



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 13, 2019  
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 18, 2019, at the hour of 9:00 A.M. at the District Office located at 31242 Hilltop Boulevard, Running Springs, California. This agenda was posted prior to 5:00pm on September 13, 2019 at the Running Springs Water District Office and Website.

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

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

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

**AGENDA**

1. Call Meeting to Order and Pledge of Allegiance
2. Recognize and Hear from Visitors/Public Comment
  - A. Promotional Badge Pinning for New Firefighter/Engineers
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 **Page 4**
  - 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**).

September 18, 2019 Regular Board Meeting Agenda  
Posted September 13, 2019

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 6**
  - B. Ratify Expenditures and Cash Summary **Page 11**
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 Adopting Resolution 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  
(Presenter: Ryan Gross, General Manager) **Page 20**
  - B. Consider Authorizing Staff to Proceed with Purchase of Equipment and Services for Wastewater Division  
(Presenter: Trevor Miller, Wastewater Division Supervisor) **Page 27**
  - C. Consider Authorizing the General Manager to Execute an Agreement for Mutual Aid Fire Protection with the California Department of Forestry and Fire Protection (CalFire)  
(Presenter: Mike Vasquez, Battalion Chief) **Page 34**
  - D. Consider Approving Cooperative Agreement for Joint Use by and Between Running Springs Fire Department and California Department of Forestry and Fire Protection (CalFire)  
(Presenter: Mike Vasquez, Battalion Chief) **Page 38**
  - E. Consider Adopting Resolution No. 15-19, Approving the California Department of Forestry and Fire Protection Agreement #7FG19106  
(Presenter: Mike Vasquez, Battalion Chief) **Page 42**
6. Closed Session - The Board will go into Closed Session to discuss:
  - A. Conference with Legal Counsel – Anticipated Litigation. Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code Section 54956.9: (One case)
7. General Manager’s Report
8. Report from Legal Counsel
9. Board Member Comments/Meetings

September 18, 2019 Regular Board Meeting Agenda  
Posted September 13, 2019

10. Meeting Adjournment

Upcoming Meetings: Regular Board Meeting October 16, 2019 at 9:00am

**RUNNING SPRINGS WATER DISTRICT**

**MEMORANDUM**

**DATE:** September 18, 2019

**TO:** Board of Directors

**FROM:** George Corley, 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 17, 2019 the Board of Directors adopted Resolution 13-19 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 18, 2019 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 13-19 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 18, 2019

**TO:** Board of Directors

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

**SUBJECT:** CONSIDER APPROVING MEETING MINUTES

**RECOMMENDATION**

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

**REASON FOR RECOMMENDATION**

Approval of meeting minutes.

**BACKGROUND INFORMATION**

The attached draft meeting minutes are from the Regular Board Meetings held on August 21, 2019.

**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 21, 2019**

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The Regular Meeting of the Board of Directors of the Running Springs Water District was held on Wednesday, August 21, 2019 at the hour of 9:00 A.M. at the District office located at 31242 Hilltop Boulevard, Running Springs, California.

The following Directors were present:

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

Director Mike Terry was absent

Also present were the following:

Ryan Gross, General Manager  
Joan C. Eaton, Board Secretary/Treasurer/Administration Supervisor

No Visitors Present

**MEETING MINUTES**

**AGENDA ITEMS**

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

The Running Springs Water District Regular Board Meeting was called to order at 9:00 A.M. by President Grabow who also led the assembly in the pledge of allegiance to the flag.

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

No visitors were present.

**3. Approval of Consent Items**

**A. Approve Meeting Minutes**

**B. Ratify Expenditures**

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

**D. Consider Authorizing General Manager to Execute Amendment No. 4 to the San Bernardino County Lease Agreement for the Running Springs Library**

Manager Gross reported on the San Bernardino County Library Lease and Agreement for District consideration. The current rent is \$928 per month and the proposed rent will increase 2% annually commencing November 1, 2019. Legal Counsel has reviewed the proposed amendment with no suggested changes and Manager Gross confirmed there is no District expense related to maintenance of the San Bernardino County Library Lease.

Discussion continued that included the Boy Scout Camp and the Downtown wells previously deeded to the District by Joe Harich. Manager Gross will request a proposal from Tom Dodson and Associates regarding environmental issues related to redevelopment of the existing wells.

Upon **motion** by Director Mackzum, **second** by Director Conrad and **carried by a 4 to 0 vote**, the Consent Items were approved.

**4. Action Items**

**A. Consider Awarding Contract for Sewer Slip Lining**

Manager Gross reported on the Sewer Slip Lining Project from Wagon Wheel to Rim of the World Drive and he recommended the District award the contract to Sancon Technologies for their low bid of \$27,115. The inspection report indicated the sewer pipeline has a sag and is compromised under Highway 18. Manager Gross confirmed there will be no traffic control issues related to the project. The Fiscal Year 2022-2023 project budget is \$150,000 with staff recommending the District proceed immediately. If approved, the project will be funded from the Wastewater Capital Improvement Project Reserve with a balance of \$389,638.

Upon **motion** by Director Grabow, **second** by Director Conrad and **carried by a 4 to 0 vote**, Awarding the Contract for Sewer Slip Lining Project from Wagon Wheel to Rim of the World Drive to Sancon Technologies, Inc. for their low bid of \$27,115, was approved.

**B. Consider Awarding Contract for Hazard Abatement at District Properties**

Manager Gross said six (6) District properties were cited during the annual Fire Hazard Abatement Program. Staffing levels have not allowed the District to abate the properties, so an outside contractor is required. In addition to the six properties cited, the District also requests abatement for Sewer Lift Station 7 and 8 and the Wastewater Treatment Plant. Two (2) bids were received with the lowest from Reliable Raul for \$6,470. Funding for these services will be paid out of the annual Operations and Maintenance Budget.



Upon **motion** by Director Mackzum, **second** by Director Grabow and **carried by a 4 to 0 vote**, Awarding the Contract for Hazard Abatement at District Properties to Reliable Raul in the amount of \$6,470, was approved.

**C. Consider Authorizing Advertisement and Recruitment for Administration Supervisor Position**

Administration Supervisor, Joan Eaton announced her retirement effective November 19, 2019 and the District will begin the recruitment process. Applications for the position will be accepted from August 21<sup>st</sup> to September 13<sup>th</sup> with testing and interviews scheduled from September 23<sup>rd</sup> to October 2<sup>nd</sup> and a decision by October 4, 2019. The employment opportunity information will be published on the District website, reception area window and in two (2) local newspapers. Manager Gross said there may be approximately two to four (2-4) weeks of additional wages and benefits for the position during the training period.

Upon **motion** by Director Grabow, **second** by Director Conrad and **carried by a 4 to 0 vote**, Authorizing Advertisement and Recruitment for Administration Supervisor Position, was approved.

**D. Consider Authorizing Expenditure for Structural Design Services for the Wastewater Treatment Plant Headworks Improvements**

Manager Gross reported on the Wastewater Treatment Plant Headworks Improvement Project saying the Board previously approved the purchase of a surplus ROTO Shear Drum Screen to be installed at the Wastewater Treatment Plant. Structural engineering services are required for the design of the project and modifications will be performed by the Wastewater staff with assistance from outside contractors. Discussion continued regarding the project that will be funded from the Wastewater Connection and Capacity Charge Reserve Account and the expense shared with upstream users. Manager Gross confirmed there is no permitting required for the project.

Upon **motion** by Director Conrad, **second** by Director Terry and **carried by a 5 to 0 vote**, Authorizing Expenditure for Structural Design Services for the Wastewater Treatment Plant Headworks Improvements not to exceed \$15,000, was approved.

**5. General Manager's Report**

NBC Universal Cable Productions, LLC has contacted the District to request utilizing the Downtown District Property on October 1<sup>st</sup> and 2<sup>nd</sup>, 2019 to park equipment while filming. NBC Universal utilized the Downtown District property in 2018, signed a contract and liability waiver and paid the District \$1,500 for the inconvenience. Manager Gross confirmed there will be no interference by allowing NBC Universal Cable Productions to utilize the property.

Manager Gross reported on District recruiting efforts related to the Fire Department Battalion Chief and the Water Division Operator vacancies. Discussion continued that included employee buyout compensation and the District’s CalPERS unfunded liability.

Manager Gross recently meet with the Local Agency Formation Commission (LAFCO) regarding the Getaway House that is expected to open on August 22, 2019.

**6. Board Member Comments/Meetings**

Director Conrad stated there are several bills going through legislature that will affect Special Districts. Manager Gross said the District monitors all applicable regulations and staff will provide a draft policy to the Board before the first of the year regarding SB 998, Discontinuation of Residential Water Service.

Manager Gross reported on the possible consolidation of CSA 79 and Running Springs Water District saying the terms will be outlined in an initiating draft resolution that will be provided to the Board for consideration in September of 2019.

Manager Gross said the Racially Polarized Voting study completed by Redistricting Partners, concluded there is no indication of a racially polarized situation in the Running Springs Water District. The study and consultant’s recommendation will be provided to the Board in September of 2019.

Supervisor Eaton confirmed that Van Lant and Fankhanel, LLP will return on August 22<sup>nd</sup> and 23<sup>rd</sup> to complete the Fiscal Year 2018/2019 District Audit.

**7. Meeting Adjournment**

Upon **motion** by Director Grabow, **second** by Director Conrad and **carried by a 4 to 0 vote,** the meeting was adjourned at 10:10 A.M.

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 18, 2019  
**TO:** Board of Directors  
**FROM:** Ryan Gross, General Manager  
**SUBJECT:** RATIFY EXPENDITURES

**RECOMMENDED BOARD ACTION**

It is recommended that the Board of Directors review the attached accounts payable check register and ratify the District's August 2019 expenditures.

A copy of the District's Cash Reserve Fund Summary as of August 31, 2019, the Pooled Cash Balance History and Fire Department Operating Reserve Fund Surplus/Shortfall History is also included for review and information.

**REASON FOR RECOMMENDATION**

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

**ATTACHMENTS**

- Attachment 1 – Accounts Payable Check Register for August 2019
- Attachment 2 – Cash Summary as of August 31, 2019
- Attachment 3 – Pooled Cash Balance History
- Attachment 4 – Fire Department Operating Reserve Fund Surplus/Shortfall History

## Running Springs Water District Accounts Payable Checks August 2019

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
2 Hot Uniforms inc	Safety Equipment/Personel Protective Equipment	08/22/19	535.05	103641	535.05
Action Automotive Repair Inc	Maintenance on Durango, check for draw	08/01/19	332.50	103561	332.50
Airgas Inc.	Large Helium	08/13/19	51.92	103617	51.92
Albert A. Webb Associates	Professional Services July 2019	08/22/19	3,749.12	103642	3,749.12
Allstar Fire Equipment	Structure Helmets	08/07/19	607.45	103594	607.45
American Family Life Assurance Company of Colun	Additional Insurance Premiums July 2019	08/01/19	402.90	103562	402.90
Ameripride Services, Inc	Cleaning Supplies July 2019	08/07/19	316.20	103595	316.20
Arrowbear Park County Water District	Purchased Water	08/01/19	2,770.54	103563	2,770.54
	Purchased water July-Aug 2019	08/29/19	5,317.91	103663	5,317.91
Arrowhead Group Inc.	Test & Certify District Valves	08/29/19	882.00	103664	882.00
AW Associates, Inc.	Carb Rule 461 Testing	08/29/19	500.00	103665	500.00
Bacon/Wagner Excavating, Inc.	Trucking biosolids to recycling facility	08/01/19	800.00	103564	800.00
	Bacon/Wagner bio soilds hauling	08/29/19	800.00	103666	800.00
Bennett Excavation Inc.	Septic Pumping	08/13/19	612.50	103618	612.50
Best, Best & Krieger LLP	Legal Services July 2019	08/22/19	710.80	103643	710.80
BURR Group Inc.	Trash Service July 2019	08/01/19	71.53	103565	478.62
	Trash Service July 2019	08/01/19	187.92	103565	
	Trash Service July 2019	08/01/19	219.17	103565	
California Computer Options Inc	Network Management August 2019	08/01/19	2,850.00	103566	2,850.00
	Website Compliance	08/13/19	1,251.00	103619	1,251.00
California Water Environment Association	CWEA Membership 2019 and Mech Tech Grd2	08/22/19	286.00	103644	286.00
	Collections Maint Grd 2	08/29/19	94.00	103667	94.00
CalPERS	Health Insurance Premiums August 2019	08/01/19	14,911.60	DFT0000989	14,911.60
	Unfunded Liability Additional LS Payment	08/02/19	150,000.00	DFT0000990	150,000.00
	Employer Contribu Classic/Prepra 7/29/19	08/06/19	22,422.13	DFT0000992	22,422.13
	Employ Contribut Classic /Prepra 8/12/19	08/16/19	22,459.42	DFT0001000	22,459.42
	Employ Contribut Classic/Prepra 8/26/19 Payroll	08/30/19	21,653.08	DFT0001007	21,653.08
Canon	Contract and Meter Charge September 2019	08/22/19	633.40	103645	633.40
Charter Communitcations	Telephone and Internet July-Aug 2019	08/01/19	129.96	103567	129.96
	Telephone and Internet August 2019	08/22/19	585.46	103646	585.46
	Telephone and Internet Aug-Sept 2019	08/29/19	195.81	103668	325.77
	Telephone and Internet Aug-Sept 2019	08/29/19	129.96	103668	
Citibank, N.A.	Misc. Building and Safety Items From Home Depot	08/07/19	710.69	103596	710.69
	Miscellaneous Office Supplies July-Aug 2019	08/22/19	179.09	103647	877.41
	STAPLES OFFICE SUPPLIES	08/22/19	698.32	103647	
Compressed Air Specialties, Inc.	Air Compressor for BA Bottles- Repair	08/22/19	1,411.53	103648	1,411.53
ConFire JPA	July- Sept 19 Radio Pager and Dispatch	08/07/19	8,332.52	103597	8,332.52
County of San Bernardino	Lien Release x2	08/01/19	16.00	103568	16.00
	Lien Release	08/07/19	8.00	103598	8.00
	Monthly Map Revisions August 2019	08/13/19	6.00	103620	6.00
	Lien Release x2	08/22/19	16.00	103649	16.00
	Lien Release x2	08/29/19	16.00	103669	48.00
	Lien Releases x 2	08/29/19	16.00	103669	
	Lien Release x2	08/29/19	16.00	103669	
	Road Permits for June 2019	08/29/19	590.00	103670	590.00

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
County of San Bernardino Auditor-Controller/Treasurer	Charge for Special Tax Reports	08/01/19	292.46	103569	292.46
Crestline-Lake Arrowhead Water Agency	Purchased Water July 2019	08/07/19	22.83	103599	22.83
Cypress Ancillary Benefits	Dental Insurance Premiums August 2019	08/01/19	1,330.15	103570	1,330.15
Dixi Willemse	Reimbursement Claim	08/01/19	41.53	103571	41.53
	Reimbursement Claim	08/22/19	17.50	103650	17.50
Don's Auto Inc	Tow from Longpoint to RS Fire	08/07/19	300.00	103600	300.00
	Tires & TPM's	08/22/19	1,100.78	103651	1,156.49
	Filters and Oil	08/22/19	55.71	103651	
	Tires & TPM's	08/29/19	1,100.78	103671	1,774.46
	Filters and Oil	08/29/19	55.71	103671	
	Ignition Switch repair	08/29/19	518.82	103671	
	Vacuum Hose and Check for Codes	08/29/19	99.15	103671	
Elavon Paychex Inc.	Credit Card Monthly Charges July 2019	08/13/19	97.40	DFT0000998	97.40
Employment Development Department	Unemployment Insurance Benefit Charge and Interest	08/13/19	655.95	103621	655.95
ERLA INC	Gurney Maintenance	08/13/19	1,084.57	103622	1,084.57
Fairview Ford Sales, INC	F-550 Repairs and Spolamp	08/13/19	605.17	103623	605.17
Federal Express Corporation	Shipping Charges July 2019	08/13/19	23.94	103624	23.94
Fire Apparatus Solutions	Performed Safety Inspection on E51	08/01/19	2,407.38	103572	12,811.90
	Performed pump test on E50, Replace AC COM int:	08/01/19	10,404.52	103572	
Fire Fighters Association	Fire Fighters Association Dues August 2019	08/29/19	510.00	103672	510.00
Frontier Communications	Telephone July-Aug 2019	08/01/19	78.79	103573	248.81
	Telephone July-Aug 2019	08/01/19	60.86	103573	
	Telephone July-Aug 2019	08/01/19	60.86	103573	
	Telephone July-Aug 2019	08/01/19	48.30	103573	
	Telephone August 2019	08/07/19	60.84	103601	60.84
	Telephone August 2019	08/13/19	149.90	103625	207.97
	Telephone August 2019	08/13/19	58.07	103625	
	Telephone Aug-Sept 2019	08/29/19	58.11	103673	452.92
	Scada Line Aug-Sept 2019	08/29/19	115.68	103673	
	Telephone August-Sept 2019	08/29/19	78.78	103673	
	Telephone Aug- Sept 2019	08/29/19	60.73	103673	
	Telephone August-September 2019	08/29/19	78.79	103673	
	Telephone Aug-Sept 2019	08/29/19	60.83	103673	
George Corley	Reimbursement Claim	08/01/19	202.33	103574	202.33
	Reimbursement Claim	08/29/19	210.68	103674	210.68
Hach Company	Hydrogen Sulfide Test Kit	08/07/19	256.33	103602	256.33
Hi-Desert Publishing-Mountain News	Employment Announcements for Operator and BC	08/07/19	798.00	103603	798.00
	Newspaper Renewal	08/22/19	49.95	103652	49.95
Hose-Man Inc	Hoses for MBR maintenance	08/13/19	313.86	103626	313.86
Inland Desert Security & Communications	Answering Service August 2019	08/13/19	119.30	103627	119.30
Inland Water Works Supply Company	Miscellaneous Parts and Supplies	08/01/19	655.86	103575	1,721.40
	Miscellaneous parts and supplies	08/01/19	592.36	103575	
	Cla-Val Crl Pilot 1/2"	08/01/19	473.18	103575	
Jed Riach	Labor from 7/30/19-8/2/19 for Headworks screen	08/13/19	1,995.00	103628	4,165.00
	Labor 8/5/19-8/9/19 For MBR1 Cassettes	08/13/19	2,170.00	103628	
	Labor 8/19 to 8/23 working on MBR	08/29/19	2,205.00	103675	2,205.00
Jeff Kawell	Remove old screen at Plant	08/13/19	500.00	103629	500.00
	Lift Misc- Remove cassetts for cleaning and inspec	08/22/19	600.00	103653	1,275.00
	Lift Misc- Reset Cassetts	08/22/19	675.00	103653	
Joan Eaton	Reimbursement Claim	08/13/19	70.55	103630	702.55

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Joan Eaton	Reimbursement Claim	08/13/19	432.00	103630	502.55
	Reimbursement Claim	08/22/19	512.00	103654	512.00
Liberty Composting Inc	Liberty composting bio solids disposal	08/13/19	236.60	103631	236.60
Life-Assist, Inc	Ambulance Supplies	08/01/19	1,609.21	103576	1,609.21
	Ambulance Supplies	08/07/19	400.00	103604	400.00
	Ambulance Supplies	08/29/19	858.14	103676	858.14
Linda Mayfield	Reimbursement Claim	08/22/19	823.00	103655	823.00
Lou's Gloves, Inc	Nitrile Exam Grade Gloves- Treatment Plant	08/01/19	102.00	103577	102.00
MCI	Long Distance July 2019	08/01/19	51.19	103578	51.19
McMaster-Carr Supply Company	Flow-Adjustment Valve	08/07/19	208.50	103605	208.50
	Miscellaneous Parts and Supplies	08/13/19	49.70	103632	49.70
NAPA Auto Parts	Miscellaneous Auto Parts and Supplies	08/07/19	193.89	103606	193.89
	Miscellaneous Auto Parts and Supplies	08/22/19	21.53	103656	21.53
Nationwide	Payroll Contributions to Nationwide	08/02/19	1,575.00	DFT0000988	1,575.00
	Nationwide Employee Contributions 8/12/19	08/16/19	1,575.00	DFT0000997	1,575.00
	Employee Contributions from Payroll 8/26/19	08/30/19	1,575.00	DFT0001005	1,575.00
Neofunds By Neopost	Postage for Office Postage Machine	08/22/19	2,000.00	103657	2,000.00
Nestle Waters North America	Drinking Water for the Plant	08/22/19	60.23	103658	60.23
	Drinking Water for Treatment Plant	08/29/19	87.30	103677	87.30
Nick Nikas	Reimbursement Claim	08/22/19	276.03	103659	276.03
Nuckles Oil Company, Inc	Fuel Purchase	08/29/19	5,587.68	103678	5,587.68
Obe & Sons Inc	Replace blown Compressor on AC unit	08/01/19	1,590.00	103579	1,590.00
One Stop Landscape Supply	Bio solids disposal One Stop Recycling	08/13/19	2,937.00	103633	2,937.00
Patricia A. Monical	Toilet Seat Covers	08/29/19	7.08	103679	7.08
Polydyne Inc.	Bio Solids Polymer	08/01/19	1,405.17	103580	1,405.17
Principal Life Insurance Company	Vision Insurance Premium August 2019	08/01/19	147.47	103581	147.47
Provident Agency, Inc	PCF annual Accident and Health Insurance	08/13/19	5,593.00	103634	5,593.00
Rafetlis	Professional Services July 2019-Rate Study	08/22/19	857.50	103660	857.50
Reliance Standard Life Insurance Company	Life Insurance Premiums August 2019	08/01/19	1,194.25	103582	1,194.25
Richard Viero	Reimbursement Claim	08/07/19	1,057.98	103607	1,057.98
Rim Forest Lumber Company, Inc.	Miscellaneous parts and supplies	08/01/19	393.97	103583	393.97
Rocio Silva	Janitorial Services July 2019	08/13/19	485.00	103635	485.00
Roger E. Fox, M.D.	DOT Exam	08/13/19	50.00	103636	50.00
Rogers Anderson Malody & Scott LLP	Consultant Costs July 2019	08/22/19	7,260.00	103661	7,260.00
Ryan Gross	Reimbursement Claim	08/07/19	1,554.31	103608	1,554.31
	Reimbursement Claim	08/22/19	242.99	103662	392.99
	Gym Reimbursement	08/22/19	150.00	103662	
Sacramento Metropolitan Fire District	GEMT Admin Fee 1%	08/01/19	1,837.41	103584	2,962.67
	GEMT Administration cost	08/01/19	1,125.26	103584	
Safeguard Business Systems	DOOR TAGS	08/13/19	267.30	103637	267.30
San Bernardino County Fire Protection District	District Complex CUPA Permit	08/29/19	1,192.00	103680	1,192.00
South Coast Air Quality Management District	Gen-Diesel Treatment Plant	08/01/19	1,928.97	103585	2,065.37
	Flat Fee Emissions Treatment Plant	08/01/19	136.40	103585	
	EM Elec Gen-Diesel Annual Renewal	08/29/19	421.02	103681	557.42
	Flat Fee last FY Emissions	08/29/19	136.40	103681	
Southern California Edison Company	Electricity July 2019	08/01/19	768.54	103586	9,832.99
	Electricity July 2019	08/01/19	77.32	103586	
	Electricity July 2019	08/01/19	353.60	103586	
	Electricity July 2019	08/01/19	185.32	103586	
	Electricity July 2019	08/01/19	1,502.86	103586	

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Southern California Edison Company	Electricity July 2019	08/01/19	905.94	103586	9,832.99
	Electricity July 2019	08/01/19	570.89	103586	
	Electricity July 2019	08/01/19	13.46	103586	
	Electricity July 2019	08/01/19	138.42	103586	
	Electricity July 2019	08/01/19	2,142.17	103586	
	Electricity July 2019	08/01/19	613.02	103586	
	Electricity July 2019	08/01/19	99.98	103586	
	Electricity July 2019	08/01/19	49.80	103586	
	Electricity July 2019	08/01/19	11.31	103586	
	Electricity July 2019	08/01/19	1,640.25	103586	
	Electricity July 2019	08/01/19	496.62	103586	
	Electricity July 2019	08/01/19	263.49	103586	
	Electricity July 2019	08/07/19	137.67	103609	12,920.29
	Electricity July 2019	08/07/19	621.74	103609	
	Electricity July 2019	08/07/19	76.93	103609	
	Electricity July 2019	08/07/19	83.33	103609	
	Electricity July 2019	08/07/19	461.11	103609	
	Electricity July 2019	08/07/19	97.16	103609	
	Electricity July 2019	08/07/19	310.09	103609	
	Electricity July 2019	08/07/19	418.74	103609	
	Electricity July 2019	08/07/19	526.99	103609	
	Electricity July 2019	08/07/19	118.30	103609	
	Electricity July 2019	08/07/19	10,056.64	103609	
	Electricity July 2019	08/07/19	11.59	103609	
	Electricity August 2019	08/29/19	729.91	103682	3,014.64
	Electricity August 2019	08/29/19	41.78	103682	
	Electricity Aug 2019	08/29/19	342.12	103682	
	Electricity August 2019	08/29/19	174.96	103682	
	Electricity August 2019	08/29/19	1,211.93	103682	
	Electricity August 2019	08/29/19	513.94	103682	
Southern California Gas Company	Gas Usage July 2019	08/07/19	67.72	103610	99.11
	Gas Usage July 2019	08/07/19	31.39	103610	
	Gas Billing Usage July 2019	08/13/19	44.30	103638	102.83
	Gas Billing Usage July 2019	08/13/19	42.21	103638	
	Gas Billing Usage July 2019	08/13/19	16.32	103638	
Southwest Valve & Equipment	Replacement MBR 1 flow control valves	08/01/19	13,633.20	103588	13,633.20
Special District Risk Management Authority	Claim Number PD192007934-001	08/07/19	500.00	103611	500.00
Terminix International Company LP	Pest Control Treatment Plant	08/29/19	49.00	103683	49.00
The Standard Insurance Company	Disability Insurance Premium August 2019	08/01/19	220.00	103589	220.00
Trevor Miller	Reimbursement Claim	08/01/19	50.00	103590	50.00
Underground Service Alert of Southern California	New Monthly Maintenance Fee and New tickets A	08/13/19	99.10	103639	99.10
UPS Freight	Shipping Charges for Univar Purchase	08/07/19	2,143.05	103612	2,143.05
Valic	PPE 7/29/19 Contributions	08/01/19	2,573.00	DFT0000991	2,573.00
	Payroll Contributions through 8/12/19	08/16/19	4,573.00	DFT0000999	4,573.00
	Employee Contributions for Payroll 8/26/19	08/30/19	3,423.00	DFT0001006	3,423.00
Verizon Wireless Services LLC	Cell phone Charges July 2019	08/07/19	372.32	103613	372.32
Visa	Visa- CWEA Renewals and Uniform Purchase	08/13/19	496.23	103640	3,093.83
	Danner safety toe work boots	08/13/19	301.65	103640	
	Corley - Heartsavers	08/13/19	6.00	103640	
	Mold Inspection for Station 50	08/13/19	890.00	103640	

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Visa	Gross- Brown and Caldwell	08/13/19	200.00	103640	3,093.83
	Miller- Drinking Water, Lunch for Employee Meetir	08/13/19	179.78	103640	
	Emergency Purcahse - Staples	08/13/19	1,020.17	103640	
W.W. Grainger, Inc	Submersible Transmitter Return	08/29/19	-648.66	103684	1,857.91
	Portable hand rail for vaults	08/29/19	2,506.57	103684	
Westrux International	Coolant Degas Bottle for BE51	08/07/19	499.65	103614	499.65
York Risk Services Group, Inc	Workers Comp Admin Fee July 2019	08/07/19	112.00	103615	112.00
Zachary Granzow	Fuel Reimbursement	08/01/19	50.00	103591	50.00

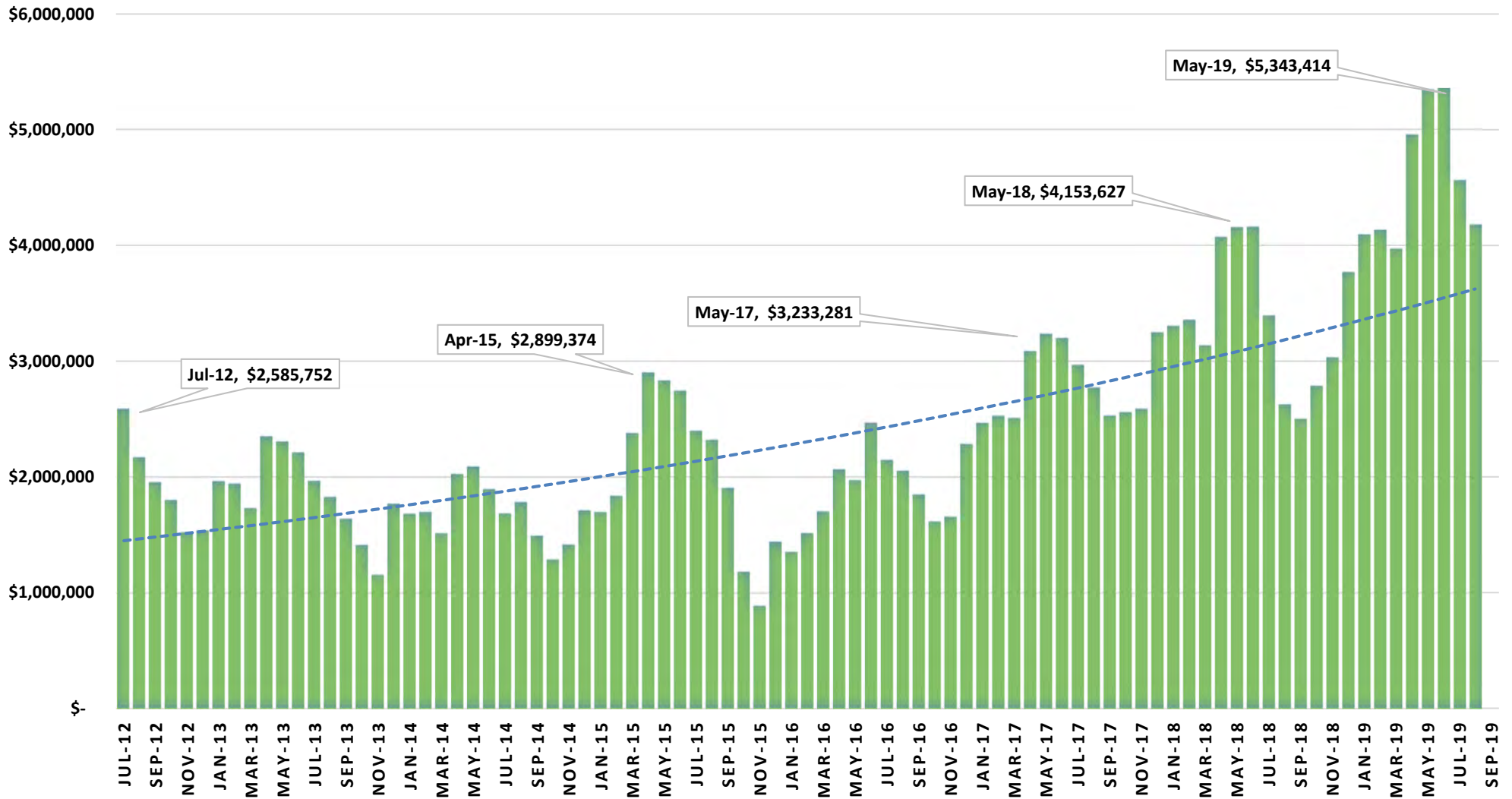
**Totals**

Payment Type	Payable Count	Payment Count	Payment
Regular Checks	191	120	164,653.54
Manual Checks	0	0	0.00
Voided Checks	0	2	-1,156.49
Bank Drafts	12	12	246,837.63
EFT's	0	0	0.00
<b>Totals</b>	<b>203</b>	<b>134</b>	<b>410,334.68</b>

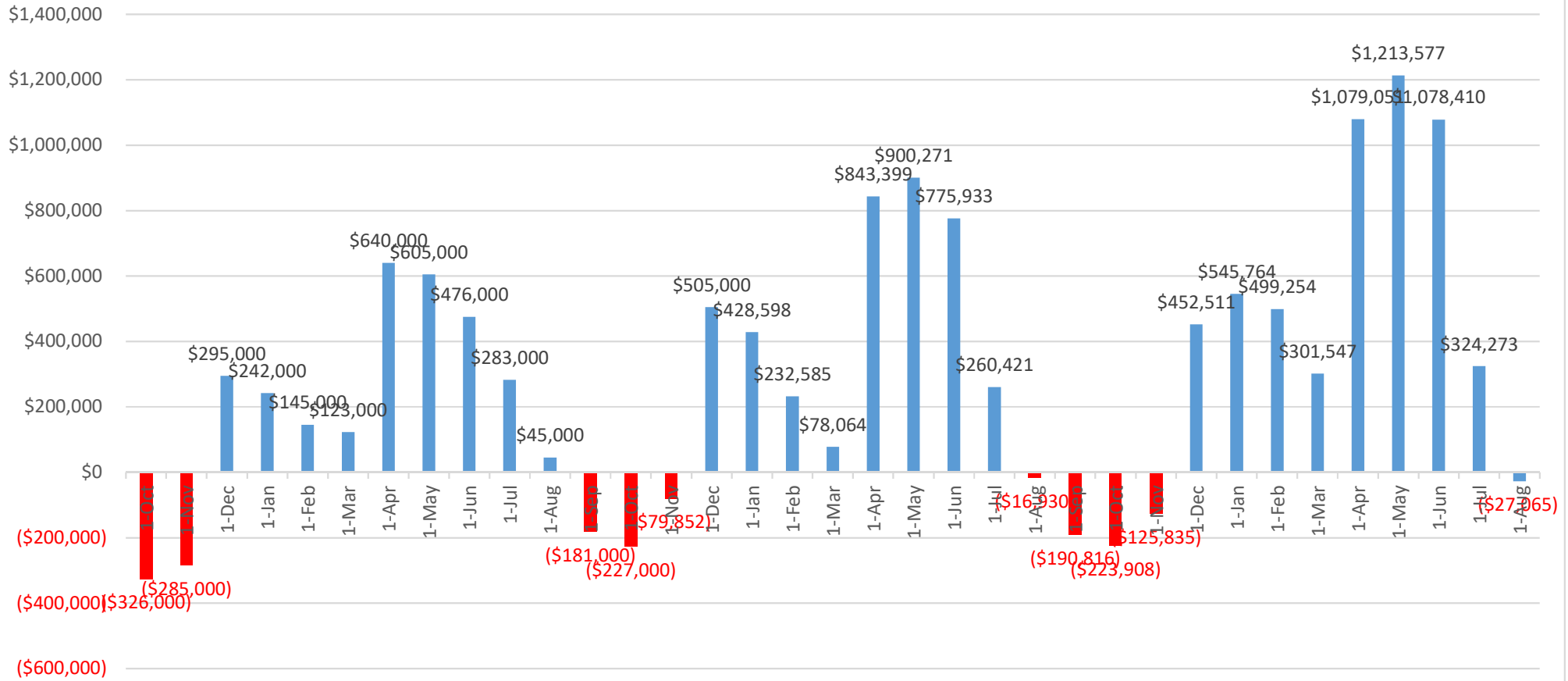


<b>Fund Balances as of August 31, 2019</b>	
<b>Fire &amp; Ambulance Department</b>	
Fire Department Operating Reserve	848,146
Ambulance Department Operating Reserve	464,933
Subtotal Fire & Ambulance Department Operating Reserve Funds	1,313,079
<b>Recommended Operating Reserve Fund Target (6 Months Operating Expenses)</b>	<b>1,340,144</b>
<b>Fire &amp; Ambulance Department Operating Reserve Surplus / (Shortfall)</b>	<b>(27,065)</b>
<b>Wastewater Division</b>	
Wastewater Capital Improvement Project Reserve	402,240
Wastewater System Connection & Capacity Charges	239,320
CWSRF Loan Agreement 14-813 Debt Reserve (Restricted for SLS 1-3 Debt Service)	171,537
Wastewater Operating Reserve Fund	542,497
<b>Recommended Operating Reserve Fund Target (4 Months Operating Expenses)</b>	<b>542,497</b>
<b>Wastewater Operating Reserve Surplus / (Shortfall)</b>	<b>-</b>
<b>Water Division</b>	
Water Capital Improvement Project Reserve	646,794
Water System Connection & Capacity Charges	44,280
Water Infrastructure R&R Reserve (MFC & AMR SRF Debt Reserve)	89,384
Water Operating Reserve	533,535
<b>Recommended Operating Reserve Fund Target (4 Months Operating Expenses)</b>	<b>533,535</b>
<b>Water Operating Reserve Surplus / (Shortfall)</b>	<b>-</b>
<b>Assessment Districts Restricted Funds</b>	
Water Assessment District No. 9 Construction Funds	20,253
Water Assessment District No. 10 Construction Funds	26,421
Water Assessment District No. 10 O&M	32,672
Water Assessment District No. 10 Bond Reserve Fund	115,128
<b>Subtotal Assessment Districts</b>	<b>194,473</b>
<b>Total District Designated &amp; Operating Reserve Funds</b>	<b>3,982,666</b>
<b>Assessment District Funds</b>	<b>194,473</b>
<b>Combined Pooled Cash</b>	<b>4,177,139</b>
<b>Checking Account (General)</b>	<b>136,904</b>
<b>LAIF</b>	<b>3,909,507</b>
<b>York Insurance Deposit</b>	<b>14,601</b>
<b>BNY Mellon (AD #10 Bond Reserve)</b>	<b>115,128</b>
<b>Petty Cash</b>	<b>1,000</b>
<b>Combined Pooled Cash</b>	<b>4,177,139</b>
	<b>-</b>

### COMBINED POOLED CASH BALANCE



Fire Department Operating Reserve Surplus / (Shortfall)



**RUNNING SPRINGS WATER DISTRICT**

**MEMORANDUM**

**DATE:** September 18, 2019

**TO:** Board of Directors

**FROM:** Ryan Gross, General Manager

**SUBJECT:** CONSIDER APPROVING RESOLUTION NO. 14-19, RESOLUTION OF APPLICATION BY THE BOARD OF DIRECTORS OF RUNNING SPRINGS WATER DISTRICT, REQUESTING THE LOCAL AGENCY FORMATION COMMISSION TO INITIATE PROCEEDINGS FOR REORGANIZING AND FINDING THAT THE REQUESTED REORGANIZATION IS NOT A PROJECT AND, THEREFORE IS, EXEMPT FROM REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

**RECOMMENDATION**

It is recommended that the Board of Directors review and approve the attached Resolution No 14-19.

**REASON FOR RECOMMENDATION**

To proceed with the reorganization with CSA 79, Green Valley Lake.

**BACKGROUND INFORMATION**

On July 17, 2019, the Board of Directors met with the CSA 79 Advisory Committee and it was tentatively agreed to draft the attached resolution for review by all interested parties.

**ATTACHMENTS**

Attachment 1 – Draft Resolution 14-19  
Attachment 2 – Draft Plan for Service

**DRAFT 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 the current level of \$65.77 per month 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) The Green Valley Lake community wastewater rates would 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 out of the CSA 79 funds and/or the Second District Supervisors Office; 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). 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 \_\_\_ day of \_\_\_\_\_ 2019.

**Ayes:**  
**Noes:**  
**Abstentions:**  
**Absent:**

ATTEST:

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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  
RUNNING SPRINGS FIRE DEPARTMENT

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

**9/13/2019 DRAFT**

**Plan for Service and Fiscal Impact Analysis**

**LAFCO \_\_\_\_\_**

**Reorganization to include Annexation to the Running Springs Water District**

In 2019, the Running Springs Water District (District) entered into a Wastewater Transportation, Treatment and Disposal Agreement with the County of San Bernardino County Service Area No. 79 (CSA 79), a County Service Area for Green Valley Lake which is located within the sphere of influence of the District. On July 17, 2019, the CSA 79 Special Advisory Committee met with the Running Springs Water District Board of Directors and requested that the District consider annexing the CSA 79 into the District's jurisdictional boundary in order to continue wastewater service and to provide for a more logical, efficient and effective delivery of the services provided by the District.

The 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 the current level of \$65.77 per month 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) The Green Valley Lake community wastewater rates would 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 out of the CSA 79 funds and/or the Second District Supervisors Office.



**Description of Services:****Water**

Water service in the Green Valley Lake community is currently provided by the Green Valley Mutual Water Company and will continue.

**Wastewater**

Wastewater collection service is currently provided by CSA 79 and would be transferred to the District. Wastewater transportation, treatment and disposal services are currently provided by an outside service agreement Between the District and CSA 79 and would continue. There is adequate capacity in the existing wastewater collections and treatment systems for the continued operation by the District.

**Fire Protection**

Fire Protection Service is currently under the Jurisdiction of the San Bernardino County Fire Protection District and its Mountain Service Zone and will continue.

**Ambulance Emergency Medical Service (EMS)**

Running Springs Fire Department (RSFD) currently does and will continue to provide Advance Life Support (ALS) Ambulance EMS to the Green Valley Lake community, which is already within the RSFD Exclusive Operating Area (EOA 19). Ambulance EMS is provided by one or more of three ambulance units, and if necessary, a Squad that is equipped with an additional Paramedic and rescue gear and a local CalFire Unit that is stationed at the Running Springs Fire Station No. 51 to assist with EMS services or rescue.

**Timing and Improvements**

The services described above are currently being provided and no additional infrastructure is required.

**Fiscal Impact Analysis**

This annexation is for the Green Valley Lake community/CSA 79 which is within the District's sphere of influence. There will be no additional financial burden placed on the District to annex and continue providing wastewater services to this territory. The revenues anticipated would be sufficient to cover the expenses for wastewater services.

There is not anticipated to be any significant fiscal impact due to the fact that the Running Springs Water District already provides wastewater and emergency medical services to the territory.

All costs of operating and maintaining the District wastewater facilities will be recovered through rates and fees charged annually on the San Bernardino County property tax roll to the Green Valley Lake community property owners. The annexing territory will be included within the existing jurisdictional service boundaries of the District.

The attached report outlines the financial modeling of the combined Running Springs and CSA 79 Wastewater Enterprise.

**All fees for the LAFCO Reorganization, Annexation and Detachment process to be paid by the CSA 79.**

**RUNNING SPRINGS WATER DISTRICT**

**MEMORANDUM**

**DATE:** September 18, 2019

**TO:** Board of Directors

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

**SUBJECT: CONSIDER AUTHORIZING STAFF TO PROCEED WITH PURCHASE OF EQUIPMENT AND SERVICES FOR WASTEWATER DIVISION**

**RECOMMENDED BOARD ACTION**

Consider authorizing staff to proceed with the purchase of equipment and services that were not included in the approved in the Fiscal Year 2019-20 Wastewater Budget. The following is a summary of the projects we are ready to proceed with that were not included in the current budget:

1. Sewer Lift Station (SLS) #5, 7, 8 & 9 Pumps
2. Wastewater Treatment Plant (WWTP) Blower Room Piping Insulation

**REASON FOR RECOMMENDATION**

SLS #5, 7, 8 & 9 Pumps:

For fiscal year 2019/20 staff is recommending replacing the remaining three pumps at SLS 7, 8 and 9.

On February 23<sup>rd</sup>, 2019 there was a wet well high level alarm at SLS 9. This wet well high level was caused by a pump failure. A replacement pump was installed from inventory and while installing the pump, staff conducted an assessment of the other pump at SLS 9 as well as the pumps at SLS 7 and 8.

After staff's assessment, it was determined that the pumps at each of the other two SLS were in need of replacement as well. This is due to impeller wear and overall condition of the pumps. The horsepower of the pumps, 5 hp, does not warrant rebuilding, so replacement is the only option available.

The total number of pumps at SLS 7,8 and 9 is six. In March 2019, the Board authorized the purchase of three new pumps to replace the failed pumps at SLS 7-9.

WWTP Blower Room Piping Insulation:

Staff is recommending adding insulation to the existing process air piping in the blower room at the WWTP in order to keep the room cooler and allow for more efficient operation of the process air blowers.

**FISCAL INFORMATION**

SLS 7, 8 & 9 Pumps:

Three vendors were contacted to provide pricing for the replacement pumps:

1. Evans Hydro - \$3885.00 plus tax ea; \$12,587 for three
2. PumpBiz - \$4545.00 plus tax ea; \$14,692 for three
3. Southern Water Service - \$3108.48 plus tax ea; \$10,072 for three

The district will purchase the pumps from low bidder Southern Water Service. Funding for this purchase will come from the Wastewater Capital Improvement Project Reserve, the current balance in that account is \$402,240.

SLS #5 Pump:

Pricing for this pump will be provided at the Board meeting.

Wastewater Treatment Plant Blower Room Piping Insulation:

The District received the following two quotes:

1. Preferred Insulation Contractors, Inc \$5,350
2. Ted's Construction & Insulation \$9,250

Funding for these projects will come from the Wastewater Capital Improvement Project Reserve which has a balance of \$402,240 as of August 31, 2019.

**ATTACHMENTS**

Quotes



**Southern Water Service, LLC**

4983 North Lee Hwy  
Cleveland, TN 37312

**Quote**

Date	Quote #
9/4/2019	59963

**Name / Address**

Running Springs Water District  
PO Box 2206  
Running Springs, CA 92382-2206

**Ship To**

Running Springs Water District  
31242 Hilltop Blvd.  
Running Springs, CA 92382

Lead times quoted are estimates based on component availability at the time of the quote.  
Dates are subject to change and do not constitute compensation.

P.O. No.	Ship Via	EST. Lead Time - SUBJECT TO CHANGE	Quote Expiration	
	Best Way	10 Days to Ship	30 days	
Item	Description	Qty	Price Each	Total
Barnes item	SGV5042L- Grinder Pump with Heat Sensors Part #111617 5HP, 480V, 3 Phase	3	3,108.48	9,325.44
	***We do not collect CA sales tax***			

Shipping included in price above

Southern Water Service is not responsible for damaged products due to shipping. It is the sole responsibility of the receiving party to fully inspect the product at the time of delivery for any potential damage and/or missing items. We recommend removing any protective wrapping to fully inspect the product before the driver leaves.

Phone: (423) 479-2753

Fax: (423) 728-2358

E-mail: [asanders@southernwaterservice.com](mailto:asanders@southernwaterservice.com)

<b>Subtotal</b>	\$9,325.44
<b>Sales Tax (0.0%)</b>	\$0.00
<b>Total</b>	\$9,325.44

**Evans HYDRO, Inc.**

18128 S. Santa Fe Ave.  
Rancho Dominguez, CA. 90221

[www.EvansHydro.com](http://www.EvansHydro.com)

Phone: (310) 608-5801

Fax: (310) 608-6936



*While others are chasing symptoms,  
we eliminate the cause.*

September 9, 2019

Running Springs Water District  
31242 Hilltop Blvd.  
Running Springs, Ca. 92382

Attention: Trevor Miller

Subject: Barnes SGV50421 for Lift Station 7,8 & 9

Hello Trevor,

Here's the pricing you requested for a new Barnes submersible grinder pump and motor.

Barnes SGV5042L 2" grinder pump with a vortex impeller and a 5 HP, 3450 RPM, 3  
Pnhase, 460 volt motor

**Price: \$ 3,885.00**

Delivery: 1 week ARO, one pump is currently in stock in Fresno and subject to prior sale

Tax and freight charges are not included.

Please give me a call if you have any questions or concerns.

Thanks,  
Robby Byrom  
Evans-Hydro  
CC: Alex Vago - (C) 949-547-8032

## Catalog Advanced Search

1 item(s) were found using the following search criteria

Model Number: SGV5042L

Don't see what you're looking for? [Modify your search](#)

Sort By: Relevance ▾



Show: 10 ▾



Barnes

Submersible Grinder pump 5HP

SGV5042L

Rugged and reliable SGV Series pumps provide continuous, maintenance-free operation while effectively handling objects such as plastic, rubber, disposable diapers, towels and clothing.

5HP SGV Series Ideally suited for pressure sewer systems,...

460V/3

\$4,545.00

ADD TO CART

Compare

Show: 10 ▾



**Preferred Insulation Contractors, Inc.**

1691 Jenks Drive, Corona, CA 92880  
Phone: (951) 735-3725 – Fax: (951) 735-3785  
CA License #824373

*Kevin Panella*  
kevin@preferred-insulation.com  
(714) 719-2417

**PROPOSAL**

September 10, 2019

Customer: Running Springs Water Treatment Plant

Subject: Running Springs Water Treatment Plant  
Running Springs, CA  
Proposal ID #3382

We propose to furnish all labor and material for the work outlined in this proposal at the price stated herein subject to the following specifications and plans.

**Scope:**

- Insulate exposed to view supply and return high temp steel pipe as per job walk additionally clad with aluminum jacketing screwed in place. Insulation shall be 2” thick fiberglass additionally clad with aluminum jacketing.
- High Temperature removable pad on 3” flex connections.

**Piping Exclusions:**

Existing Except POCs, Refrigerant Lines, Underground, Pipe Shields, Victaulic Piping, Chiller Bodies, Fire Stop Penetrations, Overtime, Waiver of Subrogation and Condensate Drains.

**Price:** **\$5,350.00**

**Add:** Piping outdoors if required. **\$465.00**

PRICE VALID FOR (90) DAYS FROM DATE OF PROPOSAL.  
IF YOU HAVE ANY QUESTIONS REGARDING THIS PROPOSAL PLEASE CALL (714) 719-2417

**THIS PROPOSAL IS QUOTED BASED ON PREVAILING WAGE WORK.**

This Quote/Bid constitutes the full terms and conditions under which work will be performed. This Quote/Bid supersedes all Requests for Quotations (RFQS), any subcontract terms subsequently forwarded by Contractor or any other project documentation. No additional terms and conditions shall become part of the subcontract absent a formal written subcontract having been entered into and signed by subcontractor subsequent to the date of this Quote/Bid. Customer’s acceptance of this Quote/Bid constitutes customers agreement to the terms set forth herein.

**Respectfully Submitted,**  
**Kevin Panella**

---

**Acceptance of Proposal**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ P.O.#: \_\_\_\_\_



# Ted's Construction & Insulation

P.O Box 2509  
Blue Jay, CA 92317  
Phone: (909) 337-6375  
Fax: (909) 885-3231  
Cell: (909) 553-0585

September 10, 2019

Trevor Miller  
Running Springs Water  
Phone: (909) 499-0447  
Fax:

Proposal: MBR Blower Room

Dear Sir,

We are pleased to quote the following price.

## SCOPE OF WORK:

Insulate piping as shown with inch and a half (1-1/2) thick fiberglass pipe covering finished with .016 stucco embossed aluminum jacketing secured with screws.

Price: \$ 9,250.00

We hope this submittal meets your approval. If you have any questions please don't hesitate to call.

Sincerely,

Paul Davis

NOTE: THIS PROPOSAL MAY BE WITHDRAWN BY USE IF NOT ACCEPTED WITHIN 30 DAYS

**RUNNING SPRINGS WATER DISTRICT**

**MEMORANDUM**

**DATE:** September 18, 2019

**TO:** Board of Directors

**FROM:** Mike Vasquez, Battalion Chief  
Ryan Gross, General Manager

**SUBJECT: CONSIDER AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN AGREEMENT FOR MUTUAL AID FIRE PROTECTION WITH THE CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION (CALFIRE)**

**RECOMMENDED BOARD ACTION**

It is recommended that the Board of Directors consider authorizing the General Manager to execute an agreement for mutual aid fire protection with Cal Fire.

**REASON FOR RECOMMENDATION**

To continue with current Mutual Aid Agreement.

**BACKGROUND INFORMATION**

In 2013, the District entered into a Mutual Aid Agreement with CalFire. This agreement includes an Assistance by Hire provision which will allow the Running Springs Fire Department to be compensated by Cal Fire in the event Running Springs Fire Department resources are needed and available.

**FISCAL INFORMATION**

Running Springs Fire Department would be compensated at the rates established by the California Fire Assistance Agreement (CFAA) in the event resources were requested and available to assist Cal Fire.

**ATTACHMENTS**

Attachment 1 – Draft Agreement

## AGREEMENT FOR MUTUAL AID FIRE PROTECTION

THIS AGREEMENT, made this first day of July, 2019, by and between the State of California, hereinafter called STATE, and Running Springs Water District, known as Running Springs Fire Department, hereinafter called LOCAL AGENCY, through its duly authorized officers.

### WITNESSETH:

WHEREAS:

1. Running Springs Fire Department maintains and operates a fire protection organization in the area generally known as Running Springs, CA.
2. CALFIRE maintains and operates a fire protection organization for the purpose of providing basic wildland fire protection to State Responsibility Area lands which are adjacent or proximate to the area protected by LOCAL AGENCY; and
3. It is the desire of the parties hereto to render aid, each to the other, to combat the effect of fire, when such aid is necessary as herein set forth; and
4. The parties hereto desire to affect the purpose of this agreement pursuant to the provisions of the "Joint Exercise of Power Act" (Gov. Code Section 6500-6547) and Health and Safety Code Section 13050.

NOW THEREFORE, the parties hereto mutually agree as follows:

1. To furnish fire protection personnel and equipment and to render such fire protection services to each other as may be necessary to suppress fire of a size beyond the control of either of the parties hereto acting without the assistance of the other and control of which therefore requires assistance from the other.
2. Such mutual aid shall be provided within LOCAL AGENCY jurisdiction, provided, however, that neither party shall be required to reduce its own fire protection resources, personnel, services, and facilities to the detriment of its normal fire protection capability.
3. No response to a mutual aid request provided for in this agreement will be made by the parties hereto unless such request is received through the established communication channels common to each party and made by a responsible fire official of the party requesting such aid.
4. That any mutual aid extended under this agreement will be extended with the express understanding that the fire official in charge (in whose jurisdiction a fire requiring mutual aid occurs) shall remain in charge at such incident including the direction of personnel and equipment provided through the operation of this mutual aid agreement.

5. Except as may be provided by separate agreement between the parties hereto, the assurance of mutual aid set forth herein shall constitute the sole consideration for the performance hereof and neither party shall be obligated to reimburse the other for any action taken or aid rendered hereunder, or for any use of material, damage to equipment, or liability incurred which may occur in the course of rendering the firefighting assistance herein provided for.
6. That certain specialized types of fire protection resources may not be made available subject to the provisions of this agreement, and that such resources will be available only on a reimbursement basis.
7. This agreement shall remain in full force and effect for a period of five (5) years from the date hereinabove written unless sooner terminated by either of the parties giving to the other fifteen (15) days written notice of such termination.

**ADDENDUM #1 HAS BEEN ADDED PRIOR TO EXECUTION**

IN WITNESS WHEREOF, THE PARTIES HERETO HAVE CAUSED THIS AGREEMENT TO BE EXECUTED AS OF THE DAY AND YEAR FIRST HEREINABOVE WRITTEN.

**STATE:**

*California Department of Forestry & Fire Protection (CAL FIRE)*

*San Bernardino Unit  
3800 N. Sierra Way.  
San Bernardino, CA 92405*

**LOCAL AGENCY:**

*Running Springs Water District/Running Springs Fire Department*

By: \_\_\_\_\_  
 (Authorized Signature-blue ink only)  
 Glenn Barley, UNIT CHIEF  
 \_\_\_\_\_  
 Print Name and Title  
 July 1, 2019  
 \_\_\_\_\_  
 Date

By: \_\_\_\_\_  
 (Authorized Signature-blue ink only)  
 Ryan Ross, General Manager  
 \_\_\_\_\_  
 Print Name and Title  
 July 1, 2019  
 \_\_\_\_\_  
 Date

Attest: \_\_\_\_\_  
 (Authorized Signature-blue ink only)  
 Joan Eaton, Board Secretary  
 \_\_\_\_\_  
 Print Name and Title  
 July 1, 2019  
 \_\_\_\_\_  
 Date

## ADDENDUM # 1

### ASSISTANCE BY HIRE:

CALFIRE may require additional planned need resources to support the State's Mission. CALFIRE agrees to pay the LOCAL AGENCY the current established California Fire Assistance Agreement (CFAA) rates for the resource(s). An inquiry will be made by CALFIRE to the LOCAL AGENCY to determine the availability for the resource(s) needed. If the LOCAL AGENCY resource(s) is available for assignment, CALFIRE will make the official request with date, time and reporting location.

### CIVIL COST RECOVERY

As provided in Health and Safety Code (H&SC) Section 13009 and 13009.1, and any other applicable law, an emergency response agency may bring an action for collection of suppression costs of any fire that is kindled as a result of negligence or violation of law. Either party may investigate any wildfire in that party's jurisdiction for origin and cause of the fire and document investigation findings, determine potential for cost recovery reimbursement, and appropriate corrective and/or mitigation action(s). For large wildfires or otherwise complex investigations, LOCAL AGENCY may request STATE, or STATE may choose in consultation with LOCAL AGENCY, to provide fire investigation support with the level of support based on the availability of STATE personnel and equipment. For joint jurisdictional incidents, the parties may enter into an agreement as to the conduct of the investigation, documentation, and evidence to avoid duplication of effort. If either party determines that a wildfire resulted from the negligence of or violation of law by an identified responsible person or entity, that party shall so notify the other party.

When either party determines that civil cost recovery is appropriate, that party will notify the other party in writing. Either party may bring an action for civil cost recovery for its own costs and, upon the written delegation of the other party, the other party's costs. Each party agrees to cooperate with the other party in any civil cost recovery action, including, without limitation, providing to the other party all documentation necessary to establish the cost of suppression activities and all applicable investigation information, documentation, reports, interview records, and evidence relating to the incident. If either party determines not to pursue civil cost recovery where there is an act of negligence or violation of law by an identified responsible person or entity, that party shall so notify the other party so that the other party may determine its appropriate cost recovery action(s).

Prior to pursuing civil cost recovery jointly, the parties shall enter into an agreement: (i) governing the prosecution of such action; (ii) allocating the costs and legal fees of the civil cost recovery action; and (iii) establishing the pro-rata apportionment of any amounts recovered in the civil cost recovery action. For those incidents on which the parties are jointly pursuing civil cost recovery, a pre-settlement consultation will be undertaken by the parties prior to entering any cost recovery settlement agreement. For those incidents on which the parties are separately pursuing civil cost recovery, the parties must advise each other before entering into any cost recovery action.

**RUNNING SPRINGS WATER DISTRICT**

**MEMORANDUM**

**DATE:** September 18, 2019

**TO:** Board of Directors

**FROM:** Mike Vasquez, Battalion Chief  
Ryan Gross, General Manager

**SUBJECT: BOARD CONSIDERATION OF COOPERATIVE AGREEMENT FOR JOINT USE BY AND BETWEEN RUNNING SPRINGS FIRE DEPARTMENT AND CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION (CAL FIRE)**

**RECOMMENDED BOARD ACTION**

It is recommended that the Board of Directors consider approving Cooperative Agreement for Joint Use BY and Between Running Springs Fire Department and California Department of Forestry and Fire Protection (CalFire)

**REASON FOR RECOMMENDATION**

To continue with existing agreement to co-locate CalFire at Running Springs Fire Department Station 51.

**BACKGROUND INFORMATION**

CalFire has been co-located at Fire Station 51 since 2012. The additional staffing has proved to be advantageous for our Department and the Community. Impact to operations will be minimal. Benefits will include additional staff, equipment, and expanded training opportunities.

**FISCAL INFORMATION**

With this cooperative agreement there will be no additional cost to the District for co-locating a Cal Fire engine and staff at Station 51.

**ATTACHMENTS**

Attachment 1 - Agreement

**COOPERATIVE AGREEMENT FOR JOINT USE**

**BY AND BETWEEN**

**RUNNING SPRINGS FIRE DEPARTMENT  
AND  
CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION (CAL FIRE)**

**THIS AGREEMENT** is entered into in the State of California by and amongst the Running Springs Fire Department, hereinafter referred to as the **AGENCY**, and the California Department of Forestry and Fire Protection (CAL FIRE), hereinafter referred to as the **DEPARTMENT**.

**IT IS HEREBY AGREED AS FOLLOWS:**

**WHEREAS**, the **AGENCY** maintains a building with living quarters and two apparatus bays located at 31250 Hilltop Blvd. Running Springs, California; and

**WHEREAS**, the **AGENCY** intends to make certain limited space available to the **DEPARTMENT** for living space and fire engine storage; and

**WHEREAS**, the **DEPARTMENT** wishes to occupy and use a portion of said facility for living space and fire engine storage; and

**WHEREAS**, the **AGENCY** wishes to allow the **DEPARTMENT** to jointly occupy a portion of said facility for living space and fire engine storage.

**NOW, THEREFORE**, the parties hereto agree as follows:

**TERMS OF AGREEMENT**

**I. PREMISE:**

The **AGENCY** grants the **DEPARTMENT** the non-exclusive right to use portions of the building and apparatus bays located at Fire Station No. 51, 31250 Hilltop Blvd. Running Springs, California. The use will be for living space and fire engine storage. Occupancy and use of the facilities will be in association with **AGENCY**'s use of the same premises.

**II. USE:**

The **AGENCY** also agrees to allow the **DEPARTMENT** to install telephone lines, lighting and other such amenities necessary to operate a 24-hour fire station. The **AGENCY** reserves the right to approve any installations or improvements to facilities.

**III. CONSIDERATION:**

The consideration for this Agreement is the public service and assistance to the **DEPARTMENT** provided the **AGENCY** as set forth in Section 2 (USE). The **AGENCY** will benefit from enhanced fire protection of its buildings and better mutual aid assistance for wildland fires in all fire jurisdictions.

**IV. TERM:**

This Agreement shall become effective upon date fully executed and shall continue in effect for five (5) years from the date of occupancy.

**V. TERMINATION:**

Either party may, by written notice to the other party, terminate the Agreement at any time and without cause by giving written notice to the other party of such termination, and specifying the effective date thereof, at least sixty (60) days before the effective date of such termination.

**VI. OPERATIONS:**

The **DEPARTMENT** shall, to the satisfaction of the **AGENCY**, keep and maintain the premises in a clean, neat and orderly condition; assist in minor grounds maintenance; and handle any necessary repairs resulting from their occupancy.

**VII. INDEMNIFICATION:**

The **DEPARTMENT** agrees to indemnify, defend and hold harmless the **AGENCY** and its authorized officers, employees, agents and volunteers from any and all claims or actions arising from the **DEPARTMENT**'s acts or omissions in connection with this Agreement and for any costs or expenses incurred by the **AGENCY** on account of any claim therefore, except where such indemnification is prohibited by law.

The **AGENCY** is insured by SDRMA Insurance Company and agrees to indemnify and hold harmless the **DEPARTMENT** and its authorized officers, employees, agents and volunteers from any and all claims, or actions arising from the **AGENCY**'s acts or omissions in connection with this Agreement and for any costs or expenses incurred by the **DEPARTMENT** on account of any claim therefore, except where such indemnification is prohibited by law.

**VIII. INSURANCE:**

Each party shall provide, at its sole expense, the Workers' Compensation and public liability insurance coverage necessary for its own employees and equipment. At no time shall the employee of one party be considered the employee of the other.

**IX. NOTICES:**

Any notices permitted or required under this Agreement shall be given to the respective parties at the following addresses, or at such other addresses as the respective parties may provide in writing for this purpose:

**AGENCY:**  
Running Springs FD  
31250 Hilltop Blvd.  
Running Springs, CA 92382

**DEPARTMENT**  
CAL FIRE  
3800 N. Sierra Way  
San Bernardino, CA 92405



**X. AMENDMENTS:**

No provision in this Agreement may be amended or added to except by an agreement in writing signed by the parties hereto, or their respective successor in interest, expressing by its terms an intention to modify this Agreement.

**XI. SUCCESSORS:**

This Agreement shall inure to the benefit of and be binding upon the heirs, executors, administrators, successors, and assigns of the parties hereto.

It is understood that this Agreement will in no way affect or have any bearing on the existing California Master Mutual Aid Agreement.

**IN WITNESS WHEREOF**, the Agreement has been executed and approved and is effective and operative as to each of the parties as herein provided.

**Running Springs Fire  
Department**

**California Department of  
Forestry and Fire Protection  
(CAL FIRE)**

By: \_\_\_\_\_  
(Authorized Signature-blue ink only)

By: \_\_\_\_\_  
(Authorized Signature-blue ink only)

**MIKE VASQUEZ, FIRE CHIEF**

**GLENN BARLEY, UNIT CHIEF**

\_\_\_\_\_  
Print Name and Title

\_\_\_\_\_  
Print Name and Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**ATTEST:**

\_\_\_\_\_  
(Authorized Signature-blue ink only)

**JOAN EATON, BOARD SECRETARY**

\_\_\_\_\_  
Print Name and Title

\_\_\_\_\_  
Date

**RUNNING SPRINGS WATER DISTRICT**

**MEMORANDUM**

**DATE:** September 18, 2019

**TO:** Board of Directors

**FROM:** George Corley, Fire Chief  
Mike Vasquez, Battalion Chief  
Ryan Gross, General Manager

**SUBJECT:** CONSIDER ADOPTING RESOLUTION NO. 15-19, APPROVING  
THE CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE  
PROTECTION AGREEMENT # 7FG19106

**RECOMMENDED BOARD ACTION**

It is recommended that the Board of Directors consider ADOPTING Resolution No. 15-19, approving the California Department of Forestry and Fire Protection Agreement #7FG19106.

**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 Program Agreement # 7FG19106.

**FISCAL INFORMATION**

The Running Springs Fire Department has been awarded \$3,139.93 towards the purchase of needed wildland firefighting gear. 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 wildland firefighting gear.

**ATTACHMENTS**

Attachment 1 – Agreement

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

**IN THE MATTER OF:**

**Resolution Number: 15-19**

**Approving the Department of Forestry and Fire Protection Agreement # 7FG19106** for services from the date of last signatory on page 6 of the Agreement to June 30, 2020 under the Volunteer Fire Assistance Program of the Cooperative Forestry Assistance Act of 1978.

**BE IT RESOLVED** by the Board of Directors of the Running Springs Water District, that said Board does hereby approve the Agreement with the California Department of Forestry and Fire Protection dated as of the last signatory date on page 6 of the Agreement, and any amendments thereto. This Agreement provides for an award, during the term of this Agreement, under the Volunteer Fire Assistance Program of the Cooperative Fire Assistance Act of 1978 during the State Fiscal Year 2019-20 up to and no more than the amount of \$3,139.93.

**BE IT FURTHER RESOLVED** that Anthony Grabow, President 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, (DBA) Running Springs Fire Department.

The foregoing resolution was duly passed and adopted by the Board of Directors of the of the Running Springs Water District, at a regular meeting thereof, held on the 18<sup>th</sup> day of August 2019, by the following vote:

AYES:

NAYS:

ABSENT:

\_\_\_\_\_  
Anthony Grabow, President, Board of Directors

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

**ATTEST:**

I Joan C. Eaton, 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 15-19.

WITNESS MY HAND OR THE SEAL OF THE Running Springs Water District, on this 18th day of August 2019.

**OFFICIAL SEAL  
OR NOTARY CERTIFICATON**

Joan C. Eaton, Board Secretary  
Running Springs Water District