

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
RUNNING SPRINGS WATER DISTRICT
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA
April 19, 2023**

A Regular Meeting of the Board of Directors of the Running Springs Water District was held on Wednesday, April 19, 2023, 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:

Tony Grabow, President
Bill Conrad, Vice-President
Mike Terry, Director (left at 9:51 A.M.)
Laura Dyberg, Director
Mark Acciani, Director

Also present at the District were the following:

Ryan Gross, General Manager
Andrew Grzywa, Fire Chief
Trevor Miller, Operations Manager
Rick Ellsberry, Acting Battalion Chief
Ward Simmons, Legal Counsel, Best Best & Krieger, LLP
Amie R. Crowder, Secretary to the Board/Administration Supervisor

The following visitors were present:

Jenny Huerter, General Manager, Rim of the World Recreation and Park District (left at 9:14 A.M.)

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 Grabow. Fire Chief Andy Grzywa led the assembly in the Pledge of Allegiance.

2. Recognize and Hear from Visitors/Public Comment

No visitors were present.

3. Approval of Consent Items

A. Approve Meeting Minutes

B. Ratify Expenditures

Vice-President Conrad requested additional information regarding snow removal expenses on page 14 of the board packet. General Manager Ryan Gross and Operations Manager Trevor Miller provided detailed explanation on the expense.

C. Consider Adopting Resolution No. 03-23, Fixing and Levying Fire Suppression Availability Charges for Fiscal Year Ending 2024

D. Consider Adopting Resolution No. 04-23, Fixing Sewer Standby or Availability Charges for Fiscal Year Ending 2024

E. Consider Adopting Resolution No. 05-23, Fixing Water Standby or Availability Charges for Fiscal Year Ending 2024

Upon motion by Director Terry, second by Vice-President Conrad and carried by a 5 to 0 vote, the Consent Items were approved.

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 Proposal for Dog Park on Downtown Property

Jenny Huerter, General Manager of Rim of the World Recreation and Park District, reviewed the communities desire to have a dog park and to continue moving forward with this project. Additional items discussed include total square footage, CEQA involvement, grant funding opportunities, insurance coverage and responsibility, and the drafting of an agreement.

No action taken.

B. Consider Approval of Mutual Aid Agreement with Arrowbear Lake Fire Department

Fire Chief Grzywa reviewed the updates to the Mutual Aid Agreement with Arrowbear Lake Fire Department, which included revisions pertaining to equivalent training capacities within each department, fire officers vs. chiefs, and adding additional language to protect each department respectively. Chief Grzywa also outlined the emergency events that occurred during the recent winter storm and the gathering of resources between Running Springs Fire Department and Arrowbear Lake Fire Department.

Director Dyberg encouraged Chief Grzywa to share with the community the positive work the Fire Department is doing within our community. Suggestions discussed were local newspaper articles and newsletters.

Upon **motion** by Vice-President Conrad, **second** by Director Terry and **carried by a 5 to 0 vote**, Mutual Aid Agreement with Arrowbear Lake Fire Department, was approved.

C. Consider Authorizing Expenditure for Ten Sets of Turnouts on the CalFire Volunteer Fire Capacity Grant

Chief Grzywa presented the cost and funding sources of the additional turnouts the Fire Department would like to purchase. Chief Grzywa also shared the quality of these turnouts and their 10-year life span. Minimal discussion ensued.

Upon **motion** by Director Acciani, **second** by Vice-Present Conrad and **carried by a 5 to 0 vote**, Authorization to Purchase Ten Sets of Turnouts on the CalFire Volunteer Fire Capacity Grant in the amount of \$33,070.31, was approved.

D. Consider Authorizing Expenditure for Payroll and Accounts Payable Consulting Services

Manager Gross shared the staffing shortage the current Administration Department is having and that the vacant position is being advertised. In the interim, Manager Gross presented the EideBailly, LLP quote for providing workload assistance to the District. Various discussions ensued.

Upon **motion** by Vice-President Conrad, **second** by Director Dyberg and **carried by a 5 to 0 vote**, Authorizing Expenditure for Payroll and Accounts Payable Consulting Services at approximately \$6,000 per month, was 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. Budget Planning & COLA

Manager Gross reviewed the budget and Cost of Living Adjustment (COLA). In reviewing the Consumer Price Index for All Urban Consumers (CPI-U) for Riverside/San Bernardino/Ontario, the Board of Directors would like to include the proposed 4% COLA for the Fiscal Year Ending 2024.

Also reviewed were the combining of the Ambulance and Fire Department budgets, an potential increase in revenue from the Public Provider Ground Emergency Medical Transport Intergovernmental Transfer Program (PP-GEMT IGT) program, the remaining loans the District has, the Capital Improvement Projects for each department, and the additional CalPERS lump sum Unfunded Accrued Liability (UAL) payment for Miscellaneous Employees.

President Grabow sought clarification regarding the Fire Department's Total Revenue Summary and would like the Finance Committee to schedule a meeting.

Vice-President Conrad inquired about the benefits of the Running Springs residents establishing a ballot measure for the Fire Department, and how this would affect the budget for Fire and Ambulance. Various discussion continued regarding this.

B. Quarterly Investment Report

LAIF & MBS financial reports were provided. No additional information to report.

C. Quarterly Budget/Financial Update

Vice-President Conrad inquired about the Employee Benefits-Retirement percentage variance for each department. Manager Gross and Secretary Crowder provided clarification and will further look into the details.

D. Quarterly Operations Reports

President Grabow expressed his appreciation for receiving these quarterly reports. Chief Grzywa shared that the call volume during the quarter in review remained high and several responses were assigned to strike teams and task forces that were in the area to assist during the storm. Chief Grzywa also shared how the Fire Department coordinated with the local school for establishing an evacuation center and food deliveries.

Discussion regarding the Ayers Acres well, the culvert washout on Old City Creek and the water production for the quarter were reviewed. Operations Manager Miller informed the Board of Directors that the Treatment Plant experienced all time record high flows during March, but everything is being treated and the ponds have plenty of capacity. He also informed the Board that the MBR is working well and assisted desirably through the storm.

6. General Manager's Report

Nothing to report.

7. Report from Legal Counsel

Ward Simmons, Legal Counsel, Best Best & Krieger, LLP provided A Guide to "Gift" Rules for Public Officials and Employees pamphlets. He also shared and reviewed the current statewide reservoir conditions.

8. Board Member Comments/Meetings

Director Dyberg provided an update that CalFire rewarded the Fire Safe Council \$950,000 for clean-up. These funds are being shared with Wrightwood, Big Bear, Angeles Oaks, and so forth. She would like to have the Running Springs community included in receiving assistance.

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Director Dyberg also shared information regarding www.freechipping.org and how this program works and can benefit the residents of Running Springs.

Director Acciani inquired about the Running Springs Hazard Abatement program. Chief Grzywa provided information on the timeframe of this program and the inspection process.


9. Meeting Adjourned

Upon motion by Director Acciani, second by Director Dyberg and unanimously approved, the meeting was adjourned at 10:52 A.M.

Respectfully Submitted,



President, Board of Directors
Running Springs Water District



Secretary of the Board of Directors
Running Springs Water District