



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: JANUARY 10, 2020

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, January 15, 2020, at the hour of 9:00 A.M. at the District Office located at 31242 Hilltop Boulevard, Running Springs, California. This agenda was posted prior to 5:00pm on January 10, 2020 at the Running Springs Water District Office and Website.

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

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

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

AGENDA

1. Call Meeting to Order and Pledge of Allegiance
2. Recognize and Hear from Visitors / Public Comment - 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are expected to be routine and non-controversial and will be acted on at one time without discussion unless an item is withdrawn by a Board Member for questions or discussion.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

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B. Ratify Expenditures and Cash Summary

Page 10

- C. Consider Receiving and Filing the Assessment District No. 10 Continuing Disclosure Annual Report for the Fiscal Year Ending June 30, 2019 **Page 22**
- 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 Appointing Ad-Hoc Committee for Planning and Developing Strategy for Ballot Measure Regarding Additional Future Funding for Fire Department (Presenter: Mike Vasquez, Fire Chief) **N/A**
 - B. Consider Adopting a New Employee Wage Scale for Fire Department (Presenter: Mike Vasquez, Fire Chief) **Page 32**
 - C. Consider Authorizing Expenditure for Command Vehicle Conversion (Presenter: Mike Vasquez, Fire Chief) **Page 35**
 - D. Consider Setting Maximum 2020 District Contribution to Employee Health Insurance Benefit (Presenter: Ryan Gross, General Manager) **Page 43**
- 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 **Page 45**
 - B. Quarterly Operations Reports **Page 54**
- 6. General Manager’s Report
- 7. Board Member Comments/Meetings
- 8. Meeting Adjournment

Upcoming Meetings: Regular Board Meeting, February 19, 2020 at 9:00 am

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: January 15, 2020
TO: Board of Directors
FROM: Amie Crowder, Administration Supervisor
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 13, 2019.

ATTACHMENTS

Attachment 1 – Draft Meeting Minutes

MINUTES – November 13, 2019
PAGE 1 OF 6

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS
RUNNING SPRINGS WATER DISTRICT
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA
NOVEMBER 13, 2019

A Special Meeting of the Board of Directors of the Running Springs Water District was held on Wednesday, November 13, 2019 at the hour of 9:00 A.M. at the District office located at 31242 Hilltop Boulevard, Running Springs, California.

The following Directors were present:

Errol Mackzum, Vice-President
Mike Terry, Director
Bill Conrad, Director (Arrived at 9:01 A.M.)
Mark Acciani, Director

President Tony Grabow was absent

Also present were the following:

Ryan Gross, General Manager
Joan C. Eaton, Board Secretary/Treasurer/Administration Supervisor
Amie R. Crowder, Board Secretary/Treasurer/Administration Supervisor
Randy Bobroff, Water Operations Manager
Trevor Miller, Wastewater Operations Manager
Mike Vasquez, Fire Chief
Mike Riddell, Best Best & Krieger, Legal Counsel
Brett Van Lant, Van Lant & Frankhanel, L.L.P.
Scott Manno, Rogers, Anderson, Malody & Scott, L.L.P.
Sunny Kim, Rogers, Anderson, Malody & Scott, L.L.P.

Visitors Present:

Dave Walters, Trinity Construction
Chris Crowder, Running Springs Resident
Kenny Eaton, Running Springs Resident
Kevin Eaton, Running Springs Resident
Kelly Eaton, Running Springs Resident

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 8:58 A.M. by Vice-President Errol Mackzum and Joan C. Eaton led the assembly in the pledge of allegiance to the flag.

2. Recognize and Hear from Visitors/Public Comment

The visitors introduced themselves for the record.

3. Approval of Consent Items

A. Approve Meeting Minutes

B. Ratify Expenditures and Cash Summary

C. Consider Adopting Resolution No. 16-19, Commending George Corley for District Service

D. Consider Adopting Resolution No. 17-19, Setting the Schedule for Regular Board Meetings

E. Consider Adopting Resolution No. 18-19, Appointing the Board Secretary and Treasurer

F. Consider Adopting Resolution No. 19-19, Resolution of Lodge, Association or Other Similar Organization Regarding New Bank Signature Cards for First Foundation Bank

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

4. Action Items

Please notate the order of Action Items. Action Item D was agreed to be the first Action Item reviewed.

D. Consider Approving Lease Agreement for Use of Harris Property for Equipment Storage

Manager Gross requested to have this Action Item moved to the first Action Item of the meeting. Trinity Construction is requesting to lease the Harris Property for equipment storage in the amount of \$800 per month. Dave Walters of Trinity Construction confirmed the equipment to be stored on the Harris Property would not be serviced on the property without prior approval from the District. The Harris Property is fenced in and shielded from public view. Further discussion continued.

Upon **motion** by Director Acciani, **second** by Director Conrad and **carried by a 4 to 0 vote**, Authorizing Lease Agreement in the amount of \$800 per month, was approved.

A. Consider Receiving, Filing and Authorizing Distribution of the District’s Fiscal Year 2018-2019 Annual Financial Report and Audit Results

Brett Van Lant, with Van Lant & Fankhanel presented the financial audit. Presentation continued with Brett sharing that the District’s financial statements are clean and no internal control issues were identified. Nor were there any compliance inefficiencies found. Further discussion continued.

Upon **motion** by Director Terry, **second** by Director Conrad and **carried by a 4 to 0 vote**, Receiving, Filing and Authorizing Distribution of the District’s Fiscal Year 2018-2019 Annual Financial Report and Audit Results was approved.

B. Financial Presentation

Scott Manno of Rogers, Anderson, Malody and Scott (RAMS) presented the Financial Statements of the District. Discussion regarding the Unfunded Accrued Liability (UAL) occurred between Scott Manno and Director Mackzum, in which Scott was able to provide clarification on the details of paying down the UAL and the various factors, on a larger scale, that cause the UAL to fluctuate. Director Conrad requested clarification from Fire Chief Vasquez, regarding the variance of salaries and benefits. Fire Chief Vasquez, Sunny Kim, and Manager Gross explained that this variance is due to the timing of State reimbursements. Further discussion continued.

Upon **motion** by Director Acciani, **second** by Director Terry and **carried by a 4 to 0 vote**, Authorizing Approval of District’s Financial Statements was approved.

C. Consider Awarding Contract for District Complex Groundwater Well Pump and Motor Replacement

Randy Bobroff, Water Operations Manager, presented this Action Item for consideration. Randy shared that the current pump failed at 6-years of service. Due to the pump being located deep underground, it is more beneficial to the District to replace the pump in its entirety. Further discussion continued.

Upon **motion** by Director Acciani, **second** by Director Conrad and **carried by a 4 to 0 vote**, the Contract for Replacing the District Complex Groundwater Well Pump and Motor Replacement was awarded to Harich Enterprises, Inc. for their low bid of \$8,995 and per the staff report was approved.

E. Consider Awarding Contract for Sewer Pipeline Point Repairs

Trevor Miller, Wastewater Operations Manager, presented repairs that need to be made to the wastewater collections system piping. Details of the repairs, UV liners, and the difference between materials being used were discussed in further detail. Cause of the issues were identified as root intrusion. Further discussion continued.

Upon **motion** by Director Conrad, **second** by Director Acciani and **carried by a 4 to 0 vote**, the Contract for Sewer Pipeline Point Repairs was awarded to Pipeguard Engineering, Corp. for their bid of \$14,950 and per the staff report, was approved.

F. Consider Authorizing Expenditure for Spray Irrigation Site Improvements at Disposal Ponds

Trevor Miller, Wastewater Operations Manager, presented the needed repairs to the spray irrigation system at the District’s wastewater disposal site as requested by the United States Forest Service as part of the Special Use Permit renewal. The improvements would also include remote monitoring and control of the irrigation system. These improvements would also assist in relieving pressure from the ponds. Further discussion continued.

Upon **motion** by Director Conrad, **second** by Director Acciani and **carried by a 4 to 0 vote**, the Expenditures for the Spray Irrigation Site Improvements at the Disposal Site in an amount not to exceed \$17,500 were approved.

G. Consider Approving Ordinance No. 54, Adopting Amended Rules and Regulations for Water and Wastewater Service (SB 998)

Manager Gross presented that SB 998 goes into effect in April 2020; and, this is going to create additional challenges for the District. Further discussion continued regarding the impact of SB 998 to the District’s Rules and Regulations for Water and wastewater Service.

Upon **motion** by Director Conrad, **second** by Director Acciani and **carried by a 4 to 0 vote**, Ordinance No. 54, Adopting Amended Rules and Regulations for Water and Wastewater Service (SB 998) was approved.

H. Consider Authorizing Expenditure for the Replacement of the District’s Security Camera System

Manager Gross presented two security camera replacement options and the differences between the two. Director Mackzum asked for Manager Gross’s recommendation. Manager Gross recommends replacing the system. The current security system is 15-years old; the cabling needs to be updated and there are areas the current security system is not capturing. Further discussion continued.

Upon **motion** by Director Conrad, **second** by Director Terry and **carried by a 4 to 0 vote**, the Expenditure for the Replacement of the District’s Security Camera System in the amount of \$12,519.21 was approved.

I. Consider Authorizing Expenditure for the Replacement of the District’s Phone System

Manager Gross presented the phone system replacement options for the District and shared that the District's current phone system is more than 10-years old. The current technical difficulties the District is experiencing with the current phone system was also discussed. Manager Gross shared how the new options are more viable for the needs of the District.

Upon **motion** by Director Acciani, **second** by Director Terry and **carried by a 4 to 0 vote**, the Expenditure for the Replacement of the District's phone system for an amount not to exceed \$18,000 was approved.

J. Consider Approving Fire Department Chaplain Volunteer Position

Fire Chief Mike Vasquez discussed the details of a volunteer Chaplain position with the Fire Department. The position would primarily be used in emergency situations. There are currently two certified Chaplains within the community that are interested in the position. Further discussion continued.

Upon **motion** by Director Terry, **second** by Director Conrad and **carried by a 4 to 0 vote**, the Fire Department Chaplain Volunteer Position was approved.

K. Consider Authorizing Staff to Purchase New Self-Contained Breathing Apparatus Equipment

Fire Chief Mike Vasquez presented both the importance and need for the Fire Department to purchase self-contained breathing apparatus equipment. The Fire Department has received a Homeland Security grant in the amount of \$12,416 to help offset the total cost of \$16,476.51. Further discussion continued.

Upon **motion** by Director Terry, **second** by Director Conrad and **carried by a 4 to 0 vote**, Staff was authorized to Purchase New Self-Contained Breathing Apparatus Equipment in the amount of \$4,060.51 per the staff report.

L. Consider Adopting Resolution No. 20-19, Commending Joan Eaton for 15-Years of District Service

Director Mackzum presented Joan's retirement from the District and Manager Gross read Resolution 20-19, commending Joan for her professionalism and dedication to the District.

Upon **motion** by Director Terry, **second** by Director Acciani and **carried by a 4 to 0 vote**, Resolution No. 20-19, Commending Joan Eaton for 15-Years of District Service was adopted.

5. Information Items

A. Quarterly Investment Report

Manager Gross reported on the Quarterly Investment Report and discussion continued. The LAIF interest rate for the quarter ending September 30, 2019 was 2.45% and the District earned \$25,585.17 for the quarter.

6. General Manager’s Report

Manager Gross reported the reason that the November Board Meeting was rescheduled to November 13, 2019 was due to a conflict with the Local Agency Formation Commission (LAFCO) Hearing scheduled on November 20, 2019. Manager Gross will be attending the LAFCO meeting.

7. Report from Legal Counsel

Mike Riddell of Best, Best & Krieger reported that we should have plenty of imported State Water Project water available this year, although a dry winter is being predicted by some. The initial State Water Project allocation is going to be around a 20%.

8. Board Member Comments/Meetings

Director Acciani commented that the District is operating optimally. Director Acciani also commended Trevor Miller, Wastewater Operations Manager for the tour he provided to Director Acciani and the hard work that his team is doing at the Wastewater Division.

9. Meeting Adjourned

The meeting was adjourned at 11:10 A.M.

Respectfully Submitted,

Vice-President, Board of Directors
Running Springs Water District

Secretary of the Board of Directors
Running Springs Water District

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: January 15, 2020
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 and December 2019 expenditures.

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

REASON FOR RECOMMENDATION

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

ATTACHMENTS

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

Running Springs Water District Accounts Payable Checks November 2019

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
2 Hot Uniforms inc	Vasquez Boot Allowance	11/22/19	218.55	104001	1,316.68
	Vasquez Uniform Allowance	11/22/19	500.00	104001	
	RSFD Uniform Patches	11/22/19	598.13	104001	
Action Automotive Repair Inc	Check Engine Light Diagnose	11/22/19	99.00	104002	3,163.56
	MASO Tires	11/22/19	2,603.22	104002	
	Mount Winter Tires - Utility	11/22/19	83.16	104002	
	Mount Winter Tires -Durango	11/22/19	83.16	104002	
	Durango Ignition	11/22/19	295.02	104002	
Airgas Inc.	Helium Rental	11/18/19	51.92	103985	51.92
Allstar Fire Equipment	OSHA Helmet (4)	11/01/19	810.98	103936	810.98
	Home Land Security Grant - SCBAs	11/12/19	16,476.51	103970	16,476.51
American Family Life Assurance Company of Colun	Additional Insurance Premiums November 19	11/22/19	268.60	104003	268.60
Ameripride Services, Inc	Cleaning Supplies October 2019	11/05/19	395.25	103953	395.25
Arrowbear Park County Water District	Purchased Water Sept-Oct 2019	11/01/19	4,899.53	103937	4,899.53
Bacon/Wagner Excavating, Inc.	Bacon/Wagner bio soilds hauling	11/18/19	400.00	103986	400.00
Best, Best & Krieger LLP	Legal Services October 2019	11/12/19	459.44	103971	459.44
BURR Group Inc.	Trash Service October 2019	11/05/19	1.99	103954	528.07
	Trash Service October 2019	11/05/19	187.92	103954	
	Trash Disposal October 2019	11/05/19	338.16	103954	
California Computer Options Inc	Network Maintenance and Monitoring Nov 19	11/01/19	2,982.00	103938	2,982.00
	Monitors for Admin Supervisor/Cert Renewal	11/12/19	610.86	103972	610.86
California Special Districts Association	2020 CSDA Membership Renewal	11/12/19	7,615.00	103973	7,615.00
California Water Environment Association	Coll Maint Grd 4 Renewal	11/18/19	104.00	103987	390.00
	Membership Renewal and Coll Maint Grd2	11/18/19	286.00	103987	
CalPERS	Health Insurance Premiums November 2019	11/01/19	16,008.55	DFT0001059	16,008.55
	Employ Contribu Classic/Pepra Members 11/4/19	11/08/19	21,077.59	DFT0001065	21,077.59
	Employer Contribut Classic/Prepra PPE 11/18/19	11/20/19	22,362.34	DFT0001150	22,362.34
Canon	Contract and Usage Fees November 2019	11/22/19	608.67	104004	608.67
Charter Communitcations	Telephone and Internet Nov-Dec 2019	11/18/19	587.59	103988	587.59
	Telephone and Internet Nov-Dec 2019	11/22/19	207.25	104005	207.25
Christopher Ehe	Hunsaker Drive Survey	11/01/19	600.00	103939	600.00
	Job# 19-512 Prepare As-Built Easement Drawings	11/22/19	475.00	104006	475.00
Citibank, N.A.	Miscellaneous Parts and Supplies	11/12/19	103.27	103974	425.44
	WWTP bathroom replacement sink	11/12/19	322.17	103974	
	Office Supplies Oct-Nov 2019	11/22/19	388.10	104007	827.56
	STAPLES	11/22/19	439.46	104007	
Cole-Parmer	Filter papers for MBR analysis	11/05/19	758.29	103955	758.29
Consolidated Electrical Distributors, Inc	WWTP SCADA support	11/22/19	3,318.94	104008	3,318.94
County of San Bernardino	Filing Fee for Job 19-512	11/01/19	18.00	103940	18.00
	Lien Release	11/01/19	8.00	103941	8.00
	Map Revisions November 2019	11/18/19	2.00	103989	2.00
	Dump Fees October 2019	11/22/19	548.39	104009	548.39
Crestline-Lake Arrowhead Water Agency	Purchased Water October 2019	11/05/19	6,616.34	103956	6,616.34
Cypress Ancillary Benefits	Dental Insurance Nov-Dec 2019	11/18/19	2,324.48	103990	2,324.48
Deborah A. Ellis-Harper	BC 3602 Striping	11/22/19	675.00	104010	675.00

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Desert Environmental Services Inc	Waste Oil Manifest Stop Fee	11/22/19	235.00	104011	235.00
Don's Auto Inc	Check Coolant Leaks	11/22/19	496.54	104012	1,653.13
	RR Wheel Breaks and Seals	11/22/19	381.55	104012	
	Studded Tires and Break Pads/Wheel Barrings	11/22/19	603.25	104012	
	Battery Replacesment	11/22/19	171.79	104012	
Elavon Paychex Inc.	Credit Card Fees	11/04/19	119.50	DFT0001067	119.50
Fire Fighters Association	FFAD dues for November 2019	11/22/19	360.00	104013	360.00
Fischle Instant Printing	Buisness Cards - Vasquez/Strebel	11/22/19	167.01	104014	167.01
Frontier Communications	Telephone Oct-Nov 2019	11/05/19	60.81	103957	121.62
	Telephone Oct-Nov 2019	11/05/19	60.81	103957	
	Telephone November 2019	11/18/19	191.35	103991	253.44
	Telephone November 2019	11/18/19	62.09	103991	
	Telephone Nov-Dec 2019	11/22/19	62.09	104015	177.00
	Telephone Nov-Dec 2019	11/22/19	114.91	104015	
GM Excavating, INC.	Asphalt Patch-Removal and Replacement	11/22/19	576.00	104016	576.00
Hannah Shuler	Replacement Payroll Check for PPE 10/21/19	11/05/19	13.42	103958	13.42
Harrington Industrial Plastics LLC	Pipe for WWTp	11/18/19	221.98	103992	221.98
HD Supply Facilities Maintenance LTD	Miscellaneous parts and supplies	11/22/19	313.91	104017	313.91
Inland Desert Security & Communications	Answering Service November 2019	11/18/19	109.30	103993	109.30
Inland Water Works Supply Company	Miscellaneous Parts and Supplies	11/22/19	1,632.90	104018	1,808.80
	Romac Clamps	11/22/19	175.90	104018	
Joan Eaton	Reimbursement Claim	11/01/19	1,048.26	103942	1,048.26
	Reimbursement Claim	11/12/19	65.70	103975	65.70
	Reimbursement Claim	11/18/19	658.00	103994	658.00
	Reimbursement Claim	11/22/19	72.94	104019	72.94
Lake Arrowhead Construction Inc	Sanitation Hauling and Dump Fees- Equip and Hou	11/01/19	2,760.00	103943	2,760.00
Leslie's Poolmart, Inc	Solar Salt & Chlorine	11/12/19	868.77	103976	868.77
Life-Assist, Inc	Ambulance Supplies	11/22/19	747.16	104020	747.16
Linda Mayfield	Reimbursement Claim	11/22/19	823.00	104021	1,216.30
	Reimbursement Claim	11/22/19	393.30	104021	
Lou's Gloves, Inc	Nitrile Exam Grade Gloves Large	11/05/19	90.00	103959	90.00
Lou's Tire Service	New tires for Wheel Loader	11/05/19	3,073.17	103960	3,073.17
McMaster-Carr Supply Company	Micellaneous parts and supplies	11/01/19	88.48	103944	88.48
	Coveralls	11/22/19	94.00	104022	94.00
NAPA Auto Parts	Miscellaneous Parts and Supplies	11/12/19	505.82	103977	505.82
	Miscellaneous Auto Parts	11/22/19	91.41	104023	91.41
Nationwide	Employee Contributions Pay Period End 11/4/19	11/08/19	1,575.00	DFT0001060	1,575.00
	Employee Contributions PPE 11/18/19	11/22/19	1,575.00	DFT0001149	1,575.00
Nuckles Oil Company, Inc	Fuel Purchase	11/22/19	7,341.44	104024	7,341.44
One Stop Landscape Supply	Bio solids disposal One Stop Recycling	11/05/19	2,503.20	103961	2,503.20
Parkhouse Tire Inc	Tire Repair	11/05/19	64.87	103962	64.87
Patricia A. Monical	Industrial Paper Towels and Soap	11/12/19	57.30	103978	57.30
Petty Cash	Petty Cash Reimbursement	11/12/19	65.43	103979	65.43
	Petty Cash - Deposits over and under	11/18/19	7.39	103995	7.39
Principal Life Insurance Company	Vision Insurance Premiums November 2019	11/01/19	155.10	103945	155.10
Reliance Standard Life Insurance Company	Life Insurance Premiums November 2019	11/01/19	1,123.63	103946	1,123.63
Rocio Silva	Janitorial Services October 2019	11/05/19	485.00	103963	485.00
Roger E. Fox, M.D.	DOT Exam	11/12/19	50.00	103980	50.00
Rogers Anderson Malody & Scott LLP	Consultant Fees October 2019	11/22/19	3,590.00	104025	3,590.00
Ryan Gross	Reimbursement Claim	11/01/19	111.16	103947	111.16

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Southern California Edison Company	Electricity October 2019	11/01/19	630.28	103948	7,948.41
	Electricity October 2019	11/01/19	54.95	103948	
	Electricity October 2019	11/01/19	121.12	103948	
	Electricity October 2019	11/01/19	734.63	103948	
	Electricity October 2019	11/01/19	620.78	103948	
	Electricity October 2019	11/01/19	402.20	103948	
	Electricity October 2019	11/01/19	12.19	103948	
	Electricity October 2019	11/01/19	1,424.31	103948	
	Electricity October 2019	11/01/19	249.13	103948	
	Electricity October 2019	11/01/19	107.60	103948	
	Electricity October 2019	11/01/19	257.87	103948	
	Electricity October 2019	11/01/19	127.40	103948	
	Electricity October 2019	11/01/19	940.20	103948	
	Electricity October 2019	11/01/19	473.38	103948	
	Electricity October 2019	11/01/19	100.06	103948	
	Electricity October 2019	11/01/19	482.44	103948	
	Electricity October 2019	11/01/19	86.38	103948	
	Electricity October 2019	11/01/19	79.54	103948	
	Electricity October 2019	11/01/19	14.98	103948	
	Electricity October 2019	11/01/19	306.65	103948	
	Electricity October 2019	11/01/19	287.85	103948	
	Electricity October 2019	11/01/19	434.47	103948	
	Electricity October 2019	11/05/19	299.93	103964	9,025.23
	Electricity Sept-Oct 2019	11/05/19	8,604.67	103964	
	Electricity October 2019	11/05/19	109.17	103964	
	Electricity October 2019	11/05/19	11.46	103964	
Southern California Gas Company	Gas Usage October 2019	11/05/19	105.99	103965	205.66
	Gas Billing Usage October 2019	11/05/19	99.67	103965	
	Gas Usage October 2019	11/12/19	83.80	103981	191.82
	Gas Usage October 2019	11/12/19	108.02	103981	
	Gas Usage October 2019	11/18/19	25.89	103996	25.89
Southern Water Services LLC	new pumps lift station 7,8 and 9	11/05/19	9,325.44	103966	9,325.44
State of California - State Water Resource Control	ID2 CERT	11/05/19	60.00	103967	60.00
State Water Resources Control Board	Annual Permit for the Treatment Plant	11/18/19	18,767.00	103997	18,767.00
	Annual Permit Fee 2019/20	11/22/19	2,625.00	104026	3,249.00
	Annual Permit 2019-2020	11/22/19	624.00	104026	
Stryker Sales Corp	Gurney Batteries	11/05/19	889.68	103968	889.68
Tek-Collect Incorporated	Annual Maintenance Fee	11/01/19	75.00	103950	75.00
Terminix International Company LP	Pest Control Treatment Plant	11/18/19	55.00	103998	55.00
The Standard Insurance Company	Disability Insurance Premiums Nov 2019	11/01/19	192.50	103951	192.50
Tina M. Taylor	Gym Membership-Crowder	11/22/19	250.00	104027	250.00
Trevor Miller	Reimbursement Claim	11/18/19	210.00	103999	210.00
Underground Service Alert of Southern California	New Dig Tickets and Maintenance Fee	11/05/19	61.15	103969	61.15
US Postal Service	Postage for Permit #14	11/22/19	3,000.00	104028	3,000.00
USDA Forest Service	2020 Special Uses Authorization Fee -Treatment PI	11/22/19	2,771.10	104029	2,771.10
Valic	Employee Contributions for PPE 11/4/19	11/07/19	2,573.00	DFT0001066	2,573.00
	Employee Contributions PPE 11/18/19	11/21/19	2,673.00	DFT0001148	2,673.00
Verizon Wireless Services LLC	Cell Phone Charges October 2019	11/12/19	327.32	103982	327.32
Visa	Square Jack	11/12/19	152.76	103983	1,608.97
	Strebel- Uniform, Seat Covewr, Parts and Supplies	11/12/19	210.47	103983	

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Visa	Seat Covers for Utility	11/12/19	445.90	103983	1,608.97
	Vasquez- App for Ipad & MOld Test	11/12/19	56.99	103983	
	Active 911 subscription renewal	11/12/19	742.85	103983	
	Miller- Miscellaneous Parts and Supplies	11/18/19	134.57	104000	4,763.61
	Gross- Hireright and Water refill stations	11/18/19	3,502.70	104000	
	AWWA review course	11/18/19	1,126.34	104000	
	Bobroff- Certs and Misc Parts and Supplies	11/22/19	227.36	104030	1,211.02
	2011 Ford Ranger Front Valance	11/22/19	445.82	104030	
	Bearings & Seals	11/22/19	537.84	104030	
Whitney Mesna	Reimbursement Claim	11/22/19	570.22	104031	570.22
York Risk Services Group, Inc	Wrk Comp Administation Fee October 2019	11/12/19	112.00	103984	112.00

Totals

Payment Type	Payable Count	Payment Count	Payment
Regular Checks	148	94	156,210.51
Manual Checks	0	0	0.00
Voided Checks	0	1	0.00
Bank Drafts	8	8	67,963.98
EFT's	0	0	0.00
Totals	156	103	224,174.49

Running Springs Water District

Accounts Payable Checks

December 2019

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
49er Communications	BK Radio Purchase	12/23/19	15,012.21	104128	15,012.21
Action Automotive Repair Inc	Mount Winter Tires F250	12/02/19	83.16	104033	83.16
	Mount 6 Wheels and Tires	12/04/19	99.00	104050	99.00
	Durango repairs	12/19/19	234.42	104102	234.42
Airgas Inc.	Helium Rental	12/11/19	50.65	104067	50.65
Allstar Fire Equipment	Bumper and Guard Repair	12/02/19	113.91	104034	113.91
Ameripride Services, Inc	Cleaning Supplies November 2019	12/04/19	316.20	104051	316.20
Arrowbear Park County Water District	Purchased Water Oct-Nov 2019	12/04/19	6,290.82	104052	6,290.82
Bacon/Wagner Excavating, Inc.	Harris Prop - Remove Asphalt Chipping and Rock	12/04/19	720.00	104053	720.00
	Bacon/Wagner bio soils hauling	12/11/19	800.00	104068	1,000.00
	Plowing of Plant Road	12/11/19	200.00	104068	
Best, Best & Krieger LLP	Legal Services November 2019	12/11/19	2,305.60	104069	2,305.60
BURR Group Inc.	Trash Service November 2019	12/04/19	71.53	104054	597.61
	Trash Service November 2019	12/04/19	187.92	104054	
	Trash Service November 2019	12/04/19	338.16	104054	
California Computer Options Inc	Network Maintenance and Monitoring Dec 2019	12/02/19	3,006.75	104035	3,006.75
	Acrobat, Officee 365 & Gateway	12/11/19	1,512.67	104070	1,512.67
California Water Environment Association	Membership and Plant Maint Tech Grd1 Renewal	12/02/19	281.00	104036	281.00
	Hannay Grade 1 Mech Tech test	12/19/19	175.00	104103	395.00
	Grade 4 Collect Maint Test	12/19/19	220.00	104103	
CalPERS	Health Insurance Premiums December 2019	12/03/19	15,977.96	DFT0001153	15,977.96
	Employ Contributions Classic/Prepra PP 12/2/19	12/05/19	23,595.98	DFT0001157	23,595.98
	Employ Contribut Misc/Safety- Classic/Prepra 12/1	12/19/19	19,258.26	DFT0001164	19,258.26
	2020 Replacement Benefit Contribution	12/20/19	10,968.84	DFT0001166	10,968.84
	Arrears Contributions- Strebel hours earned 1997	12/20/19	3,789.12	DFT0001173	3,789.12
	Arrears Admin Fee - Strebel 1997	12/20/19	500.00	DFT0001174	500.00
Canon	Contract Charge and Usage December 2019	12/19/19	642.81	104104	642.81
Charter Communitcations	Telephone and Internet Nov-Dec 2019	12/02/19	129.96	104037	129.96
	Telephone and Internet December 2019	12/19/19	512.59	104105	512.59
Christopher Ehe	Job 19-512 As Built Drawing	12/23/19	475.00	104129	475.00
Citibank, N.A.	Office Supplies Nov-Dec 2020	12/23/19	238.40	104130	1,581.32
	Staples- Office Supplies	12/23/19	1,342.92	104130	
Clinical Laboratory of San Bernardino	Water Samples October 2019	12/02/19	1,795.00	104038	2,578.00
	Wastewater Samples Ooctober 2019	12/02/19	783.00	104038	
Costco Wholesale Membership Inc	Costco Membership Renewal	12/19/19	180.00	104106	180.00
County of San Bernardino	Dump Fees November 2019	12/19/19	397.59	104107	397.59
	EMT Training Program Renewal 2019	12/19/19	1,500.00	104108	1,500.00
	Parcel Map Revisions December 2019	12/19/19	2.00	104109	2.00
County of San Bernardino Auditor-Controller/Treas	Amended Tax Bill	12/11/19	26.00	104071	26.00
Crestline-Lake Arrowhead Water Agency	Purchased Water November 2019	12/04/19	4,136.52	104055	4,136.52
Cypress Ancillary Benefits	Dental Insurance Premiums January 2020	12/23/19	1,016.11	104131	1,016.11
DCS Testing & Equipment Inc	Annual Ladder Testing	12/04/19	436.50	104056	436.50
Dixi Willemse	Reimbursement Claim	12/11/19	153.42	104072	153.42
Elavon Paychex Inc.	Credit Charges November 2019	12/02/19	89.84	DFT0001158	89.84
Fairview Ford Sales, INC	Miscellanouse repairs and Parts	12/11/19	161.59	104073	161.59

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Fire Fighters Association	FFAD Dues December 2019	12/19/19	330.00	104110	330.00
Frontier Communications	Telephone Nov-Dec 2019	12/02/19	81.96	104039	285.52
	Telephone Nov-Dec 2019	12/02/19	60.79	104039	
	Telephone Nov-Dec 2019	12/02/19	81.96	104039	
	Telephone Nov-Dec 2019	12/02/19	60.81	104039	
	Telephone Nov-Dec 2019	12/04/19	60.81	104057	121.62
	Telephone Nov-Dec 2019	12/04/19	60.81	104057	
	Telephone December 2019	12/11/19	60.81	104074	314.15
	Telephone December 2019	12/11/19	191.25	104074	
	Telephone December 2019	12/11/19	62.09	104074	
	Telephone Dec 19-Jan 20	12/19/19	62.08	104111	62.08
GM Excavating, INC.	Snow plowing	12/11/19	750.00	104075	750.00
Hadronex, Inc.	Annual Service Renewal	12/19/19	364.00	104112	364.00
Houston & Harris PCS, Inc.	Video Inspection Phase III	12/19/19	35,336.95	104113	35,336.95
Inland Desert Security & Communications	Answering Service December 2019	12/19/19	136.90	104114	136.90
Inland Water Works Supply Company	Mue NL FIP AMS LW	12/19/19	33.19	104115	84.32
	4"x 12" Romac Tapped Clamp	12/19/19	209.04	104115	
	Romac Clamp Return	12/19/19	-157.91	104115	
Leslie's Poolmart, Inc	Cholorine	12/11/19	554.40	104076	554.40
Life-Assist, Inc	Ambulance Supplies	12/11/19	1,840.31	104077	1,840.31
	Ambulance Supplies	12/19/19	519.60	104116	519.60
Linda Mayfield	Reimbursement Claim	12/11/19	16.30	104078	16.30
	Reimbursement Claim	12/23/19	823.00	104132	823.00
Matthew Kritz	Holiday Luncheon -Food	12/11/19	645.00	104079	645.00
MCI	Long Distance November 2019	12/04/19	51.48	104058	51.48
McMaster-Carr Supply Company	tyvek suits for MBR cleaning	12/19/19	224.47	104117	224.47
NAPA Auto Parts	Miscellaneous Auto Parts and Supplies	12/11/19	540.80	104080	540.80
Nationwide	Employee Contributions PPE 12/2/19	12/06/19	1,575.00	DFT0001152	1,575.00
	Employee Contributions PPE 12/16/19	12/20/19	1,575.00	DFT0001159	1,575.00
NBS Government Finance Group	AD#10 Disclosure Reporting Services and Annual R	12/02/19	2,198.65	104040	2,198.65
Neofunds By Neopost	Postage for Postage Machine	12/23/19	2,000.00	104133	2,000.00
Neopost USA Inc	Lease Payment Jan-Apr 2020	12/23/19	385.58	104134	385.58
Nestle Waters North America	Drinking Water for the Plant November 2019	12/04/19	42.77	104059	42.77
Neu-Art Studio, Inc	Flat Cut Acrylic Letters RSWD	12/11/19	135.29	104081	135.29
Nick Nikas	Reimbursement Claim	12/02/19	397.25	104041	397.25
Nuckles Oil Company, Inc	Red Dye Diesel	12/11/19	3,471.55	104082	3,471.55
One Stop Landscape Supply	Bio solids disposal One Stop Recycling	12/11/19	460.80	104083	460.80
Parkhouse Tire Inc	Tires for E50	12/11/19	3,748.68	104084	3,748.68
Patricia A. Monical	Soap and Black Liners	12/02/19	71.64	104042	71.64
	2 Ply Toilet Paper	12/19/19	68.11	104118	68.11
Polydyne Inc.	Bio Solids Polymer	12/11/19	1,405.17	104085	1,405.17
Principal Life Insurance Company	Vision Insurance Premiums December 2019	12/02/19	155.10	104043	155.10
	Vision Insurance Premiums January 2020	12/23/19	155.10	104135	155.10
Reliable Raul	Warrant weed abatement Enchanted 296-353-10	12/19/19	932.00	104119	2,786.00
	Warrant weed abatement Enchanted 296-353-09	12/19/19	935.00	104119	
	Warrant weed abatement - Summit	12/19/19	919.00	104119	
Reliance Standard Life Insurance Company	Life Insurance Premiums December 2019	12/02/19	1,090.69	104044	1,090.69
	Life Insurance Premiums January 2020	12/23/19	1,043.36	104136	1,043.36
Rim Forest Lumber Company, Inc.	Miscellaneous Parts and Supplies	12/04/19	144.14	104060	144.14
Rocio Silva	Janitorial Service November 2019	12/11/19	485.00	104086	485.00

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Roger E. Fox, M.D.	DOT Exam x2	12/11/19	100.00	104087	100.00
Rogers Anderson Malody & Scott LLP	Consultant Fees November 2019	12/19/19	3,516.94	104120	3,516.94
Ryan Gross	Reimbursement Claim	12/11/19	454.15	104088	454.15
	Reimbursement Claim	12/19/19	466.80	104121	527.80
	RSWD Uniform Hat Reimbursement	12/19/19	61.00	104121	
Sage Designs Inc	Annual Renewal of Mainten for Win-911	12/02/19	680.00	104045	680.00
San Bernardino County Special Districts Department	2020 Membership Dues	12/23/19	300.00	104137	300.00
Simmon's Roofing	Roof Repair/ Mold Remediation Insurance Claim	12/11/19	13,150.00	104089	13,150.00
Southern California Edison Company	Electricity November 2019	12/04/19	13.29	104061	8,807.78
	Electricity November 2019	12/04/19	12.68	104061	
	Electricity November 2019	12/04/19	10.91	104061	
	Electricity November 2019	12/04/19	79.35	104061	
	Electricity November 2019	12/04/19	80.65	104061	
	Electricity November 2019	12/04/19	88.33	104061	
	Electricity November 2019	12/04/19	13.71	104061	
	Electricity November 2019	12/04/19	8,508.86	104061	
	Electricity November 2019	12/04/19	595.38	104065	7,844.19
	Electricity November 2019	12/04/19	218.67	104065	
	Electricity November 2019	12/04/19	120.93	104065	
	Electricity November 2019	12/04/19	677.90	104065	
	Electricity November 2019	12/04/19	557.78	104065	
	Electricity November 2019	12/04/19	383.75	104065	
	Electricity November 2019	12/04/19	138.16	104065	
	Electricity November 2019	12/04/19	1,390.18	104065	
	Electricity November 2019	12/04/19	111.26	104065	
	Electricity November 2019	12/04/19	258.13	104065	
	Electricity November 2019	12/04/19	114.44	104065	
	Electricity November 2019	12/04/19	856.99	104065	
	Electricity November 2019	12/04/19	453.34	104065	
	Electricity November 2019	12/04/19	264.96	104065	
	Electricity November 2019	12/04/19	452.98	104065	
	Electricity November 2019	12/04/19	265.57	104065	
	Electricity November 2019	12/04/19	291.95	104065	
	Electricity November 2019	12/04/19	281.50	104065	
	Electricity November 2019	12/04/19	410.32	104065	
	Electricity November 2019	12/11/19	11.46	104090	129.11
	Electricity November 2019	12/11/19	117.65	104090	
Southern California Emergency Medicine	New Employee Physical - Crowder	12/04/19	95.00	104062	95.00
Southern California Gas Company	Gas Usage November 2019	12/11/19	345.06	104091	1,302.34
	Gas Usage November 2019	12/11/19	266.94	104091	
	Gas Billing Usage November 2019	12/11/19	280.86	104091	
	Gas Usage November 2019	12/11/19	409.48	104091	
	Gas Usage Billing November 2019	12/19/19	43.34	104122	43.34
Special District Risk Management Authority	F-250 Deductible	12/11/19	500.00	104092	500.00
State of California - State Water Resource Control Board	Water Treat OP Cert	12/19/19	80.00	104123	80.00
	Exam Fees	12/23/19	65.00	104138	65.00
State Water Resources Control Board	Water Systems Annual Fee	12/19/19	14,049.75	104124	14,049.75
Sunbelt Rentals	Man lift for light install at wwtp.	12/11/19	1,699.11	104093	1,699.11
Tang Structural Engineers. Inc.	Structural Design for 2019 WWTP HW Improvement	12/11/19	12,375.00	104094	12,375.00
Teleflex	25MM Needles	12/11/19	1,200.75	104095	1,200.75

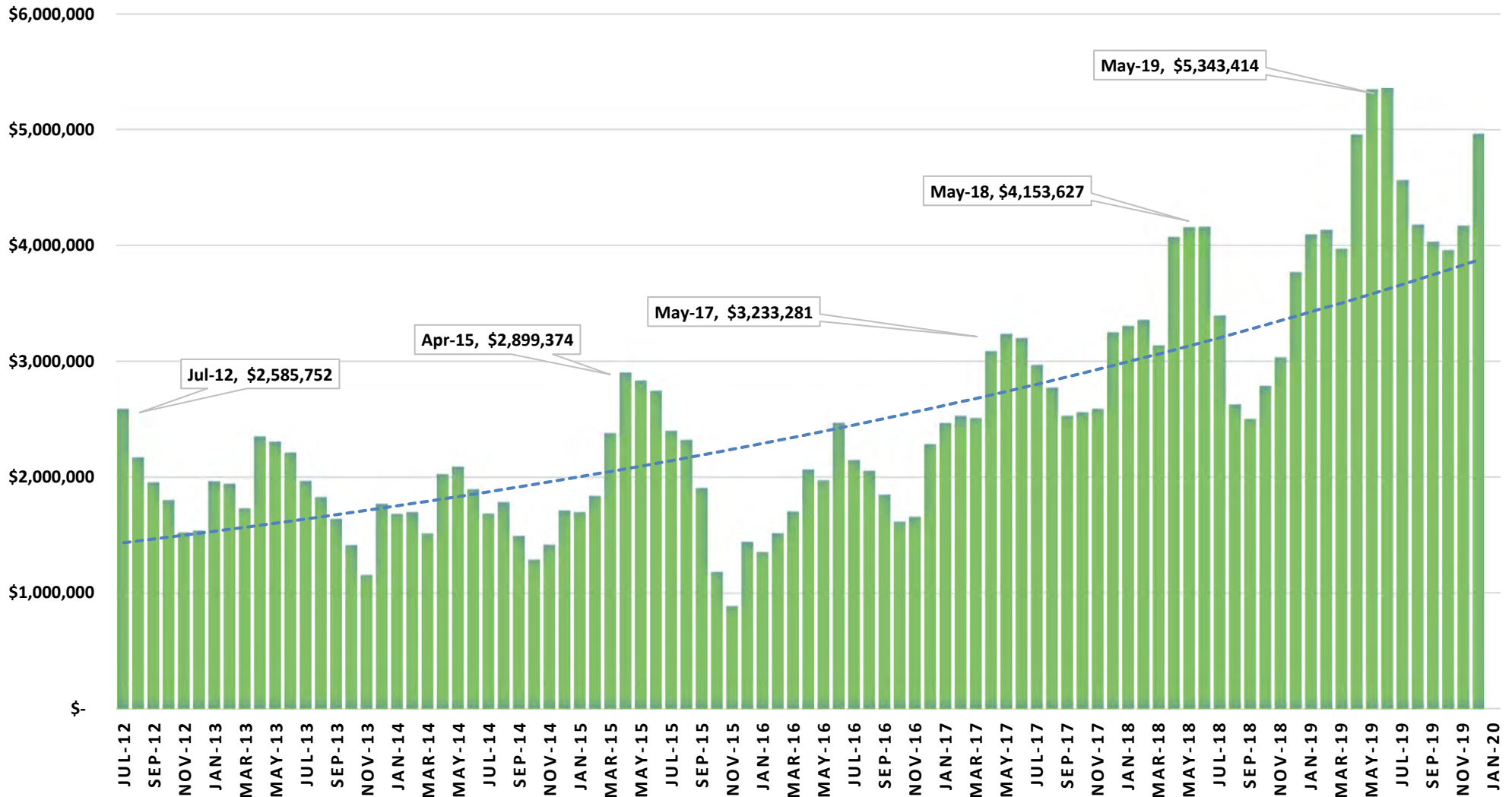
Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Terminix International Company LP	Pest Control Treatment Plant	12/11/19	55.00	104096	55.00
The Standard Insurance Company	Disability Insurance Premiums December 2019	12/02/19	192.50	104046	192.50
	Disability Insurance Premiums Jan 2020	12/23/19	192.50	104139	192.50
Underground Service Alert of Southern California	New Dig Tickets and Mainten Fee December 2019	12/04/19	39.70	104063	39.70
University of Southern California	Membership Renewal	12/19/19	143.00	104125	143.00
USDA Forest Service	Special Use Permit Waste Disposal Area	12/04/19	65.29	104064	65.29
Valic	Employee Contributions for PPE 12/2/19	12/03/19	2,023.00	DFT0001151	2,023.00
	Employee Contributions PPE 12/16/19	12/17/19	1,179.00	DFT0001160	1,179.00
	Employee Contributions 457k PPE 12/30/19	12/30/19	2,023.00	DFT0001168	2,023.00
Van Lant and Fankhanel, LLP	2018/19 Fiscal Year Audit	12/11/19	23,100.00	104097	23,100.00
Verizon Wireless Services LLC	Cell phone Charges	12/11/19	328.71	104098	328.71
Victor J Puglisi Jr	Beanies Embroidered	12/02/19	129.60	104047	129.60
Visa	Gross- Brown Act Webinar-Crowder/ HDMI Cables	12/11/19	88.18	104099	3,727.05
	Fire Dept Vehicle Flashlights	12/11/19	896.35	104099	
	Bobroff-CWEA Renewals, Uniform, Shovel Thermo	12/11/19	403.44	104099	
	Uniform Allowance	12/11/19	144.83	104099	
	Eaton - Form 700 Seminar for Crowder	12/11/19	75.00	104099	
	Building Supplies for Dixi's office	12/11/19	810.65	104099	
	Vasquez-Helmet Mag/Fuel/Misc Supplies	12/11/19	293.60	104099	
	Training Executive Chief Fire Officer 4A	12/11/19	1,015.00	104099	
Vyanet Operating Group	Security Monitoring Jan-Mar 2020 Collections	12/19/19	197.27	104126	197.27
York Risk Services Group, Inc	Worker's Comp Admin Fee November 19	12/11/19	112.00	104101	112.00
Zenner Performance Meter, Inc	ETRU- Kit Lid, Pin and Screws	12/19/19	150.61	104127	150.61
Zoll Medical Corporation GPO	Ambulance Supplies	12/02/19	581.86	104048	1,411.54
	Ambulance Supplies	12/02/19	829.68	104048	

Totals

Payment Type	Payable Count	Payment Count	Payment
Regular Checks	158	104	205,959.22
Manual Checks	0	0	0.00
Voided Checks	0	2	0.00
Bank Drafts	12	12	82,555.00
EFT's	0	0	0.00
Totals	170	118	288,514.22

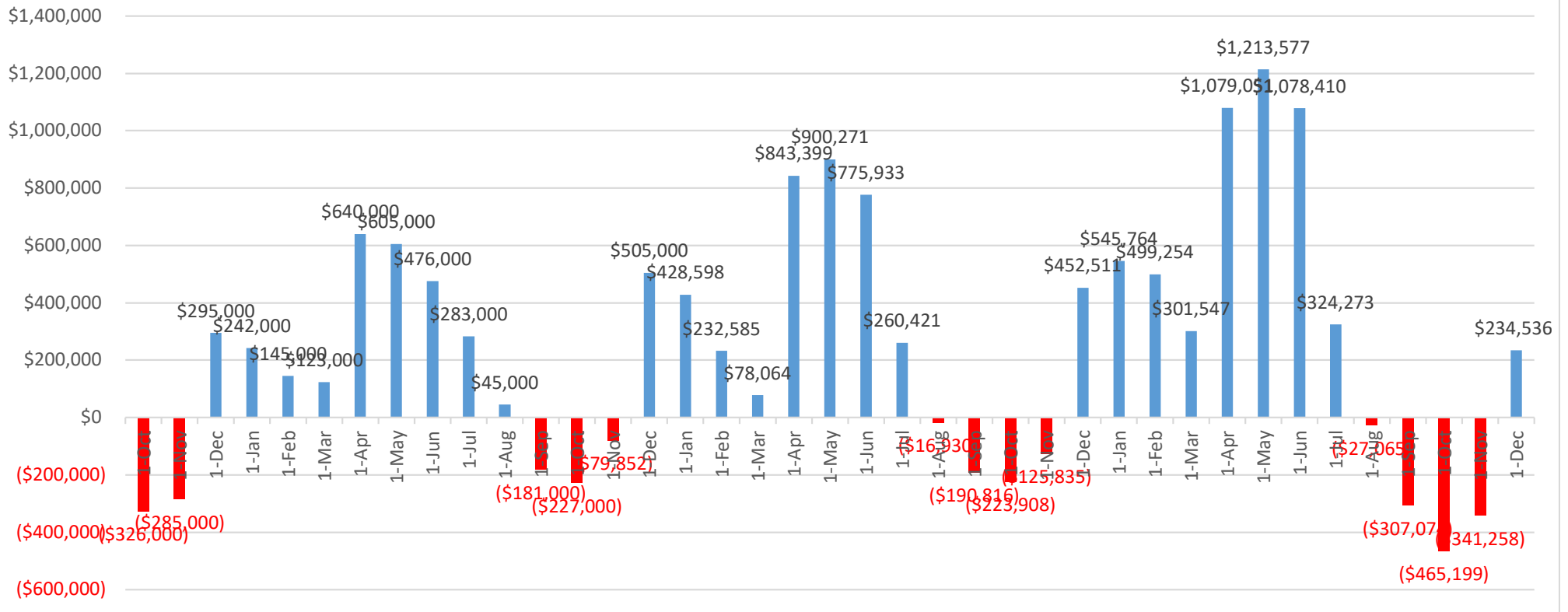
Fund Balances as of December 31, 2019	
Fire & Ambulance Department	
Fire Department Operating Reserve	1,179,209
Ambulance Department Operating Reserve	396,769
Subtotal Fire & Ambulance Department Operating Reserve Funds	1,575,978
Recommended Operating Reserve Fund Target (6 Months Operating Expenses)	1,341,442
Fire & Ambulance Department Operating Reserve Surplus / (Shortfall)	234,536
Wastewater Division	
Wastewater Capital Improvement Project Reserve	568,583
Wastewater System Connection & Capacity Charges	245,135
CWSRF Loan Agreement 14-813 Debt Reserve (Restricted for SLS 1-3 Debt Service)	171,537
Wastewater Operating Reserve Fund	543,322
Recommended Operating Reserve Fund Target (4 Months Operating Expenses)	543,322
Wastewater Operating Reserve Surplus / (Shortfall)	-
Water Division	
Water Capital Improvement Project Reserve	924,471
Water System Connection & Capacity Charges	53,184
Water Infrastructure R&R Reserve (MFC & AMR SRF Debt Reserve)	89,334
Water Operating Reserve	534,926
Recommended Operating Reserve Fund Target (4 Months Operating Expenses)	534,926
Water Operating Reserve Surplus / (Shortfall)	-
Assessment Districts Restricted Funds	
Water Assessment District No. 9 Construction Funds	17,353
Water Assessment District No. 10 Construction Funds	26,421
Water Assessment District No. 10 O&M	93,525
Water Assessment District No. 10 Bond Reserve Fund	115,667
Subtotal Assessment Districts	252,966
Total District Designated & Operating Reserve Funds	4,706,470
Assessment District Funds	252,966
Combined Pooled Cash	4,959,436
Checking Account (General)	593,076
LAIF	4,235,092
York Insurance Deposit	14,601
BNY Mellon (AD #10 Bond Reserve)	115,667
Petty Cash	1,000
Combined Pooled Cash	4,959,436
	-

COMBINED POOLED CASH BALANCE



Fire Department Operating Reserve Policy Goal is 6 Months of Budgeted Operating Expenses or
\$1,341,442

Surplus / (Shortfall) of Goal



RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: January 15, 2020
TO: Board of Directors
FROM: Ryan Gross, General Manager
SUBJECT: ASSESSMENT DISTRICT NO. 10 CONTINUING DISCLOSURE ANNUAL REPORT FOR THE FISCAL YEAR ENDING JUNE 30, 2019

RECOMMENDED BOARD ACTION

Consider receiving and filing the Assessment District No. 10 Continuing Disclosure Annual Report for the fiscal year ending June 30, 2019.

REASON FOR RECOMMENDATION

The report has been reviewed and approved by staff and the next step is for NBS to disseminate the report as required by the Disclosure Certificate to the Electronic Municipal Market Access (EMMA).

BACKGROUND INFORMATION

The Assessment District No. 10 (AD 10) Continuing Disclosure Annual Report for the fiscal year ending June 30, 2019 is included as Attachment 1.

AD 10 was established in 2003 to fund water system improvements in a portion of the Rimwood Ranch area served by the Running Springs Water District (District).

The District has contracted with NBS to administer the AD 10 bond issuance. One of the responsibilities of NBS is to generate the attached Continuing Disclosure Annual Report that provides pertinent information regarding the assessment district.

FISCAL INFORMATION

The AD 10 bond issue total was \$1,361,000 and the bonds will be paid off in 2023.

ATTACHMENTS

Attachment 1 – AD 10 Continuing Disclosure Annual Report for Fiscal Year Ended June 30, 2019

Ryan Gross

From: Christine Drazil <cdrazil@nbsgov.com>
Sent: Wednesday, November 20, 2019 8:50 AM
To: Ryan Gross
Cc: Joan Eaton; Amie Crowder; Disclosure
Subject: RSWD Continuing Disclosure Report - AD #10
Attachments: RSWD Disclosure Report 1819.pdf

Good morning Ryan,

The report for the 2003 Limited Obligation Improvement Bonds Assessment District No. 10 prepared by NBS for the Running Springs Water District is attached. Please review the report at your earliest convenience. This report is due to EMMA no later than **March 31, 2020**.

The report will be disseminated, as required by the Disclosure Certificate, via the Electronic Municipal Market Access (EMMA). NBS may also post the report on the NBS website or any other Internet information sources that provide disclosure information to the general public, and disseminate via e-mail, facsimile and mail to requesting parties.

SEC regulations make it unlawful to make material misstatements or omissions in connection with the purchase or sale of any security. Please review the attached report, provide us with changes or additional information, if any. *In lieu of electronic approval of the report, I included a Concluding Statement within the report to provide your approval and authorization for dissemination. **Please print the Concluding Statement page, sign, and scan me a copy by March 1, 2020.** I will insert the executed page into the report which will then be disseminated via EMMA.*

If you have any questions, or if I may be of further service, please don't hesitate to contact me.

Thank you,



CHRISTINE DRAZIL

financial analyst

800.676.7516 | cdrazil@nbsgov.com

NBS is a registered municipal advisor

helping communities fund tomorrow

RUNNING SPRINGS WATER DISTRICT

Fiscal Year 2018/19 Continuing Disclosure Report For:

**2003 Limited Obligation Improvement
Bonds Assessment District No. 10**

November 2019

RUNNING SPRINGS WATER DISTRICT

\$1,361,000
RUNNING SPRINGS WATER DISTRICT
(SAN BERNARDINO COUNTY)
2003 LIMITED OBLIGATION IMPROVEMENT BONDS
RUNNING SPRINGS WATER DISTRICT
ASSESSMENT DISTRICT NO. 10

DATED: July 31, 2003

CUSIP NOS.

<u>MATURITY</u>	<u>CUSIP</u>
2023	781617BE4

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NBS has relied upon information provided by sources which are believed to be reliable without independent verification; therefore, we express no opinion as to the completeness, accuracy or suitability of such information.

1. INTRODUCTION

The purpose of this report is to provide information to the Electronic Municipal Market Access (the “EMMA”) in order to comply with the provisions contained in the Continuing Disclosure Agreement (the “Disclosure Agreement”) executed and delivered by the Running Springs Water District (the “District”) and The Bank of New York Mellon (the “Fiscal Agent”) in connection with the issuance of \$1,361,000 Running Springs Water District 2003 Limited Obligation Improvement Bonds, Running Springs Water District, Assessment District No. 10 (the “Bonds”). The Disclosure Agreement was executed and delivered by the District and the Fiscal Agent for the benefit of the holders and beneficial owners of the Bonds and in order to assist the Participating Underwriter in complying with S.E.C. Rule 15c2-12(b)(5).

2. CONTENT OF ANNUAL REPORT

2.1 Audited Financial Statements

The Audited Financial Statements for the fiscal year ended June 30, 2019 will be disseminated to the EMMA under separate cover.

2.2 Principal Amount of Bonds Outstanding

The principal amount of the Bonds outstanding as of June 30, 2019, was \$350,000.00. The principal amount of the Bonds outstanding as of September 3, 2019, was \$290,000.00.

2.3 Fund Balances

The following table shows the balances in the Redemption Fund and Reserve Fund, as of June 30, 2019 and September 3, 2019:

Fund Description	Balance as of 6/30/2019	Balance as of 9/3/2019
Water Bond Fund ⁽¹⁾	\$107,231.03	\$32,672.18
Reserve Fund	115,127.54	115,501.47

(1) Funds to be used for the purposes of the Redemption Fund are held in the Water Bond Fund.

2.4 Assessment Prepayments

There were no assessment prepayments during Fiscal Year 2018/19.

2.5 Delinquency Information

As of June 30, 2019, there were no delinquent property owners with delinquent installments related to the Fiscal Year 2018/19 levy.

2.6 Foreclosure Proceedings

One property owner, Chabad of California, Inc., owned four parcels within Assessment District No. 10 (the “Assessment District”) and had been delinquent for Fiscal Years 2009/10 through 2011/12. The District pursued foreclosure action against the property owner. On March 12, 2013, a judgment was issued in favor of the District. The Notice of Levy was recorded and served, and the San Bernardino County Sheriff held two tax sales. In May 2015, the parcels sold at a San Bernardino County tax sale for more than the minimum bid to the current property owner, E. Michael and Tina J. Loboda Family Trust and Abra Management Inc.

On March 24, 2016, the District entered into an agreement with the current property owners to collect the delinquent assessments that had previously been removed from the tax roll, along with penalties, interest, and associated fees. Per the agreement, the District collected monthly payments from the property owners through December 2016 to reconcile all amounts due to the District under the judgement. All amounts due to the District under the judgment have been paid by the property owner as of December 9, 2016.

2.7 Assessed Value

As of January 1, 2019, the total assessed value of property in the Assessment District with unpaid assessments was \$16,569,003.

2.8 Major Owners

The following table shows owners of property in the Assessment District with aggregate unpaid assessments in excess of 5% of the total unpaid assessments:

Property Owner	Unpaid Assessments ⁽¹⁾	Percent of Total Unpaid Assessments
WEST COAST TORAH RETREAT & CAMP CENT	\$191,262.80	49.94%

(1) As of June 30, 2019.

2.9 CEDU Operation Changes

CEDU Educational Services Inc. sold its property and no longer conducts operations within the boundaries of the Assessment District.

3. REPORTING OF SIGNIFICANT EVENTS

According to the Disclosure Agreement, significant events are as follows:

- (1) Principal and interest payment delinquencies.
- (2) Non-payment related defaults.
- (3) Unscheduled draws on debt service reserves reflecting financial difficulties.
- (4) Unscheduled draws on credit enhancements reflecting financial difficulties.
- (5) Substitution of credit or liquidity providers, or their failure to perform.
- (6) Adverse tax opinions or events affecting the tax-exempt status of the security.
- (7) Modifications to rights of security holders.
- (8) Bond calls.
- (9) Defeasances.
- (10) Release, substitution, or sale of property securing repayment of the securities.
- (11) Rating changes.

Notice of listed events described in Section 5, subsections (a) (8) and (9) of the Disclosure Agreement need not be given any earlier than the notice (if any) of the underlying event is given to holders of affected Bonds pursuant to the Fiscal Agent Agreement.

4. CONCLUDING STATEMENT

This Continuing Disclosure Annual Report was prepared on behalf of the District in accordance with the Disclosure Agreement, in order to provide required information to the marketplace as provided for under S.E.C. Rule 15c2-12(b)(5). Such required information may include, but not be limited to, annual financial information, certain operating information and disclosures concerning specific events.

NBS has relied upon information provided by sources which are believed to be reliable without independent verification. The reader understands and agrees that NBS is entitled to rely on all information and documents supplied to NBS by the District or any of its agents or contractors and other government sources or proxies thereof as being accurate and correct and NBS has no obligation to confirm that such information and documentation is correct and that NBS has no liability if such information is not correct.

The information contained within this report, has been reviewed, approved and authorized for dissemination via EMMA by the District.

Running Springs Water District



Ryan Gross, P.E., BCEE
General Manager

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: January 15, 2020

TO: Board of Directors

FROM: Mike Vasquez, Fire Chief
Ryan Gross, General Manager

SUBJECT: CONSIDER ADOPTING NEW EMPLOYEE NON-EXEMPT WAGE SCALE AND PCF MINIMUM WAGE FOR THE FIRE DEPARTMENT

RECOMMENDED BOARD ACTION

Consider adopting a new employee non-exempt wage scale and revised Paid Call Firefighter (PCF) wage scale for the Fire Department.

REASON FOR RECOMMENDATION

Provides for financial sustainability and creates opportunity for full time hiring at a lower salary rate to sustain or increase staffing. PCF wage scale is being adjusted to comply with 2020 California minimum wage law.

BACKGROUND INFORMATION

Current wage schedules proved to be fiscally unsustainable. A general salary comparison currently puts Running Springs Fire Department in a salary bracket with much larger fire departments. Other salary comparisons with fire departments that are similar in size and structure, put the department within comparable range without stipends or specialized skill pay.

FISCAL INFORMATION

The proposed wage schedule is a more sustainable pay scale for the departments current and future budgets. The low-end scale for a firefighter paramedic is \$3.00 less than the current wage schedule for non-exempt positions for new hires. The cost savings will be 15% for any new hired employee. The proposed wage schedule will only be for non-exempt new hires. The current and proposed wage schedule are on the attachments for comparison. Additionally, beginning January 1, 2020, the California minimum wage is \$13 per hour so the Paid Call Firefighter pay scales have also been revised and will be adjusted again on January 1, 2021 to \$14 per hour, January 1, 2022 to \$15 per hour.

ATTACHMENTS

Attachment 1 – Current 2019-20 Hourly Wage Schedule
Attachment 2 – Proposed 2019-2020 Hourly Wage Schedule

Employee Classifications and Wage Scales

FIRE DEPARTMENT
2019-20 HOURLY WAGE SCHEDULE

		Exempt Positions				
CLASSIFICATION		A	B	C	D	E
CHIEF (40-hr Work Week)	Hourly	\$67.15	\$68.83	\$70.55	\$72.31	\$74.12
	Monthly	\$11,639	\$11,931	\$12,229	\$12,534	\$12,847
	Annual	\$139,672	\$143,166	\$146,744	\$150,405	\$154,170
BATTALION CHIEF (40-hr Work Week)	Hourly	\$59.34	\$60.83	\$62.35	\$63.91	\$65.51
	Monthly	\$10,286	\$10,544	\$10,807	\$11,078	\$11,355
	Annual	\$123,427	\$126,526	\$129,688	\$132,933	\$136,261

		Non-Exempt Positions											
CLASSIFICATION		A	A-1	B	B-1	C	C-1	D	D-1	E	E-1	F	F-1
CAPTAIN/PARAMEDIC (56 Hour Work Week)	Hourly	\$30.18	\$30.93	\$31.70	\$32.49	\$33.30	\$34.13	\$34.98	\$35.85	\$36.75	\$37.67	\$38.61	\$39.58
	Monthly	\$7,520	\$7,707	\$7,899	\$8,095	\$8,297	\$8,504	\$8,716	\$8,933	\$9,157	\$9,386	\$9,620	\$9,862
	Annual	\$90,238	\$92,481	\$94,783	\$97,145	\$99,567	\$102,049	\$104,590	\$107,192	\$109,883	\$112,633	\$115,444	\$118,344
ENGINEER/PARAMEDIC (56 Hour Work Week)	Hourly	\$27.11	\$27.79	\$28.49	\$29.20	\$29.93	\$30.68	\$31.45	\$32.24	\$33.05	\$33.88	\$34.73	\$35.60
	Monthly	\$6,755	\$6,924	\$7,099	\$7,276	\$7,458	\$7,644	\$7,836	\$8,033	\$8,235	\$8,442	\$8,654	\$8,870
	Annual	\$81,059	\$83,092	\$85,185	\$87,308	\$89,491	\$91,733	\$94,036	\$96,398	\$98,820	\$101,301	\$103,843	\$106,444
FIREFIGHTER/PARAMEDIC (56 Hour Work Week)	Hourly	\$24.90	\$25.52	\$26.16	\$26.79	\$27.46	\$28.16	\$28.86	\$29.58	\$30.32	\$31.08	\$31.86	\$32.66
	Monthly	\$6,204	\$6,359	\$6,518	\$6,675	\$6,842	\$7,017	\$7,191	\$7,370	\$7,555	\$7,744	\$7,938	\$8,138
	Annual	\$74,451	\$76,305	\$78,218	\$80,102	\$82,105	\$84,198	\$86,291	\$88,444	\$90,657	\$92,929	\$95,261	\$97,653
ADMINISTRATIVE ASSISTANT (40-hr Work Week)	Hourly	\$29.72	\$30.46	\$31.22	\$32.00	\$32.80	\$33.62	\$34.46	\$35.32	\$36.20	\$37.10	\$38.03	\$38.98
	Monthly	\$5,151	\$5,280	\$5,411	\$5,547	\$5,685	\$5,827	\$5,973	\$6,122	\$6,275	\$6,431	\$6,592	\$6,757
	Annual	\$61,818	\$63,357	\$64,938	\$66,560	\$68,224	\$69,930	\$71,677	\$73,466	\$75,296	\$77,168	\$79,102	\$81,078

		Non-Exempt Positions (NEW HIRES)				
CLASSIFICATION		A	B	C	D	E
CAPTAIN/PARAMEDIC (56 Hour Work Week)	Hourly	\$32.36	\$33.17	\$34.00	\$34.85	\$35.72
	Monthly	\$8,063	\$8,265	\$8,472	\$8,683	\$8,900
	Annual	\$96,756	\$99,178	\$101,660	\$104,202	\$106,803
ENGINEER/PARAMEDIC (56 Hour Work Week)	Hourly	\$27.92	\$28.62	\$29.33	\$30.07	\$30.82
	Monthly	\$6,957	\$7,131	\$7,308	\$7,492	\$7,679
	Annual	\$83,481	\$85,574	\$87,697	\$89,909	\$92,152
FIREFIGHTER/PARAMEDIC (56 Hour Work Week)	Hourly	\$24.09	\$24.69	\$25.31	\$25.94	\$26.59
	Monthly	\$6,002	\$6,152	\$6,306	\$6,463	\$6,625
	Annual	\$72,029	\$73,823	\$75,677	\$77,561	\$79,504

Paid Call Firefighters	EMT	Paramedic	EMT	Paramedic
Entry Level Firefighter	\$12.00	\$13.15	\$13.00	\$14.00
Firefighter 1	\$13.15	\$14.48	\$14.00	\$15.00
Firefighter 2	\$14.36	\$15.79	\$15.00	\$16.00
Engineer	\$15.54	\$17.11	\$16.00	\$17.00
Captain	\$16.76	\$18.43	\$17.00	\$18.00

RUNNING SPRINGS WATER DISTRICT
FIRE DEPARTMENT
PROPOSED NEW HIRE 2019-20 HOURLY WAGE SCALE
NON-EXEMPT POSITIONS/ NEW HIRES

Classification		A	B	C	D	E	F	G
Captain/Paramedic (56 Hour Work Week)	Hourly	\$31.27	\$32.05	\$32.85	\$33.68	\$34.52	\$35.38	\$36.26
	Monthly	\$7,792	\$7,986	\$8,186	\$8,391	\$8,601	\$8,816	\$9,036
	Annual	\$93,500	\$95,838	\$98,234	\$100,690	\$103,207	\$105,787	\$108,432
Engineer/Paramedic (56 Hour Work Week)	Hourly	\$25.68	\$26.32	\$26.98	\$27.66	\$28.35	\$29.06	\$29.78
	Monthly	\$6,399	\$6,559	\$6,723	\$6,891	\$7,063	\$7,240	\$7,421
	Annual	\$76,786	\$78,705	\$80,673	\$82,690	\$84,757	\$86,876	\$89,048
Firefighter/Paramedic (56 Hour Work Week)	Hourly	\$21.09	\$21.62	\$22.16	\$22.71	\$23.28	\$23.86	\$24.46
	Monthly	\$5,255	\$5,386	\$5,521	\$5,659	\$5,800	\$5,945	\$6,094
	Annual	\$63,059	\$64,636	\$66,251	\$67,908	\$69,605	\$71,346	\$73,129

RUNNING SPRINGS WATER DISTRICT
FIRE DEPARTMENT

	2020		2021		2022	
	EMT	Paramedic	EMT	Paramedic	EMT	Paramedic
Paid Call Firefighters						
Entry Level Firefighter	\$13.00	\$14.00	\$14.00	\$15.00	\$15.00	\$16.00
Firefighter 1	\$14.00	\$15.00	\$15.00	\$16.00	\$16.00	\$17.00
Firefighter 2	\$15.00	\$16.00	\$16.00	\$17.00	\$17.00	\$18.00
Engineer	\$16.00	\$17.00	\$17.00	\$18.00	\$18.00	\$19.00
Captain	\$17.00	\$18.00	\$18.00	\$19.00	\$19.00	\$20.00

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: January 15, 2020

TO: Board of Directors

FROM: Mike Vasquez, Fire Chief
Ryan Gross, General Manager

SUBJECT: CONSIDER AUTHORIZING EXPENDITURE FOR COMMAND VEHICLE CONVERSION/BUILD UP

RECOMMENDED BOARD ACTION

It is recommended that the Board of Directors authorize staff to spend up to \$17,000 to convert the Fire Departments current Utility Truck to be utilized as a command vehicle.

REASON FOR RECOMMENDATION

The current command vehicle, BC3602 is a 2003 Dodge Durango with 82,000 miles. The vehicle is currently ineffective for use as a command vehicle due to problematic mechanical issue and size. Safety is also a concern due to the vehicle not having a security cage that offers protection from equipment projecting during an accident.

BACKGROUND INFORMATION

The Fire Department originally budgeted \$50,000 for a new command vehicle for the Fiscal Year Ending (FYE) 2020. However, due to fiscal concerns the Fire Department would like to convert the current Fire Utility Truck, UT51 into a command vehicle. UT51 is a 2005, 2500 Chevy Duramax 4x4 Truck. It currently has 45,000 miles and is beneficial for use as a command style vehicle due to size and durability. The conversion would include a new camper shell, a new build up console inside the cab for radios and sirens and a new build up in the utility bed for equipment and a command console.

If approved, the current 2003 Dodge Durango would be used as staff utility type vehicle for administrative purposes.

FISCAL INFORMATION

The FYE 2020 CIP budget includes \$55,000 for a Staff/Command Vehicle replacement. If approved the Fire Department would like to use \$17,000 of the \$55,000 to convert and build up UT51 in place of purchasing a new Staff/Command Vehicle.

The current bids are from companies that the department has used on prior equipment. The companies that specialize in this type of manufacturing are limited in the Inland Empire area. The current bids total \$15,999.51. If approved, staff would like to request \$17,000 for any minor increases in labor or parts.

1. Innovative Designs - \$12,660.27
2. Fuller Truck Accessories- \$3,339.24

ATTACHMENTS

- Attachment 1 – BC3602 2003 Dodge Durango
- Attachment 2 – UT51 2005 2500 Chevy Duramax
- Attachment 3 – 2020-2021 Fire Department 5 Year CIP
- Attachment 4- Innovative Design Quote
- Attachment 5- Fuller Truck Accessories

Attachment 1



Attachment 2



Five-Year Capital Improvement Program (CIP) Plan

Fire Department 5-Year CIP Plan						
Project Description	2020	2021	2022	2023	2024	TOTAL
Replace Staff Vehicle (2003 Dodge)	\$ 55,000					\$ 55,000
Radios 800mhz x 6	\$ 48,000					\$ 48,000
Furniture (Recliners)/ Kitchen Table	\$ 3,200					\$ 3,200
Command Tablets	\$ 2,500					\$ 2,500
Breathing Apparatus Purchase- 3 SCBAs	\$ 15,000					\$ 15,000
Radios VHF Digital x 6	\$ 15,000					\$ 15,000
15 Voice Amps for SCBA Masks	\$ 4,641					\$ 4,641
Replace Water & Fire 50Kw Generator shared cost 50%	\$ 25,000					\$ 25,000
New Windows downstairs Station 50 (double pane)		\$ 2,000				\$ 2,000
Exterior Paint Station 50		\$ 4,000				\$ 4,000
Replace Concrete Aprons at Station 50 and Station 51		\$ 50,000				\$ 50,000
Vehicle & Equipment Storage Building at Harris Property			\$ 60,000			\$ 60,000
Kitchen Remodel			\$ 6,000			\$ 6,000
Replace (2005 Chevrolet Utility)			\$ 55,000			\$ 55,000
Replace 1999 Type 1 KME Engine (E-51)				\$ 500,000		\$ 500,000
Replace 2003 KME Pumper					\$ 500,000	\$ 500,000
Fire Department Subtotal	\$ 168,341	\$ 56,000	\$ 121,000	\$ 500,000	\$ 500,000	\$ 1,345,341

Estimate

Date	Estimate #
11/18/2019	2942



INNOVATIVE EMERGENCY EQUIPMENT
 1616 Marlborough Ave. #S-1
 Riverside, CA 92507
 (951)222-2270

Name / Address
RUNNING SPRINGS FIRE 31250 Hilltop Blvd. Running Springs, CA 92382

Unit Number

Item	Description	Qty	Rate	Total
75 PER HOUR	LABOR 75.00 PER HOUR TO INSTALL THE FOLLOWING INCLUDING CUSTOMER SUPPLIED RADIOS	30	75.00	2,250.00T
IW2RRRR	FRONT: LIBERTY II WC 54' R/R/R/R	1	1,790.10	1,790.10T
WION-R	WIDE ANGLE ION (RED) GRILL LIGHTS	2	117.00	234.00T
INNOVATIVE	CUSTOM GRILL LIGHT BRACKETS	2	14.50	29.00T
TLIR	SIDES: ION T-SERIES LINEAR LT RED (QUARTR PANELS	4	72.80	291.20T
CCSRN5	INTERIOR: New! Amplifier Control Module with CANport™ OBDII Interface Module	1	915.20	915.20T
CG1000-7548	CargoGlide Extention Slide Out Truck Bed Tray, 1000 lb Capacity, 70% extention, fits most super short bed (6.5') vehicles	1	1,429.70	1,429.70T
INNOVATIVE	COMMAND CENTER TO MEET CUSTOMERS SPEC'S, PENDIFLEX DRAWER, DRAWR WITH WHITE BOARD ALONG WITH A SINGLE STOARGE, UPPER RADIO BOX CAN HOUSE 4 RADIOS ALONG WITH SPEAKER, POLY LINED, HD SLIDES	1	3,616.00	3,616.00T
MCMaster CARR	WIRE GUIDE, 6' WITH CARRIER	1	185.00	185.00T
5026B-RSO	MISC: 12 POSITION MARINE FUSE BLOCK W/ NEGATIVE BUS AND COVER	2	30.87	61.74T
4906.	HI-AMP BUSSMAN CIRCUIT BREAKER 150 AMP	1	29.85	29.85T
JOB MATERIALS	MISC. PARTS, WIRE, ZIP TIES, CLAMPS, FASTENERS,SPLIT LOOM, RELAYS, ETC.	1	120.00	120.00T
			Subtotal	
			Sales Tax (7.75%)	
			Total	



Estimate

Date	Estimate #
11/18/2019	2942

INNOVATIVE EMERGENCY EQUIPMENT
 1616 Marlborough Ave. #S-1
 Riverside, CA 92507
 (951)222-2270

Name / Address
RUNNING SPRINGS FIRE 31250 Hilltop Blvd. Running Springs, CA 92382

Unit Number

Item	Description	Qty	Rate	Total
INNOVATIVE	KENWOOD DDX5706S, BUILT IN BLUETOOTH, MOUNTING KIT, FACTORY STEERING WHEEL INTERGRATION WITH BOSE SYSTEM	1	797.88	797.88T
			Subtotal	\$11749.67
			Sales Tax (7.75%)	\$910.60
			Total	\$12,660.27



Fuller Truck Accessories-Riverside
 7825 INDIANA AVENUE
 RIVERSIDE CA 92504
 951-689-4267 FAX# 951-509-2628
 CAGE# 55BB3 DUNS# 131926750
 www.fullertruck.com

Estimate E 3135
Date / /
Date Open 10/19/2019

Sold To : 867-2630 909	Ship To :
RUNNING SPRINGS FIRE DEPT 32151 HUNSAKER WAY RUNNING SPRINGS CA 92382 USA	

Written By BRANDON	Terms EST	Time 14:38:17	Customer Po #	Ref To CINDY	Ref Phone 9095349322	Ship Via
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Unit #	Plate #	Year 2005	Make 2006 CHEVY	Model SILVERADO EX	Mileage/Hrs 0/0.0	VIN	Engine
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Qty	Description	Price	Amount
1.000	WOR SNUGTOP SNUGPRO FOR A 2006 CHEVY SILVERADO EXT CAB 6'6 IN WHITE ADD: 5X 12V INTERIOR LIGHTING CARPET HEADLINER STANDARD FRONT FIXED WINDOW STANDARDSOLID SIDES STANDARD FLUSH HANDLE GLASS REAR DOOR OPTION 1 TOOL BOX D/S AND P/S LABOR *****REMINDER CHECK ALL INSTALLATION HARDWARE EVERY 2-3 MONTHS***** THANK YOU FOR YOUR BUSINESS!!!!	2997.00	2997.00
			80.00

Parts..... 2997.00
 Labor..... 80.00

REMEMBER CHECK INSTALLATION HARDWARE EVERY 3 MONTHS. ALL GUARANTEES ARE BY THE MANUFACTURER DUE TO THE NUMBER OF VARIANCES, EXACT COLOR MATCH IS NOT GUARANTEED. MERCHANDISE NOT PICKED UP WITHIN 30 DAYS OF NOTIFICATION BECOMES THE PROPERTY OF FULLER TRUCK ACCESSORIES. RETURNS SUBJECT TO A 20% RESTOCK FEE. NO RETURNS ON SPECIAL ORDERS. FULLER TRUCK IS NOT RESPONSIBLE FOR PAINT DAMAGE CAUSED BY PRODUCT. THANK YOU FOR YOUR BUSINESS.

We want to thank you for your business and we look forward to seeing you again

Sub Total 3077.00
Sales Tax.... 262.24

Authorized By

TOTAL 3339.24
42

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: January 15, 2020
TO: Board of Directors
FROM: Ryan Gross, General Manager
SUBJECT: CONSIDER SETTING MAXIMUM 2020 DISTRICT CONTRIBUTION TO EMPLOYEE HEALTH INSURANCE BENEFITS

RECOMMENDATION

It is recommended that the Board of Directors provide direction to staff on the calendar year 2020 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.

Historically, the District has considered any increases to the maximum amount the District will contribute towards an employee's health insurance plan premiums and/or qualified medical expense reimbursement plan to take effect July 1st of each year.

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.

The following tables show the 2019 and 2020 CalPERS Health Insurance Premium adjustments and the amounts the District contributes as well as a proposed 3.3% and a 0% increase in the District's maximum contribution for calendar year 2020.

CalPERS 2019 & 2020 Health Premiums - San Bernardino County								
HMO	2019			2020			% Change (+/-)	Employees Enrolled
	Single	2-Party	Family	Single	2-Party	Family		
Anthem HMO Select	\$ 627	\$ 1,254	\$ 1,630	\$ 620	\$ 1,240	\$ 1,612	-1.14%	1
Anthem HMO Traditional	\$ 878	\$ 1,757	\$ 2,284	\$ 903	\$ 1,805	\$ 2,347	2.75%	
Blue Shield Access+	\$ 670	\$ 1,340	\$ 1,741	\$ 813	\$ 1,626	\$ 2,114	21.41%	1
Health Net SmartCare	\$ 584	\$ 1,169	\$ 1,519	\$ 648	\$ 1,297	\$ 1,686	10.98%	
Kaiser CA	\$ 619	\$ 1,237	\$ 1,608	\$ 664	\$ 1,329	\$ 1,727	7.40%	5
UnitedHealthCare	\$ 670	\$ 1,339	\$ 1,741	\$ 668	\$ 1,337	\$ 1,738	-0.19%	3
PPO								
PERS Choice	\$ 655	\$ 1,309	\$ 1,702	\$ 710	\$ 1,421	\$ 1,847	8.52%	1
PERS Select	\$ 421	\$ 842	\$ 1,094	\$ 436	\$ 871	\$ 1,133	3.56%	4
PERS Care	\$ 844	\$ 1,688	\$ 2,194	\$ 931	\$ 1,862	\$ 2,421	10.35%	
RSWD Contribution to Health Insurance (\$/month)	\$ 558	\$ 1,116	\$ 1,450	\$ 576	\$ 1,153	\$ 1,498	6.6%	Avg Increase
% Paid by RSWD of Lowest Cost HMO Plan Premium	96%	96%	95%	93%	93%	93%	3.3%	1/2 Avg Increase
Out of Pocket for Lowest Cost HMO Plan Premium	\$ 26	\$ 53	\$ 69	\$ 44	\$ 87	\$ 114		

*6.6% is the average increase for the plans we have employees enrolled in.

**Total additional annual cost to the District would be approximately \$6,000.

CalPERS 2019 & 2020 Health Premiums - San Bernardino County								
HMO	2019			2020			% Change (+/-)	Employees Enrolled
	Single	2-Party	Family	Single	2-Party	Family		
Anthem HMO Select	\$ 627	\$ 1,254	\$ 1,630	\$ 620	\$ 1,240	\$ 1,612	-1.14%	1
Anthem HMO Traditional	\$ 878	\$ 1,757	\$ 2,284	\$ 903	\$ 1,805	\$ 2,347	2.75%	
Blue Shield Access+	\$ 670	\$ 1,340	\$ 1,741	\$ 813	\$ 1,626	\$ 2,114	21.41%	1
Health Net SmartCare	\$ 584	\$ 1,169	\$ 1,519	\$ 648	\$ 1,297	\$ 1,686	10.98%	
Kaiser CA	\$ 619	\$ 1,237	\$ 1,608	\$ 664	\$ 1,329	\$ 1,727	7.40%	5
UnitedHealthCare	\$ 670	\$ 1,339	\$ 1,741	\$ 668	\$ 1,337	\$ 1,738	-0.19%	3
PPO								
PERS Choice	\$ 655	\$ 1,309	\$ 1,702	\$ 710	\$ 1,421	\$ 1,847	8.52%	1
PERS Select	\$ 421	\$ 842	\$ 1,094	\$ 436	\$ 871	\$ 1,133	3.56%	4
PERS Care	\$ 844	\$ 1,688	\$ 2,194	\$ 931	\$ 1,862	\$ 2,421	10.35%	
RSWD Contribution to Health Insurance (\$/month)	\$ 558	\$ 1,116	\$ 1,450	\$ 558	\$ 1,116	\$ 1,450	0.0%	
% Paid by RSWD of Lowest Cost HMO Plan Premium	96%	96%	95%	90%	90%	90%	0.0%	
Out of Pocket for Lowest Cost HMO Plan Premium	\$ 26	\$ 53	\$ 69	\$ 62	\$ 124	\$ 162		

If based on half of what the CalPERS HMO premium increase is for the lowest cost CalPERS HMO premium and not decreasing but holding flat no additional cost to District.

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: January 15, 2020
TO: Board of Directors
FROM: Ryan Gross, General Manager
SUBJECT: Quarterly Budget/Financial Summary

BACKGROUND INFORMATION

Attachment 1 lists the Running Springs Water District designated reserve fund balances as of December 31, 2019. Attachment 2 compares the current year to prior year summary statement of net position, changes in net position and liquidity ratios. Attachment 3 contains the budget report and account summary through the second quarter of fiscal year 2019/2020.

ATTACHMENTS

Attachment 1 – Designated reserve fund balances as of December 31, 2019.
Attachment 2 – Net Position and Liquidity Ratio Summary
Attachment 3 – Quarterly Budget Report and Account Summary

Fund Balances as of December 31, 2019	
Fire & Ambulance Department	
Fire Department Operating Reserve	1,179,209
Ambulance Department Operating Reserve	396,769
Subtotal Fire & Ambulance Department Operating Reserve Funds	1,575,978
Recommended Operating Reserve Fund Target (6 Months Operating Expenses)	1,341,442
Fire & Ambulance Department Operating Reserve Surplus / (Shortfall)	234,536
Wastewater Division	
Wastewater Capital Improvement Project Reserve	568,583
Wastewater System Connection & Capacity Charges	245,135
CWSRF Loan Agreement 14-813 Debt Reserve (Restricted for SLS 1-3 Debt Service)	171,537
Wastewater Operating Reserve Fund	543,322
Recommended Operating Reserve Fund Target (4 Months Operating Expenses)	543,322
Wastewater Operating Reserve Surplus / (Shortfall)	-
Water Division	
Water Capital Improvement Project Reserve	924,471
Water System Connection & Capacity Charges	53,184
Water Infrastructure R&R Reserve (MFC & AMR SRF Debt Reserve)	89,334
Water Operating Reserve	534,926
Recommended Operating Reserve Fund Target (4 Months Operating Expenses)	534,926
Water Operating Reserve Surplus / (Shortfall)	-
Assessment Districts Restricted Funds	
Water Assessment District No. 9 Construction Funds	17,353
Water Assessment District No. 10 Construction Funds	26,421
Water Assessment District No. 10 O&M	93,525
Water Assessment District No. 10 Bond Reserve Fund	115,667
Subtotal Assessment Districts	252,966
Total District Designated & Operating Reserve Funds	4,706,470
Assessment District Funds	252,966
Combined Pooled Cash	4,959,436
Checking Account (General)	593,076
LAIF	4,235,092
York Insurance Deposit	14,601
BNY Mellon (AD #10 Bond Reserve)	115,667
Petty Cash	1,000
Combined Pooled Cash	4,959,436
	-

ATTACHMENT 3

Budget Report

Account Summary

Running Springs Water District

For Fiscal: 2019-2020 Period Ending: 12/31/2019

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 100 - Administration Operating Fund						
Revenue						
100-74000-00	Interest Income	0.00	0.00	24.60	83.74	83.74 0.00 %
100-77000-00	Rental & Leasing Of Property	0.00	0.00	947.00	6,868.00	6,868.00 0.00 %
100-78000-00	Miscellaneous Income-Non Op	0.00	0.00	0.00	2,754.92	2,754.92 0.00 %
	Revenue Total:	0.00	0.00	971.60	9,706.66	9,706.66 0.00 %
Expense						
100-50100-00	Salaries and Wages	504,404.00	504,404.00	32,732.26	236,367.14	268,036.86 46.86 %
100-50110-00	Salaries and Wages - Overtime	1,000.00	1,000.00	0.00	297.67	702.33 29.77 %
100-50120-00	Medicare Tax	7,328.36	7,328.36	477.12	3,569.53	3,758.83 48.71 %
100-50130-00	Worker's Compensation Insurance	5,000.00	5,000.00	0.00	4,504.92	495.08 90.10 %
100-50140-00	Employee Benefits-Group Insurance	66,313.42	66,313.42	3,937.00	32,598.96	33,714.46 49.16 %
100-50150-00	Employee Benefits-Retirement	179,299.20	179,299.20	13,349.87	88,954.86	90,344.34 49.61 %
100-53050-00	Deposits Over and Short	0.00	0.00	0.00	-101.76	101.76 0.00 %
100-53120-00	Director's Compensation Fees	8,700.00	8,700.00	100.00	3,400.00	5,300.00 39.08 %
100-53200-00	Education & Seminars	3,000.00	3,000.00	150.00	161.89	2,838.11 5.40 %
100-55100-00	Janitorial services	0.00	0.00	485.00	2,425.00	-2,425.00 0.00 %
100-56100-00	Memberships & Subscriptions	12,275.00	12,275.00	300.00	9,029.83	3,245.17 73.56 %
100-57100-00	Permits & Fees	10,310.00	10,310.00	2.00	10,532.90	-222.90 102.16 %
100-57120-00	Postage	0.00	0.00	0.00	3,000.00	-3,000.00 0.00 %
100-57140-00	Professional Services	182,900.00	182,900.00	29,004.85	100,298.15	82,601.85 54.84 %
100-57310-00	Repairs and maintenance	12,070.00	12,070.00	135.29	2,635.55	9,434.45 21.84 %
100-57440-00	Supplies & Materials	57,700.00	57,700.00	4,634.48	27,893.74	29,806.26 48.34 %
100-58100-00	Telephone	0.00	0.00	296.27	1,961.94	-1,961.94 0.00 %
100-58250-00	Utilities - Heat & Lights	13,000.00	13,000.00	592.30	3,622.89	9,377.11 27.87 %
100-86000-00	Administrative Expense Reimburse...	-1,078,300.00	-1,078,300.00	-89,085.27	-534,511.62	-543,788.38 49.57 %
	Expense Total:	-15,000.02	-15,000.02	-2,888.83	-3,358.41	-11,641.61 22.39 %
	Fund: 100 - Administration Operating Fund Surplus (Deficit):	15,000.02	15,000.02	3,860.43	13,065.07	-1,934.95 87.10 %
Fund: 200 - Water Operating Fund						
Revenue						
200-40100-00	Service Charges - Residential	1,202,120.40	1,202,120.40	100,450.32	601,661.08	-600,459.32 50.05 %
200-40200-00	Service Charges - Commercial	57,593.88	57,593.88	3,978.50	23,212.80	-34,381.08 40.30 %
200-40300-00	Service Charges - Landscape Irrigation	1,768.68	1,768.68	68.38	478.66	-1,290.02 27.06 %
200-40500-00	Service Charges - Fire Hydrant Base C...	10,713.60	10,713.60	1,545.78	6,233.02	-4,480.58 58.18 %
200-40700-00	Credit Card Fee Revenue	0.00	0.00	175.50	1,088.75	1,088.75 0.00 %
200-41100-00	Water Usage / metered charges - Res...	813,781.58	813,781.58	48,492.68	392,525.25	-421,256.33 48.23 %
200-41200-00	Water Usage / metered charges - Co...	0.00	0.00	3,083.76	42,691.29	42,691.29 0.00 %
200-41400-00	Water Usage / metered charges - Out...	0.00	0.00	516.71	3,595.62	3,595.62 0.00 %
200-41500-00	Water Usage / metered charges - Fire...	0.00	0.00	1,798.95	3,544.88	3,544.88 0.00 %
200-41600-00	Water Usage - Landscape	0.00	0.00	283.28	3,442.19	3,442.19 0.00 %
200-43000-00	Meter Turn-on & Shut-Off Charge	17,000.00	17,000.00	2,800.00	16,627.50	-372.50 97.81 %
200-44000-00	Delinquent Fees	20,000.00	20,000.00	2,757.92	16,018.62	-3,981.38 80.09 %
200-45000-00	Inventory Sales - Water	0.00	0.00	0.00	270.21	270.21 0.00 %
200-49000-00	Other service fees	0.00	0.00	190.00	1,166.38	1,166.38 0.00 %
200-71000-00	Availability Charges	42,000.00	42,000.00	0.00	37,699.65	-4,300.35 89.76 %
200-71200-00	Availability Charge - Penalties & cost ...	0.00	0.00	31.72	31.72	31.72 0.00 %
200-72000-00	Connection Fee	16,146.00	16,146.00	0.00	5,332.85	-10,813.15 33.03 %
200-74000-00	Interest Income	18,000.00	18,000.00	0.00	8,117.72	-9,882.28 45.10 %
200-78000-00	Miscellaneous Income-Non Op	25,000.00	25,000.00	0.30	119.22	-24,880.78 0.48 %
	Revenue Total:	2,224,124.14	2,224,124.14	166,173.80	1,163,857.41	-1,060,266.73 52.33 %

Budget Report

For Fiscal: 2019-2020 Period Ending: 12/31/2019

Expense	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
200-50100-00 Salaries and Wages	391,250.00	391,250.00	26,820.80	192,217.10	199,032.90	49.13 %
200-50110-00 Salaries and Wages - Overtime	43,986.75	43,986.75	3,491.40	19,434.98	24,551.77	44.18 %
200-50120-00 Medicare Tax	6,310.94	6,310.94	431.41	4,033.72	2,277.22	63.92 %
200-50130-00 Worker's Compensation Insurance	23,908.00	23,908.00	0.00	18,751.32	5,156.68	78.43 %
200-50140-00 Employee Benefits-Group Insurance	57,536.99	57,536.99	4,091.13	20,916.53	36,620.46	36.35 %
200-50150-00 Employee Benefits-Retirement	177,963.33	177,963.33	24,003.41	90,938.41	87,024.92	51.10 %
200-50160-00 Employee Benefits-Uniform Allowance	1,480.00	1,480.00	241.42	1,299.16	180.84	87.78 %
200-53200-00 Education & Seminars	3,000.00	3,000.00	0.00	367.53	2,632.47	12.25 %
200-54100-00 Gas, Fuel & Oil	9,820.00	9,820.00	21.54	3,285.88	6,534.12	33.46 %
200-54300-00 Insurance - liability	27,855.69	27,855.69	0.00	25,336.73	2,518.96	90.96 %
200-56100-00 Memberships & Subscriptions	2,350.00	2,350.00	321.00	1,131.33	1,218.67	48.14 %
200-56150-00 Miscellaneous Supplies, Tools & Expe...	4,548.00	4,548.00	95.56	678.42	3,869.58	14.92 %
200-57100-00 Permits & Fees	22,535.00	22,535.00	14,572.75	24,136.46	-1,601.46	107.11 %
200-57140-00 Professional Services - Acct, Legal, En...	0.00	0.00	0.00	95.00	-95.00	0.00 %
200-57313-00 Repairs and Maintenance - Main Offi...	0.00	0.00	100.00	100.00	-100.00	0.00 %
200-57314-00 Repairs and maintenance - Source of ...	21,341.50	21,341.50	182.42	7,124.59	14,216.91	33.38 %
200-57440-00 Office Supplies & Materials	0.00	0.00	0.00	766.18	-766.18	0.00 %
200-58250-00 Utilities - Heat & Lights	450.00	450.00	62.39	437.45	12.55	97.21 %
200-58253-00 Utilities - Power for Pumping	72,000.00	72,000.00	5,112.10	37,895.74	34,104.26	52.63 %
200-58300-00 Vehicle Maintenance	6,600.00	6,600.00	469.35	6,874.35	-274.35	104.16 %
200-59100-00 Water Purchases	218,750.00	218,750.00	9,215.51	63,918.41	154,831.59	29.22 %
200-59200-00 Water Testing & Analysis	27,858.00	27,858.00	1,333.00	8,148.68	19,709.32	29.25 %
200-60000-00 Depreciation	283,250.00	283,250.00	23,612.20	141,673.24	141,576.76	50.02 %
200-81000-00 Tax fee	0.00	0.00	31.20	31.20	-31.20	0.00 %
200-84000-00 Interest Expense	0.00	15,121.95	6,559.40	13,189.61	1,932.34	87.22 %
200-86000-00 Administrative Expense	485,235.00	485,235.00	40,088.42	240,530.52	244,704.48	49.57 %
200-90000-00 Interfund Transfer	0.00	0.00	0.00	-49.74	49.74	0.00 %
Expense Total:	1,888,029.20	1,903,151.15	160,856.41	923,262.80	979,888.35	48.51 %
Fund: 200 - Water Operating Fund Surplus (Deficit):	336,094.94	320,972.99	5,317.39	240,594.61	-80,378.38	74.96 %
Fund: 210 - Water Capital Improvement Fund						
Revenue						
210-77000-00 Rental & Leasing Of Property	11,204.00	11,204.00	0.00	0.00	-11,204.00	0.00 %
Revenue Total:	11,204.00	11,204.00	0.00	0.00	-11,204.00	0.00 %
Fund: 210 - Water Capital Improvement Fund Total:	11,204.00	11,204.00	0.00	0.00	-11,204.00	0.00 %
Fund: 220 - Water Capacity Charge Fund - Restricted						
Revenue						
220-72100-00 Fac. Capacity Chg.	0.00	0.00	0.00	34,836.00	34,836.00	0.00 %
Revenue Total:	0.00	0.00	0.00	34,836.00	34,836.00	0.00 %
Fund: 220 - Water Capacity Charge Fund - Restricted Total:	0.00	0.00	0.00	34,836.00	34,836.00	0.00 %
Fund: 230 - Water Restricted for Debt Service						
Expense						
230-84000-00 Interest Expense	15,121.95	0.00	0.00	0.00	0.00	0.00 %
230-90000-00 Interfund Transfer	0.00	0.00	0.00	49.74	-49.74	0.00 %
Expense Total:	15,121.95	0.00	0.00	49.74	-49.74	0.00 %
Fund: 230 - Water Restricted for Debt Service Total:	15,121.95	0.00	0.00	49.74	-49.74	0.00 %
Fund: 300 - Sewer Collection						
Revenue						
300-40100-00 Service Charges - Residential	1,059,894.00	1,059,894.00	81,102.34	484,794.77	-575,099.23	45.74 %
300-40200-00 Service Charges - Commercial	0.00	0.00	5,799.33	34,887.85	34,887.85	0.00 %
300-41200-00 Sewer Usage / metered charges - Co...	0.00	0.00	0.00	6.00	6.00	0.00 %
300-44000-00 Delinquent Fees	7,224.00	7,224.00	2,159.81	12,453.66	5,229.66	172.39 %
300-49000-00 Other service fees	0.00	0.00	250.00	1,814.00	1,814.00	0.00 %
300-70500-00 In lieu of taxes	0.00	0.00	60.00	2,513.00	2,513.00	0.00 %
300-71000-00 Availability Charges	8,033.46	8,033.46	0.00	7,781.08	-252.38	96.86 %
300-71200-00 Availability Charge - Penalties & cost ...	0.00	0.00	11.71	937.24	937.24	0.00 %

Budget Report

For Fiscal: 2019-2020 Period Ending: 12/31/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
300-73000-00	Sewer Hot Taps & Septic Waste Dump..	861.79	861.79	0.00	0.00	-861.79	0.00 %
300-74000-00	Interest Income	10,443.50	10,443.50	0.00	4,702.01	-5,741.49	45.02 %
300-78000-00	Miscellaneous Income-Non Op	0.00	0.00	0.00	77.78	77.78	0.00 %
	Revenue Total:	1,086,456.75	1,086,456.75	89,383.19	549,967.39	-536,489.36	50.62 %
Expense							
300-50100-00	Salaries and Wages	237,042.00	237,042.00	20,501.16	132,398.95	104,643.05	55.85 %
300-50110-00	Salaries and Wages - Overtime	17,427.40	17,427.40	1,193.95	9,199.11	8,228.29	52.79 %
300-50120-00	Medicare Tax	3,689.80	3,689.80	312.09	2,092.69	1,597.11	56.72 %
300-50130-00	Worker's Compensation Insurance	20,476.21	20,476.21	0.00	14,276.76	6,199.45	69.72 %
300-50140-00	Employee Benefits-Group Insurance	22,198.94	22,198.94	1,511.66	9,799.29	12,399.65	44.14 %
300-50150-00	Employee Benefits-Retirement	98,701.72	98,701.72	8,499.28	52,475.60	46,226.12	53.17 %
300-50160-00	Employee Benefits-Uniform Allowance	1,480.00	1,480.00	20.00	1,223.60	256.40	82.68 %
300-53200-00	Education & Seminars	2,000.00	2,000.00	0.00	321.31	1,678.69	16.07 %
300-54100-00	Gas, Fuel & Oil	6,514.50	6,514.50	978.95	3,025.23	3,489.27	46.44 %
300-54300-00	Insurance - liability	17,044.92	17,044.92	0.00	19,179.86	-2,134.94	112.53 %
300-56100-00	Memberships & Subscriptions	5,078.00	5,078.00	455.00	2,136.33	2,941.67	42.07 %
300-56300-00	Office Supplies	1,000.00	1,000.00	0.00	358.10	641.90	35.81 %
300-57100-00	Permits & Fees	11,806.00	11,806.00	1,101.00	4,811.29	6,994.71	40.75 %
300-57140-00	Professional Services - Collection	0.00	0.00	25.00	593.75	-593.75	0.00 %
300-57310-00	Repairs and maintenance - Collection	28,670.00	28,670.00	549.86	67,009.44	-38,339.44	233.73 %
300-57311-00	Repairs and maintenance - Lift Station	31,128.00	31,128.00	355.55	5,294.22	25,833.78	17.01 %
300-57440-00	Supplies & Materials	5,993.20	5,993.20	662.18	1,013.39	4,979.81	16.91 %
300-58252-00	Utilities - Lift Station	32,928.00	32,928.00	2,713.36	13,686.59	19,241.41	41.57 %
300-58300-00	Vehicle Maintenance - Collections	6,550.00	6,550.00	114.00	1,484.75	5,065.25	22.67 %
300-60000-00	Depreciation	224,950.00	224,950.00	16,300.14	99,618.72	125,331.28	44.28 %
300-81000-00	Tax fee	0.00	0.00	20.80	20.80	-20.80	0.00 %
300-84000-00	Interest Expense	49,294.42	49,294.42	0.00	49,294.42	0.00	100.00 %
300-86000-00	Administrative Expense	140,179.00	140,179.00	11,581.09	69,486.54	70,692.46	49.57 %
	Expense Total:	964,152.11	964,152.11	66,895.07	558,800.74	405,351.37	57.96 %
	Fund: 300 - Sewer Collection Surplus (Deficit):	122,304.64	122,304.64	22,488.12	-8,833.35	-131,137.99	-7.22 %
Fund: 320 - Sewer Capacity Charge Fund - Restricted							
Revenue							
320-72100-00	Fac. Capacity Chg.	6,470.00	6,470.00	0.00	51,152.00	44,682.00	790.60 %
	Revenue Total:	6,470.00	6,470.00	0.00	51,152.00	44,682.00	790.60 %
	Fund: 320 - Sewer Capacity Charge Fund - Restricted Total:	6,470.00	6,470.00	0.00	51,152.00	44,682.00	790.60 %
Fund: 350 - Sewer Treatment							
Revenue							
350-40100-00	Service Charges - Residential (TR)	793,738.80	793,738.80	66,144.90	396,869.40	-396,869.40	50.00 %
350-41100-00	Sewer Usage - Residential (TR)	139,659.80	139,659.80	8,674.56	67,701.22	-71,958.58	48.48 %
350-41200-00	Sewer Usage - Commercial (TR)	0.00	0.00	732.60	5,296.59	5,296.59	0.00 %
350-42100-00	O&M Payments-Arrowbear CWD	165,455.14	165,455.14	14,870.00	89,220.00	-76,235.14	53.92 %
350-42200-00	O&M Payments-CSA 79	200,628.65	200,628.65	18,429.00	110,574.00	-90,054.65	55.11 %
350-44000-00	Delinquent Fees	5,383.19	5,383.19	448.60	2,691.60	-2,691.59	50.00 %
350-71000-00	Availability Charges	5,986.54	5,986.54	0.00	5,798.47	-188.07	96.86 %
350-72100-00	Fac. Capacity Chg.	4,822.00	4,822.00	0.00	0.00	-4,822.00	0.00 %
350-73000-00	Sewer Hot Taps & Septic Waste Dump..	642.21	642.21	0.00	0.00	-642.21	0.00 %
350-74000-00	Interest Income	7,782.50	7,782.50	0.00	3,660.68	-4,121.82	47.04 %
350-75100-00	Capital Payments - Arrowbear CWD	64,856.00	64,856.00	5,540.00	33,240.00	-31,616.00	51.25 %
350-75200-00	Capital Payments-CSA 79	79,964.50	79,964.50	7,345.00	44,070.00	-35,894.50	55.11 %
	Revenue Total:	1,468,919.33	1,468,919.33	122,184.66	759,121.96	-709,797.37	51.68 %
Expense							
350-50100-00	Salaries and Wages	263,186.00	263,186.00	18,953.40	117,565.32	145,620.68	44.67 %
350-50100-02	Salaries and Wages - SLS #2	2,000.00	2,000.00	0.00	29.30	1,970.70	1.47 %
350-50110-00	Salaries and Wages - Overtime	18,394.00	18,394.00	2,320.93	7,692.16	10,701.84	41.82 %
350-50120-00	Medicare Tax	4,082.91	4,082.91	302.80	1,838.76	2,244.15	45.04 %
350-50130-00	Worker's Compensation Insurance	19,164.57	19,164.57	0.00	14,323.16	4,841.41	74.74 %

Budget Report

For Fiscal: 2019-2020 Period Ending: 12/31/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
350-50140-00	Employee Benefits-Group Insurance	40,484.91	40,484.91	1,795.43	11,208.85	29,276.06	27.69 %
350-50150-00	Employee Benefits-Retirement	109,103.20	109,103.20	8,563.65	51,340.79	57,762.41	47.06 %
350-50160-00	Employee Benefits-Uniform Allowance	1,110.00	1,110.00	60.15	696.96	413.04	62.79 %
350-53200-00	Education & Seminars	2,500.00	2,500.00	79.00	465.04	2,034.96	18.60 %
350-53300-00	Effluent Disposal	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00 %
350-54100-00	Gas, Fuel & Oil	7,150.00	7,150.00	2,603.95	3,842.68	3,307.32	53.74 %
350-54300-00	Insurance - liability	14,265.93	14,265.93	0.00	20,235.80	-5,969.87	141.85 %
350-56100-00	Memberships & Subscriptions	2,835.00	2,835.00	80.00	1,758.33	1,076.67	62.02 %
350-57100-00	Permits & Fees	27,403.00	27,403.00	0.00	26,651.47	751.53	97.26 %
350-57100-02	Permits & Fees (SLS #2)	1,710.00	1,710.00	0.00	0.00	1,710.00	0.00 %
350-57140-00	Professional Services - Treatment	0.00	0.00	25.00	2,123.47	-2,123.47	0.00 %
350-57310-00	Repairs & Maintenance - Sewer Inter...	8,125.00	8,125.00	0.00	0.00	8,125.00	0.00 %
350-57310-02	Repairs and Maintenance (SLS #2)	5,700.00	5,700.00	0.00	0.00	5,700.00	0.00 %
350-57314-00	Repairs & Maintenance - Treatment P...	67,000.00	67,000.00	1,294.15	31,029.00	35,971.00	46.31 %
350-57430-00	Solids Handling	57,040.12	57,040.12	3,120.00	28,071.05	28,969.07	49.21 %
350-57440-00	Miscellaneous Supplies & Materials	7,443.20	7,443.20	146.51	3,742.13	3,701.07	50.28 %
350-57444-00	Supplies - Office	6,500.00	6,500.00	59.11	650.48	5,849.52	10.01 %
350-58251-00	Utilities - Joint Use Facilities	93,228.00	93,228.00	8,856.00	56,793.63	36,434.37	60.92 %
350-58251-02	Utilities - SLS#2	6,120.00	6,120.00	638.62	3,392.43	2,727.57	55.43 %
350-58300-00	Vehicle Maintenance - Treatment	6,350.00	6,350.00	458.56	3,926.70	2,423.30	61.84 %
350-59200-00	Wastewater Testing & Analysis	14,200.00	14,200.00	1,023.06	4,840.35	9,359.65	34.09 %
350-60000-00	Depreciation	324,830.00	324,830.00	24,339.75	146,098.81	178,731.19	44.98 %
350-86000-00	Administrative Expense	150,962.00	150,962.00	12,471.92	74,831.52	76,130.48	49.57 %
	Expense Total:	1,264,887.84	1,264,887.84	87,191.99	613,148.19	651,739.65	48.47 %
	Fund: 350 - Sewer Treatment Surplus (Deficit):	204,031.49	204,031.49	34,992.67	145,973.77	-58,057.72	71.54 %

Fund: 400 - Ambulance Operating Fund

Revenue

400-40000-00	Service Charges	1,125,000.00	1,125,000.00	66,975.30	496,364.34	-628,635.66	44.12 %
400-40050-00	Ambulance Contractural Allowance	-550,000.00	-550,000.00	-49,314.86	-230,203.87	319,796.13	41.86 %
400-44000-00	Ambulance Late Fees	4,000.00	4,000.00	570.00	1,654.72	-2,345.28	41.37 %
400-49500-00	Other service fees - Fire Payroll Reim...	60,000.00	60,000.00	0.00	0.00	-60,000.00	0.00 %
400-74000-00	Interest Income	5,000.00	5,000.00	0.00	2,871.63	-2,128.37	57.43 %
400-76000-00	Medi-Cal GEMT Support Reimbursemen...	170,000.00	170,000.00	0.00	0.00	-170,000.00	0.00 %
400-76010-00	Medi-Cal IGT Program	77,614.00	77,614.00	0.00	0.00	-77,614.00	0.00 %
	Revenue Total:	891,614.00	891,614.00	18,230.44	270,686.82	-620,927.18	30.36 %

Expense

400-50100-00	Salaries and Wages	425,603.15	425,603.15	17,910.08	128,973.78	296,629.37	30.30 %
400-50110-00	Salaries and Wages - Overtime	22,513.40	22,513.40	6,693.50	62,020.42	-39,507.02	275.48 %
400-50120-00	Medicare Tax	6,497.68	6,497.68	364.10	2,825.16	3,672.52	43.48 %
400-54100-00	Gas, Fuel & Oil	10,245.00	10,245.00	0.00	2,900.15	7,344.85	28.31 %
400-54300-00	Insurance - liability	11,056.81	11,056.81	0.00	12,576.71	-1,519.90	113.75 %
400-56100-00	Memberships & Subscriptions	12,800.00	12,800.00	0.00	8,064.44	4,735.56	63.00 %
400-57140-00	Professional Services - Ambulance	0.00	0.00	0.00	2,962.67	-2,962.67	0.00 %
400-57310-00	Repairs and maintenance - Spec. Pur...	3,700.00	3,700.00	250.00	3,876.20	-176.20	104.76 %
400-57441-00	Supplies & Materials - Medical	25,800.00	25,800.00	3,647.62	11,466.30	14,333.70	44.44 %
400-57442-00	Supplies & Materials - Misc	6,000.00	6,000.00	0.00	889.68	5,110.32	14.83 %
400-57443-00	Supplies & Materials - Station	1,700.00	1,700.00	0.00	13.99	1,686.01	0.82 %
400-58100-00	Communications	2,320.00	2,320.00	272.01	1,622.54	697.46	69.94 %
400-58200-00	Uncollectible Accounts	0.00	0.00	0.00	2,558.75	-2,558.75	0.00 %
400-58300-00	Vehicle Maintenance	17,000.00	17,000.00	0.00	4,455.09	12,544.91	26.21 %
400-60000-00	Depreciation	17,710.00	17,710.00	1,256.32	7,537.95	10,172.05	42.56 %
400-86000-00	Administrative Expense	107,830.00	107,830.00	8,908.50	53,451.00	54,379.00	49.57 %
	Expense Total:	670,776.04	670,776.04	39,302.13	306,194.83	364,581.21	45.65 %
	Fund: 400 - Ambulance Operating Fund Surplus (Deficit):	220,837.96	220,837.96	-21,071.69	-35,508.01	-256,345.97	-16.08 %

Fund: 500 - Fire Operating Fund

Revenue

500-46000-00	Hazard Abatement Program	17,000.00	17,000.00	850.00	15,174.00	-1,826.00	89.26 %
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Budget Report

For Fiscal: 2019-2020 Period Ending: 12/31/2019

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
500-47000-00	Community Contribution	0.00	0.00	0.00	2,000.00	0.00 %
500-49000-00	Other service fees	5,000.00	5,000.00	157.00	2,393.00	47.86 %
500-49500-00	Other service fees - Fire Payroll Reim...	240,000.00	240,000.00	0.00	0.00	0.00 %
500-70000-00	Property Taxes	1,736,680.00	1,736,680.00	675,935.57	920,173.18	52.98 %
500-70100-00	Property Taxes - PY Taxes and Assess...	0.00	0.00	1,143.85	11,828.61	0.00 %
500-70200-00	Property Tax - Penalties & cost on del...	0.00	0.00	11.63	2,704.84	0.00 %
500-70300-00	Property Tax - Homeowners Property...	0.00	0.00	2,314.91	2,314.91	0.00 %
500-71000-00	Availability Charges	205,000.00	205,000.00	0.00	200,622.50	97.86 %
500-74000-00	Interest Income	28,000.00	28,000.00	0.00	6,233.13	22.26 %
500-76000-00	Grants	0.00	0.00	0.00	606.10	0.00 %
500-78000-00	Miscellaneous Income-Non Op	0.00	0.00	0.00	160.00	0.00 %
	Revenue Total:	2,231,680.00	2,231,680.00	680,412.96	1,164,210.27	52.17 %
Expense						
500-50100-00	Salaries and Wages	790,405.85	790,405.85	62,103.84	461,252.28	58.36 %
500-50110-00	Salaries and Wages - Overtime	41,808.65	41,808.65	13,073.94	127,611.83	305.23 %
500-50120-00	Medicare Tax	12,067.15	12,067.15	1,059.36	8,341.22	69.12 %
500-50130-00	Worker's Compensation Insurance	65,390.44	65,390.44	112.00	66,901.11	102.31 %
500-50140-00	Employee Benefits-Group Insurance	94,066.00	94,066.00	6,512.54	46,115.71	49.02 %
500-50150-00	Employee Benefits-Retirement	598,220.91	598,220.91	52,713.34	306,322.58	51.21 %
500-50160-00	Employee Benefits-Uniform Allowance	6,000.00	6,000.00	0.00	3,865.66	64.43 %
500-50170-00	Unemployment Benefit Expenses	0.00	0.00	0.00	655.95	0.00 %
500-53200-00	Education & Seminars	13,500.00	13,500.00	2,655.00	3,280.00	24.30 %
500-54100-00	Gas, Fuel & Oil	13,780.00	13,780.00	150.00	4,371.77	31.73 %
500-54200-00	Hazard Abatement Expense	10,000.00	10,000.00	2,786.00	4,587.00	45.87 %
500-54300-00	Insurance - liability	15,791.00	15,791.00	500.00	20,665.42	130.87 %
500-56100-00	Memberships & Subscriptions	5,825.00	5,825.00	355.00	3,392.85	58.25 %
500-56300-00	Office Expense	8,000.00	8,000.00	1,020.31	6,801.66	85.02 %
500-57100-00	Permits & Fees	4,500.00	4,500.00	0.00	701.71	15.59 %
500-57140-00	Professional Services - Fire	0.00	0.00	50.00	200.00	0.00 %
500-57143-00	Professional Services - Dispatching Se...	57,000.00	57,000.00	0.00	21,457.98	37.65 %
500-57310-00	Repairs and Maintenance - Structures...	9,500.00	9,500.00	823.77	4,295.42	45.21 %
500-57400-00	Safety Equipment & Clothing	30,200.00	30,200.00	841.96	11,003.95	36.44 %
500-58250-00	Utilities - Heat & Lights	22,669.00	22,669.00	2,198.08	11,933.54	52.64 %
500-58300-00	Vehicle Maintenance	37,000.00	37,000.00	1,295.71	13,847.47	37.43 %
500-81000-00	Tax fee	0.00	0.00	1,722.08	2,336.73	0.00 %
500-85000-00	Capital Expenditures	168,341.00	168,341.00	16,012.21	156,257.58	92.82 %
500-86000-00	Administrative Expense	194,094.00	194,094.00	16,035.34	96,212.04	49.57 %
	Expense Total:	2,198,159.00	2,198,159.00	182,020.48	1,382,411.46	62.89 %
	Fund: 500 - Fire Operating Fund Surplus (Deficit):	33,521.00	33,521.00	498,392.48	-218,201.19	-650.94 %
Fund: 590 - Fire - GW (Govenment Wide)						
Expense						
590-50100-00	Salaries and Wages	0.00	0.00	0.00	-26,693.91	0.00 %
590-60000-00	Depreciation	93,610.00	93,610.00	6,413.17	44,363.92	47.39 %
590-85000-00	Capital Expenditures	-168,341.00	-168,341.00	0.00	-140,245.37	83.31 %
	Expense Total:	-74,731.00	-74,731.00	6,413.17	-122,575.36	164.02 %
	Fund: 590 - Fire - GW (Govenment Wide) Total:	-74,731.00	-74,731.00	6,413.17	-122,575.36	164.02 %
	Report Surplus (Deficit):	1,009,073.10	1,009,073.10	537,566.23	-663,468.58	34.25 %

Group Summary

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 100 - Administration Operating Fund						
Revenue	0.00	0.00	971.60	9,706.66	9,706.66	0.00 %
Expense	-15,000.02	-15,000.02	-2,888.83	-3,358.41	-11,641.61	22.39 %
Fund: 100 - Administration Operating Fund Surplus (Deficit):	15,000.02	15,000.02	3,860.43	13,065.07	-1,934.95	87.10 %
Fund: 200 - Water Operating Fund						
Revenue	2,224,124.14	2,224,124.14	166,173.80	1,163,857.41	-1,060,266.73	52.33 %
Expense	1,888,029.20	1,903,151.15	160,856.41	923,262.80	979,888.35	48.51 %
Fund: 200 - Water Operating Fund Surplus (Deficit):	336,094.94	320,972.99	5,317.39	240,594.61	-80,378.38	74.96 %
Fund: 210 - Water Capital Improvement Fund						
Revenue	11,204.00	11,204.00	0.00	0.00	-11,204.00	0.00 %
Fund: 210 - Water Capital Improvement Fund Total:	11,204.00	11,204.00	0.00	0.00	-11,204.00	0.00 %
Fund: 220 - Water Capacity Charge Fund - Restricted						
Revenue	0.00	0.00	0.00	34,836.00	34,836.00	0.00 %
Fund: 220 - Water Capacity Charge Fund - Restricted Total:	0.00	0.00	0.00	34,836.00	34,836.00	0.00 %
Fund: 230 - Water Restricted for Debt Service						
Expense	15,121.95	0.00	0.00	49.74	-49.74	0.00 %
Fund: 230 - Water Restricted for Debt Service Total:	15,121.95	0.00	0.00	49.74	-49.74	0.00 %
Fund: 300 - Sewer Collection						
Revenue	1,086,456.75	1,086,456.75	89,383.19	549,967.39	-536,489.36	50.62 %
Expense	964,152.11	964,152.11	66,895.07	558,800.74	405,351.37	57.96 %
Fund: 300 - Sewer Collection Surplus (Deficit):	122,304.64	122,304.64	22,488.12	-8,833.35	-131,137.99	-7.22 %
Fund: 320 - Sewer Capacity Charge Fund - Restricted						
Revenue	6,470.00	6,470.00	0.00	51,152.00	44,682.00	790.60 %
Fund: 320 - Sewer Capacity Charge Fund - Restricted Total:	6,470.00	6,470.00	0.00	51,152.00	44,682.00	790.60 %
Fund: 350 - Sewer Treatment						
Revenue	1,468,919.33	1,468,919.33	122,184.66	759,121.96	-709,797.37	51.68 %
Expense	1,264,887.84	1,264,887.84	87,191.99	613,148.19	651,739.65	48.47 %
Fund: 350 - Sewer Treatment Surplus (Deficit):	204,031.49	204,031.49	34,992.67	145,973.77	-58,057.72	71.54 %
Fund: 400 - Ambulance Operating Fund						
Revenue	891,614.00	891,614.00	18,230.44	270,686.82	-620,927.18	30.36 %
Expense	670,776.04	670,776.04	39,302.13	306,194.83	364,581.21	45.65 %
Fund: 400 - Ambulance Operating Fund Surplus (Deficit):	220,837.96	220,837.96	-21,071.69	-35,508.01	-256,345.97	-16.08 %
Fund: 500 - Fire Operating Fund						
Revenue	2,231,680.00	2,231,680.00	680,412.96	1,164,210.27	-1,067,469.73	52.17 %
Expense	2,198,159.00	2,198,159.00	182,020.48	1,382,411.46	815,747.54	62.89 %
Fund: 500 - Fire Operating Fund Surplus (Deficit):	33,521.00	33,521.00	498,392.48	-218,201.19	-251,722.19	-650.94 %
Fund: 590 - Fire - GW (Government Wide)						
Expense	-74,731.00	-74,731.00	6,413.17	-122,575.36	47,844.36	164.02 %
Fund: 590 - Fire - GW (Government Wide) Total:	-74,731.00	-74,731.00	6,413.17	-122,575.36	47,844.36	164.02 %
Report Surplus (Deficit):	1,009,073.10	1,009,073.10	537,566.23	345,604.52	-663,468.58	34.25 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
100 - Administration Operating Fund	15,000.02	15,000.02	3,860.43	13,065.07	-1,934.95
200 - Water Operating Fund	336,094.94	320,972.99	5,317.39	240,594.61	-80,378.38
210 - Water Capital Improvement Fund	11,204.00	11,204.00	0.00	0.00	-11,204.00
220 - Water Capacity Charge Fund -	0.00	0.00	0.00	34,836.00	34,836.00
230 - Water Restricted for Debt Service	-15,121.95	0.00	0.00	-49.74	-49.74
300 - Sewer Collection	122,304.64	122,304.64	22,488.12	-8,833.35	-131,137.99
320 - Sewer Capacity Charge Fund -	6,470.00	6,470.00	0.00	51,152.00	44,682.00
350 - Sewer Treatment	204,031.49	204,031.49	34,992.67	145,973.77	-58,057.72
400 - Ambulance Operating Fund	220,837.96	220,837.96	-21,071.69	-35,508.01	-256,345.97
500 - Fire Operating Fund	33,521.00	33,521.00	498,392.48	-218,201.19	-251,722.19
590 - Fire - GW (Government Wide)	74,731.00	74,731.00	-6,413.17	122,575.36	47,844.36
Report Surplus (Deficit):	1,009,073.10	1,009,073.10	537,566.23	345,604.52	-663,468.58

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: **January 15, 2020**

TO: **Board of Directors**

FROM: **Staff**

SUBJECT: **QUARTERLY OPERATIONS REPORTS**

ADMINISTRATION DIVISION

2nd Quarter October - December 2019

The following are various statistics for the Administration Division, 2nd Qtr. 19-20:

Billing	October	November	December
Rereads	12	7	7
Closings	31	27	33
Delinquent Bills	495	508	520
Door Tags	283	306	282
Locked Meters	26	15	23
Disconnected Meters	4	0	5
Reconnected Meters	4	5	1
Liens Applied	3	3	3
Liens Released	3	5	1

Accounts Receivable	October	November	December
Phone/Online Payment	425	390	519
Credit Card Payments	72	43	57
Leak Letters Mailed	30	17	27
Hydrant Meters	1	1	1
Co-Customer Accounts	26	26	26
Paperless Billing	58	72	96

Accounts Payable	October	November	December
Requisitions Processed	30	22	16
POs Processed	23	18	28
Invoices Processed	193	148	158
New Owner Packets	31	17	25

WATER DIVISION

RSWD Total Water Production (Acre-Feet)											
	2013			2018				2019			
	Precipitation (Inches)	(AF)	(gallons)	Precipitation (Inches)	(AF)	(gallons)	% Reduction from 2013	Precipitation (Inches)	(AF)	(gallons)	% Reduction from 2013
January	3.90	44	14,348,960	8.05	31	9,978,886	30%	14.85	30	9,682,215	33%
February	3.60	34	11,222,900	2.75	26	8,454,420	25%	27.02	25	8,249,389	26%
March	2.40	33	10,897,679	12.20	30	9,788,679	10%	6.00	24	7,918,460	27%
April	0.35	33	10,743,916	0.00	33	10,736,656	0%	0.25	28	9,035,515	16%
May	0.90	45	14,601,449	1.37	34	11,214,444	23%	7.78	29	9,600,057	34%
June	0.00	45	14,610,203	0.00	42	13,771,262	6%	0.06	37	12,102,027	17%
July	0.10	56	18,206,345	0.06	45	14,804,716	19%	0.00	43	13,974,530	23%
August	0.00	56	18,170,122	0.00	53	17,218,608	5%	0.00	45	14,716,302	19%
September	0.00	52	16,831,647	0.00	43	14,171,236	16%	0.00	40	13,145,475	22%
October	2.60	35	11,312,308	1.63	35	11,561,692	-2%	0.00	37	11,997,247	-6%
November	3.40	30	9,723,378	5.00	32	10,467,582	-8%	8.54	31	10,024,402	-3%
December	1.25	35	11,433,417	4.53	28	9,080,857	21%	9.65	32	10,319,540	10%
Total	18.50	497	162,102,324	35.59	433	141,249,038	13%	74.15	401	130,765,159	19%

Water Accounting Report				
Water Production (gallons)	Fiscal Year 2019/20			
District Groundwater Wells	1Q	2Q	3Q	4Q
Ayers Acres	4,756,979	3,189,762		
Sidewinder Canyon	11,626,312	7,905,386		
Luring Canyon	1,253,961	1,145,374		
Weiss Canyon	301,219	1,212,312		
Rimwood	4,131,802	3,292,920		
Owl Rock	1,738,874	1,483,208		
Luring Pines	2,006,420	1,779,259		
Complex	2,521,671	139,165		
Harris	3,206,174	3,079,328		
Total District Groundwater Wells	31,543,412	23,226,714		
PURCHASED SOURCES:				
CLAWA	5,631,060	4,605,300		
APCWD	4,661,835	4,509,175		
TOTAL PURCHASED SOURCES:	10,292,895	9,114,475		
TOTAL PRODUCTION:	41,836,307	32,341,189		
TANKS (Gains/Loss) PRODUCTION:	2,084	240,412		
TOTAL ADJUSTED PRODUCTION:	41,838,391	32,581,601		
<u>WATER CONSUMPTION</u>				
Metered Sales to Customers	39697952	29200870		
Metered Sales Thru Fire Hydrants	188869	114294		
Metered Sales to Smiley Park	254245	223127		
Metered District Consumption	39478	19574		
Known Unmetered Estimated Consumption	225020	1303634		
TOTAL CONSUMPTION:	40,405,564	30,861,499	0	0
TOTAL ADJUSTED PRODUCTION	41,838,391	32,581,601	0	0
UNACCOUNTABLE WATER	1,432,827	1,720,102	0	0
	2019/20 Water Loss:		4.24%	

Water Operations Report				
	Fiscal Year 2019/20			
Water Service Installations	1Q	2Q	3Q	4Q
Potable Water Meter - Residential	0	2		
Fire Service Water Meter - Residential	1	0		
Potable Water Meter - Commercial	1	1		
Fire Service Water Meter - Commercial	2	0		
Water Service Line Replacement	0	0		
Leak Detection (feet)	1100	400		
Leak Repair - Service Lateral	9	4		
Leak Repair - Main	2	2		
Fire Hydrant Maintenance	21	0		
Fire Hydrant Replacement	0	0		
Fire Hydrant Repair	0	0		
Pipe Bollard/Pole Installation/Replacement	0	0		
Water Quality Samples	333	318		
Valve Replacement	0	0		
Valve Can Repair	4	0		
Valves Exercised	8	298		
Curb Stop Replacement	1	10		
Water Meter Change Outs	8	9		
Water Meter Relocations	0	0		
Water Meter Box Repair/Replacements	5	5		
Dead End Line Flushing	0	57		
Road Patches Permanently Paved	1	4		
Service Order & Other Work				
Check for Leaks	47	45		
Door Tags	855	383		
Underground Service Alert (DigAlert) Ticket	178	97		
Turn On/Off Water Meters (Cust. Leak)	41	86		
Physical Meter Readings	8	47		
Check Water Pressure/No Water Calls	3	2		
Water Quality Check/Color, Taste, Odor	2	1		
Install/Remove Fire Hydrant Water Meter	4	1		
Cust./Dist. On/ Off Valve Checks	5	4		
AMR Repair / Replace	N/A	16		
Lock Meter Work Orders	136	140		

Fiscal Year 2019/20 Water Leak Report

Date	Address/Location	Service Leak	Main Related Leak	Pipe Material	Size (inches)	Estimated GPM
7/11/2019	1905 Willow Dr.	X		P.E.	1"	1
7/23/2019	31367 Onacrest Dr.	X		P.E.	3/4"	1
7/26/2019	32176 West Dr.	X		P.E.	1"	1
7/30/2019	32251 West Dr.	X		P.E.	1"	1
7/31/2019	Old City Creek Rd.		X	P.V.C.	2"	5
8/8/2019	30896 Live Oak Dr.	X		P.E.	1"	30
8/19/2019	30033 Enchanted Way	X		P.E.	1"	1
8/20/2019	31589 Silver Spruce Dr.	X		P.E.	1"	1
8/1/2019	31855 Pine Cone Dr.	X		Galv.	3/4"	1
9/5/2019	31525 Circle View Dr.	X		P.E.	1"	1
9/24/2019	Fernside Dr. & Oakleaf Dr.		X	A.C.P.	4"	100
10/10/2019	2543 Onaknoll Ct.	X		P.E.	1"	5
10/10/2019	30936 Nob Hill Circle	X		P.E.	1"	1
10/15/2019	30532 Live Oak	X		P.E.	3/4"	1
10/19/2019	2569 Secret Dr.		X	A.C.P.	4"	20
12/16/2019	31621 Christmas Tree Ln.		X	A.C.P.	6"	50
12/19/2019	30936 Nob Hill Circle	X		P.E.	1"	0.25

WASTEWATER COLLECTION

Wastewater Collections Operations Report

	FY 2019/20			
	1Q	2Q	3Q	4Q
Sewer Pipeline Cleaning				
In-House Hydro Jetting/Flushing (feet)	50,000	14,000		
Contractor Cleaning (feet)	0	0		
Debris Removed (cubic feet)				
Water Use for Cleaning				
Potable (gallons)	30,000	11,000		
Reclaimed (gallons)	0	0		
Sewer Pipeline & Manhole Inspections				
Contractor Video Inspection (feet)	50,000	14,000		
In-House Video Inspection (feet) easements	0	0		
Smoke Testing (feet)	0	0		
Fats, Oils & Grease (FOG) Inspections	5	5		
Hot Spot Inspections & Cleaning	4	0		
Manhole Rehabilitation				
Manholes/Clean Outs Inspected/Sealed	0	0		
Manholes Raised to Grade	0	0		
Manholes Seal Coated	0	0		
Manhole Repairs	0	0		
New Manhole Installation	0	0		
Pipeline Rehabilitation				
Cured In Place Pipe Sliplining (feet)		0		
Pipeline Point Repairs	0	0		
New Pipeline Installation (feet)	0	0		
Sewer Pipeline Odor Control & Inhibitors				
Bioxide Usage (gallons)	0	0		
Grease Inhibitor	0	0		
Root Foam Inhibitor	0	0		
Sewer Lift Station Inspections & Maintenance				
SLS 1-9 Site Visits	1 per week	1 per week		
Other Maintenance Activities:	Swap pump at LS 1, Install pressure gauge at LS 1,			
Service Order & Other Work				
Door Tags				
Odor Complaints	0	0		
Sewer Lateral Inspections	0	0		
Sewer Saddle Connection Inspections	0	0		
Dye Testing	0	0		
District Sewer Issues	0	0		
Private Sewer Issues	0	0		
Sanitary Sewer Overflows (SSOs)				
Category 1	0	0		
Category 2	0	0		
Category 3	0	0		
Private	0	0		
Flooded Home	0	0		

Sanitary Sewer Overflow (SSO) Information									
Date	SSO Category	Location	Volume of Spill (gallons)	Volume Recovered (gallons)	Volume to Surface Water (gallons)	Cause	Pipe Size (inches)	Pipe Material	Approximate Age of Pipe (years)
<p>Category 1 - The Discharges of untreated or partially treated wastewater of any volume resulting from the District's sanitary sewer system failure or flow condition that:</p> <p>1) Reach surface water and/or reach a drainage channel tributary to a surface water; or</p> <p>2) Reach a municipal separate storm sewer system and are not fully captured and returned to the sanitary sewer system or not otherwise captured and disposed of properly. Any volume of wastewater not recovered from the municipal separate storm sewer system is considered to have reached surface water unless the storm drain system discharges to a dedicated storm water or ground water infiltration basin (e.g., infiltration pit, percolation pond).</p>									
<p>Category 2 - Discharges of untreated or partially treated wastewater of 1,000 gallons or greater resulting from the District's sanitary sewer system failure or flow condition that do not reach surface water, a drainage channel, or a municipal separate storm sewer system unless the entire SSO discharged to the storm drain system is fully recovered and disposed of properly.</p>									
<p>Category 3 - All other discharges of untreated or partially treated wastewater resulting from the District's sanitary sewer system failure or flow condition.</p>									
<p>Private Lateral Sewage Discharge (PLSD) - Discharges of untreated or partially treated wastewater resulting from blockages or other problems within a privately owned sewer lateral connected to the District's sanitary sewer system or from other private sewer assets. PLSDs that the District becomes aware of may be voluntarily reported to the CIWQS Online SSO Database.</p>									

WASTEWATER TREATMENT

MAJOR SYSTEM COMPONENT AND EQUIPMENT OPERATION / MAINTENANCE

- MBR 1 take down

BIO SOLIDS

- 5 Loads to One Stop Recycling
- 2 Loads to Liberty Composting
- Total gallons Waste Activated Sludge = 637,000

MONTHLY WATER QUALITY TESTING RESULTS

Total Number of Samples: 24
 Regional Board Waste Discharge Requirements Met: Yes

GREEN ACRES IRRIGATION

0 Hours of runtime

WASTEWATER TREATMENT PLANT FLOWS

SECOND QUARTER

	Flows *	Percentages**
ARROWBEAR	5,638,561	16.57
CSA-79	5,300,000	15.58
RUNNING SPRINGS WATER DISTRICT	23,089,661	67.85

SPRAY IRRIGATION / EFFLUENT DISPOSAL DATA

No spray irrigation for effluent disposal was used in the upper, middle or lower areas for this reporting period.

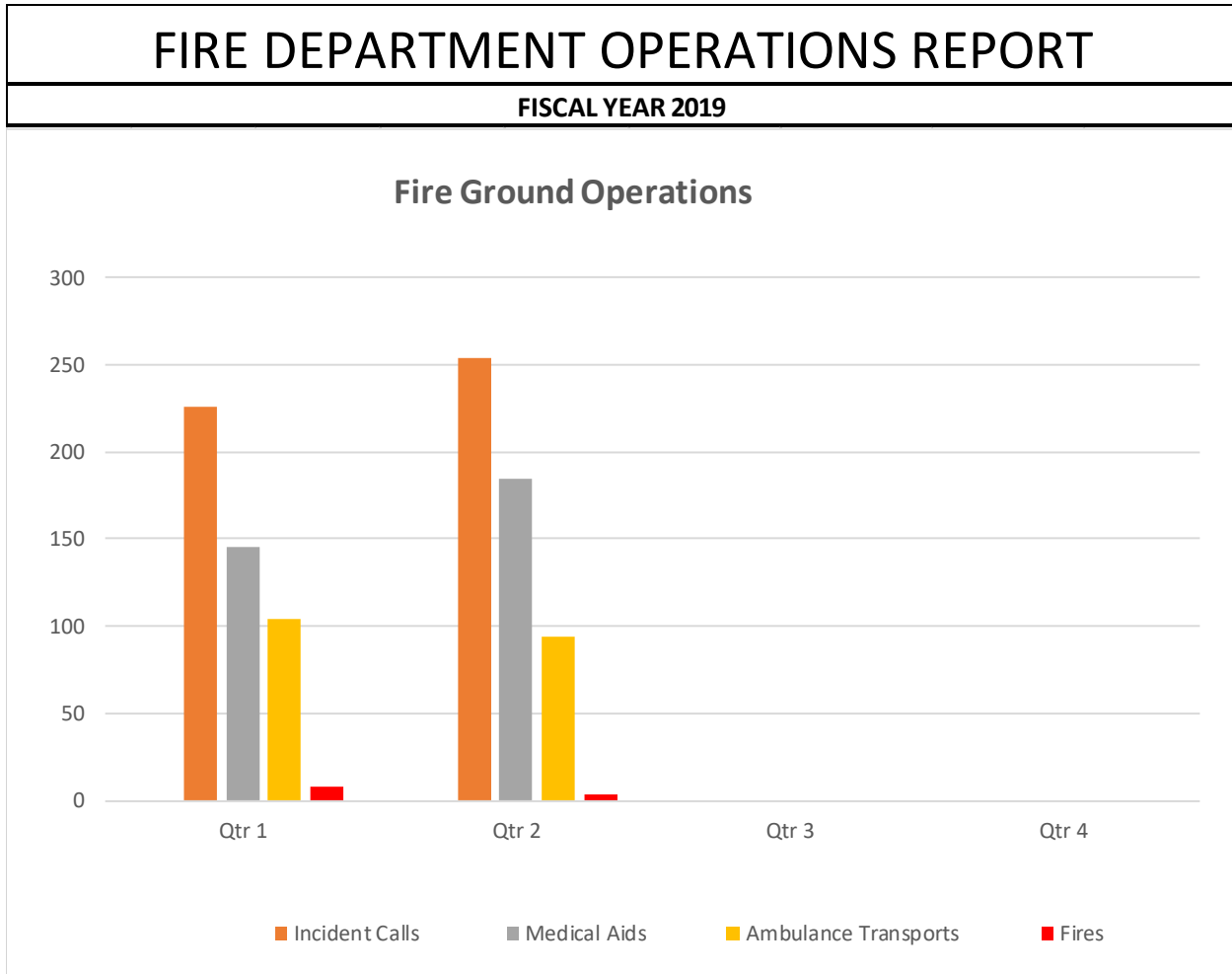
EFFLUENT DISPOSAL PONDS DATA

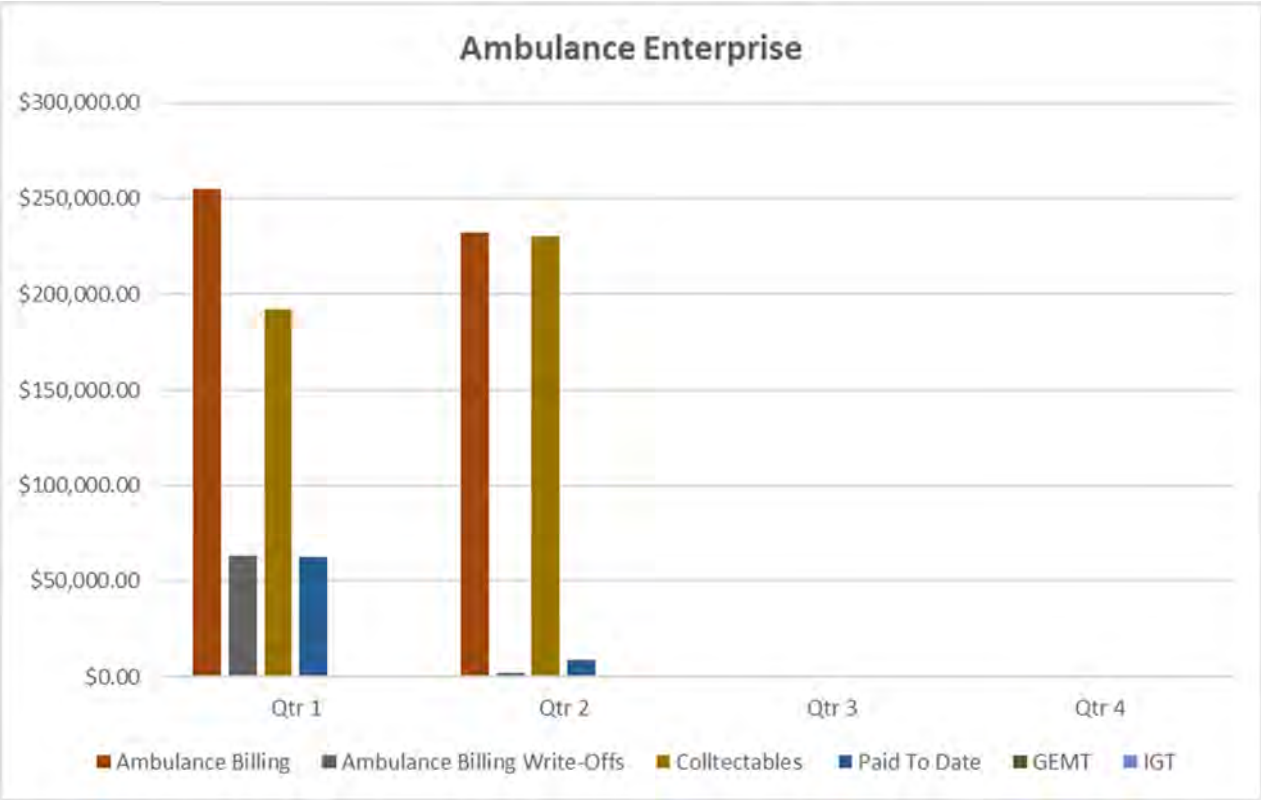
As of Memorandum date:
 Pond 2 - 30" of capacity, 3 thru 13, 48" of capacity.

FIRE DEPARTMENT

FIRE DEPARTMENT OPERATIONS REPORT				
FISCAL YEAR 2020				
REPORTABLE OPERATIONS				
Fire Ground Operations				
Incident Calls	226	254	0	0
Medical Aids	146	185	0	0
Ambulance Transports	104	94	0	0
Fires	8	3	0	0
FIRE/EMS Training Hrs.	381hrs.	1193.5hrs	0	0
Ambulance Enterprise				
Ambulance Billing	\$254,974.09	\$232,049.78	\$0.00	\$0.00
Ambulance Billing Write-Offs	\$62,768.02	\$1,984.79	\$0.00	\$0.00
Collectables	\$192,206.07	\$230,064.99	\$0.00	\$0.00
Paid To Date	\$62,466.35	\$8,990.70	\$0.00	\$0.00
GEMT	\$0.00	\$0.00	\$0.00	\$0.00
IGT	\$0.00	\$0.00	\$0.00	\$0.00
Collection Percentage	0.00%	0.00%	0.00%	0.00%
Weed Abatement				
Warrants	\$0.00	\$0.00	\$0.00	\$0.00
Weed Abatement Fees Collected	\$11,852.00	\$3,255.00	\$0.00	\$0.00
Residential Inspections	825	156		
Residential Violations	422	13		
Community Risk Reduction				
Commercial Inspections	0	12	0	0
Commercial Violations	0	3	0	0
Plans Checks/Review	3	9	0	0
Sprinkler Plans Checks	1	0	0	0
Sprinkler Inspections	2	2	0	0
Hydrant Inspections	18	0	0	0
Fees Collected				
Commercial Fire Sprinkler Inspection	\$0.00	\$0.00	\$0.00	\$0.00
Commercial Plans Review	\$0.00	\$313.00	\$0.00	\$0.00
Residential Fire Sprinkler Plans	\$157.00	\$0.00	\$0.00	\$0.00
Residential Plans Review	\$389.00	\$1,349.00	\$0.00	\$0.00
Mulit Family Fire Sprinkler Plans	\$313.00	\$0.00	\$0.00	\$0.00
Mulit Family Plans Review	\$0.00	\$0.00	\$0.00	\$0.00
Special Event Fees	\$0.00	\$0.00	\$0.00	\$0.00
Flow Tests	\$0.00	\$0.00	\$0.00	\$0.00
Public Education	\$0.00	\$0.00	\$0.00	\$0.00
Cost Recovery	\$0.00	\$0.00	\$0.00	\$0.00

FIRE DEPARTMENT OPERATIONS REPORT				
FISCAL YEAR 2020				
REPORTABLE OPERATIONS				
Community Service				
School Events	0	2	0	0
Public Relations	5	2	0	0
Recruitment Outreach	2	1	0	0
FIRE Assignments				
State Assignment Hours	0	220	0	0
Federal Assignment Hours	0	0	0	0
Local Government Assignment Hours	0	0	0	0
State Reimbursement	\$0.00	\$70,914.40	\$0.00	\$0.00
Federal Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00
Local Government Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00
Reimbursable				
ISA Instructional Service Agreement	\$0.00	\$0.00	\$0.00	\$0.00





FIRE DEPARTMENT OPERATIONS REPORT

FISCAL YEAR 2019

