

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
RUNNING SPRINGS WATER DISTRICT
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA
July 20, 2022**

A Regular Meeting of the Board of Directors of the Running Springs Water District was held on Wednesday, July 20, 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:

Errol Mackzum, President
Bill Conrad, Director

The following Directors were present through teleconference:

Mike Terry, Vice-President
Mark Acciani, Director
Laura Dyberg, Director

Also present at the District were the following:

Ryan Gross, General Manager
Amie R. Crowder, Secretary to the Board/Administration Supervisor
Ward Simmons, Legal Counsel, Best Best & Krieger, LLP
Trevor Miller, Operations Manager
Tony Grabow, Interim Fire Chief
Cindy Strebel, Battalion Fire Chief

The following visitors were present at the District

Zach Granzow, Vice-President, Running Springs Professional Firefighters, Local 5308
Rick Ellsberry, Secretary, Running Springs Professional Firefighters, Local 5308
Tyler Citro, Treasurer, Running Springs Professional Firefighters, Local 5308
Frank DeVault, Union Member, Running Springs Professional Firefighters, Local 5308

The following visitors were present through teleconference:

Jenny Huerter, General Manager, Rim of the World Recreation and Park District

MEETING MINUTES

AGENDA ITEMS

1. Call Meeting to Order and Pledge of Allegiance

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

2. Recognize and Hear from Visitors/Public Comment

Running Springs Professional Firefighters, Local 5308, was represented by Zach Granzow, Vice President; Rick Ellsberry, Secretary; Tyler Citro, Treasurer; and Frank DeVault, Union member. Secretary Rick Ellsberry was the spokesperson for Local 5308 and provided an overview of items the union would like to discuss at a later time. An Ad Hoc Committee was formed. President Mackzum appointed Director Conrad and Vice-President Terry as the Committee Members. Director Dyberg was appointed as the alternate. Manager Gross was also asked to provide staff support for any assistance that may be needed. An Ad Hoc meeting will be scheduled in the near future to discuss these items.

Jenny Hueter, General Manager of the Rim of the World Recreation and Parks District first offered use of their Public Center to host any future public meetings the District may need. She then thanked Manager Gross and the Board of Directors for their generosity in considering the District's downtown property for a dog park. Jenny shared the property being requested for use is approximately 4,000 square feet in size and would offer ample space two dog parks. Ms. Hueter informed the Board that she is still in the process of obtaining quotes for the project and would like to be on the August 17, 2022, Regular Board Meeting.

3. Approval of Consent Items

A. Approve Meeting Minutes

B. Ratify Expenditures

C. Receive and File the Fiscal Year Ending 2021 Annual Board and Employee Expense Report

D. Consider Reaffirming Resolution No. 11-21 and Authorizing Virtual Board and Committee Meetings Pursuant to AB 361

E. Consider Adopting Resolution No. 14-22, Finding that Certain Properties Located in the District Constitute a Public Nuisance and Ordering Notification to Property Owners and Setting a Public Hearing

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

Upon motion by Director Conrad, second by Director Acciani and carried by a 5 to 0 roll call vote, the Consent Items were approved (Resolution No's 11-21 and 14-22 are on file in the District office).

4. Action Items

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

A. Consider Authorizing Investment in Laddered Certificates of Deposit

Manager Gross reviewed the investment broker services of MBS, and the execution of account documents the Board authorized on June 15, 2022, in Resolution No. 11-22, Investment Policy Revision, which expanded the options for investing District cash reserves. Manager Gross reviewed the details of laddered certificates of deposit and the benefits to the District.

Upon **motion** by Director Conrad, **second** by Vice-President Terry and **carried by a 5 to 0 vote roll call vote**, Authorizing Investment in Laddered Certificates of Deposit, in the amount not to exceed \$1,250,000, was approved.

B. Consider Request to Waive Standby Charges

Manager Gross reported on a property owner's request to waive the \$10 (sewer) and \$30 (water) standby fees for each of the five (5) lots located within the District boundaries and near the conservation area of the San Bernardino Mountains Land Trust. The Board census was to require the same lien agreement for deferred payments of sewer and water standby charges that was offered in 2019.

Upon **motion** by Director Dyberg, **second** by Director Acciani and **carried by a 5 to 0 roll call vote**, the Request to Waive Standby Charges was denied and staff was directed to offer the same Lien Agreement for Deferred Payment of Sewer and Water Standby Charges that was originally offered in 2019.

C. Consider Property Owner Request for Water and Sewer Connection

Manager Gross reviewed the request from the property owner, and both the District and County requirements prior to receiving access to water and wastewater services.

Upon **motion** by Director Conrad, **second** by Director Acciani and **carried by a 5 to 0 roll call vote**, the Property Owner Request for Water and Sewer Connections to his vacant lot, was denied.

D. Consider Authorizing Expenditure for Vector Truck

Trevor Miller, Operations Manager, reminded the Board Members of the Vector truck the Collections Department rented in 2019. Trevor reviewed the benefits of using this truck and the many uses for it in the District. Trevor informed the Board that the Wastewater Collections Department is looking to purchase the same model that was rented, in a newer

version. The formal quote has not yet been received; however, the estimated cost is approximately \$378,000 and the lead time is close to one year. Details of funding were discussed.

Upon **motion** by Director Conrad, **second** by Vice-President Terry and **carried by a 5 to 0 roll call vote**, Authorizing Expenditure for Vactor Truck, for approximately \$378,000, was approved.

E. Consider Authorizing Expenditure for Large Format Scanner

Manager Gross reviewed the historical maps, plans, and drawings the District is need of archiving digitally. This project would be best handled in-house. Various purchase and lease options were reviewed.

Upon **motion** by Director Acciani, **second** by Vice-President Terry and **carried by a 5 to 0 vote roll call vote**, Authorizing Expenditure for a Large Format Scanner and Authorizing Manager Gross to Enter into a Lease Agreement, in the amount of approximately \$200 per month, was approved.

F. Consider Approving Revisions to the Limited Term Firefighter Positions Employment Agreement

Interim Chief Grabow and Manager Gross reviewed the proposed revisions. The Board agreed to the following revisions to the Limited Term Firefighter Positions Employment Agreement:

1. Remove the 48-hour minimum paid sick leave cap.
2. Set the hourly rate range to be \$16 - \$20 based on qualifications.

Upon **motion** by Vice-President Terry, **second** by Director Conrad and **carried by a 5 to 0 vote roll call vote**, Revisions to the Limited Term Firefighter Positions Employment Agreement were approved.

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

A. Quarterly Budget/Financial Update

President Mackzum had questions regarding operating and reserve funds and the preliminary annual results for benefits and retirement. Manager Gross provided explanation and showed how the figures are obtained. Manager Gross also shared the financial reports are based on preliminary data.

B. Quarterly Operations Report

Manager Gross reviewed the District's water use continues to be down 10-15%. The Annual Water Well Accounting Report was reviewed on page 103 of the agenda packet.

C. Quarterly Investment Report

President Mackzum provided explanation to Director Conrad, pertaining the Depository Trust Company (DTC) in regard to investing in CDs.

6. General Manager's Report

Manager Gross reported the prior fiscal year actual outside accounting service expense is down approximately \$17,000 and reiterated the goal is to bring as many tasks in-house as possible.

Manager Gross informed the Board that his meeting with the County on July 19th, 2022, was productive and a realistic transition plan is underway for the annexation of CSA-79 with a target date of January 1, 2023.

President Mackzum inquired as to which seats are up for election this year. Manager Gross confirmed: Director Conrad, Director Acciani, and Director Dyberg.

9. Report from Legal Counsel

Nothing to Report

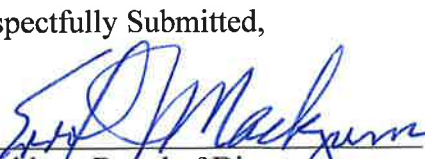
10. Board Member Comments/Meetings

Nothing to Report

11. Meeting Adjourned

The meeting was adjourned at 10:24 A.M.

Respectfully Submitted,



President, Board of Directors
Running Springs Water District



Secretary of the Board of Directors
Running Springs Water District