL OF THE Running Springs Water District, on this 15<sup>th</sup> day of September 2021.

**OFFICIAL SEAL  
OR NOTARY CERTIFICATON**

\_\_\_\_\_  
Amie R. Crowder, Board Secretary  
Running Springs Water District

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

**APPLICANT:**

**PROJECT TITLE:** Rural Fire Capacity

**GRANT AGREEMENT:** 7GF21113

**PROJECT PERFORMANCE PERIOD is from date upon approval through June 30, 2022.**

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 \$ \$7,302.50** (or project costs, whichever is less).

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

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

Applicant	
By	By
Signature of Authorized Representative	
Title	Title: <b>Gabrielle Avina</b> <b>Staff Chief, Cooperative Fire Programs</b>
Date	Date

**CERTIFICATION OF FUNDING**

GRANT AGREEMENT NUMBER	PO ID	SUPPLIER ID
FUND <b>0001</b>	FUND NAME General Fund	
PROJECT ID 354021DG2012138	ACTIVITY ID SUBGNT	AMOUNT OF ESTIMATE FUNDING <b>\$ \$7,302.50</b>
GL UNIT 3540	BUD REF 001	CHAPTER 21
PROGRAM NUMBER 9999000FED	ENY <b>2021</b>	ADJ. INCREASING ENCUMBRANCE <b>\$ 0.00</b>
ACCOUNT 5340580	ALT ACCOUNT <b>5340580002</b>	ADJ. DECREASING ENCUMBRANCE <b>\$ 0.00</b>
REPORTING STRUCTURE 35409206	SERVICE LOCATION <b>92717</b>	UNENCUMBERED BALANCE <b>\$ \$7,302.50</b>

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

\_\_\_\_\_  
Signature of CAL FIRE Accounting Officer

\_\_\_\_\_  
Date

**RURAL FIRE CAPACITY PROGRAM  
TERMS AND CONDITIONS**

DEPARTMENT OF FORESTRY AND FIRE PROTECTION

STATE OF CALIFORNIA  
Natural Resources Agency

Agreement for the Rural 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 \_\_\_\_\_ 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 Rural Fire Capacity program in California, hereinafter referred to as RFC, authorized by the Cooperative Forestry Assistance Act (CFAA) of 1978 (PL 95-313, 92 Stat 365, 16 U.S.C. 2101-2114), as amended.
2. This is a subaward under the 2021 Rural Fire Capacity Grant #21-DG-11052012-138 awarded to STATE by the Forest Service on July 21,2021. The CFDA for the award is 10.664, Cooperative Forestry Assistance. 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 RFC and agrees to the terms and conditions specified in the Procedural Guide for Rural Fire Capacity Program 2021.

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 Rural Fire Capacity Program 2021, 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, 2021 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 2021** 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 **\$7,302.50** 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, 2022.** 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, 2022 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 RFC, 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 16 below.
11. MATCHING FUNDS: Any and all funds paid to LOCAL AGENCY under the terms of this **Agreement**, hereinafter referred to as "RFC 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 RFC 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 RFC Funds.

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

LOCAL AGENCY: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
Attention: \_\_\_\_\_  
Telephone Number(s): \_\_\_\_\_  
E-mail \_\_\_\_\_

**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](mailto: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 RFC 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 RFC 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 RFC 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 RFC 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, 2022.
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 RFC 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.



**Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion AD-1048  
Lower Tier Covered Transactions**

*The following statement is made in accordance with the Privacy Act of 1974 (5 U.S.C. § 552a, as amended). This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, and 2 C.F.R. §§ 180.300, 180.335, Participants' responsibilities. The regulations were amended and published on August 31, 2005, in 70 Fed. Reg. 51865-51880. Copies of the regulations may be obtained by contacting the Department of Agriculture agency offering the proposed covered transaction.*

*According to the Paperwork Reduction Act of 1995 an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0505-0027. The time required to complete this information collection is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The provisions of appropriate criminal, civil, fraud, privacy, and other statutes may be applicable to the information provided.*

***(Read instructions on page two before completing certification.)***

- A. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency;
- B. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

ORGANIZATION NAME	PR/AWARD NUMBER OR PROJECT NAME
NAME(S) AND TITLE(S) OF AUTHORIZED REPRESENTATIVE(S)	
SIGNATURE(S)	DATE

*In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.*

*Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotope, American Sign Language, etc.) should contact the responsible agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.*

*To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint \(https://www.ascr.usda.gov/filing-program-discrimination-complaint-usda-customer\)](https://www.ascr.usda.gov/filing-program-discrimination-complaint-usda-customer) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442.*

### *Instructions for Certification*

- (1) By signing and submitting this form, the prospective lower tier participant is providing the certification set out on page 1 in accordance with these instructions.
- (2) The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.
- (3) The prospective lower tier participant shall provide immediate written notice to the person(s) to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
- (4) The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549, at 2 C.F.R. Parts 180 and 417. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
- (5) The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
- (6) The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
- (7) A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the System for Award Management (SAM) database.
- (8) Nothing contained in the foregoing shall be construed to require establishment of a system of records to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
- (9) Except for transactions authorized under paragraph (5) of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

California Department of Forestry and Fire  
Protection 2021-2022 Application for Funding  
Cooperative Forestry Assistance Act of 1978  
Rural Fire Capacity (RFC) Program  
Agreement # 7GF 21113



**A. Department/Organization**

Organization Name: Running Springs Fire Department  
Contact's First Name: Michael Contact's Last Name: Vasquez  
Street Address: 31250 Hilltop Blvd  
Mailing Address: P.O. Box 2206  
City: Running Springs County: San Bernardino Zip Code: 92382  
State: California CAL FIRE Unit: BDU - San Bernardino Unit  
Phone Number: (909) 403-5390 Email Address: m.vasquez@runningspringsfd.org  
DUNS Number: 619239002

To check to see what your DUNS Number is, or to apply for one, please visit the [DUNS Number web page](#).

**B. Area to be served by award (include areas covered by contract or written mutual aid agreements).**

Number of Communities: 3 Area: 8.00 square miles  
Congressional District #: CA-##8  
Population: 7,386 Annual Budget: \$ 3,200,462.00  
Latitude N 34 ° 12 ' 28 " Longitude W 117 6 30 "

(Latitude must be between 32 and 42 degrees. Longitude must be between 114 and 125 degrees. Latitude and Longitude minutes and seconds must be between 0 and 60. Use a central point in the Applicant's service area for the general area covered by the project).

All projects **MUST** have a project area.

**C. Activity: Annual number of emergency incidents.**

Fire: 21 + EMS: 665 + Other: 360 = Total: 1046

**D. Indian Tribal Community (If project includes an Indian Tribal Community, please provide):**

Population: [redacted] Size (acres): [redacted] # of structures: [redacted]

Distance to nearest fire station (miles): [redacted]

**CAL FIRE USE ONLY (Formula-driven)**

Total Application Request (up to 50%; \$500 minimum, \$20,000 maximum)

Project Total Cost: \$ 14,604.99

Amount Funded for this Agreement: \$7,302.50

*ME*

**E. Proposed Project (List individual items for funding. Include tax and shipping in unit cost):**

	Type	Item	Quantity	Unit Cost	Item Total
1.	Communications	KNG BK KNG Portable	2	\$ 1,650.00	\$ 3,300.00
2.	Communications	10.5" Antenna	2	\$ 33.48	\$ 66.96
3.	Communications	Rechargeable Battery	2	\$ 135.00	\$ 270.00
4.	Communications	"AA" Clamshell	2	\$ 60.50	\$ 121.00
5.	Communications	KNG -M150 Mobile	3	\$ 1,874.60	\$ 5,623.80
6.	Communications	Remote Head	3	\$ 908.70	\$ 2,726.10
7.	Communications	Progrm MIC	3	\$ 237.90	\$ 713.70
8.	Communications	17' Remote Cable	3	\$ 100.10	\$ 300.30
9.	Communications	Flexible Antenna	3	\$ 76.50	\$ 229.50
10.	Communications	Permanent Antenna	3	\$ 36.00	\$ 108.00
11.	Communications	Crimp On Connector	3	\$ 10.80	\$ 32.40
12.	Communications	Shipping	1	\$ 125.95	\$ 125.95
13.	Communications	Tax	1	\$ 987.28	\$ 987.28
14.					\$ 0.00
15.					\$ 0.00
16.					\$ 0.00
17.					\$ 0.00
18.					\$ 0.00
19.					\$ 0.00
20.					\$ 0.00
21.					\$ 0.00
22.					\$ 0.00

**F. CAL FIRE USE ONLY (Formula-Driven)**

Project Total Cost: \$ 14,604.99

**G. Additional Information. 1. Briefly describe the area to be served: fire protection system, water system, equipment, facilities, staffing, hazards, etc. and purpose of proposed project. 2. How will the request(s) maintain or bring your organization into compliance with NFPA 1977? (Limited to space below)**

Running Springs Fire Department is a combination Fire Department which consists of 8 full time and 18 paid call firefighters. Running Springs is a wildland urban interface community in the San Bernardino Mountains. The mountain region is considered a high-risk area for wildfire. The Department protects an infrastructure that includes a water department and a sewer system for three communities and two main highway corridors that intersect other adjoining communities. The districts water system consists of hydrants that cover 98% of the initial response area. Running Springs Fire Department is the only full time staffed fire organization for the communities of Running Springs, Arrowbear Lake, Smiley Park, and Green Valley Lake. Running Springs has a type III fire engine that assists both Cal-Fire and the Forest Service on wildland fire incidents. Running Springs has a cooperative agreement with Cal-Fire which includes, facilities and a mutual and auto aid response. The purpose of this proposed project is to outfit our apparatus and personnel with new/updated radio equipment and replace outdated equipment. Therefore, the awarding of this project would keep our organization compliant with the NFPA 1977 standard.

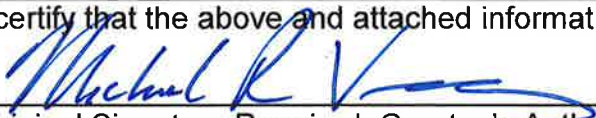
In addition to the original request(s), Applicants may list alternative projects for excess or unused funds, which the State will review during the initial application process. The State will determine which of the Applicant's projects are eligible for funding if excess or unused funds become available. Upon advance written approval by the State, the applicant may use additional/excess funding up to the contract maximum amount to purchase State approved items in listed order of priority on their application.

Deviations from the original application are considered an amendment and require prior approval before the amended expenditures can be made.

**The funds will be only for those projects accomplished and/or items purchased between Agreement Approval Date and June 30, 2022. The Recipient agrees to provide CAL FIRE with itemized documentation of the Agreement project expenditures and bill CAL FIRE as soon as the project is complete, but no later than September 1, 2022.**

The Recipient gives CAL FIRE or any authorized representative access to examine all records, books, papers, or documents relating to the Agreement. The Recipient shall hold harmless CAL FIRE and its employees for any liability or injury suffered through the use of property or equipment acquired under this Agreement. The applicant certifies that to the best of the applicant's knowledge and belief, the data in this application is true.

I certify that the above and attached information is true and correct:

  
Original Signature Required: Grantee's Authorized Representative

04/28/2021

Date Signed

Printed Name: Michael R Vasquez

Title: Fire Chief

Executed on: 04/28/2021

at

Running Springs

Date

City

Organization Name: Running Springs Fire Department

Grant Assurances for Cooperative Forestry Assistance Act of 1978  
Rural Fire Capacity (RFC)

Organization Name: Running Springs Fire Department

Contact's First Name: Michael

Contact's Last Name: Vasquez

Street Address: 31250 Hilltop Blvd

Mailing Address: P.O. Box 2206

City: Running Springs

County: San Bernardino

Zip Code: 92382

State: California

CAL FIRE Unit: BDU - San Bernardino Unit

Phone Number: (909) 403-5390

Email Address: m.vasquez@runningspringsfd.org

DUNS Number: 619239002

As the duly authorized representative of the applicant, I certify that the applicant named above:

1. Has the legal authority to apply for the Rural Fire Capacity grant, of the Cooperative Forestry Assistance Act of 1978 and has the institutional, managerial and financial capability to ensure proper planning management, and completion of the grant.
2. Will assure that grant funds are used only for items requested and approved in the application.
3. Assures that all wildland fire response employees (full-time, part-time, or volunteer) are fully equipped with appropriated wildland fire response personal protective equipment that meets NFPA 1977, *Standard on Protective Clothing and Equipment for Wildland Fire Fighting*, and are trained to a proficient level in the use of the personal protective equipment. Wildland fire suppression safety clothing, and equipment includes:
  - Safety helmet
  - Goggles
  - Ear Protection
  - Fire-resistant (i.e. Nomex) hood, shroud, or equivalent face and neck protection
  - Fire-resistant (i.e. Nomex) shirt and pants
  - Gloves
  - Safety work boots
  - Wildland fire shelter
  - Communications Equipment
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

Organization Name: Running Springs Fire Department



5. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain for themselves or others, particularly those with whom they have a family, business or other ties.
6. Will comply with all applicable requirements of all other Federal laws, Executive orders, regulations, Program and Administrative requirements, policies, and other requirements governing this program.
7. Will comply with USDA Forest Service Civil Rights requirements.

See the [Forest Service Civil Rights literature](#) on their web page.

8. Understands that failure to comply with any of the above assurances may result in suspension, termination, or reduction of grant funds.

- In compliance with NFPA 1977 and trained in the use of Wildland PPE.
- Not in compliance with NFPA 1977, but applying for grant funding to purchase Wildland PPE and/or provide required training.

The undersigned represents that he/she is authorized by the above named applicant to enter into this agreement for and on behalf of the said applicant.

Printed Name of Authorized Agent: Michael R Vasquez

Signature of Authorized Agent: \_\_\_\_\_



Title of Authorized Agent: Fire Chief

Date: 04/28/2021

**Submission requires an unsigned and signed application.**

1. Please complete and save an **unsigned** application.
2. In addition, please print, sign, date, and scan a **signed** application (or DocuSign).
3. On one email, please attach both the **unsigned** and **signed** applications and submit to [CALFIRE.GRANTS@FIRE.CA.GOV](mailto:CALFIRE.GRANTS@FIRE.CA.GOV).

**Electronic copies must be submitted by May 4, 2021 at 11:59pm.**

# DELEGATED SHORT FORM LEASE

LEASE COVERING PREMISES LOCATED AT 31250 Hilltop Blvd., Running Springs, CA 92382
LESSOR'S FED. TAX. I.D. NO.: On File
TENANT AGENCY: Department of Forestry and Fire Protection

San Bernardino Unit (BDU)  
Running Springs Fire Station No. 51

CAL FIRE No.: **2T219815**  
DGS Project No.: **9312**

THIS LEASE, made and entered into this 1<sup>st</sup> day of September, 2021, by and between the Running Springs Water District, hereinafter referred to as LESSOR, and the State of California, by and through its duly appointed, qualified and acting Director of the Department of Forestry and Fire Protection, hereinafter referred to as CAL FIRE. CAL FIRE and LESSOR may also be referred to as "Party" or "Parties".

The parties hereto mutually agree as follows:

## WITNESSETH:

- CAL FIRE currently occupies a portion of Running Springs Fire Station No. 51, located at 31250 Hilltop Boulevard, Running Springs, California, County of San Bernardino, as identified on the attached Exhibit "A" and described as follows:

The San Bernardino Unit occupies a portion of the fire station comprised of one (1) shared bedroom, one (1) office and two (2) apparatus bays, along with use of the kitchen, dining room, common areas and unassigned parking. CAL FIRE shall have access and use of the leased premises 24 hours per day, seven (7) days per week.

- The term of this lease shall commence on September 1, 2021, and shall end on August 31, 2024, with such rights of termination as may be hereinafter expressly set forth.
- Either Party may terminate this lease at any time by giving notice at least ninety (90) days prior to the date when such termination shall become effective.
- Rental payments shall be paid by LESSOR, from legally available funds and subject to the California Constitution, in arrears by the last day of each month during said term as follows:  
**THREE THOUSAND FIVE HUNDRED AND 00/100 DOLLARS (\$3,500.00)**  
From September 1, 2021 through August 31, 2024, and thereafter.
- All notices herein provided to be given, or which may be given, by either party to the other, shall be deemed to have been fully given when made in writing and deposited in the United States mail certified and postage prepaid, and addressed as follows:

**CAL FIRE**  
TECHNICAL SERVICES  
Attn: James DeGraff, Real Property Manager  
P.O. Box 944246  
Sacramento, CA 94244-2460  
(916) 327-2583  
[james.degraff@fire.ca.gov](mailto:james.degraff@fire.ca.gov)

**RUNNING SPRINGS WATER DISTRICT**  
Attn: Tony Grabow, Fire Chief  
P.O. Box 2206  
Running Springs, CA 92382  
[t.grabow@runningspringsfd.org](mailto:t.grabow@runningspringsfd.org)

**CAL FIRE – SAN BERNARDINO UNIT**  
JOHN TOON, Assistant Chief  
Administrative Officer  
(909) 881-6900 Office  
(909) 677-9435 Cell  
[john.toon@fire.ca.gov](mailto:john.toon@fire.ca.gov)

Nothing herein contained shall preclude the giving of any such written notice by personal service.

6. LESSOR agrees that, prior to, the leased premises will be made ready for CAL FIRE's occupancy in full compliance with **Exhibit "A"**, consisting of one (1) page, identifying location, which Exhibit is by this reference incorporated herein.
7. LESSOR shall furnish to CAL FIRE, during the lease term, the following services and utilities:
  - A. ~~Janitorial services, including but not limited to, regular cleaning of office areas and restrooms, toilet supplies and waste disposal.~~
  - B. All utilities except telecommunications.
8. During the lease term, LESSOR shall maintain the leased premises together with appurtenances, rights, privileges, and easements belonging or appertaining thereto, in good repair and tenable condition, except in case of damage arising from the negligence of CAL FIRE's agents, invitees or employees. CAL FIRE is responsible for any damage beyond normal wear and tear.
9. LESSOR reserves the right to enter and inspect the leased premises, at reasonable times, and to make any necessary repairs to the premises.
10. LESSOR agrees that CAL FIRE, keeping and performing the covenants and agreements herein contained on the part of CAL FIRE to be kept and performed, shall at all times during the existence of this lease, peaceably and quietly, have hold and enjoy the leased premises, without suit, trouble or hindrance from LESSOR, or any person claiming under LESSOR.
11. In the event the leased premises or any essential part thereof shall be destroyed by fire or other casualty, this lease, shall, in the case of total destruction of the leased premises, immediately terminate. In case of partial destruction or damage, CAL FIRE may elect to terminate by giving written notice setting forth the date of termination to LESSOR within fifteen (15) days after such fire or casualty, and no rent shall accrue or be payable to LESSOR after such termination. In the event of any such destruction where CAL FIRE remains in possession of said premises, whether for the remainder of the term or temporarily pending termination, the rental as herein provided shall be reduced by the ratio of the floor space CAL FIRE is precluded from occupying to the total floor space of the leased premises.
12. Rental payable hereunder for any period of time less than that for which periodic rental is payable shall be determined by prorating the rental due for the applicable period of occupancy.
13. To the extent authorized by any fire and extended coverage insurance issued to LESSOR on the herein demised premises, LESSOR releases CAL FIRE from liability for loss or damage covered by said insurance and waives subrogation rights of the insurer.

In accordance with Government Code Section 11007.4, the State of California has elected to be self-insured against loss or damage to, or liability arising from, the use of leased property. Under this system, loss or damage, if any, to the equipment shall be borne by the State of California.

14. During the performance of this lease, LESSOR shall not deny benefits to any person on the basis of religion, color, ethnic group identification, sex, age, physical or mental disability, nor shall they discriminate unlawfully against any employee or applicant for employment because of race, religion, color, national origin, ancestry, physical handicap, mental disability, medical condition, marital status, age, or sex. LESSOR shall insure that the evaluation and treatment of employees and applicants for employment are free of such discrimination.

LESSOR shall comply with the provisions of the Fair Employment and Housing Act (Government Code, Section 12900 et seq.), the regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285.0 et seq.), the provisions of Article 9.5, Chapter 1, Part 1, Division 3, Title 2 of the Government Code (Government Code, Sections 11135-11139.5), and the regulations or standards adopted by the awarding State agency to implement such article.

- 15. In the event CAL FIRE remains in possession of the premises after the expiration of the lease term, or any extension thereof, this lease shall be automatically extended on a month-to-month basis, subject to thirty (30) days termination by either party, and otherwise on the terms and conditions herein specified, so far as applicable.
- 16. LESSOR hereby warrants and guarantees that the space leased to CAL FIRE will be operated and maintained free of hazard from Asbestos Containing Constructions Materials.
- 17. The State of California supports the use of Disabled Veteran Business Enterprise (DVBE) and California Certified Small Business (SB) and we encourage CAL FIRE to utilize DVBE and Certified SB to fulfill its lease obligation under this lease.
- 18. Except in emergency situations, LESSOR shall give not less than 24 hours prior notice to CAL FIRE tenants when any pest control, remodeling, renovation, or repair work affecting the State occupied space may result in employee health concerns in the work environment.
- 19. Pursuant to California Civil Code §1938, the LESSOR states that the leased premises:

have not undergone an inspection by a Certified Access Specialist (CASp). A CASp can inspect the subject premises and determine whether the subject premises comply with all of the applicable construction-related accessibility standards under state law. Although state law does not require a CASp inspection of the premises, the Lessor may not prohibit the tenant from obtaining a CASp inspection of the premises for occupancy by the tenant, if requested by the tenant. The parties shall mutually agree on the arrangements for the time and manner of the CASp inspection, the payment of the fee for the CASp inspection, and the cost of making any repairs necessary to correct violations of construction-related accessibility standards within the premises.

have undergone an inspection by a Certified Access Specialist (CASp) and it was determined that the leased premises met all applicable construction-related accessibility standards pursuant to California Civil Code §55.53 et seq. Lessor shall provide a copy of the current disability access inspection certificate and any inspection report to the State within seven days of the date of execution of the lease pursuant to subdivision (b).

have undergone an inspection by a Certified Access Specialist (CASp) and it was determined that the leased premises did not meet all applicable construction-related accessibility standards pursuant to California Civil Code §55.53 et seq.” Lessor shall provide a copy of any inspection report to the State prior to the execution of the Lease. If the report is not provided to the State at least 48 hours prior to execution of the lease, the State shall have the right to rescind the lease, based upon the information contained in the report, for 72 hours after execution of the lease.

IN WITNESS WHEREOF, this lease has been executed by the parties hereto as of the date first above written.

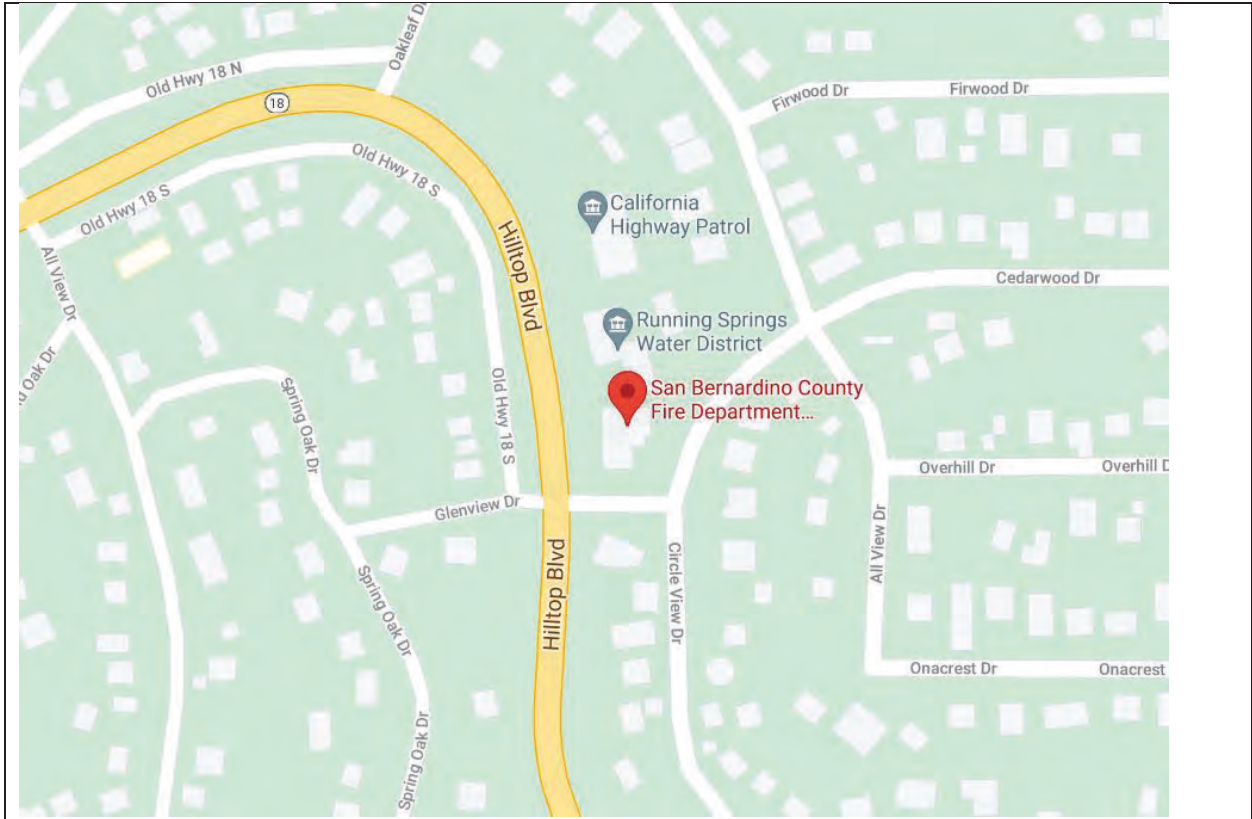
LESSOR  
**RUNNING SPRINGS WATER DISTRICT**

LESSEE  
**DEPARTMENT OF FORESTRY AND  
FIRE PROTECTION (CAL FIRE)**

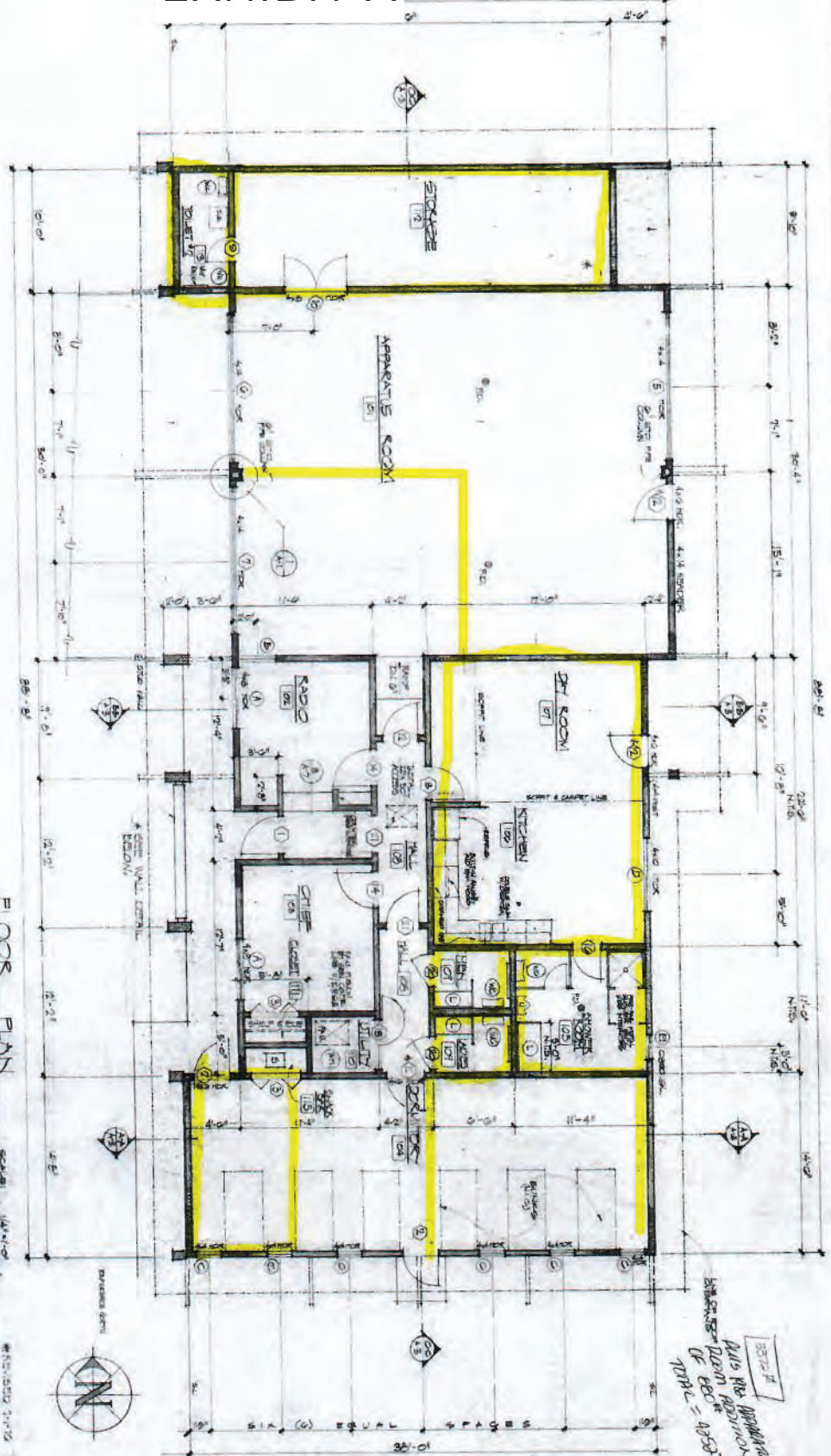
By: TONY GRABOW  
**TONY GRABOW**  
Fire Chief  
9/9/2021  
\_\_\_\_\_  
Dated

By: James DeGraff  
**JAMES DeGRAFF**  
Real Property Manager  
9/9/2021  
\_\_\_\_\_  
Dated

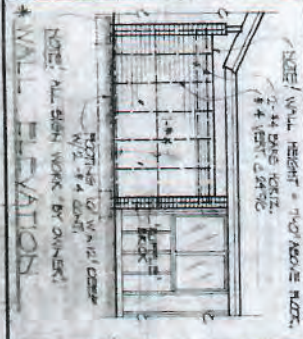
# EXHIBIT A



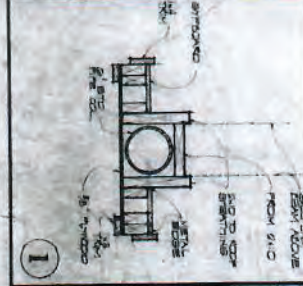
# EXHIBIT A



FLOOR PLAN



WALL ELEVATION



1

NO.	REVISION	DATE	BY	DESCRIPTION
1				

PROJECT NAME: **FIRE STATION**  
 227 W. BAYVIEW BLVD. WATER DISTRICT  
 AZUSA, CALIFORNIA

**MARVIN G. SUTTER, ARCHITECT**  
 471 NORTH D' ST., SAN BERNARDINO, CALIF. 91761-7000

APPROVALS

**RESOLUTION NO. 14-19**

**A RESOLUTION OF APPLICATION BY THE BOARD OF DIRECTORS OF RUNNING SPRINGS WATER DISTRICT, REQUESTING THE LOCAL AGENCY FORMATION COMMISSION TO INITIATE PROCEEDINGS FOR REORGANIZATION AND FINDING THAT THE REQUESTED REORGANIZATION IS NOT A PROJECT AND, THEREFORE IS, EXEMPT FROM REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT**

**WHEREAS**, the Board of Directors of Running Springs Water District (“District”) proposes a reorganization pursuant to Part 3 of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 for reorganization; and

**WHEREAS**, the proposal includes annexation of territory to the Running Springs Water District (the “Action”); and

**WHEREAS**, descriptions and maps of the area proposed to be reorganized are included in Exhibits “A” and “B” attached hereto and by this reference incorporated herein; and

**WHEREAS**, the proposed Action would simply re-organize and clarify which agencies are responsible for providing wastewater services to the Green Valley Lake community (“territory”), but do not proposed any new development or any increase in the use of the territory; and

**WHEREAS**, the Running Springs Water District currently provides wastewater treatment services under an Outside Wastewater Treatment Agreement; and

**WHEREAS**, Running Springs Water District desires that the proposed reorganization be subject to the standard terms and conditions imposed by the Local Agency Formation Commission (“LAFCO”) and to the following terms and conditions:

- 1) Running Springs Water District would fix the Green Valley Lake community wastewater rates at their current level for the first five years and account for the area as a separate enterprise fund barring any unforeseen circumstances that would require additional revenue;
- 2) Depending on the timing of the LAFCO process, the Green Valley Lake community wastewater rates may be placed on the San Bernardino County property tax roll;
- 3) After the initial 5 years, a rate study would be conducted and the Green Valley Lake community would be merged with the Running Springs Water District existing wastewater enterprise and it is anticipated there would be a uniform wastewater rate for all wastewater customers at that time;
- 4) Running Springs Water District will not accept taking on any of the County of San Bernardino County Service Area No. 79 (“CSA 79”) pension liability;

- 5) No additional Board of Director seats will be added to the Running Springs Water District;
- 6) All application fees and any other costs associated with the LAFCO reorganization would be paid for by the Second District Supervisors Office;
- 7) The existing CSA 79 reserve funds will be transferred to Running Springs Water District and placed in a separate enterprise fund; and

**WHEREAS**, the reason for the proposed annexation is to permanently provide wastewater services to the territory; and

**WHEREAS**, the District requests that the proceedings be taken for the proposal pursuant to Part 3 of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 for reorganization; and

**WHEREAS**, the proposed reorganization is consistent with the sphere of influence assigned the Running Springs Water District.

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

Section 1. Findings under the California Environmental Quality Act (“CEQA”) (Pub. Res. Code §§ 21000 et seq.; 14 Cal. Code Regs. §§ 15000 et seq.). The Board of Directors hereby determines that adoption of this Resolution and the approval of the Action is not a “project” under CEQA because no environmental impacts will result. However, to the extent the Action is found to be a CEQA “project,” the Board alternatively determines that the Action is exempt from environmental review under CEQA because it has no environmental impacts that will result under State CEQA Guidelines § 15061(b)(3), and because the Action merely allows for the continued operation of an existing facility without any expansion in use under State CEQA Guidelines § 15301 (the “Existing Facilities” exemption) and because the Action consists of a change in the organization of two local government agencies where the change does not change the geographic area in which previously existing powers are exercised under State CEQA Guidelines § 15320. The Board further finds that none of the “exceptions” to the application of the Existing Facilities under State CEQA Guidelines 15300.2 exist because there are no unusual circumstances present, no sensitive resources will be impacted by the Action, no cumulative impacts or other significant effects are foreseeable from the Action, the Action will not impact visual resources within a scenic highway or historic resources, and because the Action does not involve hazardous waste sites.

Section 2. This Resolution of Application is hereby adopted and approved by the Running Springs Water District Board of Directors and hereby requests the Local Agency Formation Commission for San Bernardino County to take proceedings for the annexation of territory as described above, according to the terms and conditions stated above and in the manner provided by the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000.



Section 3. Running Springs Water District acknowledges and agrees to the Local Agency Formation Commission for San Bernardino County's requirement for imposing legal indemnification as outlined in Policy 3 of Chapter 2 of the Accounting and Financial Section of its Policy and Procedure Manual.


Section 4. The General Manager is hereby directed and authorized on behalf of the District to finalize and submit a petition, including but not limited to the reorganization application to include annexation, detachment and reorganization including the preparation and certifying of the Plan for Service and Fiscal Impact Analysis, copies of which are on file in the District office and any and all other necessary and required documents to the San Bernardino County Local Agency Formation Commission initiating the Reorganization as set forth in this Resolution, pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000.


Section 5. That the Secretary to the Running Springs Water District Board of Directors shall certify to the passage and adoption of this resolution and is hereby authorized and directed to file, or cause to be filed, a certified copy of this Resolution with the Executive Officer of the Local Agency Formation Commission for San Bernardino County.

Section 6. The General Manager shall be the custodian of record for all documents relating to the adoption of this Resolution, which may be reviewed by the public at the District's offices located at 31242 Hilltop Boulevard, Running Springs, CA 92382.

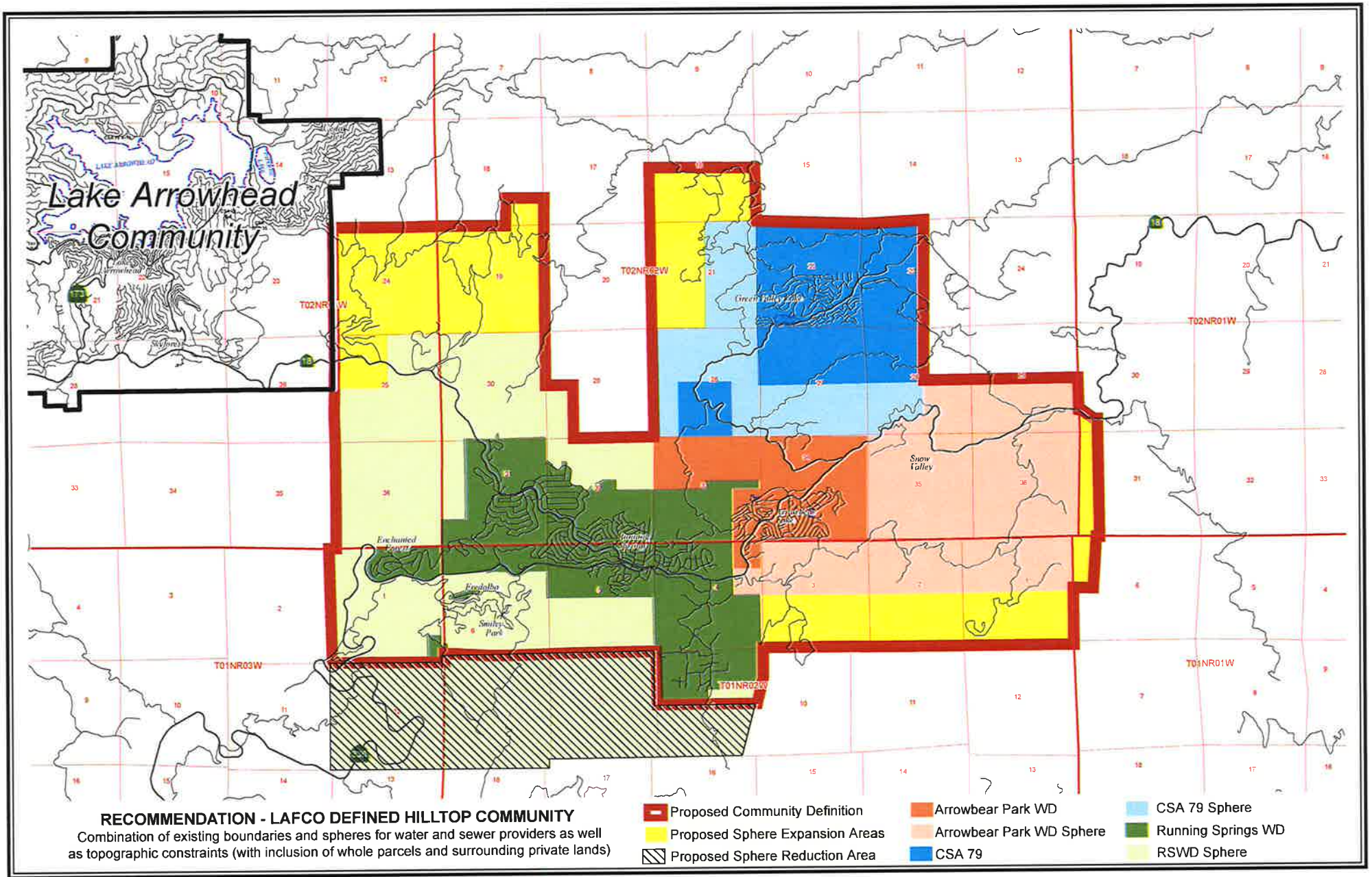
ADOPTED this 18<sup>th</sup> day of September 2019.

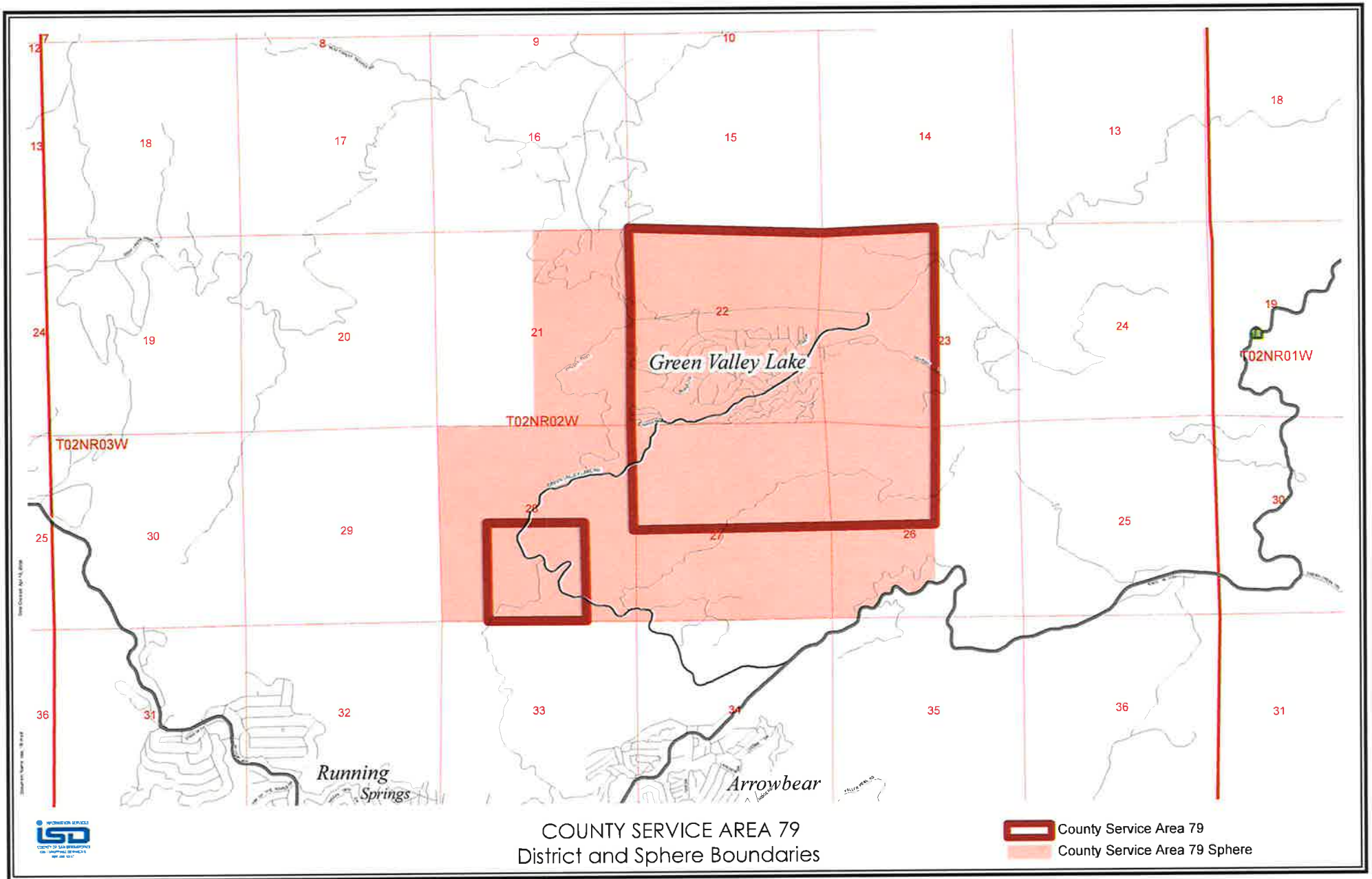
<b>Ayes:</b>	Grabow, Mackzum, Terry, Acciani
<b>Noes:</b>	○
<b>Abstentions:</b>	○
<b>Absent:</b>	Conrad

  
\_\_\_\_\_  
President, Board of Directors  
Running Springs Water District

ATTEST:  
  
\_\_\_\_\_  
Secretary of the Board of Directors  
Running Springs Water District







COUNTY SERVICE AREA 79  
District and Sphere Boundaries

County Service Area 79  
County Service Area 79 Sphere