



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: DECEMBER 16, 2022

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, December 21, 2022, 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 5:00pm on December 16, 2022, at the Running Springs Water District Office and Website. Pursuant to AB 361 and state and local recommendations of social distancing in response to the COVID-19 emergency, 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/82791307989?pwd=MGI3dnFSTGJvNnpkNEE5NGtrMmgzUT09>

Dial: 669-444-9171

Meeting ID: 827 9130 7989

Passcode: 2766

The Board may take action on any item on the agenda, whether listed as an action item or as an information item. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to Amie Crowder, Board Secretary at (909) 867-2766 at least 48 hours before the meeting, if possible. Copies of documents provided to members of the Board for discussion in open session may be obtained from the District at the address indicated above.

AGENDA

1. Call Meeting to Order and Pledge of Allegiance
2. Recognize and Hear from Visitors / Public Comment - This portion of the agenda is reserved for the public to make comments on matters within the jurisdiction of the Running Springs Water District that are **not on the agenda**. The Board, except to refer the matter to staff and/or place it on a future agenda, may take no action. It is in the best interest of the person speaking to the Board to be concise and to the point. A time limit of five minutes per individual will be allowed. Any person wishing to comment on an item that is on the agenda is requested to complete a request to speak form prior to the item being called for consideration or to raise their hand and be recognized by the Board President.

3. Approval of Consent Items – The following consent items are expected to be routine and non-controversial and will be acted on at one time without discussion unless an item is withdrawn by a Board Member for questions or discussion. Any person wishing to speak on the consent agenda may do so by raising his/her hand and being recognized by the Board President.
 - A. Approve Meeting Minutes **Page 4**
 - B. Ratify Expenditures **Page 15**
 - C. Consider Reaffirming Resolution No. 11-21 and Authorizing Virtual Board and Committee Meetings Pursuant to AB 361 **Page 24**
 - D. Consider Adopting Resolution No. 17-22, Setting the Schedule for Regular Board Meetings **Page 28**
 - E. Consider Authorizing Staff to Execute Memorandum of Understanding with Big Bear Fire Authority for Duty Chief Officer Coverage **Page 29**
4. Action Items – The following action items will be considered individually, and each **require a motion** by the Board of Directors for action.
 - A. Consider Setting Maximum Calendar Year 2023 District Contribution to Employee Health Insurance Benefit
(Presenter: Ryan Gross, General Manager) **Page 34**
 - B. Consider Adopting Resolution No. 18-22, Accepting LAFCO Approval of Proposal No. 3254
(Presenter: Ryan Gross, General Manager) **Page 36**
 - C. Consider Approving Professional Services Agreement for Green Valley Lake SCADA Integration and Authorizing Expenditure for SmartCover Manhole Monitoring Equipment for Green Valley Lake Sewer Lift Stations
(Presenter: Trevor Miller, Operations Manager) **Page 52**
 - D. Consider Authorizing Staff to Purchase Two 800 MHZ Radios on Homeland Security / San Bernardino County Office of Emergency Services Grant
(Presenter: Cindy Strebel, Battalion Chief) **Page 60**
 - E. Consider Authorizing Expenditure for Green Valley Lake Customer Account Conversion
(Presenter: Ryan Gross, General Manager) **Page 72**
5. General Manager’s Report
6. Board Member Comments/Meetings

7. Meeting Adjournment

Upcoming Meetings: Regular Board Meeting, January 18, 2023, at 9:00 am

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: December 21, 2022

TO: Board of Directors

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

SUBJECT: CONSIDER APPROVING MEETING MINUTES

RECOMMENDATION

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

REASON FOR RECOMMENDATION

Approval of meeting minutes.

BACKGROUND INFORMATION

The attached draft meeting minutes are from the Regular Board Meeting held on November 17, 2022, and Special Board Meetings held on November 17, 2022, and December 2, 2022.

ATTACHMENTS

Attachment 1 – Draft Meeting Minutes for Regular Board Meeting held on November 17, 2022, and Special Board Meetings held on November 17, 2022, and December 2, 2022.

MINUTES – November 17, 2022
PAGE 1 OF 6

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
RUNNING SPRINGS WATER DISTRICT
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA
November 17, 2022

The date for the regularly scheduled board meeting was changed from 9:00 am on November 16, 2022, to 9:00 am on November 17, 2022, and therefore the meeting was adjourned to that later day and time. A Regular Meeting of the Board of Directors of the Running Springs Water District was held on Wednesday, November 17, 2022, at the hour of 9:00 A.M. at the District office located at 31242 Hilltop Boulevard, Running Springs, California, and through teleconference.

The following Directors were present at the District:

Bill Conrad, Director
 Mark Acciani, Director
 Laura Dyberg, Director

The following Directors were absent:

Mike Terry, Vice-President

Also present at the District were the following:

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

The following visitors were present through teleconference:

Tony Grabow, Running Springs Resident (left the meeting at 9:17 A.M.)
 Brett Van Lant, Van Lant & Fankhanel, L.L.P.
 Scott Manno, Anderson, Malody & Scott, L.L.P.
 Sunny Kim, Anderson, Malody & Scott, L.L.P.

No visitors were present at the District

MEETING MINUTES

AGENDA ITEMS

1. Call Meeting to Order and Pledge of Allegiance

The Running Springs Water District Board Meeting was called to order at 9:00 A.M. by Director William Conrad and Director Mark Acciani led the assembly in the Pledge of Allegiance.

2. Recognize and Hear from Visitors/Public Comment

No public comment.

3. Running Springs Water District Board Vacancy

A. Consider Filling the Running Springs Water District Board Vacancy by Appointment

Manager Gross stated Director Mackzum resigned on October 20, 2022, and the District has sixty (60) days to fill the vacancy, if by appointment pursuant to California Government Code 1780. The District received one (1) Letter of Interest regarding the vacant Board seat. Candidate Tony Grabow expressed his interest in being considered for the position.

Upon **motion** by Director Conrad, **second** by Director Acciani and **carried by a 3 to 0 vote**, to appoint Tony Grabow to the Running Springs Water District Board of Directors, the Board Vacancy was filled.

B. Oath of Office

Board Secretary Crowder administered the Oath of Office to the appointed Director Tony Grabow.

4. Election of Officers and Appointment of Standing Committees – Pursuant to Section 2.5 of the Running Springs Water District’s Resolution No. 14-17, Board Policy Manual, at the first Board meeting following each District general election, the Board shall convene and shall elect one of its members as President and one of its members as Vice-President and Appoint Members to the Finance and Personnel Committees with each to serve a two-year term.

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

Upon **motion** by Director Conrad, **second** by Director Acciani and **carried by a 4 to 0 roll call vote**, Director Grabow was elected President of the Board.

Upon **motion** by Director Dyberg, **second** by Director Conrad and **carried by a 4 to 0 roll call vote**, Director Conrad was elected as Vice-President of the Board of Directors.

President Grabow appointed Director’s Conrad and Acciani to the Finance Committee. Board policy states the Vice-President shall serve on the Finance Committee.

President Grabow appointed Director’s Terry and Dyberg to the Personnel Committee.

President Grabow left the meeting at 9:17 A.M.

5. Approval of Consent Items

- A. Approve Meeting Minutes**
- B. Ratify Expenditures and Cash Summary**
- C. Consider Reaffirming Resolution No. 11-21 and Authorizing Virtual Board and Committee Meetings Pursuant to AB 361**

Vice-President Conrad sought clarification on the \$14k Edison expense located on page 17 of the Board Packet. Operations Manager Trevor Miller confirmed this is the monthly Edison electric bill for the Treatment Plan.

Upon **motion** by Director Dyberg, **second** by Director Acciani and **carried by a 3 to 0 vote**, the Consent Items were approved.

6. Action Items

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

A. Consider Receiving, Filing and Authorizing the Distribution of the District’s Fiscal Year Ending 2022 Annual Financial Report and Audit Results

Brett Van Lant of Van Lant & Fankhanel, L.L.P. presented the Annual Financial Report and Audit Results for Fiscal Year 2021-2022. A copy of the presentation is available at the District office for review.

Upon **motion** by Director Acciani, **second** by Director Dyberg and **carried by a 3 to 0 vote**, Receiving, Filing and Authorizing the Distribution of the District’s Fiscal Year Ending 2022 Annual Financial Report and Audit Results was approved.

B. Financial Presentation – No Action Required

Scott Manno and Sunny Kim of Rogers, Anderson, Malody & Scott, L.L.P. presented the Financial Statements of the District. A copy of the presentation is available at the District office for review. Minimal conversation between Manager Gross and Scott ensured, regarding Unfunded Accrued Liability (UAL).

No action taken.

C. Consider Approving Professional Services Agreement for Environmental Services

Manager Gross reviewed the Valley View Water Main Replacement staff report located on page 98 of the Board Packet. CalTrans is requiring six (6) environmental studies to be completed prior to proceeding with the project. Details of the bids and costs of each study were reviewed. Additional conversation between Manager Gross, Director Dyberg, and

Director Acciani ensued regarding CEQA requirements, the CalTrans encroachment permit process, and other utilities that could possibly share this expense. Manager Gross confirmed other utilities already have their lines in place.

Upon **motion** by Director Dyberg, **second** by Director Acciani and **carried by a 3 to 0 vote**, Approving Professional Services Agreement for Environmental Services with Tom Dodson & Associates, not to exceed \$30,100, was approved.

D. Consider Authorizing Wastewater Expenditures

Operations Manager Trevor Miller reviewed the Wastewater Department’s expenditures that are needed. Trevor detailed how purchasing the new service bed and service crane for the Collections utility truck would also benefit the District with the annexation of CSA-79. Details of the crane and safety factors built into it were also reviewed. Vice-President Conrad asked if we can take the bed off of the new truck and put it on another truck. Trevor confirmed this would be possible.

Upon **motion** by Vice-President Conrad, **second** by Director Acciani and **carried by a 3 to 0 vote**, Authorizing Wastewater Expenditures in the amount of \$59,522, was approved.

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

A. Annual Water Loss Audit

Manager Gross presented the new requirements the Urban Water Management Planning Act requires of all wholesale and retail urban water supplies, one of which is the Annual Water Loss Audit. Manager Gross reviewed the AWWA water audit software spreadsheet. Manager Gross shared that a Water Audit Validator has to review our information. This adds a significant expense to the District on an annual basis. Manager Gross shared that Katie Bellis, Administration Assistant, completed the training and received her Water Audit Validator Certificate. Katie Bellis completed this year’s audit. Other items reviewed were the Data Validity Score, how the District is going to randomly select and test meters and production sites and establish a program to do meter accuracy testing throughout the year. Director Acciani questioned if this program is measuring water that was not accounted for. Manager Gross confirmed, yes.

B. Update on LAFCO 3254

Manager Gross provided an update on the November 16, 2022, LAFCO meeting. No question or public comment was received, and the annexation was unanimously approved. The transition plan with the County was reviewed. Director Conrad inquired how the operator shadowing process is going. Operations Manager Miller confirmed it is going well and there is an agenda to meet with the team in the near future. Operations Manager Miller also reviewed details of CSA-79’s lift stations, and his familiarity with them. Manager Gross also provided

an update on exporting the customer accounts out of the County’s system and into the District’s system and the next steps. Vice-President Conrad commented this is good for the whole community.

8. General Manager’s Report

Manager Gross deferred to Fire Chief Grzywa who shared some potentially good news with the Board of Directors. Chief Grzywa has been communicating regularly with the San Manual Fire Chief and the San Manual Fire Chief inquired as to how our apparatuses are doing. Chief Grzywa provided the current state of the District’s apparatuses and the cost to replace them. San Manual has a great grant program in place for local agencies. San Manual would like to assist the Running Springs Water District in obtaining grant funding for new apparatuses. San Manual’s goal is to be a part of and give back to the local communities. Chief Grzywa stated this grant agreement will need to be approved by the end of December.

9. Legal Counsel’s Report

Ward Simmons, Legal Counsel, Best, Best & Krieger reported on the recent case regarding CEQA and the Brown Act requiring that CEQA items have to be agendaized.

Ward Simmons also provided an update on the Levine Act. The Levine Act will now impose two key duties on city council and district board members. It will first prohibit accepting, soliciting, or directing a campaign contribution of \$250 if the donor is involved in a proceeding involving a license, permit or other entitlement for use, including a contract award that is pending before the agency. The Levine Act will now require city council and district board members to recuse themselves from any proceeding involving a license, permit or other entitlement for use, including a contract award, if the member has received a campaign contribution from a person involved in the proceedings within the previous 12-months.

Lastly, Ward Simmons reported that Attorney General Rob Bonta is making sure water districts are complying with the Water Shutoff Protection Act – SB 998.

10. Board Member Comments/Meetings

Director Dyberg reported that the Mountain Communities Fire Safe Council applied for a Critical Infrastructure Grant for fuel reduction, which is a 4-year grant and that was approved. Director Dyberg reported how this will be beneficial to communities such as Running Springs, Crestline, and Green Valley Lake. Director Dyberg also reported on the CEQA Mitigated Negative Declaration for the various projects and other Mountain Communities Fire Safe Council projects.

Director Dyberg also shared the work Insurance Commissioner Ricardo Lara is requesting insurance companies to offer broader coverage options to consumers who are increasingly losing their homeowners’ insurance due to the risk of wildfires. The goal is for this to be approved and offered to our local communities.

Director Dyberg would like to reach out to Chief Grzywa regarding Fire Risk Reduction Communities. Local agencies wishing to apply for the 2024 list should start this process in 2023. Director Dyberg would like to see the Running Springs Water District become involved.

11. Meeting Adjourned

Upon **motion** by Director Acciani, **second** by Director Dyberg and **carried by a 3 to 0 vote**, the meeting was adjourned.

Respectfully Submitted,

President, Board of Directors
Running Springs Water District

Secretary of the Board of Directors
Running Springs Water District

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS
RUNNING SPRINGS WATER DISTRICT
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA
November 17, 2022

A Special Meeting of the Board of Directors of the Running Springs Water District was held on Wednesday, November 17, 2022, at the hour of 10:29 A.M. at the District office located at 31242 Hilltop Boulevard, Running Springs, California, and through teleconference.

The following Directors were present at the District:

Bill Conrad, Vice-President
Mark Acciani, Director
Laura Dyberg, Director

The following Directors were absent:

Mike Terry, Director
Tony Grabow, President

The following were present at the District:

Ryan Gross, General Manager
Andrew Grzywa, Fire Chief
Trevor Miller, Operations Manager
Amie R. Crowder, Board Secretary/Treasurer/Administration Supervisor

MEETING MINUTES

AGENDA ITEMS

1. Call Meeting to Order

The Running Springs Water District Special Board Meeting was called to order at 10:29 A.M. by Vice-President Bill Conrad.

2. Recognize and Hear from Visitors/Public Comment

No public comment.

3. Consider Authorizing Expenditure for SCADA System Front End Processor Upgrade

Operations Manager Trevor Miller outlined the need for the upgrade and the nuances his department are currently experiencing. Details and better efficiencies the processor upgrade would provide were reviewed.

Upon **motion** by Director Dyberg, **second** by Vice-President Conrad and **carried by a 3 to 0 vote**, Authorizing Expenditure for SCADA System Front End Processor Upgrade, not to exceed \$14,500, was approved.

4. Board Member Comments/Meetings

Nothing to Report

5. Meeting Adjourned

Upon **motion** by Director Acciani, **second** by Director Dyberg and **carried by a 3 to 0 vote**, the meeting was adjourned at 10:33 A.M..

Respectfully Submitted,

President, Board of Directors
Running Springs Water District

Secretary of the Board of Directors
Running Springs Water District

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS
RUNNING SPRINGS WATER DISTRICT
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA
December 2, 2022**

A Special Meeting of the Board of Directors of the Running Springs Water District was held on Friday, December 2, 2022, at the hour of 2:00 P.M. at the District office located at 31242 Hilltop Boulevard, Running Springs, California, and through teleconference.

The following Directors were present at the District:

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

The following Directors were absent:

Laura Dyberg, Director

The following were present at the District:

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

MEETING MINUTES

AGENDA ITEMS

1. Call Meeting to Order and Pledge of Allegiance

The Running Springs Water District Special Board Meeting was called to order at 2:00 P.M. by President Tony Grabow and he also led the assembly in the Pledge of Allegiance.

2. Recognize and Hear from Visitors/Public Comment

No public comment.

3. Consider Approving Grant Agreement with the San Manuel Band of Mission Indians for a New Fire Engine

Fire Chief Andy Grzywa detailed the Grant Agreement. Various discussions regarding the District's Purchasing Policy and specific features the District would need this fire engine to have based on the geographical area it is servicing, ensued.

Upon **motion** by Vice-President Conrad, **second** by Director Terry and **carried by a 4 to 0 vote**, Authorizing General Manager Ryan Gross to execute the Grant Agreement with the San Manuel Band of Mission Indians for a New Fire Engine, was approved.

4. Board Member Comments/Meetings

Confirmation of the next Board Meeting date and Board Member attendance near the holiday, potential future resolutions needed as they pertain to LAFCO and the CSA-79 annexation, and possible expenditures for the SCADA system were discussed.

5. Meeting Adjourned

Upon motion by Vice-President Conrad, the meeting was adjourned at 2:17 P.M.

Respectfully Submitted,

President, Board of Directors
Running Springs Water District

Secretary of the Board of Directors
Running Springs Water District

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: December 21, 2022
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 November 2022 expenditures.

A copy of the District's Cash Reserve Fund Summary as of November 30, 2022, 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 November 2022

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Action Auto Repair Inc	Mount and Balance Tires	11/03/22	243.23	108037	243.23
	Tires for Silverado-BC Truck	11/09/22	1,110.43	108059	1,173.18
	Durango-smog inspection	11/09/22	62.75	108059	
	Tires and Parts for 2018 Ford F350	11/21/22	1,182.20	108117	1,182.20
Adrian Perez	Boot Reimbursement	11/21/22	350.00	108118	350.00
American Family Life Assurance Company of Colun	Additional Insurance Premiums October 2022	11/01/22	214.89	DFT0001838	214.89
	Additional Insurance Premiums November 2022	11/28/22	143.26	DFT0001861	143.26
Amie Crowder	Reimbursement Claim	11/16/22	40.00	108084	528.88
	CSDA Mileage Reimbursement	11/16/22	488.88	108084	
	Reimbursement claim	11/30/22	30.00	108133	30.00
Anthem Blue Cross	Ambulance Refund	11/30/22	279.48	108134	279.48
Aramark	Cleaning Supplies	11/03/22	112.98	108038	112.98
	Cleaning Supplies	11/16/22	112.98	108085	112.98
	Cleaning Supplies	11/21/22	112.98	108119	112.98
	Cleaning Supplies	11/30/22	112.98	108135	112.98
Arrowbear Park County Water District	Purchased Water	11/03/22	6,703.29	108039	6,703.29
	Purchased Water November 2022	11/30/22	4,128.84	108136	4,128.84
AT&T Mobility	Internet Treatment Plant November 2022	11/16/22	43.24	108086	43.24
Bacon/Wagner Excavating, Inc.	Hauling of Bio to One Stop	11/09/22	435.00	108060	435.00
	Hauling of Bio to One Stop	11/30/22	435.00	108137	435.00
Boot Barn Inc.	Uniform and Boots -M. Garcia	11/03/22	92.41	108041	92.41
Brandon D. Neldner	parts for collections division plow	11/03/22	2,171.62	108040	2,171.62
	Plow truck Service	11/09/22	782.66	108061	782.66
	plow parts for new flat bed	11/16/22	3,682.39	108087	3,682.39
BURR Group Inc.	Trash Service Treatment Plant Oct 2022	11/09/22	907.83	108062	1,176.44
	Trash Service Station 50 Oct 2022	11/09/22	74.06	108062	
	Trash Service Dist Off/Station 51 Oct 22	11/09/22	194.55	108062	
C & D Termit & Pest Control	Pest Control Station 50 Tarantulas	11/16/22	285.00	108088	285.00
California Association of Professional Firefighters	Disability Insurance Prem December 2022	11/21/22	177.00	108120	177.00
California Computer Options Inc	Network maintenance and monitoring Nov 22	11/03/22	3,432.50	108042	3,432.50
	Adaptor and additional backup	11/09/22	403.08	108063	403.08
	District Telephone Nov-Dec 2022	11/21/22	630.73	108121	630.73
	Network Maintenance and Monitoring Dec 2022	11/30/22	3,426.50	108138	3,426.50
California Water Environment Association	Plant Maint Tech Grd 1 Borrie Renewal	11/03/22	95.00	108043	95.00
CalPERS	Health Insurance Premiums November 2022	11/02/22	12,862.80	DFT0001841	12,862.80
	Employer Contributions Class/Pepra Misc/Safety	11/03/22	23,542.19	DFT0001842	23,542.19
	Employer Contribu Class/Pepra Misc/Safe PPE 11/	11/17/22	25,284.79	DFT0001855	25,284.79
Canon	Monthly Service Fee and Usage November 2022	11/21/22	410.28	108122	414.05
	Usa Tax Recovery Fee	11/21/22	3.77	108122	
Charter Communitcations	Internet Collection Build Nov-Dec 2022	11/21/22	117.97	108123	367.71
	Internet November 2022 Dist Off and Sta 51	11/21/22	249.74	108123	
	Internet Station 50 Nov-Dec 2022	11/30/22	127.97	108139	127.97
Citibank, N.A.	Miscellaneous Parts and Supplies	11/09/22	440.33	108064	596.55
	Air Compressor and kneeling pad	11/09/22	156.22	108064	
	Miscellaneous Office Supplies	11/21/22	279.53	108124	956.91

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Citibank, N.A.	Fire Department Office Supplies	11/21/22	677.38	108124	956.91
Clinical Laboratory of San Bernardino	Water Samples October 2022	11/30/22	565.00	108140	755.50
	Wastewater Samples October 2022	11/30/22	190.50	108140	
County of San Bernardino	Lien Release	11/09/22	20.00	108065	20.00
	Monthly Map Revisions November 2022	11/16/22	2.00	108089	2.00
	1st Quarter Admin Fees	11/16/22	1,219.93	108090	2,536.27
	2nd Quarter Admin Fees	11/16/22	1,316.34	108090	
County of San Bernardino Auditor-Controller/Trea	Amended Tax Bill	11/30/22	26.00	108141	26.00
Crestline-Lake Arrowhead Water Agency	Water Purchase October 2022	11/03/22	16,232.40	108044	16,232.40
Cypress Ancillary Benefits	Dental Insurance Premiums December 2022	11/16/22	1,099.39	108091	1,099.39
David Durschlag	Setup and 3 Yards	11/16/22	286.00	108092	286.00
Dixi Willemse	Reimbursement Claim	11/30/22	277.31	108142	277.31
Elevated Excavating & Paving	Gradng Ayers Acres Road	11/30/22	2,025.00	108143	2,250.00
	Digging out Fire Hydrants Poplar and Willow	11/30/22	225.00	108143	
Endress & Hauser Inc	Mass Air Flow Senso Repair	11/30/22	2,173.62	108144	2,173.62
ESO Solutions Inc	ESO - Firehouse transition	11/09/22	1,357.60	108066	1,357.60
Fairview Ford Sales, INC	Miscellaneous Parts and Supplies	11/09/22	144.69	108067	144.69
	Mount Tires	11/16/22	120.78	108093	120.78
Federal Express Corporation	Shipping Charges	11/30/22	25.56	108145	25.56
Fire Apparatus Solutions	Engine 50 Repairs	11/30/22	13,695.35	108146	16,924.01
	KME Repairs	11/30/22	3,228.66	108146	
Fire Fighters Association	FFAD Dues November 2022	11/16/22	640.00	108094	640.00
Firefighter's Safety Center	Firefighter Boots for Wingate	11/16/22	292.40	108095	292.40
Frontier Communications	Booster9, LS's and Treatment Plant Nov 2022	11/09/22	1,411.61	108068	1,411.61
	Telephone Booster, LS's and Treatment	11/16/22	1,375.17	108096	1,375.17
	SCADA Line Nov-Dec 2022	11/30/22	118.98	108147	118.98
GM Excavating, INC.	Emergency Paving Repairs	11/16/22	5,904.60	108097	5,904.60
Grace Cowen	Ambulance Refund	11/30/22	546.04	108148	546.04
HD Supply Facilities Maintenance LTD	Drum Screen Auger Pump	11/09/22	1,243.95	108069	1,394.00
	Pressure Guages	11/09/22	150.05	108069	
INFOSEND	Statment Processing October 2022	11/16/22	2,238.73	108098	2,238.73
Inland Desert Security & Communications	Answering Service November 2022	11/16/22	166.00	108099	166.00
Inland Potable Services, Inc	Spot Epoxy Repairs to the Nob Hill Tank	11/03/22	4,805.00	108045	4,805.00
Inland Water Works Supply Company	Miscellaneous parts and supplies	11/03/22	90.51	108046	90.51
	Miscellaneous Parts and Supplies	11/16/22	421.26	108100	437.42
	Miscellaneous Parts and Supplies	11/16/22	16.16	108100	
	Miscellaneous Parts and Supplies	11/30/22	654.04	108149	654.04
Leslie's Poolmart, Inc	Soda Ash	11/03/22	979.51	108047	979.51
Life-Assist, Inc	Ambulance Supplies	11/03/22	400.48	108048	680.63
	Ambulance Supplies	11/03/22	280.15	108048	
	Ambulance Supplies	11/16/22	438.40	108101	548.46
	Ambulance Supplies	11/16/22	110.06	108101	
	Ambulance Supplies	11/21/22	833.85	108125	1,039.03
	Ambulance Supplies	11/21/22	205.18	108125	
	Ambulance Supplies	11/30/22	36.95	108150	36.95
Linda Mayfield	Reimbursement Claim	11/03/22	340.20	108049	340.20
	Reimbursement Claim	11/16/22	551.00	108102	551.00
McMaster-Carr Supply Company	Miscellaneous Parts and Supplies	11/09/22	35.84	108070	481.93
	Miscellaneous Parts and Supplies	11/09/22	116.13	108070	
	Pressure transducer	11/09/22	329.96	108070	

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
McMaster-Carr Supply Company	transformer for transfer switch at sls 7	11/16/22	427.20	108103	427.20
	transformer for SLS 7	11/21/22	290.43	108126	290.43
MMBR	MBR 1 upper modules	11/30/22	102,702.45	108151	102,702.45
Multi Systems, Inc	Pump Skid	11/09/22	50,393.82	108071	50,393.82
Nationwide	Employee Contributions PPE 10/31/22	11/04/22	1,770.00	DFT0001839	1,770.00
	Employee Contributions PPE 11/14/22	11/18/22	1,770.00	DFT0001848	1,770.00
Neu-Art Studio, Inc	Sign Printing for Design a Sign Contest	11/30/22	353.42	108152	353.42
Nick Nikas	Reimbursement Claim	11/03/22	493.70	108050	493.70
	Reimbursement Claim	11/21/22	233.80	108127	233.80
Nuckles Oil Company, Inc	Gasoline/Diesel Purchase	11/09/22	10,503.51	108072	10,503.51
One Stop Landscape Supply	Solids Handling	11/09/22	3,042.20	108073	3,042.20
Parkhouse Tire Inc	Tires for Engine 50	11/16/22	656.62	108104	656.62
Polydyne Inc.	Polymer for BioSolids	11/03/22	2,709.97	108051	2,709.97
Principal Life Insurance Company	Vision Insurance November 2022	11/16/22	140.09	108105	140.09
Ram Software Systems, Inc	AIM Online Software November 2022	11/01/22	250.00	DFT0001843	250.00
Reliable Raul	Weed abatement Warrant jobs completed	11/30/22	650.00	108153	11,080.00
	Weed abatement Warrant jobs completed	11/30/22	1,790.00	108153	
	Weed abatement Warrant jobs completed	11/30/22	720.00	108153	
	Weed abatement Warrant jobs completed	11/30/22	1,400.00	108153	
	Weed abatement Warrant jobs completed	11/30/22	800.00	108153	
	Weed abatement Warrant jobs completed	11/30/22	800.00	108153	
	Weed abatement Warrant jobs completed	11/30/22	380.00	108153	
	Weed abatement Warrant jobs completed	11/30/22	780.00	108153	
	Weed abatement Warrant jobs completed	11/30/22	380.00	108153	
	Weed abatement Warrant jobs completed	11/30/22	880.00	108153	
	Weed abatement Warrant jobs completed	11/30/22	2,500.00	108153	
Reliance Standard Life Insurance Company	Life Insurance Premiums December 2022	11/16/22	1,476.74	108106	1,476.74
Rocio Silva	Janitorial Service October 2022	11/09/22	485.00	108074	485.00
Running Springs Professional Firefighters	Union Dues November 2022	11/16/22	500.00	108107	500.00
Ryan Gross	Reimbursement Claim	11/03/22	95.64	108052	95.64
	Gym Reimbursement	11/21/22	90.00	108128	359.23
	Reimbursement Claim	11/21/22	269.23	108128	
Safeguard Business Systems	Business Cards Bellis -Willemse	11/30/22	111.79	108154	111.79
Showtime Custom Coach, Inc.	Plow truck repair	11/09/22	368.00	108075	368.00
Southern California Edison Company	Electricity October 2022	11/03/22	691.04	108053	10,880.31
	Electricity October 2022	11/03/22	578.36	108053	
	Electricity October 2022	11/03/22	564.82	108053	
	Electricity October 2022	11/03/22	331.40	108053	
	Electricity October 2022	11/03/22	548.18	108053	
	Electricity October 2022	11/03/22	394.29	108053	
	Electricity October 2022	11/03/22	159.35	108053	
	Electricity October 2022	11/03/22	192.77	108053	
	Electricity October 2022	11/03/22	683.49	108053	
	Electricity October 2022	11/03/22	501.17	108053	
	Electricity October 2022	11/03/22	1,389.26	108053	
	Electricity October 2022	11/03/22	127.62	108053	
	Electricity October 2022	11/03/22	2,016.73	108053	
	Electricity October 2022	11/03/22	273.91	108053	
	Electricity October 2022	11/03/22	377.73	108053	
	Electricity October 2022	11/03/22	52.99	108053	

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Southern California Edison Company	Electricity October 2022	11/03/22	375.49	108053	10,880.31
	Electricity October 2022	11/03/22	59.57	108053	
	Electricity October 2022	11/03/22	481.90	108053	
	Electricity October 2022	11/03/22	654.00	108053	
	Electricity October 2022	11/03/22	48.24	108053	
	Electricity October 2022	11/03/22	378.00	108053	
	Electricity October 2022	11/09/22	80.78	108076	13,246.50
	Electricity October 2022	11/09/22	13,151.32	108076	
	Electricity Usage October 2022	11/09/22	14.40	108076	
	Electricity November 2022	11/30/22	675.61	108155	3,144.35
	Electricity November 2022	11/30/22	42.63	108155	
	Electricity November 2022	11/30/22	735.62	108155	
	Electricity November 2022	11/30/22	684.17	108155	
	Electricity November 2022	11/30/22	385.26	108155	
	Electricity November 2022	11/30/22	621.06	108155	
Southern California Gas Company	Gas Usage October 2022 Station 50	11/09/22	180.27	108077	569.19
	Gas Usage Oct 2022 Collection Building	11/09/22	83.95	108077	
	Gas Usage October 2022	11/09/22	116.93	108077	
	Gas Usage Oct 2022	11/09/22	171.91	108077	
	Gas Usage Oct 2022	11/09/22	16.13	108077	
State of California - State Water Resource Control	ID2 Exam for M.Garcia	11/30/22	65.00	108156	65.00
Stryker Sales Corp	Gurney batteries	11/16/22	1,039.51	108108	1,039.51
Superior Automotive Warehouse	Miscellaneous parts & Supplies	11/03/22	575.00	108055	661.80
	Miscellaneous Parts and Supplies	11/03/22	86.80	108055	
Terminix International Company LP	Pest Control Treatment Plant	11/16/22	68.00	108109	68.00
Trevor Miller	Reimbursement Claim	11/09/22	1,390.00	108078	1,390.00
	Reimbursement Claim	11/16/22	305.89	108110	305.89
	Reimbursement Claim	11/21/22	757.76	108129	757.76
Turnout Maintenance Company	Turnout Cleaning and Repairs	11/09/22	160.80	108079	160.80
Uline	Miscellaneous Supplies	11/16/22	135.41	108111	135.41
Underground Service Alert of Southern California	New dig tickets and maintenance	11/03/22	150.00	108056	150.00
Universal Power Systems Inc	Remove and Install Battery Charger Station 50	11/03/22	667.98	108057	667.98
Universal Truck Body Inc.	flat bed for new truck	11/09/22	13,646.54	108080	13,646.54
USDA Forest Service	Special Uses Sewage Transmisssion Line	11/30/22	4,282.84	108157	4,282.84
Valic	Employee Contributions PPE 10/31/22	11/01/22	2,328.60	DFT0001840	2,328.60
	Employee Contributions PPE 11/14/22	11/15/22	2,313.85	DFT0001847	2,313.85
	Employee Contributions PPE 11/28/22	11/29/22	2,328.29	DFT0001860	2,328.29
Van Lant and Fankhanel, LLP	Auditing Services FY 2021/2022	11/16/22	23,000.00	108112	23,000.00
Verizon Wireless Services LLC	Cell Phones, Ipads, Hot Spot	11/09/22	442.60	108081	442.60
Victor J Puglisi Jr	RSFD uniform T-Shirts	11/16/22	1,587.60	108113	1,587.60
Visa	Strebel- Fire Prevention and misc supplies	11/16/22	456.56	DFT0001849	456.56
	Gross- Zoom, Spectrum, AWWA, Misc Supplies	11/16/22	983.57	DFT0001850	983.57
	Miller-TireVeh Serv. Misc Parts & Supplies, Unifor	11/16/22	3,149.42	DFT0001851	3,149.42
	Aberg- Tires	11/16/22	1,588.63	DFT0001852	1,588.63
	Fire Prevention and Tires	11/16/22	1,999.72	DFT0001853	1,999.72
	Crowder- Laser Cks, Misc Supplies, CSDA	11/16/22	2,129.60	DFT0001854	2,129.60
W.W. Grainger, Inc	Miscellaneous parts and supplies	11/03/22	90.71	108058	90.71
	Replacement parts for EQ, Permeate, Drum Screer	11/16/22	844.53	108114	844.53
	Flow Meter for Owl Rock	11/30/22	130.25	108158	822.05
	Electric Heater and Thermostat for Lift Station 5	11/30/22	691.80	108158	

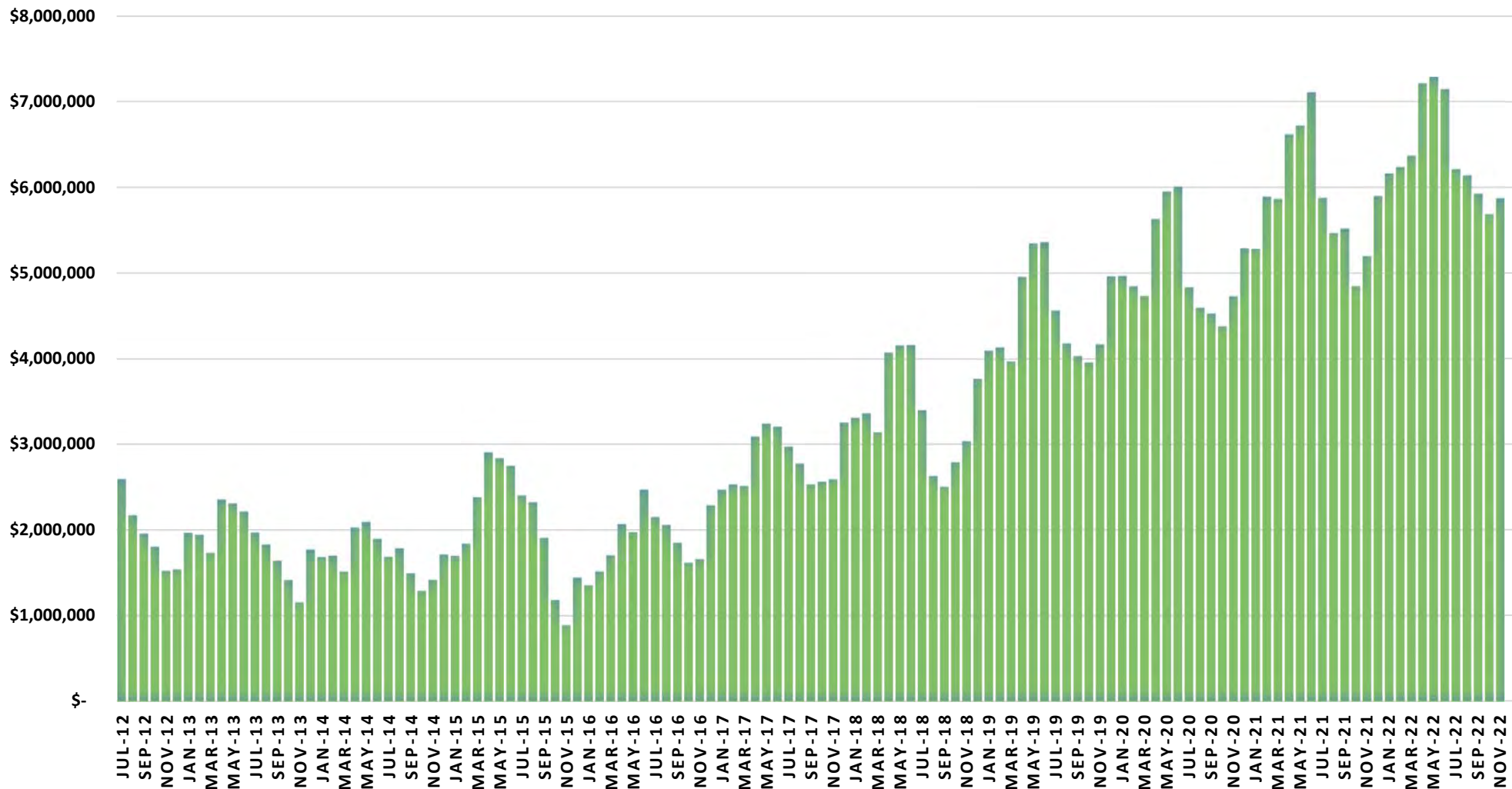
Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Zachary Granzow	Reimbursement Claim	11/30/22	114.30	108159	114.30
Zenner Performance Meter, Inc	Zenner Parts	11/16/22	2,106.06	108115	2,106.06
Zoll Medical Corporation GPO	Ambulance Supplies	11/16/22	325.14	108116	325.14

Totals

Payment Type	Payable Count	Payment Count	Payment
Regular Checks	181	117	370,694.60
Manual Checks	0	0	0.00
Voided Checks	0	1	0.00
Bank Drafts	17	17	83,116.17
EFT's	0	0	0.00
Totals	198	135	453,810.77

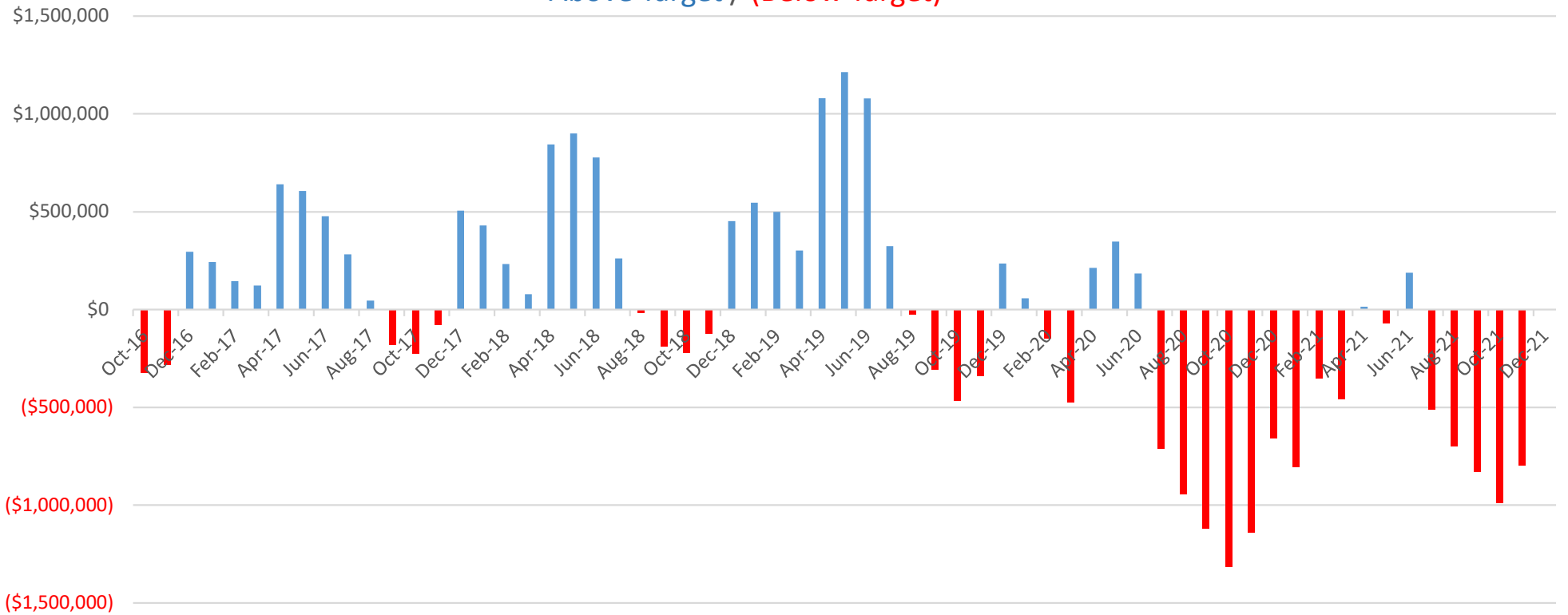
Fund Balances as of November 30, 2022	
Fire & Ambulance Department	
Fire & Ambulance Department Operating Fund	799,430
Recommended Operating Fund Target (6 Months Operating Expenses)	1,583,636
Fire & Ambulance Department Operating Fund, Fully Funded or (Below Target)	(784,206)
Wastewater Division	
Wastewater Capital Improvement Project Reserve	1,591,452
Wastewater System Connection & Capacity Charges	11,630
CWSRF Loan Agreement 14-813 Debt Reserve (Restricted for SLS 1-3 Debt Service)	171,537
Wastewater Operating Reserve Fund	619,190
Recommended Operating Reserve Fund Target (4 Months Operating Expenses)	619,190
Wastewater Operating Reserve, Fully Funded or (Below Target)	Fully Funded
Water Division	
Water Capital Improvement Project Reserve	1,802,009
Water System Connection & Capacity Charges	155,580
Water Infrastructure R&R Reserve (MFC & AMR SRF Debt Reserve)	89,334
Water Operating Reserve	561,875
Recommended Operating Reserve Fund Target (4 Months Operating Expenses)	561,875
Water Operating Reserve, Fully Funded or (Below Target)	Fully Funded
Assessment Districts Restricted Funds	
Water Assessment District No. 10 Construction Funds	26,421
Water Assessment District No. 10 O&M	39,891
Subtotal Assessment Districts	66,313
Total District Designated & Operating Reserve Funds	5,802,038
Assessment District Funds	66,313
Combined Pooled Cash	5,868,350
Checking Account (General)	399,264
LAIF - Investment	4,284,501
MBS Investments (Laddered CDs)	1,178,591
York Insurance Deposit / Sedgwick	4,994
Petty Cash	1,000
Combined Pooled Cash	5,868,350
	-

COMBINED POOLED CASH BALANCE



Fire Department Operating Reserve Policy Target is 6 Months of Budgeted Operating Expenses or \$1,583,636

Above Target / (Below Target)



RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: December 21, 2022

TO: Board of Directors

FROM: Ryan Gross, General Manager

SUBJECT: CONSIDER ADOPTION OF RESOLUTION NO. 11-21 TO CONTINUE VIRTUAL MEETINGS PURSUANT TO AB 361

RECOMMENDED BOARD ACTION

That the Running Springs Water District Board of Directors reaffirm Resolution No. 11-21 and vote to continue remote meetings pursuant to AB 361 based upon the continued state of emergency for COVID-19 and find that (1) declares that it has reconsidered the circumstances of the state of emergency declared by the Governor and at least one of the following is true: (a) the state of emergency, continues to directly impact the ability of the members of this legislative body to meet safely in person; and/or (b) state or local officials continue to impose or recommend measures to promote social distancing; and (2) this legislative body declares it will be conducting teleconferencing and virtual meetings pursuant to AB 361.

REASON FOR RECOMMENDATION

To continue virtual meetings if necessary.

BACKGROUND INFORMATION

AB 361 amended the Brown Act to allow local legislative bodies to continue using teleconferencing and virtual meeting technology as long as there is a “proclaimed state of emergency.” To accommodate individuals during these teleconferences and virtual meetings, a public comment period is offered where the public can address the legislative body directly in real time. Additionally, public comments are allowed up until the public comment period is closed at the meetings. The agenda includes information on the manner in which the public may access the meeting and provide comments remotely. If technical problems arise that result in the public’s access being disrupted, the legislative body does not take any votes or other official action until the technical disruption is corrected and public access is restored.

On October 20, 2021, the Board adopted Resolution No. 11-21 to authorize this legislative body to conduct remote “telephonic” meetings pursuant to AB 361. Government Code 54953(e)(3) authorizes this legislative body to continue to conduct these remote “telephonic” meetings under AB 361 provided that it has timely made the findings specified therein. Findings must include: (a) the state of emergency, continues to

directly impact the ability of the members of this legislative body to meet safely in person; and/or (b) state or local officials continue to impose or recommend measures to promote social distancing. In light of AB 361 and in order to promote social distancing and avoid an imminent safety risk to attendees, teleconferencing and virtual meetings may continue to take place until further notice.

The Board of Directors may also decide to not proceed with remote meetings pursuant to AB 361, which would result in a return to in person Board meetings and all Brown Act requirements.

ATTACHMENTS

Attachment 1 – Resolution No. 11-21

RESOLUTION NO. 11-21**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RUNNING SPRINGS WATER DISTRICT AUTHORIZING VIRTUAL BOARD AND COMMITTEE MEETINGS PURSUANT TO AB 361**

WHEREAS, the Running Springs Water District (“District”) is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of the District’s legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend and participate in the Agency’s meetings; and

WHEREAS, starting in March 2020, in response to the spread of COVID-19 in the State of California, the Governor issued a number of executive orders aimed at containing the COVID-19 virus; and

WHEREAS, among other things, these orders waived certain requirements of the Brown Act to allow legislative bodies to meet virtually; and

WHEREAS, pursuant to the Governor’s executive orders, the District has been holding virtual meetings during the pandemic in the interest of protecting the health and safety of the public, District staff and Directors; and

WHEREAS, the Governor’s executive order related to the suspension of certain provisions of the Brown Act expired on September 30, 2021; and

WHEREAS, on September 16, 2021 the Governor signed AB 361 (in effect as of October 1, 2021 – Government Code Section 54953(e)), which allows legislative bodies to meet virtually provided there is a state of emergency, and either (1) state or local officials have imposed or recommended measures to promote social distancing; or (2) the legislative body determines by majority vote that meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, such conditions now exist in the District, specifically, a state of emergency has been proclaimed related to COVID-19, state or local officials are recommending measures to promote social distancing, or because of the ongoing threat of COVID-19, meeting in person would present imminent risks to the health and safety of attendees;

NOW, THEREFORE, BE IT RESOLVED THE BOARD OF DIRECTORS OF THE RUNNING SPRINGS WATER DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Remote Teleconference Meetings. Consistent with the provisions of Government

Code Section 54953(e), the Board of Directors finds and determines that (1) a state of emergency related to COVID-19 is currently in effect; (2) state or local officials have recommended measures to promote social distancing in connection with COVID-19; or (3) due to the COVID-19 emergency, meeting in person would present imminent risks to the health and safety of attendees. Based on such facts, findings and determinations, the Board authorizes staff to conduct remote teleconference meetings of the Board of Directors, including Committee meetings, under the provisions of Government Code Section 54953(e).

Section 3. Effective Date of Resolution. This Resolution shall take effect November 1, 2021 and shall be effective for 30 days or until this Resolution is extended by a majority vote of the Board of Directors in accordance with Section 4 of this Resolution.

Section 4. Extension by Motion. The Board of Directors may extend the application of this Resolution by motion and majority vote by up to 30 days at a time, provided that it makes all necessary findings consistent with and pursuant to the requirements of Section 54953(e)(3).

PASSED AND ADOPTED by the Board of Directors of the Running Springs Water District this 20th day of October 2021, by the following vote:

AYES: TERRY, CONRAD, ACCIANI, DYBERG

NOES: 0

ABSENT: MACKZUM

ABSTAIN: 0



Mike Terry, Vice-President of the Board of Directors of the Running Springs Water District

ATTEST:



Amie R. Crowder, Secretary of the Running Springs Water District and to the Board of Directors



RESOLUTION NO. 17-22

RESOLUTION OF THE BOARD OF DIRECTORS OF RUNNING SPRINGS WATER DISTRICT SETTING THE SCHEDULE FOR REGULAR BOARD MEETINGS

WHEREAS, the regular Board Meetings of the Board of Directors of the Running Springs Water District are currently conducted on the third Wednesday of each month at 9:00 a.m.; and

WHEREAS, Government Code Section 54954 states that the Board of Directors shall provide, by ordinance, resolution, bylaws, or by whatever other rule is required for the conduct of business by the Board of Directors, the time and place for holding regular meetings;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Running Springs Water District that beginning in January 2023 the regular Board Meetings of the Board of Directors in each month shall continue to be conducted on the third Wednesday of each month at 9:00 a.m. at the District’s Boardroom located at 31242 Hilltop Boulevard, Running Springs, California.

ADOPTED by the Board of Directors of the Running Springs Water District on the 21st day of December 2022

President of the Board of Directors
Running Springs Water District

ATTEST:

Secretary of the Board of Directors
Running Springs Water District

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: December 21, 2022

TO: Board of Directors

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

SUBJECT: CONSIDER AUTHORIZING STAFF TO EXECUTE
MEMORANDUM OF UNDERSTANDING WITH BIG BEAR FIRE
AUTHORITY FOR DUTY CHIEF OFFICER COVERAGE
WITHIN THE JURISDICTIONS OF THE PARTIES

RECOMMENDED BOARD ACTION

It is recommended that the Board of Directors consider authorizing the General Manager to execute the attached Memorandum of Understanding (MOU) with the Big Bear Fire Authority (BFA) for Duty Chief Officer Coverage within the jurisdictions of the parties.

REASON FOR RECOMMENDATION

Minor updates to the MOU to reflect mainly the change from Big Bear Fire Department to Big Bear Fire Authority and the deletion of some outdated verbiage.

BACKGROUND INFORMATION

This MOU aims to achieve efficiencies through the use of one Duty Chief Officer who will provide day-to-day operations for the night, weekend, and holiday Duty Chief Officer coverage in the jurisdictions of the parties.

The MOU was first developed in 2012.

ATTACHMENTS

Attachment 1 – Draft MOU

MEMORANDUM OF UNDERSTANDING
AFTER HOURS DUTY CHIEF OFFICER COVERAGE

THIS MEMORANDUM OF UNDERSTANDING (“MOU”) is entered into ___ day of ____, 2022 by and between the BIG BEAR FIRE AUTHORITY, a public agency (“BFA”) created through the Joint Exercise of Powers Act, codified at California Government Code title 1, division 7, chapter 5, commencing with 6500 et seq and the fire department of the RUNNING SPRINGS WATER DISTRICT, a public agency (“RSWD”). The parties are hereby referred to herein individually as “Party” and collectively as “Parties.”

RECITALS

- A. The Parties desire to achieve efficiencies through the use of a shared Duty Chief Officer who will provide day-to-day operational oversight and emergency response on an as needed basis for both parties.
- B. The Parties desire to enter into this MOU in order to set forth the procedures and guidelines for carrying out the day-to-day operational oversight and emergency response for both parties
- C. This MOU intended purpose is to ensure the immediate emergency response of a Duty Chief during nights, weekends and holidays for both jurisdictions.

TERMS AND CONDITIONS

A. Duty Chief Officer Coverage.

- 1. Providing Coverage – The respective Chief Officers of BFA and RSWD will provide Duty Chief Officer coverage based on an as needed basis. The Duty Chief who is on duty will provide services, and be responsible for, carrying out the requirements and other activities as Chief Officer within the jurisdictions of both parties.
- 2. There shall be no monetary exchange between the Parties for the Duty Chief coverage.

B. Duty Chief Officer Requirements.

The Duty Chief Officer will be required to respond to the following incidents in both jurisdictions while on duty according to current run card assignments including but not limited to:

- a. Structure fires – fire involving any portion of a building interior and/or exterior.
- b. Vehicle fire in a structure.
- c. Any fire endangering a structure.

- d. Chemicals, cryogenics or flammable liquid spills and leaks within a structure or endangering a structure.
- e. Natural gas, smoke or unknown odor investigation inside a structure.
- f. Explosion.
- g. Undetermined type of emergency.
- h. Large Vehicle fire (truck, bus).
- i. Airplane Crash not involving structures.
- j. Chemicals, cryogenics, flammable gases or flammable liquid spills, large in volume not endangering structures.
- k. Grass, brush fires.
- l. Multi-casualty incidents.
- m. Module leader request.
- n. Duty Officer's discretion.

C. Duty Chief Officer Notifications.

The Duty Chief Officer on duty will be notified of:

- a. Mutual aid requests and/or responses.
- b. Injury to department personnel requiring medical attention.
- c. Equipment out of service.
- d. Commitment of units on scene for extended periods of time (greater than 30 minutes).

D. Duty Coverage.

1. Schedule

- a. The Administration of both Parties shall collaborate to establish Duty Chief coverage periods and time frames.
- b. Consideration shall be given towards significant weather, road conditions, vehicular traffic, or special events that may prevent or add unreasonable emergency response time to emergency incidents requiring either party to cover their own response area.
- c. The dispatch center shall be notified of any change in Duty Chief Officers status and which Duty Chief Officer is on duty at any particular time. Said notice shall be via radio or phone.

2. Incident Command System – The Incident Command System of the Party whose Duty Chief Officer is on duty will be utilized on incidents that require such.
3. Jurisdictional Rules and Regulations – Interpretation of department issues of the applicable jurisdiction, as well as reports required because of on-the-job injuries or disciplinary actions within the applicable jurisdiction, will be managed by the company officer or module leader of the Party in whose jurisdiction the incident takes place. Should a situation require additional follow-up or attention by the Duty Chief Officer who was on duty during the incident, that Duty Chief Officer shall be contacted and advised and shall provide any necessary assistance.
4. Assistance During Normal Duty Hours – The Duty Chief Officer coverage under this MOU, will only apply after normal duty hours, on weekends and on some holidays. During normal duty hours, each Party shall be responsible for its own Duty Chief coverage in their respective jurisdictions. However, if a Party's Duty Chief Officer is unavailable to cover normal duty hours on a short-term basis, said Party may request the assistance of the Duty Chief Officer of another Party. Any arrangements for such short-term assistance shall be agreed upon between the applicable Parties and shall not be governed by, or subject to, the provisions of this MOU.

E. Liability and Hold Harmless Clause.

Each Party ("Indemnitor") hereby agrees to defend, indemnify and hold free and harmless each of the Parties ("Indemnitee") and Indemnitee's elected and appointed officials, officers, and employees from and against any and all liability, expense, including defense costs and legal fees, and claims for damages of any nature whatsoever, including, but not limited to, bodily injury, personal injury, death or property damage, arising from or connected with indemnitor's activities under this MOU, including any Worker's Compensation suits, liability, or expense, arising from or connected with services performed on behalf of the Indemnitor by any person pursuant to this MOU, whether such claims, damages, liabilities, costs and/or judgements are based upon alleged negligence, a dangerous condition of public property, or any other theory of liability. Indemnitor's duty to indemnify Indemnitee shall survive the expiration or other termination of this MOU as to any injuries, occurrences or claims occurring or alleged to have occurred prior to its expiration or termination.

F. General Terms.

1. Term – The term of this MOU shall commence upon full execution of this MOU by both parties. This MOU shall remain in effect unless or until one (1) or more Parties elect to terminate their participation in the MOU for any reason or no reason upon thirty (30) days prior written notice to the other Parties.

2. Service Boundaries – The Parties hereby represent and warrant that they have the necessary authority, agreements and/or permission to perform the activities contemplated under this MOU within the jurisdictions of the other Parties to this MOU.
3. Incorporation of Recitals – The Recitals set forth above are incorporated herein and made an operative part of this MOU.
4. Invalidity and Severability – If any portion of this MOU is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

IN WITNESS WHEREOF, each of the Parties has caused this MOU to be executed by its perspective duly authorized officers.

Big Bear Fire Authority

Running Springs Water District

_____ date _____

_____ date _____

Fire Chief

General Manager

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: December 21, 2022

TO: Board of Directors

FROM: Ryan Gross, General Manager

SUBJECT: CONSIDER SETTING MAXIMUM 2023 DISTRICT CONTRIBUTION TO EMPLOYEE HEALTH INSURANCE BENEFITS

RECOMMENDATION

It is recommended that the Board of Directors provide direction to staff on the calendar year 2023 District contribution to employee's health insurance benefit.

REASON FOR RECOMMENDATION

To set the maximum amount the District will contribute towards an employee's health insurance plan premiums and/or qualified medical expense reimbursement plan.

BACKGROUND INFORMATION

On March 21, 2019 and Beginning with the Fiscal Year Ending (FYE) 2020 District Budget, the Board agreed to consider any future increases in the District's Employee Health Insurance cap amounts due to any CalPERS Health Insurance Premium increases, in January of each year based on half of what the CalPERS HMO premium increase is for the lowest cost CalPERS HMO premium.

The District's CalPERS Health Insurance Plan Premium adjustments are typically published in July and take effect January 1st of each year. Therefore, in order to better align any adjustments in CalPERS Health Insurance Premium increases and District contribution adjustments, the Board agreed to consider any adjustments take place in January.

FISCAL INFORMATION

The following tables show the 2022 and 2023 CalPERS Health Insurance Premium adjustments along with three proposed alternatives for increase to the District contribution:

1. One half of the lowest cost HMO premium increase = 15.4%
2. One half of the average premium increase (all plans) = 3.3%
3. One half of the average premium increase (plans with employees enrolled) = 4%

CalPERS 2022 & 2023 Health Premiums - San Bernardino County								
HMO	2022			2023			% Change (+/-)	Employees Enrolled
	Single	2-Party	Family	Single	2-Party	Family		
Anthem Blue Cross Select	\$ 676	\$ 1,353	\$ 1,759	\$ 738	\$ 1,476	\$ 1,919	9%	3
Anthem Blue Cross Traditional	\$ 936	\$ 1,871	\$ 2,432	\$ 943	\$ 1,885	\$ 2,451	1%	0
Blue Shield Access+	\$ 780	\$ 1,560	\$ 2,028	\$ 738	\$ 1,477	\$ 1,920	-5%	0
Blue Shield Trio	\$ 668	\$ 1,336	\$ 1,737	\$ 661	\$ 1,323	\$ 1,720	-1%	2
Health Net Salud y Mas	\$ 464	\$ 928	\$ 1,206	\$ 606	\$ 1,213	\$ 1,576	31%	0
Health Net SmartCare	\$ 765	\$ 1,530	\$ 1,989	\$ 756	\$ 1,511	\$ 1,964	-1%	0
Kaiser Permanente	\$ 720	\$ 1,440	\$ 1,871	\$ 755	\$ 1,509	\$ 1,962	5%	5
United Health Care Alliance	\$ 772	\$ 1,544	\$ 2,007	\$ 790	\$ 1,581	\$ 2,055	2%	2
United Health Care Harmony	\$ 714	\$ 1,429	\$ 1,857	\$ 714	\$ 1,427	\$ 1,855	0%	0
PPO								
PERS Gold	\$ 576	\$ 1,151	\$ 1,496	\$ 680	\$ 1,361	\$ 1,769	18%	4
PERS Platinum	\$ 863	\$ 1,727	\$ 2,245	\$ 993	\$ 1,985	\$ 2,581	15%	1
RSWD Contribution to Health Insurance (\$/month)	\$ 584	\$ 1,167	\$ 1,516	\$ 674	\$ 1,346	\$ 1,749	31%	Lowest \$ HMO
% Paid by RSWD of Lowest Cost HMO Plan Premium	86%	86%	86%	91%	91%	91%	15.4%	1/2 Lowest \$ HMO
Out of Pocket for half the Lowest Cost HMO Plan Premium	\$ 92	\$ 186	\$ 243	\$ 64	\$ 130	\$ 170		
				15.4%	15.4%	15.4%		
				\$ 90	\$ 179	\$ 233		
				\$ 1,076	\$ 2,151	\$ 2,794		
		Max Additional Cost		\$ 2,598	\$ 31,180			

CalPERS 2022 & 2023 Health Premiums - San Bernardino County								
HMO	2022			2023			% Change (+/-)	Employees Enrolled
	Single	2-Party	Family	Single	2-Party	Family		
Anthem Blue Cross Select	\$ 676	\$ 1,353	\$ 1,759	\$ 738	\$ 1,476	\$ 1,919	9%	3
Anthem Blue Cross Traditional	\$ 936	\$ 1,871	\$ 2,432	\$ 943	\$ 1,885	\$ 2,451	1%	0
Blue Shield Access+	\$ 780	\$ 1,560	\$ 2,028	\$ 738	\$ 1,477	\$ 1,920	-5%	0
Blue Shield Trio	\$ 668	\$ 1,336	\$ 1,737	\$ 661	\$ 1,323	\$ 1,720	-1%	2
Health Net Salud y Mas	\$ 464	\$ 928	\$ 1,206	\$ 606	\$ 1,213	\$ 1,576	31%	0
Health Net SmartCare	\$ 765	\$ 1,530	\$ 1,989	\$ 756	\$ 1,511	\$ 1,964	-1%	0
Kaiser Permanente	\$ 720	\$ 1,440	\$ 1,871	\$ 755	\$ 1,509	\$ 1,962	5%	5
United Health Care Alliance	\$ 772	\$ 1,544	\$ 2,007	\$ 790	\$ 1,581	\$ 2,055	2%	2
United Health Care Harmony	\$ 714	\$ 1,429	\$ 1,857	\$ 714	\$ 1,427	\$ 1,855	0%	0
PPO								
PERS Gold	\$ 576	\$ 1,151	\$ 1,496	\$ 680	\$ 1,361	\$ 1,769	18%	4
PERS Platinum	\$ 863	\$ 1,727	\$ 2,245	\$ 993	\$ 1,985	\$ 2,581	15%	1
RSWD Contribution to Health Insurance (\$/month)	\$ 584	\$ 1,167	\$ 1,516	\$ 603	\$ 1,206	\$ 1,567	6.7%	Avg. Increase
% Paid by RSWD of Lowest Cost HMO Plan Premium	86%	86%	86%	82%	82%	82%	3.3%	1/2 Avg. Increase
Out of Pocket for half the average premium increase	\$ 92	\$ 186	\$ 243	\$ 134	\$ 270	\$ 352		
				3.3%	3.3%	3.3%		
				\$ 19	\$ 39	\$ 51		
				\$ 234	\$ 467	\$ 607		
		Max Additional Cost		\$ 564	\$ 6,772			

CalPERS 2022 & 2023 Health Premiums - San Bernardino County								
HMO	2022			2023			% Change (+/-)	Employees Enrolled
	Single	2-Party	Family	Single	2-Party	Family		
Anthem Blue Cross Select	\$ 676	\$ 1,353	\$ 1,759	\$ 738	\$ 1,476	\$ 1,919	9%	3
Blue Shield Trio	\$ 668	\$ 1,336	\$ 1,737	\$ 661	\$ 1,323	\$ 1,720	-1%	2
Kaiser Permanente	\$ 720	\$ 1,440	\$ 1,871	\$ 755	\$ 1,509	\$ 1,962	5%	5
United Health Care Alliance	\$ 772	\$ 1,544	\$ 2,007	\$ 790	\$ 1,581	\$ 2,055	2%	2
PPO								
PERS Gold	\$ 576	\$ 1,151	\$ 1,496	\$ 680	\$ 1,361	\$ 1,769	18%	4
PERS Platinum	\$ 863	\$ 1,727	\$ 2,245	\$ 993	\$ 1,985	\$ 2,581	15%	1
RSWD Contribution to Health Insurance (\$/month)	\$ 584	\$ 1,167	\$ 1,516	\$ 608	\$ 1,214	\$ 1,577	8.1%	Avg. Increase
% Paid by RSWD of Lowest Cost HMO Plan Premium	86%	86%	86%	82%	82%	82%	4.0%	1/2 Avg. Increase
Out of Pocket for half the average premium increase	\$ 92	\$ 186	\$ 243	\$ 130	\$ 262	\$ 341		
				4.0%	4.0%	4.0%		
				\$ 24	\$ 47	\$ 61		
				\$ 283	\$ 566	\$ 736		
		Max Additional Cost		\$ 684	\$ 8,209			

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: December 21, 2022
TO: Board of Directors
FROM: Ryan Gross, General Manager
SUBJECT: CONSIDER ADOPTING RESOLUTION NO. 18-22, ACCEPTING THE LOCAL AGENCY FORMATION COMMISSION FOR SAN BERNARDINO COUNTY'S APPROVAL OF PROPOSAL NO. 3254

RECOMMENDATION

Consider adopting Resolution No. 18-22, accepting the Local Agency Formation Commission (LAFCO) approval of Proposal No. 3254.

REASON FOR RECOMMENDATION

To accept the LAFCO's approval of its Proposal No. 3254 via Resolution No. 3359 regarding the annexation of the Green Valley Lake (GVL) wastewater system and service into the Running Springs Water District's service area.

BACKGROUND INFORMATION

LAFCO unanimously approved and adopted the attached Resolution No. 3359 at its public hearing on November 16, 2022. Following a 30-day reconsideration period and 30-day protest period, if insufficient protests are received, it is anticipated that LAFCO will file a Certificate of Completion at which time the Running Springs Water District will take ownership and control of the GVL wastewater collection system.

FISCAL INFORMATION

N/A

ATTACHMENTS

Attachment 1 – Resolution No. 18-22

RESOLUTION NO. 18-22**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
RUNNING SPRINGS WATER DISTRICT ACCEPTING THE
LOCAL AGENCY FORMATION COMMISSION FOR SAN
BERNARDINO COUNTY'S APPROVAL OF PROPOSAL NO.
3254**

WHEREAS, a joint application by the San Bernardino County Board of Supervisors and Running Springs Water District Board of Directors for the proposed reorganization in San Bernardino County (hereinafter referred to as "Proposal No. 3254") was filed with the Executive Officer of the Local Agency Formation Commission of San Bernardino County (hereinafter referred to as "the Commission") in accordance with the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Government Code Sections 56000 et seq.), and the Executive Officer examined the application and executed his certificate in accordance with law, determining and certifying that the filings are sufficient; and,

WHEREAS, at the times and in the form and manner provided by law, the Executive Officer gave notice of the public hearing by the Commission on this matter; and,

WHEREAS, the Executive Officer reviewed available information and prepared a report including his recommendations thereon, the filings and report and related information having been presented to and considered by this Commission; and,

WHEREAS, the public hearing by the Commission was called for November 16, 2022, at the time and place specified in the notice of public hearing; and,

WHEREAS, at the hearing, the Commission heard and received all oral and written support and/or opposition for the proposal; considered all plans and proposed changes of organization, objections and evidence which were made, presented, or filed; received evidence as to whether the territory is inhabited or uninhabited, improved or unimproved; and all persons present were given an opportunity to hear and be heard in respect to any matter relating to the application, in evidence presented at the hearing; and

WHEREAS, after considering the above, the Commission approved and adopted Proposal No. 3254 via Resolution No. 3359, attached hereto and incorporated herein as **Exhibit A**.

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

SECTION 1. All facts set forth in the above recitals are true and correct.

SECTION 2. The Board of Directors hereby accepts the Commission's approval of Proposal No. 3254 via Resolution No. 3359.

PASSED, APPROVED AND ADOPTED at a meeting of the Board of Directors of the Running Springs Water District, on this 21st day of December 2022.

Ayes:

Noes:

Abstentions:

Absent:

President, Board of Directors
Running Springs Water District

ATTEST:

Secretary of the Board of Directors
Running Springs Water District

LOCAL AGENCY FORMATION COMMISSION FOR SAN BERNARDINO COUNTY

1170 West Third Street, Unit 150, San Bernardino, CA 92415-0490
(909) 388-0480 • Fax (909) 388-0481
lafco@lafco.sbcounty.gov
www.sbclafco.org

CERTIFICATE OF FILING

I, **SAMUEL MARTINEZ**, Executive Officer of the Local Agency Formation Commission for San Bernardino County, do hereby certify that:

1. The application referenced and described below has been submitted to me and has been found to be in the form prescribed by the Local Agency Formation Commission for San Bernardino County.
2. The application contains the information and data requested and required by this Commission and applicable provisions of State law and has been accepted for filing on October 18, 2022.

PROPOSAL TITLE: LAFCO 3254 - Reorganization to include Annexation to Running Springs Water District, Dissolution of CSA 79 and CSA 79 Zone R-1, and Formation of CSA 70 Zone R-52

APPLICANT: Running Springs Water District

GENERAL LOCATION: The territory proposed for reorganization includes the entire service boundary of County Service Area 79 including its Zone R-1 that comprises two areas encompassing a total of approximately 1,600 acres located in the Mountain region of the County, within the community of Green Valley Lake.

DATE OF HEARING: November 16, 2022

AFFECTED AGENCIES: County of San Bernardino, Running Springs Water District, Mojave Desert Resource Conservation District, Crestline-Lake Arrowhead Water Agency, Rim of the World Park and Recreation District, San Bernardino Mountains Community Healthcare District, San Bernardino County Fire Protection District, County Service Area 79 (and its Zone R-1), and County Service Area 70.

This Certificate of Filing is issued pursuant to Section 56658(g) of the Government Code. All time requirements and limitations for processing and consideration of this application specified by law and rules and regulations of the Local Agency Formation Commission for San Bernardino County shall become effective on the date of issuance of this certificate.

DATED: October 19, 2022


SAMUEL MARTINEZ
 Executive Officer

**LOCAL AGENCY FORMATION COMMISSION
FOR SAN BERNARDINO COUNTY**

1170 West Third Street, Unit 150, San Bernardino, CA 92415-0490
(909) 388-0480 • Fax (909) 388-0481
lafco@lafco.sbcounty.gov
www.sbclafco.org

PROPOSAL NO.: LAFCO 3254

HEARING DATE: NOVEMBER 16, 2022

RESOLUTION NO. 3359

A RESOLUTION OF THE LOCAL AGENCY FORMATION COMMISSION FOR SAN BERNARDINO COUNTY MAKING DETERMINATIONS ON LAFCO 3254 AND APPROVING THE REORGANIZATION TO INCLUDE:

- **ANNEXATION TO RUNNING SPRINGS WATER DISTRICT,**
- **DISSOLUTION OF CSA 79 AND CSA 79 ZONE R-1, AND**
- **FORMATION OF CSA 70 ZONE R-52**

The reorganization area comprises two areas encompassing a total of approximately 1,600 acres, consisting of the entire area of County Service Area 79.

On motion of Commissioner Dupper, duly seconded by Commissioner Hagman, and carried, the Local Agency Formation Commission adopts the following resolution:

WHEREAS, a joint application by the San Bernardino County Board of Supervisors and Running Springs Water District Board of Directors for the proposed reorganization in San Bernardino County was filed with the Executive Officer of this Local Agency Formation Commission (hereinafter referred to as "the Commission") in accordance with the Cortese-Knox- Hertzberg Local Government Reorganization Act of 2000 (Government Code Sections 56000 et seq.), and the Executive Officer has examined the application and executed his certificate in accordance with law, determining and certifying that the filings are sufficient;and,

WHEREAS, at the times and in the form and manner provided by law, the Executive Officer has given notice of the public hearing by the Commission on this matter; and,

WHEREAS, the Executive Officer has reviewed available information and prepared a report including his recommendations thereon, the filings and report and related information having been presented to and considered by this Commission; and,

WHEREAS, the public hearing by this Commission was called for November 16, 2022, at the time and place specified in the notice of public hearing; and,

WHEREAS, at the hearing, this Commission heard and received all oral and written support and/or opposition; the Commission considered all plans and proposed changes of organization, objections and evidence which were made, presented, or filed; it received evidence as to whether the territory is inhabited or uninhabited, improved or unimproved;

RESOLUTION NO. 3359

and all persons present were given an opportunity to hear and be heard in respect to any matter relating to the application, in evidence presented at the hearing.

NOW, THEREFORE, BE IT RESOLVED, that the Commission does hereby determine, find, resolve, and order as follows:

DETERMINATIONS:

SECTION 1. The proposal is approved subject to the terms and conditions hereinafter specified:

Condition No. 1. The boundaries are approved as set forth in Exhibits "A", "A-1", "B", and "B-1" attached.

Condition No. 2. The following distinctive short-form designation shall be used throughout this proceeding: LAFCO 3254.

Condition No. 3. All previously authorized charges, fees, assessments, and/or taxes currently in effect by County Service Area 79 shall be assumed by the annexing territory by Running Springs Water District in the same manner as provided in the original authorization pursuant to Government Code Section 56886(t). In addition, all previously authorized charges, fees, assessments, and/or taxes currently in effect by County Service Area 79 Zone R-1 shall be assumed by the newly formed County Service Area 70 Zone R-52 in the same manner as provided in the original authorization pursuant to Government Code Section 56886(t).

Condition No. 4. The County of San Bernardino and Running Springs Water District shall indemnify, defend, and hold harmless the Local Agency Formation Commission for San Bernardino County from any legal expense, legal action, or judgment arising out of the Commission's approval of this proposal, including any reimbursement of legal fees and costs incurred by the Commission.

Condition No. 5. Pursuant to Government Code Section 56886.1, public utilities, as defined in Section 216 of the Public Utilities Code, have ninety (90) days following the recording of the Certificate of Completion to make the necessary changes to impacted utility customer accounts.

Condition No. 6. The date of issuance of the Certificate of Completion shall be the effective date of this reorganization.

SECTION 2. TERMS AND CONDITIONS OF THE APPLICANTS. The resolutions of the County and Water District both identify that this proposal be subject to LAFCO's standard terms and conditions as well as 11 additional terms and conditions of their own, outlined below. In italics LAFCO provides clarification or an update where warranted.

- 1) Running Springs Water District will fix the Green Valley Lake community wastewater rates at their current level (Connection Fee \$5,336.22 and User Rate \$65.77 per Equivalent Dwelling Unit per month) for the first five years and account for the area as

RESOLUTION NO. 3359

a separate enterprise fund barring any unforeseen circumstances that would require additional revenue; current wastewater rates for Running Springs Water District are: Connection Fee \$5,815 and User Rates \$54.08 per Equivalent Dwelling Unit per month plus \$0.0105 per cubic foot of water usage);

- 2) Depending on the timing of LAFCO approval of the proposed reorganization, Running Springs Water District will arrange for the Green Valley Lake community wastewater rates to be placed on the San Bernardino County property tax roll at the expense of Running Springs Water District's separate enterprise fund for the Green Valley Lake community;
- 3) After the initial 5 year period, a rate study will be prepared and the Green Valley Lake community will be merged with the existing Running Springs Water District wastewater enterprise such that a uniform wastewater rate will be applied for all wastewater customers of Running Springs Water District at that time;
- 4) Running Springs Water District will not assume any of CSA 79's pension liability. CSA 79 may withhold from transfer to Running Springs Water District a portion of its existing wastewater reserve funds to fund CSA 79's pension liabilities through LAFCO's issuance of the Certificate of Completion for the reorganization, with the method of calculation and the amount withheld to be determined and agreed to by both CSA 79 and Running Springs Water District;

CSA 79 has a proportionate share of the County's net pension liability allocated by the San Bernardino County Employees' Retirement Association ("SBCERA"). According to the County, CSA 79's net pension liability as of June 30, 2021 is \$318,808. The exact net pension liability will be recalculated as of the effective date of this reorganization.

- 5) CSA 79 R-1 funds for road services will transfer to the new CSA 70 road district zone, once formed;
- 6) All application fees and any other costs associated with the LAFCO reorganization will be paid for with CSA 79 reserve funds;
- 7) The remaining CSA 79 wastewater reserve funds, not withheld to cover CSA 79's pension liabilities, will be transferred to Running Springs Water District and be placed in a separate enterprise fund;

The County provided a listing of CSA 79's cash balances, lands, and assets, which will all transfer to the successor agency, the Running Springs WD.

- 8) No additional Board of Director seats will be added to Running Springs Water District;
- 9) Running Springs Water District will enter into a new agreement as a permittee for a Special Use Permit with the United States Forest Service (USFS) for encroachment of the gravity sewer line under Green Valley Lake Road within the USFS;

RESOLUTION NO. 3359

County Land Use Services has a special use permit with the U.S. Forest Service for a main down by the highway. According to the Running Springs WD, there is apparently no successor clause so the District will need to apply for a new USFS Special Use Permit.

- 10) Running Springs Water District acknowledges and agrees to the LAFCO requirement imposing legal indemnification as outlined in Policy 3 of Chapter 2 of the Accounting and Financial Section of its Policy and Procedure Manual;
- 11) Running Springs Water District will continue to provide out of district sewer service to Snow Valley [Ski Area], which is consistent with the sphere of influence, and will be billed based off an equivalent dwelling unit (EDU) count;

Since 1978, CSA 79 has provided service outside of its boundary to the Snow Valley Ski area. The agreement expired in April 2018, and the County and Snow Valley opted not to extend the former contract where Snow Valley was charged based upon flow rate. Rather, in lieu of a contract, Snow Valley is now charged under the same method as CSA 79's other customers, by EDU. Snow Valley is outside the boundaries of the Running Springs WD but within the District's sphere of influence.

According to the Running Springs WD, it will also need to enter into a new agreement with Snow Valley. Ownership of Snow Valley is currently changing so it is working on coordinating this new agreement.

This reorganization will recognize that the Running Springs WD will succeed to the service that has been provided to Snow Valley since 1978. As long as the service continues, no further LAFCO review is necessary.

SECTION 3. FACTORS TO BE CONSIDERED. The following are the factors to be considered in the review of a proposal pursuant to Government Code Section 56668 and Commission policy:

- 1. The Registrar of Voters has determined that the reorganization study area is legally inhabited, containing 295 registered voters within LAFCO 3254 as of October 26, 2022.
- 2. The reorganization does not conflict with the sphere of influence of any other entity because the proposal transfers existing service from one agency (to be dissolved) to another agency. Further, the territory is already within the Running Springs Water District sphere of influence.
- 3. The County Assessor has determined that the value of land and improvements within the reorganization area is broken down as follows:

Land:	\$ 46,786,369
Improvements:	\$186,124,694
Total:	\$232,911,063

RESOLUTION NO. 3359

4. In compliance with Commission policy and Government Code Section 56157, the Notice of Hearing for this proposal was provided by publication of an eight-page (1/8 page) legal ad in the *Alpine Mountaineer*, a newspaper of general circulation in the area. Comments from registered voters, landowners, other individuals, and any affected local agency have been reviewed and considered by the Commission in making its determination.
5. The proposed reorganization includes a variety of land uses established under the San Bernardino County's General Plan, however, such reorganization has no direct impact on said land use designations.
6. The Southern California Association of Governments (SCAG) has adopted a Regional Transportation Plan and Sustainable Community Strategy pursuant to the provisions of Government Code Section 65352.5. Approval of LAFCO 3254 has no direct impact on these determinations.
7. The Commission's Environmental Consultant, Tom Dodson and Associates, has recommended that this proposal is exempt from environmental review based on the finding that the Commission's approval of the reorganization has no potential to cause any adverse effect on the environment; and therefore, the proposal is exempt from the requirements of CEQA, as outlined in the State CEQA Guidelines, Section 15061 (b)(3). Mr. Dodson recommends that the Commission adopt the Exemption and direct its Executive Officer to file a Notice of Exemption within five (5) days.
8. The local agencies currently serving the area are:
 - County of San Bernardino
 - County Service Area 79
 - County Service Area 70 (unincorporated countywide, multi-function)
 - Crestline-Lake Arrowhead Water Agency
 - Mojave Desert Resource Conservation District
 - Rim of the World Recreation and Park District
 - San Bernardino County Fire Protection District, its Mountain Service Zone, and its Service Zone FP-5
 - San Bernardino Mountains Community Hospital District

CSA 79 will be dissolved as a function of this reorganization. In addition, its Zone R-1 will also be dissolved but formed as a new zone of CSA 70, CSA 70 Zone R-52. The other agencies are not affected by this reorganization as they are either regional in nature or identified for other services to a specific area.
9. A plan was prepared for the extension of wastewater collection service to the annexation area, as required by law. The Plan for Service indicates that the Agency can maintain and/or improve the level of service currently available to the area.

The Plan for Service has been reviewed and compared with the standards established by the Commission and the factors contained within Government Code Section 56668. The Commission finds that the Plan for Service conforms to those adopted standards and requirements.

RESOLUTION NO. 3359

10. The reorganization area can benefit from the availability and continuation wastewater services, as evidenced by the Plan for Service and Fiscal Impact Analysis.
11. This proposal will not affect the fair share allocation of the regional housing needs assigned to the County of San Bernardino through the Southern California Association of Government's (SCAG) Regional Housing Needs Allocation (RHNA) process.
12. With respect to environmental justice, the reorganization provides for the continuation of wastewater services within the area. The delivery of these services, through a locally-elected special district, will not result in the unfair treatment of any person based upon race, culture or income.
13. The County of San Bernardino adopted a resolution determining there will be a zero property tax transfer as a result of the reorganization. This resolution fulfills the requirement of Section 99 of the Revenue and Taxation Code.
14. The maps and legal descriptions are in substantial compliance with LAFCO and State standards.

SECTION 4. Approval by the Local Agency Formation Commission indicates that completion of this proposal would accomplish the proposed reorganization in a reasonable manner with a maximum chance of success and a minimum disruption of service to the functions of other local agencies in the area.

SECTION 5. The Executive Officer is hereby authorized and directed to mail certified copies of this resolution in the manner provided by Section 56882 of the Government Code.

SECTION 6. The Commission hereby directs that, following completion of the reconsideration period specified by Government Code Section 56895(b), the Executive Officer is hereby directed to initiate protest proceedings in compliance with this resolution and State law (Part 4, commencing with Government Code Section 57000) and set the matter for consideration of the protest proceedings, providing notice of hearing pursuant to Government Code Sections 57025 and 57026.

SECTION 7. Upon conclusion of the protest proceedings, the Executive Officer shall adopt a resolution setting forth his determination on the levels of protest filed and not withdrawn and setting forth the action on the proposal considered.

SECTION 8. Upon adoption of the final resolution by the Executive Officer, either a Certificate of Completion or a Certificate of Termination, as required by Government Code Sections 57176 through 57203, and a Statement of Boundary Change, as required by Government Code Section 57204, shall be prepared and filed for the proposal.

THIS ACTION APPROVED AND ADOPTED by the Local Agency Formation Commission for San Bernardino County by the following vote:

RESOLUTION NO. 3359

AYES: COMMISSIONERS: BACA, BAGLEY, COX, DUPPER, FARRELL,
HAGMAN, AND WARREN

NOES: COMMISSIONERS: NONE.

ABSENT: COMMISSIONERS: NONE.

STATE OF CALIFORNIA)
) ss
COUNTY OF SAN BERNARDINO)

I, SAMUEL MARTINEZ, Executive Officer of the Local Agency Formation
Commission for San Bernardino County, California, do hereby certify this record to be
a full, true, and correct copy of the action taken by said Commission by vote of the
members present as the same appears in the Official Minutes of said Commission at
its regular meeting of November 16, 2022.

DATED: NOVEMBER 16, 2022


SAMUEL MARTINEZ
Executive Officer



EXHIBIT A

Reorganization to include Annexation to Running Springs Water District, Dissolution of County Service Area 79 and its Zone R-1, and Formation of County Service Area 70 Zone R-52
Annexation to Running Springs Water District and Dissolution of County Service Area 79

THOSE PORTIONS OF SECTIONS 22, 23, 26, 27 AND 28 TOWNSHIP 2 NORTH RANGE 2 WEST, SAN BERNARDINO BASE AND MERIDIAN, IN THE UNINCORPORATED TERRITORY OF THE COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, AS PER OFFICIAL GOVERNMENT SURVEY.

Area A:

THE EAST 1/2 OF THE SOUTHWEST 1/4 AND THE WEST 1/2 OF THE SOUTHEAST 1/4 OF SECTION 28, TOWNSHIP 2 NORTH, RANGE 2 WEST, SAN BERNARDINO BASE AND MERIDIAN, IN THE UNINCORPORATED TERRITORY OF THE COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, AS PER OFFICIAL GOVERNMENT SURVEY.

THE SOUTHERLY BOUNDARY OF WHICH LIES ADJACENT TO THE EXISTING BOUNDARY OF THE ARROWBEAR PARK COUNTY WATER DISTRICT AS ESTABLISHED IN 1953 BY ANNEXATION # 1
CONTAINING 160 ACRES, MORE OR LESS

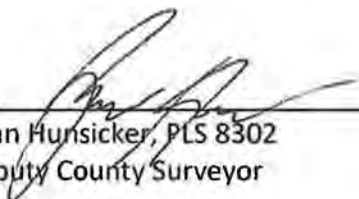
Area B:

ALL OF SECTION 22, THE WEST 1/2 OF SECTION 23, THE NORTHWEST 1/4 OF SECTION 26, THE NORTH 1/2 OF SECTION 27 TOWNSHIP 2 NORTH, RANGE 2 WEST, SAN BERNARDINO BASE AND MERIDIAN, IN THE UNINCORPORATED TERRITORY OF THE COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, AS PER OFFICIAL GOVERNMENT SURVEY.

CONTAINING 1,440 ACRES, MORE OR LESS

THE TOTAL COMPUTED ACREAGE CONTAINING 1,600 ACRES OF LAND, MORE OR LESS.

This legal description was prepared by me or under my direction.

By:  09/02/2021
Ryan Hunsicker, PLS 8302 Date
Deputy County Surveyor



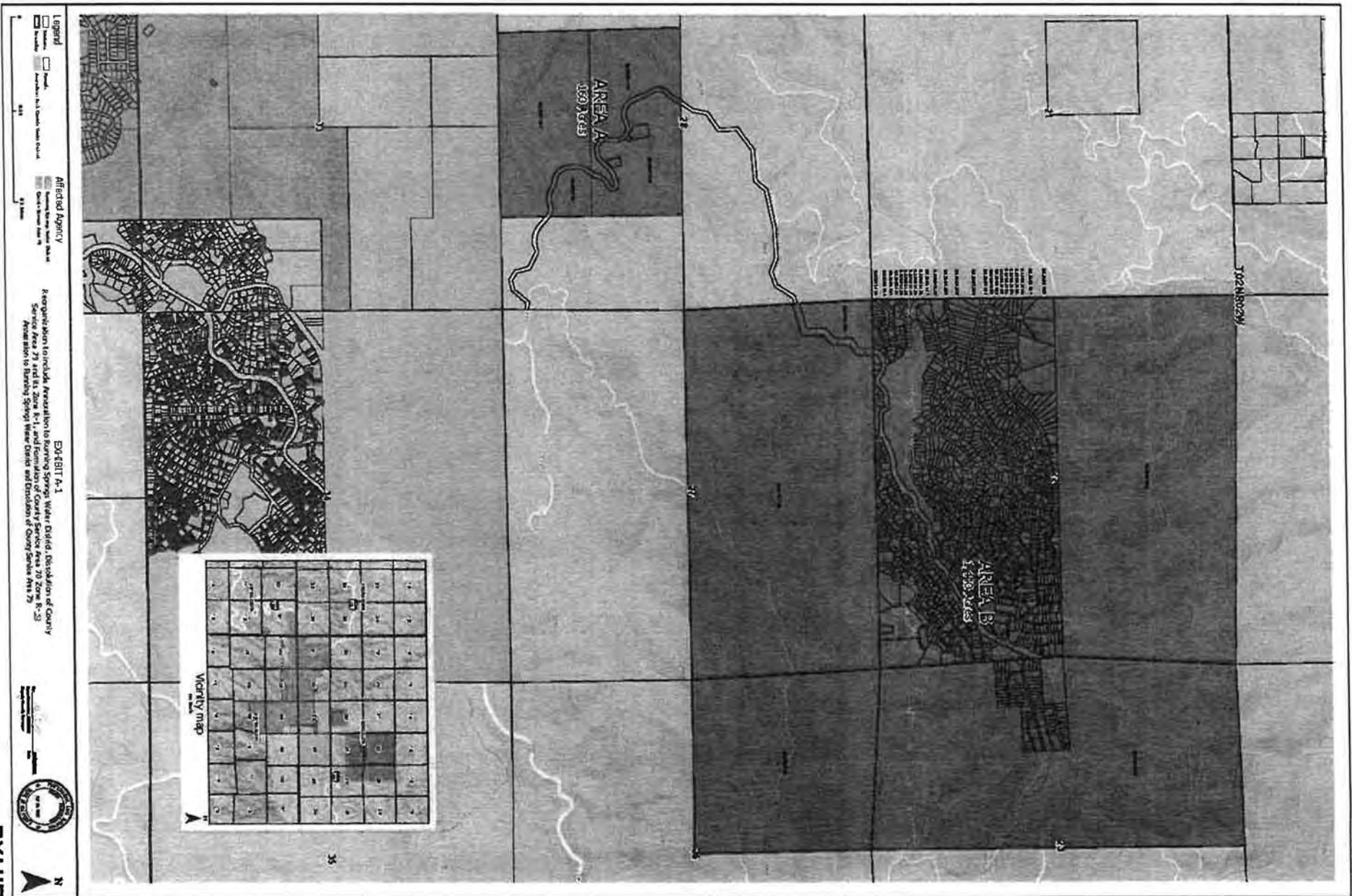


EXHIBIT B

Reorganization to include Annexation to Running Springs Water District, Dissolution of County Service Area 79 and its Zone R-1, and Formation of County Service Area 70 Zone R-52
Dissolution of County Service Area 79 Zone R-1 and Formation of County Service Area 70 Zone R-52

That portion of Map of Green Valley Park, in the County of San Bernardino, State of California, as per map recorded in Book 23 of Maps, page 17, records of said County, lying within the following described portion of the Southwest quarter of Section 23, Township 2 North, Range 2 West, San Bernardino Meridian:

Commencing at the West 1/4 corner of said section 23;

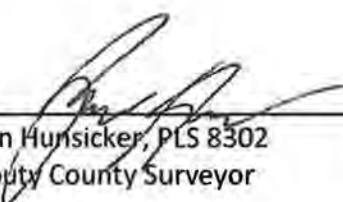
1. Thence $S03^{\circ}20'07''E$ 486.88' along the West line of said section 23 to the Southeasterly right of way line of Green Valley Lake Road also being the **Point of Beginning**;
2. Thence leaving said West line $N26^{\circ}12'40''E$ 54.34' along said right of way line to the North line of Lot 13, Block 5 of said Map of Green Valley Park;
3. Thence leaving said right of way line $N86^{\circ}40'26''E$ 137.57' along the North line of said Lot 13 to the West line of Lot 10, said Block 5;
4. Thence leaving said North line $N03^{\circ}20'07''W$ 110.45' along said West line to the Northwest corner of said Lot 10 said point also being on the North boundary of said map of Green Valley Park;
5. Thence leaving said West line $N86^{\circ}40'26''E$ 350.15' along said North boundary to the Northeast corner of Lot 4, of said Block 5;
6. Thence leaving said North boundary $S03^{\circ}20'07''E$ 70.00' along the East line of said Lot 4 to the South line of the North 70 feet of Lot 3, of said Block 5;
7. Thence leaving said East line $N86^{\circ}40'26''E$ 50.08' along said South line to the West line of Lot 2, of said Block 5;
8. Thence leaving said South line $N03^{\circ}20'07''W$ 70.00' along said West line to the Northwest corner of said Lot 2 said point also being on the said North boundary of said Map of Green Valley Park;
9. Thence leaving said West line $N86^{\circ}40'26''E$ 99.76' along said North boundary to the Northwest corner of Lot 13, Block 2 of said Map of Green Valley Park;
10. Thence leaving said North boundary $N83^{\circ}39'01''E$ 417.06' along the north line of Lots 13, 14, 15, 16, 17 of said Block 2 to the Northwest corner of Lot 18, of said Block 2;

11. Thence leaving said North line of said lots 13, 14, 15, 16, 17 $N65^{\circ}58'08''E$, 265.51' along the North line of said lot 18 and lot 19 of said Block 2 to the Northeast corner of said lot 19 said point also being on the most Easterly boundary of said map of Green Valley Park;
12. Thence leaving said North line $S03^{\circ}20'07''E$ 444.45 along said most Easterly boundary to the Southerly boundary of said map of Green Valley Park;
13. Thence leaving said most Easterly boundary $S86^{\circ}40'26''W$ 664.48' along said Southerly boundary to the Easterly boundary of said map of Green Valley Park;
14. Thence leaving said Southerly boundary $S03^{\circ}20'07''E$ 327.62' along said Easterly boundary to the most Southerly boundary of said map of Green Valley Park;
15. Thence leaving said Easterly boundary $S86^{\circ}40'26''W$ 664.68' along said most Southerly Boundary to the West line of said section 23;
16. Thence leaving said most Southerly Boundary $N03^{\circ}20'07''W$ 498.47' along said West line to the **Point of Beginning**.

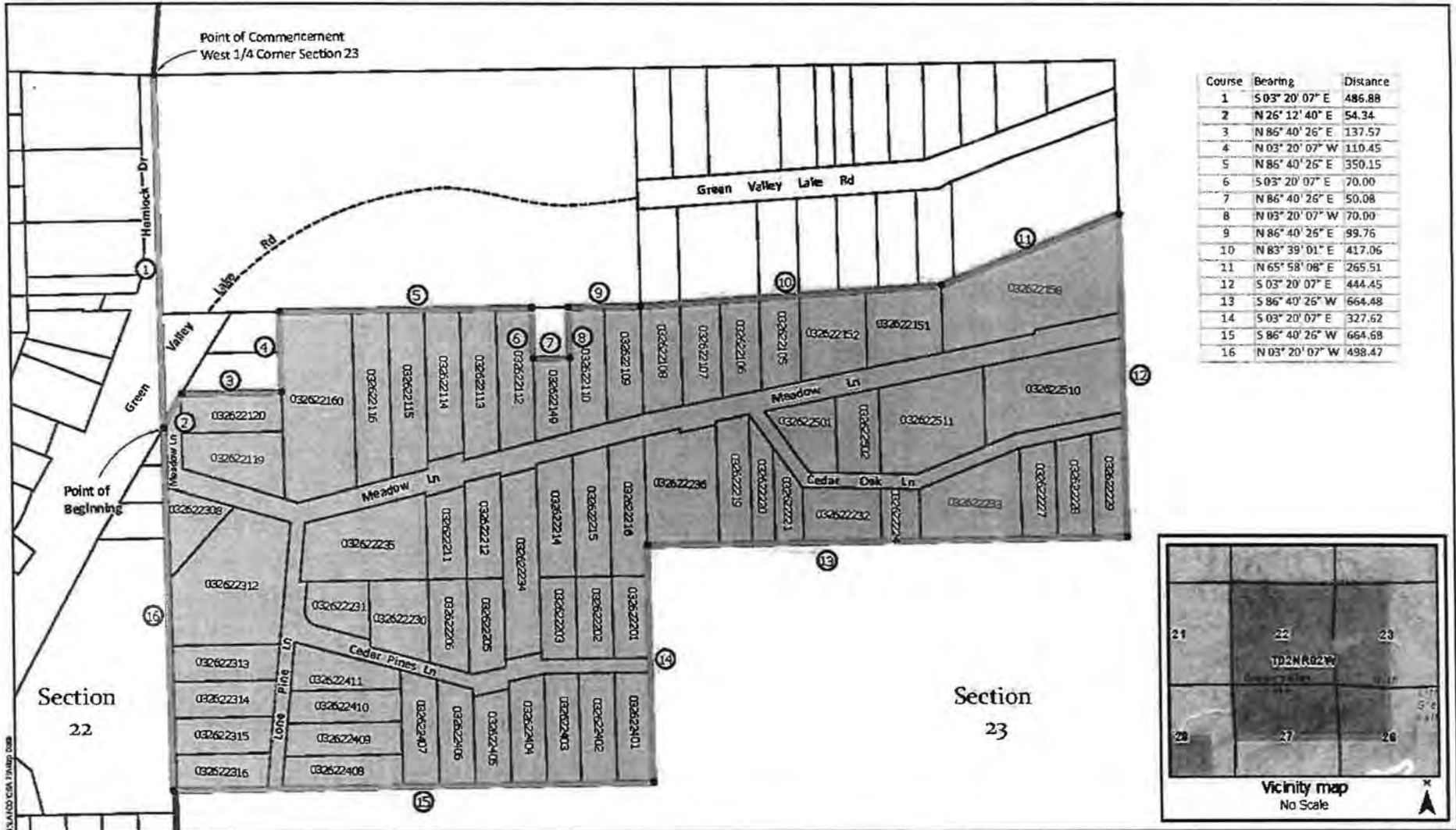
COMPUTED ACREAGE CONTAINING 15 ACRES OF LAND, MORE OR LESS.

This legal description was prepared
by me or under my direction.

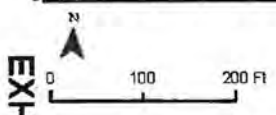


By:  02/07/2022
Ryan Hunsicker, PLS 8302 Date
Deputy County Surveyor

FOR QUESTIONS REGARDING THIS MAP OR TO OBTAIN A COPY OF THIS MAP IN ELECTRONIC FORM, PLEASE CONTACT LAFCO FOR SAN BERNARDINO COUNTY



Course	Bearing	Distance
1	S 03° 20' 07" E	486.88
2	N 26° 12' 40" E	54.34
3	N 86° 40' 26" E	137.57
4	N 03° 20' 07" W	110.45
5	N 86° 40' 26" E	350.15
6	S 03° 20' 07" E	70.00
7	N 86° 40' 26" E	50.08
8	N 03° 20' 07" W	70.00
9	N 86° 40' 26" E	99.76
10	N 83° 39' 01" E	417.06
11	N 65° 58' 08" E	265.51
12	S 03° 20' 07" E	444.45
13	S 86° 40' 26" W	664.48
14	S 03° 20' 07" E	327.62
15	S 86° 40' 26" W	664.68
16	N 03° 20' 07" W	498.47



- Legend
- CSA 79 R1
 - Sections
 - Parcel Lines
 - County Service Area 79

EXHIBIT B-1
 Reorganization to include Annexation to Running Springs Water District, Dissolution of County Service Area 79 and its Zone R-1, and Formation of County Service Area 70 Zone R-52
 Dissolution of County Service Area 79 Zone R-1 and Formation of County Service Area 70 Zone R-52

Affected Agency
 CSA 79 R1
 Running Springs Water District

By: *[Signature]* 07/07/22
 Date
 Deputy County Surveyor



EXHIBIT B-1

FOR QUESTIONS REGARDING THIS MAP OR TO OBTAIN A COPY OF THIS MAP IN ELECTRONIC FORM, PLEASE CONTACT LAFCO FOR SAN BERNARDINO COUNTY

EXHIBIT B-1
51

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: December 21, 2022

TO: Board of Directors

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

SUBJECT: CONSIDER AUTHORIZING WASTEWATER DEPARTMENT EXPENDITURES FOR GREEN VALLEY LAKE SEWER LIFT STATIONS

RECOMMENDED BOARD ACTION

Consider authorizing staff to proceed with the following expenditures:

1. Upgrade to RSWD's existing SCADA system to monitor the Green Valley Lake Lift Stations – \$17,110
2. Purchase four SmartCover sewer manhole level transducers to serve as backup lift station high level notification equipment for Green Valley Lake Lift Stations - \$22,566.42

REASON FOR RECOMMENDATION

1. **SCADA upgrade** – This item is to bring the four Green Valley Lake Lift Stations into the District's existing SCADA system
2. **SmartCover Sewer Manhole Level Transducers** – This item will serve as a backup Lift Station high level notification system

BACKGROUND INFORMATION

SCADA Upgrade – With the annexation of the Green Valley Lake collection system and sewer lift stations pending completion, this expenditure is needed to allow District staff to monitor the Green Valley Lake lift stations remotely. This upgrade will consist of modifying the HMI application on the District's current SCADA machine by adding the Green Valley Lake lift stations into the HMI application, programming the alarm parameters, connecting the lift stations to the computer network at the main office and testing the alarm and control functions.

SmartCover Level Transducers – These SmartCover sewer manhole level transducers will be installed at each of the four lift stations in Green Valley Lake to provide a back notification of a high or low level at the lift station. The current set up at Green Valley Lake lift stations relies only on the SCADA system. The standard at the District's lift

stations is a back up float that is connected to an autodialer that uses a phone line to call out and notify the on-call operator of a high-level condition. The Green Valley Lake lift stations do not have a phone line to use as a backup. The SmartCovers sewer manhole level transducers are self-contained, battery powered and use a satellite connection for remote access and notification so not hard-line phone or cell phone connection is needed.

FISCAL INFORMATION

SCADA Upgrade – The total cost for the SCADA Upgrade will be \$17,110

Smart Cover level transducers – The total upfront cost of the SmartCover level transducers will be \$22,566.42 and an annual subscription and maintenance cost of \$2,440

If approved, the funding source for these expenditures would be from the Green Valley Lake Wastewater Reserve Fund that is being transferred to the District in January 2023.

ATTACHMENTS

Attachment 1 – Quotes

**Fixed price**

Customer: Running Springs Water District
Address: 31242 Hilltop Blvd, Running Springs, CA 92382
City, State, Zip: Running Springs, CA 92382
Attention: Trevor Miller
Quote no: 2022_1206_GVLS_MM
Type: Site Upgrade- Micrologix 1500

Item	Description	Total
1	Creation and configuration of Wonderware screens [4 sites]]	\$5,800.00
2	Pre-annexation site testing of Wonderware access to remote sites.	\$2,900.00
3	Win 911 configuration and testing	\$2,900.00
4	Onsite integrations and testing of PLC code	\$4,350.00
5	Project management and meetings	\$1,160.00
NOTE: All hardware purchased by district.		
Total		\$17,110.00

Terms: **Goods - NET: 15 days, Services - NET: 30-days**
Delivery: **As Required**
Origination Date: **December 6, 2022**
Estimate Valid: **90 days**

Collin McGee

Thank you for the opportunity to quote your requirements.

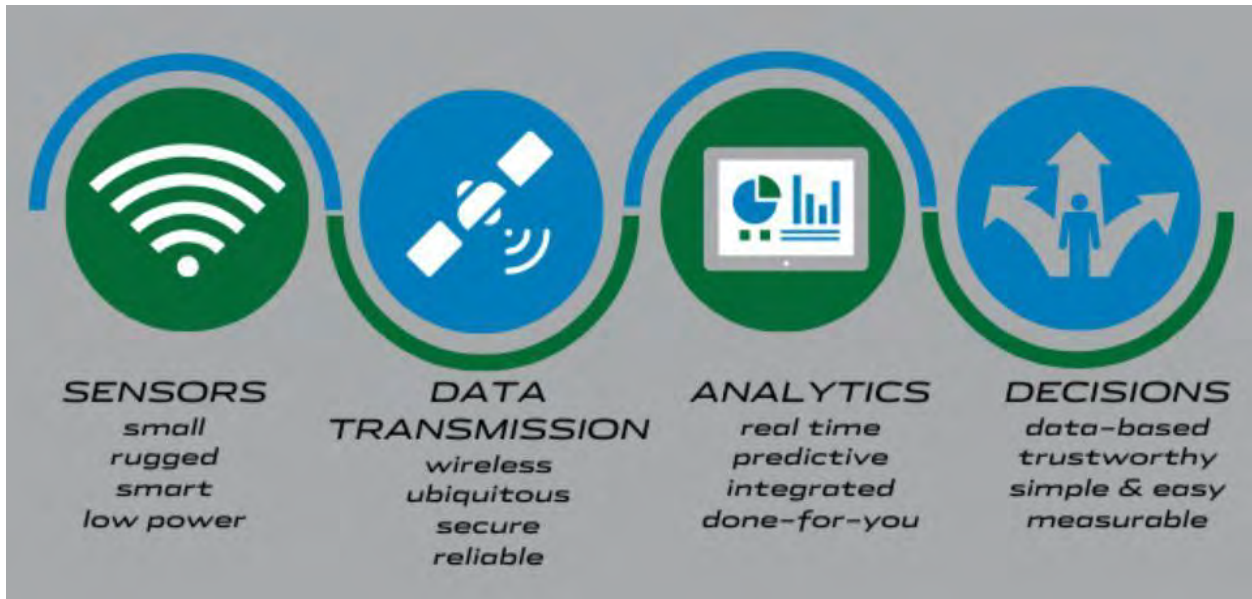
4 SmartCover® Level Monitors Quotation

For

Running Springs Water District

Attention: Trevor Miller

Offered by
SmartCover® Systems™



Quotation Date: 12/6/2022

Quote Validity: 60 Days

By: Eric Van Cleave

Regional Sales Manager – Southern California

evcleave@smartcoversystems.com / 760.224.9526

Pricing Summary

Part Number	Description	Unit Price	4 Units Total
SC-Q-SB-15	<p>SubSonic System Components</p> <ul style="list-style-type: none"> ● E-Box System Control with onboard computer, modem, digital radio; fully potted and IP-68 rated. ● Distance Sensing Module (DSM) with 4" to 79" sensor range, with 15' cable and dual sensor. ● PowerPack™- lithium thionyl chloride battery with high power density. ● E-Square™ antenna, including antenna and installation kit. ● Mounting bracket kit- three-part amounting bracket set made of heavy gauge, hard-anodized aluminum; includes all mounting hardware. 	\$4,382	\$17,528
System Parts Warranty	<p>ONE (1) Year, System Parts-Only Warranty</p> <ul style="list-style-type: none"> ● Limited Parts-Only Warranty on all SmartCover® System™ hardware. ● See Warranty Statement for complete details 	Included	Included
PowerPack™ Warranty	<p>TWO (2) Year, PowerPack™ Warranty</p> <ul style="list-style-type: none"> ● Limited Parts-Only Warranty on the PowerPack™ 	Included	Included
ASM-SC1	<p>Active Site Management (ASM), One-Year: Comprehensive support services including:</p> <ul style="list-style-type: none"> ● Software subscription with <i>unlimited number of users</i> accessed with secure user name and password ● Complete maintenance of all cloud-based software ● Regular feature updates and upgrades including the all new <i>SmartTrend™</i>. ● Hosting of data storage – unlimited data storage ● Iridium Satellite connectivity service with bi-directional communication. ● Advisories, Maintenance Alerts and Alarms issued to customer defined personnel via email and/or text message ● Ongoing technical support via phone or online. 	\$390	\$1,560
Labor Tech	Labor Installation of SmartCover® Systems™ by Trained SmartCover® Systems™ Field Tech	\$500	\$2,000
Tax	City of Running Springs - (7.75%) Taxes are subject to change.		1,358.42
Shipping and Handling	Shipping and Handling Ground shipment FOB Escondido, CA		\$120
TOTAL	All items above		\$22,566.42

Delivery

- **Standard:** (4-6) weeks upon receipt of a Purchase Order and with receipt of complete engineering and site information from the customer as requested.
- All customers will be notified of the shipment date upon Order Acknowledgement.
- Actual availability may vary depending on total demand. The “Standard 4-6 weeks” is not a guarantee but a good faith estimate. It is strongly recommended that order be placed as early as possible. Reasonable efforts will be made to provide earlier delivery if requested.

Pricing Terms and Conditions

- Payment: Net 30 days
- Late charges: A service charge of 1.5% per month may be added to all balances unpaid 30 days after invoice date.
- Cancellations: for all orders of less than \$10,000, cancellation is accepted prior to shipment. For orders equal to or greater than \$10,000, a 15% restocking charge is applied for cancellation.
- Returns: returns are accepted with a valid Return Material Authorization (RMA) number only.
- Failure to pay in accordance with these terms may void all warranties.

Ongoing Costs

<u>Ongoing Costs</u>			
After the first year of operation, the following fees will provide <i>continued comprehensive services</i> including <i>software support, data storage, upgrades, added features, and satellite connectivity and PowerPack™ Warranty.</i>			
These are <i>annual charges</i> paid prior to the start of the year.			
Part number	Months covered	Payment schedule	Cost per year
<u>Active Site Management (ASM) (Required)</u> <i>Website Access, software subscription, satellite connectivity, data analysis, data storage, trend advisories, maintenance alerts, alarms, online S/C monitoring.</i>			
ASM-SC1	12	Every year	\$390 Each
ASM-SC2	24	Every other year	\$757 Each
<u>PowerPack™ Warranty (Optional)</u> <i>PARTS-ONLY, PowerPack™ Warranty for each installation, offering unlimited replacements during the Warranty term.</i>			
PW-5C1R	12	Every year	\$220 Each
PW-5C-2YR	24	Every other year	\$427 Each
<u>Systems Parts Warranty Extension (Optional)</u> <i>PARTS-ONLY, Warranty for each installation, covers: E-Box System Control, Distance Sensing Module (DSM), antenna, and mounting brackets</i>			
EW-SC1R	12	Every year	\$442 Each
EW-SC2R	24	Every other year	\$857 Each

ADDITIONAL TERMS & CONDITIONS, LIMITED WARRANTY

Mutual Hold Harmless

SmartCover agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Customer from any and all claims that may arise, or damages that may result, to SmartCover or SmartCover staff to the extent caused by SmartCover's negligence during the performance of this contract. Customer agrees, to the fullest extent permitted by law, to indemnify and hold harmless SmartCover, its officers, directors, employees and subcontractors (collectively, SmartCover) from any and all claims that may arise, to the extent caused by the Customer's negligent acts in connection with the installation, operation, or use of the SmartCover, and the acts of its contractors, subcontractors or consultants or anyone for whom the Customer is legally liable. Neither SmartCover nor the Customer shall be obligated to indemnify the other party in any manner whatsoever for the other party's negligence.

Loss of Communications

Customer acknowledges that SmartCover is not responsible for the loss of wireless communication or internet communications or any communications used in the operation of this system.

Advisory Only

SmartCover is an advisory service only. As such, SmartCover and its founders, owners, or staff are not responsible for any damage of any kind or from any cause whatsoever that may result from, in relation to, in connection with, due to, or as a result of the installation or operation of the system, including without limitation, equipment failure, or any consequential damages caused by, or resulting from, the use or installation of the SmartCover system.

Limited Warranty

The equipment components of the SmartCover are warranted free from material defects of material and workmanship for a period of one year from the date of installation. Unless otherwise stated, the SmartCover warranty herein is a parts-only warranty. Should the Customer discover any condition that might invoke a warranty claim, they are to expeditiously and without delay notify the SmartCover Technical Services group. Upon notification, SmartCover will assess and instruct the user on follow-on actions. Should a component fail as a result of a defect in material or workmanship, SmartCover will replace the component or repair it at the SmartCover location. For all valid warranty claims, as determined by SmartCover reasonable freight charges to and from Customer shall be paid by SmartCover. In all cases, SmartCover shall determine the shipping method and/or carrier unless otherwise agreed to in writing by Customer and SmartCover. Upon approval of a warranty failure by SmartCover, SmartCover will either repair or replace the defective component at SmartCover sole discretion.

The foregoing warranty is exclusive. Repair or replacement in the manner provided above shall be the sole and exclusive remedy for breach of warranty and shall constitute fulfillment of all liabilities of SmartCover with respect to the quality and performance of the products. This warranty does not cover damage or repairs or replacements by any cause beyond the control of SmartCover, including acts of nature, improper use, lack of proper maintenance, vandalism, or unauthorized repair. SmartCover shall not be liable for any actual, exemplary, indirect or consequential damages, including damages for loss of goodwill or profits and/or losses, that stem from a failure or malfunction of the SmartCover system.

SmartCover does not provide traffic control. Customer must provide traffic control for installation and servicing of all units.

In no event shall SmartCover’s liability, whether in contract or in tort (including negligence and strict liability), exceed the price of the Product from which such liability arises.

Rights to Use

The SmartCover® family of products and all resulting data produced by them are proprietary and protected by a suite of intellectual property assets including but not limited to patents, trademarks and copyrights. The right to use these products and data is limited to the purchaser only. Any disclosure, use or other unauthorized disposition of any SmartCover® **product or proprietary data outside the purchaser’s organization**, including third-party consultants, is prohibited.

Acceptance

**The undersigned have read, acknowledge and agree to this offer.
Please include this entire document with Purchase Order.**

Signatures

SmartCover Systems

Running Springs Water District

Signature

Signature

Eric Van Cleave

Printed Name

Title

Date: 12/6/2022

Date

RUNNING SPRINGS WATER DISTRICT**MEMORANDUM**

DATE: December 21, 2022

TO: Board of Directors

FROM: Cindy Strebel, Battalion Chief
Ryan Gross, General Manager

SUBJECT: CONSIDER AUTHORIZING STAFF TO PURCHASE TWO 800 MHZ RADIOS ON HOMELAND SECURITY/ SAN BERNARDINO COUNTY OFFICE OF EMERGENCY SERVICES GRANT

RECOMMENDATION

Consider authorizing staff to purchase two (2) Motorola 800mhz radios.

REASON FOR RECOMMENDATION

Due to the customized proprietary programming and encryption, these radios are cost prohibitive for our department to purchase outright. This grant allows us to essentially purchase 2 radios for the price of one.

BACKGROUND INFORMATION

These radios are used by our firefighters, paramedics, and command staff daily to communicate with dispatch, outside agencies, and to make contact with area hospitals during ambulance transports. The proprietary nature and encryption needed to relay confidential information calls for a single source purchase. The request for noncompetitive procurement authorization has been approved by the San Bernardino County Office of Emergency Services (OES). Purchase of the radios is the next step in the grant process.

FISCAL INFORMATION

The price for two radios and accessories totals \$28,206.32. The OES grant will reimburse \$14,909.00 of the purchase. Running Springs Fire Department will be responsible for the remaining \$13,297.32.

ATTACHMENTS

Attachment 1 – Request for Noncompetitive Procurement Motorola Solutions Quote

San Bernardino County Office of Emergency Services






Grant Year/Program: 2020	Grant Allocation: 14,909	Project Name: FY2020HSGP
Subrecipient Name: Running Springs Fire Department		Project Number: 2020-0095

REQUEST FOR NONCOMPETITIVE PROCUREMENT AUTHORIZATION

1. Activity: Radio Purchase Cost: \$ 28,206.32
Name of Vendor Motorola Solutions
2. Describe what the proposed vendor/contractor will provide:
(2) 800 MHZ radios with customized programming and encryption to be compatible with ConFire JPA dispatching services.
3. Describe your organization's standard procedures when considering a noncompetitive contract, including the conditions under which a noncompetitive contract is allowed, and any other applicable criteria (i.e. approval requirements, monetary thresholds, etc.): **Attach your organization's noncompetitive procurement policy with this request.**
Running Springs Fire Department uses the competitive bid process when available. In this case it is a single source only available through this vendor. In such cases, Running Springs will accept a non-competitive contract. (See Section 2.12 of purchasing policy, attached.)
4. Indicate which of the following circumstances resulted in your organization's need to enter into a noncompetitive contract: Single source
 - a. The item is available only from a single source. (Describe and detail the process used to make that determination.)
Running Springs Fire Department has been awarded this grant as a subrecipient along with multiple County agencies. Radios must be purchased with customized proprietary programming and encryption to be compatible with San Bernardino County ConFire JPA dispatching services per County contract, and be able to be serviced and programmed by San Bernardino County Information Services Department (ISD).
 - b. A public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation. (Describe the exigency or emergency in detail.)
 - c. After solicitation of a number of sources, competition was determined inadequate. (Describe the solicitation process that determined competition was inadequate. Provide details regarding companies that were contacted, why they could not provide a quote and attach relevant supporting material, Request for Proposal, Bid Summary Form, etc.)
5. Did your organization confirm that the contractor/vendor is not debarred or suspended?
Yes. Contractor is in good standing.

6. Attach a copy of the cost and bid summary report prepared for this procurement.

<p>Certification: This is to certify that, to the best of our knowledge and belief, the data furnished on this form is accurate, complete and current. We understand that per 2 C.F.R. § 200.318 and 200.319, the procurement for Federal Grant Awards must provide full and open competition and conform to all federal, state and local procurement policies. We further certify that this procurement has followed local procurement policies, and state and federal guidelines. We understand that any fraudulent information contained on this form may have an effect on current and future HSGP funding for this organization.</p>			
Submitted By:	Name: Cindy Strebel	Signature: 	Date: 9/7/22
Authorized Agent:	Name: Cindy Strebel	Signature: 	Date: 9/7/22

County OES Internal Use Only	
Grant Administration - Comment: <i>Comptability</i>	Date:
Grant Administration Approval: 	Date: <i>9/8/22</i>

SECTION 2.0 GENERAL PURCHASING METHODS

2.1 Regular Purchase Requisitions

Purchase requisitions are required for all purchases totaling more than \$100. Purchase requisitions shall be issued prior to ordering supplies, equipment and services and not "after the fact" for work already done or materials already ordered. The purpose of purchase requisitions is to manage the budget, not to pay invoices. As such, it is the responsibility of the Division Supervisor to approve all purchase requisitions, regardless of the amount, when the budget has been exceeded.

Purchase requisitions will be prepared and forwarded for appropriate approvals prior to the initiation of a purchase order. Purchase requisitions shall be prepared and submitted by the Division Supervisor or his/her designee using the District's Incode 10 software. Each purchase requisition is electronically approved and stored for purposes of tracking and paying for the purchase.

A completed purchase requisition shall contain the following information, at a minimum:

- Vendor name, address and telephone number;
- Description, price and quantity ordered;
- Purchase requisition preparation date;
- Account number(s) to be charged.

The responsible Purchasing Agent shall obtain three oral or written competitive quotations whenever possible for purchases. The department shall submit a purchase requisition, which includes the recommended vendor, with all supporting documentation to the Purchasing Agent. Supporting documentation shall include complete specifications required for the purchase as well as any supporting documentation available, i.e. previously purchased item from a specific vendor. The Purchasing Agent shall review the recommendation and supporting documentation and may contact additional sources for quotations.

2.2 Open Purchase Orders

In the course of doing business, it is necessary to make immediate and/or emergency purchases. Upon request, departments may receive open purchase orders at the beginning of a fiscal year, or as needed for small, local purchases. If granted, the assigned Purchasing Agent shall send the open purchase order to the specified vendor. Equipment and supplies may then be purchased from the specified vendor according to the terms and conditions of the open purchase order. Such purchases should be kept to a minimum. Open purchase orders shall not be used to purchase services, capital assets, or items maintained in stock.

All open purchase orders shall include the following information:

- Description of the type of goods;
- Term of the order, not to exceed one year;
- Total dollar amount that may be charged on the order;
- Total dollar amount that may be charged on each visit to the vendor;
- Items which may not be purchased, if any;
- Phone number of the Purchasing Agent for questions regarding the order;
- Departments and staff authorized to charge against the order;
- Requirement that staff provide District identification;
- Requirement that staff print and sign off on the pick-up of the goods; and
- Account number(s) to be charged.

2.3 Contract Purchase Orders

Contract purchase orders are the preferred method of purchasing repetitive-use items or services that may be common to several departments or within one department. Establishing contract purchase orders provides a means of obtaining volume pricing based upon the combined needs of all departments, reduces the administrative costs associated with seeking redundant competitive bids and processing a purchase requisition each time an order is placed, and allows departments to order as needed, reducing the requirement to maintain large inventories of stock.

If a contract purchase order exists, departments shall order all of their requirements from the successful vendor. No other source shall be used without prior approval of the Purchasing Agent or General Manager. Departments shall submit in writing to the Purchasing Agent any performance problem encountered immediately following the occurrence so that corrective action may be taken.

Contract purchase orders are annual and may include an option for renewal of specific products, product types, or services at agreed upon prices or pricing structure and for a specific period of time.

2.4 Check Requests

Check requests may be made for purchases when purchase requisitions cannot be submitted or the order amount exceeds petty cash limitations. Examples of purchases for which check requests may be appropriate include, but are not limited to: education and mileage reimbursements, operating permits and conference registration fees.

Check requests shall be made by use of a check requisition form, which shall include the following information:

- Date of purchase;
- Date by which the check is needed;
- Name of vendor or payee;
- Address of vendor or payee;
- Amount to be paid;
- Explanation of purchase;
- Authorized signature;
- Account number or numbers to be charged.

The check requisition form shall be accompanied by legitimate backup to substantiate the dollar amount of the check request. Examples of backup include vendor invoices and receipts.

2.5 Petty Cash

Petty cash is used for immediate-need or emergency purchases totaling not more than \$100 or for which all other approved methods or instruments of purchase are impractical. A petty cash voucher shall be produced for all expenditures of petty cash. The petty cash voucher shall include the following information:

- Amount/Type of purchase;
- Date of purchase;
- Location of purchase;
- Signature of purchaser;
- Account Number
- Signature of Division Supervisor.

Immediately following the purchase, the receipt shall be stapled to the petty cash voucher and submitted to the Administration Supervisor or the designated Administrative Assistant. The Administration Supervisor and/or the Administrative Assistant ensure that all petty cash vouchers have been properly authorized. Only the Administration Supervisor and the designated Administrative Assistant shall have access to the petty cash boxes.

2.6 Credit Card Purchases

Purchases utilizing the District's Credit Card(s) may be made for purchases for which purchase orders cannot be submitted, payment must be made at the time of purchase or the order amount exceeds petty cash limitations. Examples of purchases for which use of the District's Credit Card(s) may be appropriate include, but are not limited to: purchase of items at Costco, Home Depot (where payment must be made at the time of purchase), airline tickets for District travel, hotel expense and conference registration fees.

The District's Credit Card(s) expenses shall be accompanied by legitimate backup and receipt to substantiate the dollar amount of the charge. Examples of backup include vendor invoices, registration information and itemized receipts. Charges for meals must be documents with an itemized receipt. The employee is required to write the names of the attendees and the purpose of the meal.

2.7 Contracts

Contracts are used in conjunction with purchase requisitions to minimize risk. Proposed contracts shall be accompanied by a purchase requisition processed in the amount of the contract. The original contract shall be sent to the counterparty for signature. Contract payments are requested by approved invoice or progress payment. Only the General Manager or a Director may sign contracts.

2.8 Invoices

The Administration Division is responsible for generating payments for invoiced goods and services and for reconciling all relevant documentation. The Administrative Assistant is responsible for processing all vendor invoices received by mail, email or by direct delivery from a Division Supervisor. Invoices shall be stamped with the date received and filed alphabetically. All invoices shall identify the authorized purchase order number.

The Administrative Assistant shall match invoices to their corresponding purchase orders and receipt documentation to verify that:

- The purchase order reconciles in all respects with the vendor's invoice;
- The goods have been received as documented by the packing slip;
- The receiver signed the invoice; and
- The purchase order has been authorized in accordance with this policy.

2.9 Check Preparation

All District checks shall bear the signature in accordance with the current resolution authorizing endorsement of checks and other instruments of the District. District check stock and checks are controlled and securely stored by an Administration Division employee that does not have such authorization to sign checks. Checks in excess of \$5,000 must have two authorized signatures.

2.10 Change Orders

Once a purchase order has been issued, any subsequent change or cancellation thereof shall be done by authorized change order. Change order requests shall be submitted using the Incode 10 software Purchase Requisition process. Change orders are not required to pay freight charges or price variances of less than \$100.

2.11 Emergency Purchases

In the case of an emergency, the General Manager may authorize and/or delegate authority to the Fire Chief, a Division Supervisor or other designee to secure in the open market, at the lowest obtainable price, supplies, materials, equipment, or contractual services required regardless of the amount of the expenditure. California Public Contract Code §1102 defines "emergency" as a sudden, unexpected occurrence that poses a clear and imminent danger, requiring immediate action to prevent or mitigate the loss or impairment of life, health, property, or essential public services.

During an emergency, the affected department may purchase supplies, materials, equipment, or services after the Division Supervisor or Purchasing Agent has concluded the purchase constitutes an emergency purchase intended to prevent or mitigate the occurrence of one or more of the above referenced events. The Division Supervisor or Purchasing Agent shall, as soon as possible, provide a completed purchase requisition to the General Manager or designee, as well as a written explanation of the circumstances.

Nothing contained herein shall limit the authority of the General Manager or their designee to make purchases and take such other emergency steps as are, or may be, authorized by the Board of Directors in the case of an emergency. Refer to Section 3.6 of the District's By-Laws and Board Policy Manual for Emergency Special Board Meeting Procedures.

2.12 Sole Source Purchases

Purchases may be made from a single source if and only if needed supplies, materials, equipment, or services are of a proprietary nature, or are otherwise of such specific design or construction as to be available from only one source. After reasonable efforts to find alternative suppliers, the General Manager or designee may dispense with any quote or bid requirements and recommend making the purchase from the sole source.

Billing Address:
 CONFIRE JPA
 CONFIRE ACCOUNTS
 PAYABLE
 1743 W. MIRO WAY
 RIALTO, CA 92376
 US

Quote Date:08/02/2022
 Expiration Date:10/31/2022
 Quote Created By:
 Matthew Fogarty
 Matt.Fogarty@
 motorolasolutions.com

End Customer:
 CONFIRE JPA

Contract: 18105 - LA COUNTY , CA

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
	APX™ 8000 Series	APX8000XE				
1	H91TGD9PW7AN	APX 8000 ALL BAND PORTABLE MODEL 3.5	2	\$7,475.00	\$7,475.00	\$14,950.00
1a	Q806CB	ADD: ASTRO DIGITAL CAI OPERATION	2	\$567.00	\$567.00	\$1,134.00
1b	Q361AN	ADD: P25 9600 BAUD TRUNKING	2	\$330.00	\$330.00	\$660.00
1c	QA02006AC	ENH: APX8000XE RUGGED RADIO	2	\$880.00	\$880.00	\$1,760.00
1d	Q498AU	ENH: ASTRO 25 OTAR W/ MULTIKEY	2	\$814.00	\$814.00	\$1,628.00
1e	H38BS	ADD: SMARTZONE OPERATION	2	\$1,650.00	\$1,650.00	\$3,300.00
1f	G996AP	ADD: PROGRAMMING OVER P25 (OTAP)	2	\$110.00	\$110.00	\$220.00
1g	Q629AH	ENH: AES ENCRYPTION AND ADP	2	\$523.00	\$523.00	\$1,046.00
1h	QA05100AA	ENH: STD 1 YR WARRANTY APPLIES NO SFS	2	\$0.00	\$0.00	\$0.00
2	NNTN8863A	CHARGER, SINGLE-UNIT, IMPRES 2, 3A, 100-240VAC, US/NA PLUG	2	\$169.56	\$135.63	\$271.26
3	PMNN4504A	BATT IMPRES 2 LIION UL2054 DIV2 R IP68 3400T	2	\$212.30	\$169.82	\$339.64



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

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Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
4	NNTN8575ABLK	AUDIO ACCESSORY- REMOTE SPEAKER MICROPHONE,IMPRES XE RSM XT CABLE BLACK	2	\$581.04	\$464.77	\$929.54

Subtotal \$26,238.44

\$1,967.88

Grand Total **\$28,206.32(USD)**



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RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: December 21, 2022
TO: Board of Directors
FROM: Ryan Gross, General Manager
SUBJECT: CONSIDER AUTHORIZING EXPENDITURE FOR GREEN VALLEY LAKE CUSTOMER ACCOUNT CONVERSION

RECOMMENDATION

Consider authorizing expenditure in the amount of \$7,990 for conversion of Green Valley Lake (GVL) customer accounts (only if needed).

REASON FOR RECOMMENDATION

The District is expected to begin wastewater service to 1,170 GVL sewer only customers in late January 2023.

BACKGROUND INFORMATION

These 1,170 customer utility billing (UB) accounts will need to be set up in the District's existing Tyler Incode 10 UB system as new sewer only UB accounts. Fortunately, San Bernardino County currently also uses a Tyler Technologies UB product called Munis.

District staff has been working on a manual in house conversion over the past several months but in the event that this process is unsuccessful we want a backup plan in place. The backup plan would be to have Tyler Technologies complete the conversion, which will also include three years of historical billing data.

The GVL customers will be billed every other month in even numbered months. The District may also consider placing the GVL sewer only billing on the tax roll in the future.

FISCAL INFORMATION

If approved and only if absolutely necessary, the funding source for this \$7,990 expenditure would be from the GVL Wastewater Reserve Fund that is being transferred to the District in January 2023.

ATTACHMENTS

Attachment 1 – Tyler Technologies Quote



Quoted By: Brandon Swanson
Quote Expiration: 05/30/23
Quote Name: UB Conversion

Sales Quotation For:
Running Springs Water District
31242 Hilltop Blvd

Running Springs CA 92382-2206
Ryan Gross
+1 (909) 867-2766
rgross@runningspringswd.com

Services

Description	Hours/Units	Extended Price	Maintenance
ERP Pro 10 Customer Relationship Management Suite			
Professional Services	12	\$ 1,740	\$ 0
Utilities Data Conversion	1	\$ 6,000	\$ 0
Other Services			

Project Management		1	\$ 250	\$ 0
	TOTAL:		\$ 7,990	\$ 0

Summary	One Time Fees	Recurring Fees
Total Tyler Services	\$ 7,990	
Summary Total	\$ 7,990	\$ 0
Contract Total	\$ 7,990	

Detailed Breakdown of Professional Services (Included in Summary Total)

Description	Hours	Extended Price	Maintenance
ERP Pro powered by Incode			
ERP Pro 10 Customer Relationship Management Suite			
Utilities Data Analysis	12	\$ 1,740	\$ 0
	Sub-Total	\$ 1,740	\$ 0
	TOTAL:	\$ 1,740	\$ 0

Comments

- Work will be delivered remotely unless otherwise noted in this agreement.
- Expenses associated with onsite services are invoiced as incurred according to Tyler's standard business travel policy.

SaaS is considered a term of one year unless otherwise indicated.

Utility Billing conversion includes contacts/properties/accounts, meters, transaction/consumption/read history, metered services, non-metered service. Balanced transactions converted from current calendar year plus prior 2 years. Unlimited history imported upon request.

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms, subject to payment terms in an agreement, amendment, or similar document in which this sales quotation is included:

- License fees for Tyler and third-party software are invoiced upon the earlier of (i) delivery of the license key or (ii) when Tyler makes such software available accessible.
- Fees for hardware are invoiced upon delivery.
- Fees for year one of hardware maintenance are invoiced upon delivery of the hardware.
- Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software accessible to the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the agreement, with renewals invoiced annually thereafter in accord with the Agreement.
- Fees for services included in this sales quotation shall be invoiced as indicated below.
 - o Implementation and other professional services fees shall be invoiced as delivered.
 - o Fixed-fee Business Process Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module.
 - o Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion option, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion option. Where conversions are quoted as estimated, Tyler will invoice Client the actual services delivered on a time and materials basis.

o Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where "Project Planning Services" are provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be invoiced monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.

o If Client has purchased any change management services, those services will be invoiced in accordance with the Agreement.

o Notwithstanding anything to the contrary stated above, the following payment terms shall apply to fees specifically for migrations: Tyler will invoice Client 50% of any Migration Services Fees listed above upon Client approval of the product suite migration schedule. The remaining 50%, by line item, will be billed upon the go-live of the applicable product suite. Tyler will invoice Client for any Project Management Fees listed above upon the go-live of the first product suite. Annual SaaS Fees will be invoiced upon availability of the hosted environment.

Any SaaS or hosted solutions added to an agreement containing Client-hosted Tyler solutions are subject to Tyler's SaaS Services terms found here:

<https://www.tylertech.com/terms/tyler-saas-services>.

Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held For six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval: _____ Date: _____

Print Name: _____ P.O.#: _____