



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: NOVEMBER 15, 2022
RE: SPECIAL BOARD MEETING FROM: BOARD SECRETARY

A Special Meeting of the Board of Directors of the Running Springs Water District will be held on Thursday, November 17, 2022, at the hour of 10:00 am at the District Office located at 31242 Hilltop Boulevard, Running Springs, California. This agenda was posted prior to 5:00 pm on November 15, 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/83445818773>

Dial: 669-444-9171
Meeting ID: 834 4581 8773
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. 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 Expenditure for SCADA System Front End Processor Upgrade
(Presenter: Trevor Miller, Operations Manager) **Page 3**

4. Board Member Comments
5. Meeting Adjournment

Upcoming Meetings: Regular Board Meeting, December 21, 2022 at 9:00 am

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: November 17, 2022

TO: Board of Directors

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

SUBJECT: CONSIDER AUTHORIZING EXPENDITURE FOR SCADA
FRONT END PROCESSOR UPGRADE

RECOMMENDED BOARD ACTION

Consider authorizing staff to proceed with the following expenditure:

1. Upgrade SCADA Front End Processor – \$14,500

REASON FOR RECOMMENDATION

The existing SCADA Front End Processor is not compatible with the new SCADA PC and needs to be upgraded.

FISCAL INFORMATION

If approved, the funding source for this expenditure would be from the Water Capital Improvement Reserve Fund which has a balance of \$1,817,254 as of October 31, 2022.

ATTACHMENTS

Attachment 1 – Quote



Fixed price

6965 El Camino Real Suite 105-109, Carlsbad, California

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_1114_FEPU_CM_3
 Type: FEP Upgrade

Item	Description	Total
1	Installation, configuration, and programming of M340 PLC controller	\$9,570.00
2	Wonderware benchtesting and updating configurations	\$3,480.00
3	Project management and meetings	\$1,450.00
Total		\$14,500.00

Terms: **Goods - NET: 15 days, Services - NET: 30-days**
 Delivery: **As Required**
 Origination Date: **November 14, 2022**
 Estimate Valid: **Calendar year 2022**

 A handwritten signature in black ink, appearing to read "Collin McGee", is written over a horizontal line.

Collin McGee

Thank you for the opportunity to quote your requirements.