



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: APRIL 17, 2020
RE: REGULAR BOARD MEETING FROM: BOARD SECRETARY

The date for the regularly scheduled board meeting was changed from 9:00 a.m. on April 15 to 9:00 a.m. on April 22, 2019 and therefore the meeting was adjourned to that later date.

The Regular Meeting of the Board of Directors of the Running Springs Water District will be held on Wednesday, April 22, 2020, at the hour of 9:00 a.m. at the District Office located at 31242 Hilltop Boulevard, Running Springs, California **BY VIDEO/CONFERENCE CALL ONLY**. This agenda was posted prior to 5:00p.m. on April 17, 2020 at the Running Springs Water District Office and Website. In an effort to protect the public from further spread of the virus that causes COVID-19, the County's Acting Health Officer ordered the cancellation of gatherings of any number of people within the county starting March 18, 2020. Please follow these directions to join the audio/video conference call:

MEMBERS OF THE PUBLIC AUDIO CONFERENCE TELEPHONE NUMBER:
909-403-5380 and the passcode is 24213#.

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

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

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

AGENDA

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

3. Approval of Consent Items – The following consent items are expected to be routine and non-controversial and will be acted on at one time without discussion unless an item is withdrawn by a Board Member for questions or discussion. Any person wishing to speak on the consent agenda may do so by raising his/her hand and being recognized by the Board President.
 - A. Approve Meeting Minutes **Page 4**
 - B. Ratify Expenditures **Page 11**
 - C. Consider Adopting Resolution No. 05-20, Amending and Adopting Local Guidelines for Implementing the California Environmental Quality Act **Page 20**
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 Roll Call Vote for Regular Special District Member of the Local Agency Formation Commission for San Bernardino County
(Presenter: Ryan Gross, General Manager) **Page 27**
 - B. Consider Adopting Resolution No. 06-20, Designation of Applicant’s Agents for Disaster Assistance Matters
(Presenter: Ryan Gross, General Manager) **Page 35**
 - C. Consider Authorizing Staff to Purchase Screenings Conditioning Equipment for Wastewater Treatment Plant Headworks Process
(Presenter: Trevor Miller, Wastewater Operations Manager) **Page 37**
 - D. Consider Authorizing the General Manager to Execute a Change Order for Sewer Pipeline Point Repair
(Presenter: Trevor Miller, Wastewater Operations Manager) **Page 64**
 - E. Consider Fire Department Staffing Adjustments
(Presenter: Mike Vasquez, Fire Chief) **Page 75**
 - F. Consider Providing Direction to Staff on Potential Wage Freeze
(Presenter: Ryan Gross, General Manager) **N/A**
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 79**
 - B. Quarterly Operations Reports **Page 89**

April 22, 2020 Regular Board Meeting Agenda
Posted April 17, 2020

6. General Manager's Report
7. Report from Legal Counsel
8. Board Member Comments/Meetings
9. Meeting Adjournment

Upcoming Meetings: Regular Board Meeting, May 20, 2020 at 9:00 am

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: April 22, 2020
TO: Board of Directors
FROM: 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 March 18, 2020 and the Special Board Meeting held on March 31, 2020.

ATTACHMENTS

Attachment 1 – Draft Meeting Minutes

MINUTES – March 18, 2020
PAGE 1 OF 4

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
RUNNING SPRINGS WATER DISTRICT
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA
MARCH 18, 2020

A Regular Meeting of the Board of Directors of the Running Springs Water District was held on Wednesday, March 18, 2020 at the hour of 9:00 A.M. at the District office located at 31242 Hilltop Boulevard, Running Springs, California; and, through teleconference.

The following Directors were present at the District Office:

Errol Mackzum, Vice-President
 Bill Conrad, Director

The following Directors were present through teleconference:

Tony Grabow, President
 Mark Acciani, Director

Also present at the District were the following:

Ryan Gross, General Manager
 Amie R. Crowder, Board Secretary/Treasurer/Administration Supervisor
 Randy Bobroff, Water Operations Manager
 Trevor Miller, Wastewater Operations Manager
 Cindy Strebel, Battalion Fire Chief

The following were absent:

Mike Terry, Director
 Mike Vasquez, Fire Chief

Visitors Present:

No visitors were present

MEETING MINUTES

AGENDA ITEMS

1. Call Meeting to Order and Pledge of Allegiance

The Running Springs Water District Regular Board Meeting was called to order at 8:59 A.M. by Vice-President Errol Mackzum and Fire Battalion Chief Cindy Strebel 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 Granting the Running Springs Area Chamber of Commerce Permission to Utilize the Running Springs Water District’s Downtown Property for their 2020 Events.**
- D. Consider Adopting Resolution No. 01-20, Fixing and Levying Fire Suppression Availability Charges for Fiscal Year 2020-2021**
- E. Consider Adopting Resolution No. 02-20, Fixing Sewer Standby or Availability Charges for Fiscal Year 2020-2021**
- F. Consider Adopting Resolution No. 03-20, Fixing Water Standby or Availability Charges for Fiscal Year 2020-2021**
- G. Consider Declaring Certain Equipment as Surplus and Authorize Staff to Dispose of Property**

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

4. Action Items

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

- A. Consider Providing Direction to Staff on Cost of Living Adjustment for Fiscal Year Ending 2021**

General Manager Gross presented the approval from the prior year along with the Consumer Price Index for the Riverside Area and is seeking direction from the Board of Directors for the Fiscal Year ending 2021. President Grabow inquired as to whether the Cost of Living Adjustment includes benefits. General Manager Gross clarified that this COLA is for base salaries and merit increases and does not include CalPERS. Various discussions occurred between the General Manager and the Directors regarding Classic and PEPRA CalPERS retirements; and, the financial savings this is creating for the District. Additional discussion continued regarding the current market and assumption rates, health insurance premiums, and CalPERS premiums.

Upon **motion** by Director Acciani, **second** by Vice-President Grabow and **carried by a 4 to 0 vote**, Cost of Living Adjustment for Fiscal Year Ending 2021 was not approved and will be discussed at the April 15th, 2019 Board Meeting.

B. Consider Authorizing Staff to Purchase Sewer Collection System Video Inspection Equipment

Trevor Miller, Wastewater Operations Manager and General Manager Gross presented the video inspection equipment the District would like to purchase. Trevor and General Manager Gross shared with the Board that the purchase of this equipment will allow the District to do the video inspection work at approximately 1/3 of the cost of an outside contractor. In addition, the purchase of this equipment was included in the fiscal year 2019/20 capital budget at \$200,000. Further discussion continued.

Upon **motion** by Director Conrad, **second** by Director Acciani and **carried by a 4 to 0 vote**, Authorizing Staff to Purchase Sewer Collection System Video Inspection Equipment was approved.

C. Consider Authorizing Staff to Execute Memorandum of Understanding with Big Bear Fire Department if Needed

General Manager Gross and Battalion Chief Cindy Strebel presented that the Running Springs Fire Department is entering into a reciprocal staffing contract with the Big Bear Fire Department, in order to be prepared for emergent staffing patterns, if needed. Upon further discussion, Battalion Chief Strebel explained that this staffing contract would only be for personnel. Each department would use their own apparatuses, such as: ambulance and fire engines. General Manager Gross shared that benefits and salary would be reimbursed to the District that is sharing staff.

Upon **motion** by President Grabow, **second** by Director Acciani and **carried by a 4 to 0 vote**, Authorizing Staff to Execute Memorandum of Understanding with Big Bear Fire Department was approved.

5. General Manager's Report

Manager Gross shared that there was a confirmed COVID-19 case in Running Springs; and, the Running Springs Water District is evaluating the current pandemic, the current government orders, and the needs of the District. Battalion Chief Cindy Strebel shared that she and Fire Chief Mike Vasquez are attending frequent conference calls to remain updated on the most current information regarding COVID-19 and are establishing standardization amongst the various fire departments. Vice-President Mackzum asked to be updated on when local hospital(s) and clinic(s) will be conducting COVID-19 testing.

General Manager Gross shared that the Big Bear Measure lost substantially. Various other measures were briefly reviewed.

6. Board Member Comments/Meetings

No comments currently.

7. Meeting Adjourned

The meeting was adjourned at 10:03 A.M.

Respectfully Submitted,

President, Board of Directors
Running Springs Water District

Secretary of the Board of Directors
Running Springs Water District

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS
RUNNING SPRINGS WATER DISTRICT
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA
MARCH 31, 2020**

A Special Meeting of the Board of Directors of the Running Springs Water District was held on Wednesday, March 31, 2020 at the hour of 2:00 P.M. through teleconference.

The following Directors were present:

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

Also present were the following:

Ryan Gross, General Manager
Amie R. Crowder, Board Secretary/Treasurer/Administration Supervisor
Randy Bobroff, Water Operations Manager
Trevor Miller, Wastewater Operations Manager
Cindy Strebels, Battalion Fire Chief
Mike Vasquez, Fire Chief
Ward Simmons, Legal Counsel, Best, Best & Krieger

Visitors Present:

No visitors were present

MEETING MINUTES

AGENDA ITEMS

1. Call Meeting to Order

The meeting was called to order at 2:10 P.M. by President Tony Grabow.

2. Recognize and Hear from Visitors/Public Comment

There were no visitors present.

3. Action Items

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

A. Consider Adopting Resolution No. 04-20, Proclaiming the Existence of an Emergency Situation and Local Emergency due to the Worldwide Spread of COVID-19

General Manager Gross conducted roll call for the Board of Directors, for Action Item A. Manager Gross presented that Ward Simmons, Legal Counsel of Best, Best & Krieger assisted the District in drafting Resolution No. 04-20. Manager Gross detailed the importance of this Resolution in relation to the District receiving appropriate reimbursables for the COVID-19 pandemic. Manager Gross, Fire Chief Mike Vasquez and Battalion Chief Cindy Strebel shared examples of reimbursables include additional staffing and an increase in EMS supplies for the Fire Department. Further discussion continued regarding mutual aide, the District’s Incident Management Team, the Fire Department’s current level of supply, and the Fire Department’s call volume as a result of COVID-19.

Upon **motion** by Director Terry, **second** by Vice-President Mackzum and **carried by a 5 to 0 roll call vote**, Resolution No. 04-20, Proclaiming the Existence of an Emergency Situation and Local Emergency due to the Worldwide Spread of COVID-19 was approved.

4. General Manager’s Report

General Manager Gross shared the current staffing updates for the District and how the District is able to maintain successful business operations with the current modifications in place.

Fire Chief Mike Vasquez reported that the Fire Department is maintaining a strong balance between being staffed adequately and training new Paid Call Firefighters.

5. Board Member Comments/Meetings

No additional Board Member comments.

6. Meeting Adjourned

The meeting was adjourned at 2:27 P.M.

Respectfully Submitted,

President, Board of Directors
Running Springs Water District

Secretary of the Board of Directors
Running Springs Water District

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: April 22, 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 March 2020 expenditures.

A copy of the District's Cash Reserve Fund Summary as of March 31, 2020, 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.

FISCAL INFORMATION

Refer to attachments.

ATTACHMENTS

- Attachment 1 – Accounts Payable Check Register
- Attachment 2 – Cash Summary
- Attachment 3 – Pooled Cash Balance History
- Attachment 4 – Fire Department Operating Reserve Fund Surplus/Shortfall History

Running Springs Water District Accounts Payable Checks March 2020

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
2 Hot Uniforms inc	Uniform Allowance Ellsbery	03/12/20	302.30	104398	302.30
	Uniform for new PCF Jose Cardona	03/27/20	755.86	104454	2,920.82
	Uniform for new PCF Nathan Waddell	03/27/20	793.37	104454	
	Uniform for new PCF Denice Lopez	03/27/20	739.00	104454	
	Uniform for new PCF Jeffrey Hill	03/27/20	632.59	104454	
Action Automotive Repair Inc	Tire Mounting MA50a	03/17/20	198.00	104431	336.60
	Mount Tires MA50	03/17/20	138.60	104431	
Airgas Inc.	Large Helium	03/12/20	52.30	104399	52.30
Allstar Fire Equipment	SCBA Equipment	03/12/20	1,072.38	104400	1,711.65
	Breathing Apparatus	03/12/20	639.27	104400	
	Matrix turnout Pants	03/20/20	549.67	104443	974.22
	Ratchet Suspension mult sizes/ inner black magnet	03/20/20	424.55	104443	
	Rubber Bunker Boots	03/27/20	280.15	104456	280.15
American Family Life Assurance Company of Colun	Additional Insurance Premiums March 2020	03/23/20	143.26	DFT0001217	143.26
Ameripride Services, Inc	Cleaning Supplies February 2020	03/12/20	321.20	104401	321.20
Amie Crowder	Reimbursement Claim	03/12/20	70.57	104402	70.57
	3/10/20 & 3/11/20 CalPERS training mileage reimt	03/17/20	88.45	104432	88.45
Arrowbear Park County Water District	Purchased Water February 2020	03/12/20	591.75	104403	591.75
Axiom Systems Inc.	Axion Contract for Electronic Billing	03/12/20	297.00	104404	297.00
Bacon/Wagner Excavating, Inc.	Hauling to One Stop	03/03/20	800.00	104370	800.00
	Snow Removal	03/12/20	47.00	104405	47.00
Best, Best & Krieger LLP	Legal Services February 2020	03/17/20	879.97	104433	879.97
BURR Group Inc.	Trash Service February 2020	03/03/20	187.92	104371	187.92
	Trash Service and Load February 2020	03/12/20	338.16	104406	338.16
California Computer Options Inc	Network Mainten and Monitoring March 2020	03/03/20	3,015.00	104372	3,015.00
California Underground Facilities Safe Excavation BCal	State Fee for Regulatory Costs	03/03/20	201.16	104373	201.16
California Water Environment Association	CWEA Membership Renewal 2020	03/20/20	192.00	104444	192.00
CalPERS	Health Insurance Premiums March 2020	03/03/20	14,398.33	DFT0001209	14,398.33
	Employer Contributions Classic/Pepra PPE 3/9/20	03/16/20	19,657.85	DFT0001216	19,657.85
	Employ Contributions Classic/Pepra PPE 3/23/20	03/25/20	20,478.47	DFT0001221	20,478.47
	Employer contributions Class/Pepra ppe 3/23 20 ci	03/25/20	0.20	DFT0001227	0.20
Canon	Meter Usage and Contract March 2020	03/20/20	754.36	104445	754.36
Charter Communitcations	Telephone and Internet Feb-Mar 2020	03/03/20	206.37	104374	206.37
	Telephone and Internet March-Aprl 2020	03/27/20	210.77	104457	758.66
	Telephone/Internet March-April 2020	03/27/20	547.89	104457	
Citibank, N.A.	Miscellaneous Office Supplies	03/27/20	274.26	104458	845.05
	Staples -Office Supplies	03/27/20	570.79	104458	
Clinical Laboratory of San Bernardino	Water Samples January 2020	03/03/20	1,483.00	104375	2,410.00
	Wastewater Samples January 2020	03/03/20	927.00	104375	
Consolidated Electrical Distributors, Inc	Electrical Connectors	03/27/20	131.45	104459	131.45
County of San Bernardino	Lien Release x2	03/03/20	40.00	104376	40.00
	Monthly Assessor Parcel Map Revisions March 202	03/12/20	4.00	104407	4.00
	Dump Charges for February 2020	03/20/20	27.63	104446	27.63
Cypress Ancillary Benefits	Dental Insurance Premiums March 2020	03/03/20	949.36	104377	949.36
	Dental Insurance Premiums April 2020	03/20/20	1,008.38	104447	1,008.38

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Dixi Willemse	Reimbursement Claim	03/03/20	12.94	104378	12.94
	Reimbursement Claim	03/17/20	52.99	104434	52.99
	Reimbursement Claim	03/27/20	403.68	104460	512.02
	Reimbursement Claim	03/27/20	108.34	104460	
Don's Auto Inc	Gas Cap	03/12/20	39.39	104408	39.39
Elavon Paychex Inc.	Credit Card Charges February 2020	03/02/20	56.25	DFT0001224	56.25
Emergency Vehicle Group, Inc	New Ambulance / Equipment	03/03/20	200,056.86	104379	200,056.86
Evans-Hydro, Inc	MBR recycle pump rebuild	03/12/20	6,449.76	104409	6,449.76
Fairview Ford Sales, INC	2020 Transit Van AWD	03/20/20	38,795.52	104448	38,795.52
Fire Fighters Association	FFAD Dues for February 2020	03/03/20	310.00	104380	310.00
	March 2020 Dues	03/27/20	440.00	104461	440.00
Frontier Communications	Telephone Feb-March 2020	03/03/20	60.01	104381	120.14
	Telephone Feb-Mar 2020	03/03/20	60.13	104381	
	Telephone Feb-March 2020	03/12/20	60.11	104410	432.24
	Telephone Feb-March 2020	03/12/20	60.09	104410	
	Telephone March 2020	03/12/20	60.14	104410	
	Telephone March 2020	03/12/20	190.55	104410	
	Telephone March 2020	03/12/20	61.35	104410	
	Telephone Mar-Apr 2020	03/17/20	61.35	104435	61.35
	SCADA line March-April 2020	03/27/20	111.54	104462	393.15
	Telephone March-April 2020	03/27/20	80.72	104462	
	Telephone March-April 2020	03/27/20	60.02	104462	
	Telephone March- April 2020	03/27/20	80.72	104462	
	Telephone March-April 2020	03/27/20	60.15	104462	
HD Supply Facilities Maintenance LTD	Serological Pipet and Griffin Form Beaker	03/12/20	138.54	104411	138.54
Inland Desert Security & Communications	Answering Service February 2020	03/17/20	117.00	104436	117.00
Leslie's Poolmart, Inc	NaOCl for MBR cleaning	03/27/20	554.40	104463	554.40
Liberty Composting Inc	Liberty composting bio solids disposal	03/17/20	675.80	104437	675.80
Life-Assist, Inc	Fentanyl	03/03/20	224.72	104382	224.72
	Airway w/Gastric Access refund	03/12/20	-249.48	104412	905.52
	Ambulance Supplies	03/12/20	225.60	104412	
	Ambulance Supplies	03/12/20	929.40	104412	
	Ambulance Supplies	03/27/20	937.67	104464	1,512.03
	Ambulance Supplies	03/27/20	204.73	104464	
	Ambulance Supplies	03/27/20	369.63	104464	
Linda Mayfield	Reimbursement Claim	03/03/20	32.60	104383	32.60
	Reimbursement Claim	03/27/20	823.00	104465	823.00
Lou's Gloves, Inc	Nitrile Exam Grade Gloves	03/12/20	99.00	104413	99.00
	Nitrile Exam Gloves	03/27/20	90.00	104466	90.00
MCI	Long Distance February 2020	03/12/20	49.64	104414	49.64
McMaster-Carr Supply Company	Nozzle and Concrete Anchor	03/17/20	91.39	104438	139.17
	PVC Plastic Pipe fitting various sizes	03/17/20	47.78	104438	
NAPA Auto Parts	Miscellaneous Parts and Supplies	03/12/20	431.28	104415	517.66
	Miscellaneous Parts and Supplies	03/12/20	86.38	104415	
Nationwide	Employee Contributions for PPE 3/9/20	03/13/20	1,575.00	DFT0001215	1,575.00
	Employee Contributions PPE 3/23/20	03/25/20	1,575.00	DFT0001223	1,575.00
NBS Government Finance Group	AD10 Reminder Letter of Delinquency	03/20/20	10.50	104449	10.50
	AD10- Qrtly Admin April-June 2020	03/27/20	1,535.74	104467	1,535.74
Nestle Waters North America	Drinking Water for Treatment Plant	03/03/20	59.11	104384	59.11
	Drinking Water Treatment Plant	03/27/20	43.77	104468	43.77

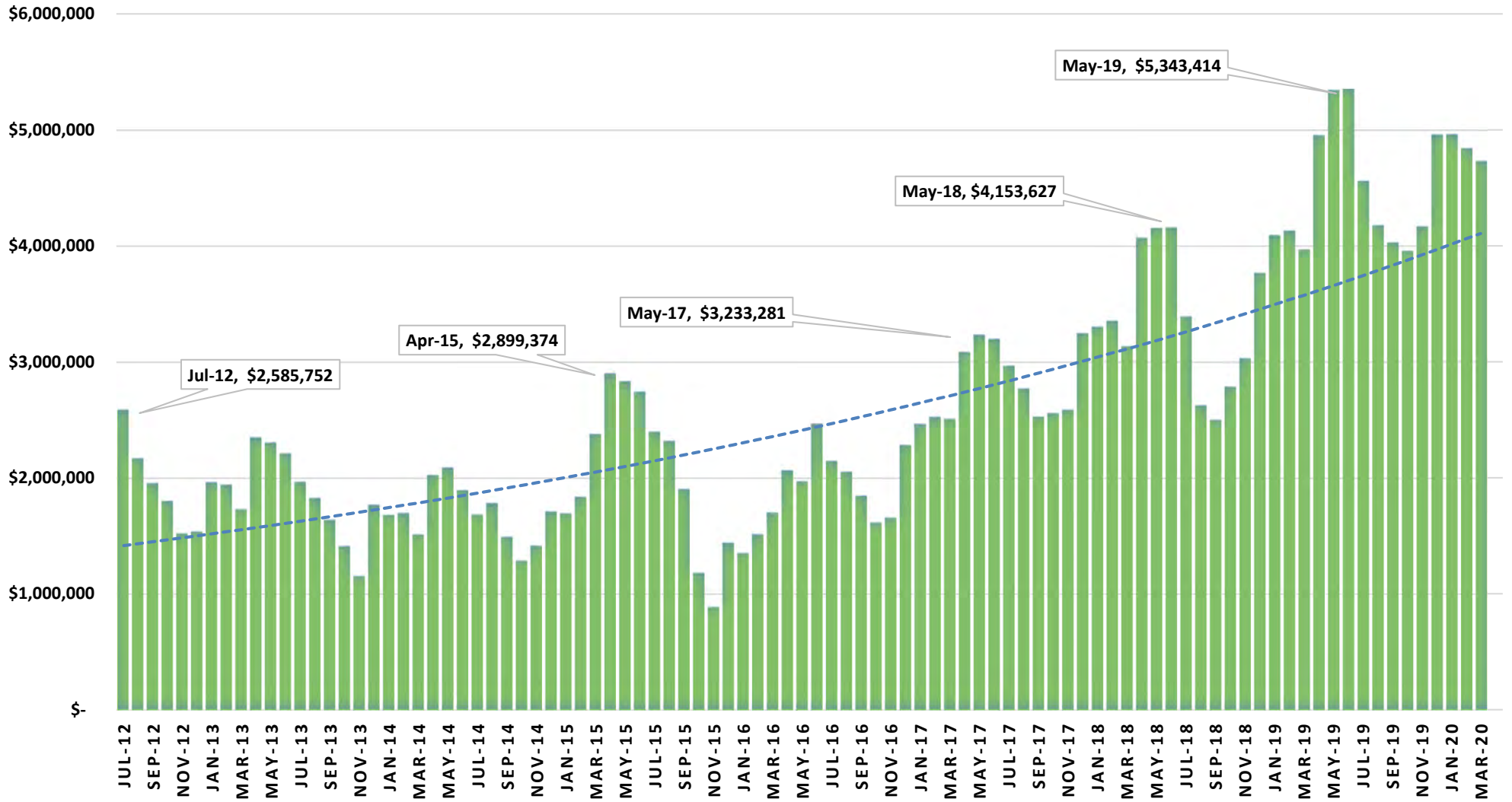
Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Nick Nikas	Reimbursement Claim	03/03/20	1,690.41	104385	1,690.41
	Reimbursement Claim	03/12/20	839.72	104416	839.72
Nuckles Oil Company, Inc	Diesel Purchase	03/27/20	2,421.01	104469	2,421.01
One Stop Landscape Supply	Bio solids disposal One Stop Recycling	03/12/20	2,499.60	104417	2,499.60
Patricia A. Monical	Liners and Purell refill	03/03/20	90.01	104386	90.01
	Industrial Paper Towels	03/17/20	85.42	104439	85.42
	Purell for the Treatment Plant	03/27/20	27.58	104470	27.58
Patrick R. Morin	Station 51 Garage Door Repair	03/27/20	750.00	104471	750.00
Polydyne Inc.	Clarifloc Drum	03/12/20	702.58	104418	1,405.16
	Clairfloc	03/12/20	-702.58	104418	
	Bio Solids Polymer	03/12/20	702.58	104418	
	Clarifloc	03/12/20	702.58	104418	
Principal Life Insurance Company	Vision Insurance Premiums March 2020	03/03/20	268.53	104387	268.53
	Vision Insurance Premium April 2020	03/20/20	122.43	104450	122.43
Quadient Leasing USA, Inc.	Lease Payment Aprl-Jul 2020	03/27/20	385.58	104472	385.58
Radiation Detection Company	TLD XBG Badge Quarterly Charges	03/27/20	669.75	104473	669.75
Ram Software Systems, Inc	1 Year Support Contract	03/27/20	1,800.00	104474	1,800.00
Reliance Standard Life Insurance Company	Life Insurance Premiums March 2020	03/03/20	1,043.36	104388	1,043.36
	Life Insurance Premiums April 2020	03/20/20	930.70	104451	930.70
Rocio Silva	Janitorial Services February 2020	03/03/20	485.00	104389	485.00
Roger E. Fox, M.D.	DOT Exam	03/12/20	50.00	104419	50.00
Rogers Anderson Malody & Scott LLP	Consultant fees February 2020	03/20/20	495.00	104452	495.00
Ryan Gross	Reimbursement Claim	03/12/20	419.83	104420	419.83
South Coast Air Quality Management District	Em Elec Gen-Diesel LS1	03/12/20	842.04	104421	3,208.12
	EWM Elec Gen-Diesel LS2	03/12/20	421.02	104421	
	EM Elec Gen-Diesel LS4	03/12/20	421.02	104421	
	EM Elec Gen Nat Gas LS6	03/12/20	421.02	104421	
	Em Elec Gen-Diesel LS7	03/12/20	421.02	104421	
	Emission Fees for Last FY	03/12/20	136.40	104421	
	Flat fee for Last FY Emissions LS2	03/12/20	136.40	104421	
	Flat Fee for Last FY Emissions LS4	03/12/20	136.40	104421	
	Flat Fee for Last FY Emissions LS6	03/12/20	136.40	104421	
	Flat Fee Last year FY LS7	03/12/20	136.40	104421	
Southern California Edison Company	Electricity February 2020	03/03/20	983.48	104390	983.48
	Electricity February 2020	03/12/20	633.18	104422	18,798.04
	Electricity February 2020	03/12/20	80.42	104422	
	Electricity February 2020	03/12/20	253.09	104422	
	Electricity February 2020	03/12/20	145.41	104422	
	Electricity February 2020	03/12/20	792.45	104422	
	Electricity February 2020	03/12/20	604.52	104422	
	Electricity February 2020	03/12/20	409.43	104422	
	Electricity February 2020	03/12/20	13.72	104422	
	Electricity February 2020	03/12/20	191.54	104422	
	Electricity February 2020	03/12/20	1,456.19	104422	
	Electricity February 2020	03/12/20	410.01	104422	
	Electricity February 2020	03/12/20	133.00	104422	
	Electricity February 2020	03/12/20	265.68	104422	
	Electricity February 2020	03/12/20	132.91	104422	
	Electricity February 2020	03/12/20	475.42	104422	
	Electricity February 2020	03/12/20	333.98	104422	

Vendor Name	Description	Date	Invoice Amount	Check Number	Check Amount
Southern California Edison Company	Electricity February 2020	03/12/20	90.23	104422	18,798.04
	Electricity February 2020	03/12/20	476.10	104422	
	Electricity February 2020	03/12/20	116.15	104422	
	Electricity February 2020	03/12/20	126.93	104422	
	Electricity February 2020	03/12/20	349.81	104422	
	Electricity February 2020	03/12/20	48.67	104422	
	Electricity February 2020	03/12/20	292.79	104422	
	Electricity February 2020	03/12/20	331.60	104422	
	Electricity February 2020	03/12/20	471.78	104422	
	Electricity February 2020	03/12/20	10,025.30	104422	
	Electricity February 2020	03/12/20	11.52	104422	
	Electricity February 2020	03/12/20	126.21	104422	
Southern California Gas Company	Gas Usage February 2020	03/12/20	403.18	104424	1,292.76
	Gas Usage February 2020	03/12/20	221.28	104424	
	Gas Usage February 2020	03/12/20	286.23	104424	
	Gas Usage February 2020	03/12/20	367.28	104424	
	Gas Usage February 2020	03/12/20	14.79	104424	
State of California - Department of Forestry & Fire	Qtr 3 Payment	03/03/20	2,711.28	DFT0001213	2,711.28
State of California - State Water Resource Control	Borrie- treatment Renewal notice	03/03/20	110.00	104391	110.00
Stephen Burks	Monthly Mail and Banksing Service March 2020	03/12/20	225.00	104425	225.00
Tek-Collect Incorporated	Annual Computer Maintenance Fee	03/27/20	75.00	104475	75.00
Terminix International Company LP	Pest Control Treatment	03/12/20	55.00	104426	125.00
	Pest Control Collections	03/12/20	70.00	104426	
	Pest Control Treatment Plant	03/27/20	55.00	104476	55.00
The Alpine Mountaineer	April 2020 to April 2021 Subscription	03/27/20	22.00	104477	22.00
The Standard Insurance Company	Disability Premiums March 2020	03/03/20	192.50	104392	192.50
	Disability Insurance Premiums for April 2020	03/27/20	192.50	104478	192.50
Toni Nicassio	3/10/20 & 3/11/20 CalPERS training mileage reimt	03/17/20	44.99	104440	44.99
Trevor Miller	Reimbursement Claim	03/12/20	561.00	104427	561.00
	Reimbursement Claim	03/27/20	1,492.00	104479	1,492.00
Tyler Technologies, Inc	Contract Maintenance 4/1/20-3/31/21	03/03/20	3,721.35	104393	3,721.35
Underground Service Alert of Southern California	New Dig Tickets and Monthly Maint Fee March 20:	03/03/20	36.40	104394	36.40
Valic	Employee Contributions for PPE 3/9/20	03/12/20	2,023.00	DFT0001214	2,023.00
	Employee Contributions PPE 3/20/20	03/25/20	2,023.00	DFT0001222	2,023.00
Verizon Wireless Services LLC	Cell Phone Charges February 2020	03/12/20	420.53	104428	420.53
Village Hardware	Miscellaneous Parts and Supplies	03/03/20	1,169.07	104395	1,169.07
Visa	Bobroff-Filters and miscellaneous Supplies	03/12/20	173.81	104429	1,333.25
	Water Distribution 1-2 Cert. Review	03/12/20	375.00	104429	
	Inland Empire Chapter Meeting	03/12/20	30.00	104429	
	Parcel Quest	03/12/20	149.95	104429	
	Gross-Hireright, Phone VM, Adobe	03/12/20	446.49	104429	
	Excel Basic Class, Matt Brandon	03/12/20	158.00	104429	
	Ellsberry-Cabinets and Drawer Frames	03/17/20	103.19	104441	419.26
	Strebel- Job Posting Charges	03/17/20	175.00	104441	
	Station Supplies	03/17/20	141.07	104441	
Vyanet Operating Group	Security and Alarm for Collections Building	03/17/20	206.27	104442	206.27
W.W. Grainger, Inc	Faceshield and visor	03/03/20	96.42	104396	96.42
Zachary Granzow	Paramedic Cert Reimbursement	03/12/20	200.00	104430	200.00
Zoll Medical Corporation GPO	Ambulance Supplies	03/20/20	915.18	104453	915.18

	Totals		
Payment Type	Payable Count	Payment Count	Payment
Regular Checks	183	107	328,322.25
Manual Checks	0	0	0.00
Voided Checks	0	2	0.00
Bank Drafts	11	11	64,641.64
EFT's	0	0	0.00
Totals	194	120	392,963.89

Fund Balances as of March 31, 2020	
Fire & Ambulance Department	
Fire Department Operating Reserve	1,017,315
Ambulance Department Operating Reserve	(150,349)
Subtotal Fire & Ambulance Department Operating Reserve Funds	866,967
Recommended Operating Reserve Fund Target (6 Months Operating Expenses)	1,341,442
Fire & Ambulance Department Operating Reserve Surplus / (Shortfall)	(474,475)
Wastewater Division	
Wastewater Capital Improvement Project Reserve	844,902
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	1,132,840
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	15,265
Water Assessment District No. 10 Construction Funds	26,421
Water Assessment District No. 10 O&M	91,936
Water Assessment District No. 10 Bond Reserve Fund	115,667
Subtotal Assessment Districts	249,289
Total District Designated & Operating Reserve Funds	4,482,146
Assessment District Funds	249,289
Combined Pooled Cash	4,731,435
Checking Account (General)	418,512
LAIF	4,181,656
York Insurance Deposit	14,601
BNY Mellon (AD #10 Bond Reserve)	115,667
Petty Cash	1,000
Combined Pooled Cash	4,731,435
	-

COMBINED POOLED CASH BALANCE



RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: April 22, 2020

TO: Board of Directors

FROM: Ryan Gross, General Manager

SUBJECT: **CONSIDER ADOPTING RESOLUTION NO. 05-20, APPROVING THE 2020 UPDATE TO THE LOCAL CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) GUIDELINES**

RECOMMENDATION

It is recommended that the Board of Directors adopt Resolution No. 05-20, approving the 2020 Update to the Local California Environmental Quality Act (CEQA) Guidelines. A draft of the resolution is included as Attachment 1.

REASON FOR RECOMMENDATION

The State CEQA Guidelines requires local agencies to adopt “objectives, criteria and procedures” to implement the requirements of the CEQA statute and the State CEQA Guidelines. (State CEQA Guidelines Section 15022). The Running Springs Water District's Local CEQA Guidelines have been revised and amended to reflect the State CEQA Guidelines, the Public Resources Code, relevant court opinions and local practices.

BACKGROUND INFORMATION

The CEQA, as contained in Public Resources Code sections 21000 et seq., is California's most comprehensive environmental law. It requires all public agency actions. CEQA also aims to prevent significant environmental effects from occurring as a result of agency actions by requiring agencies to avoid or reduce, when feasible, the significant environmental impacts of their decisions.

To this end, CEQA requires all public agencies to adopt specific objectives, criteria and procedures for evaluating public and private projects that are undertaken or approved by such agencies.

The Running Springs Water District has prepared a proposed updated set of Local CEQA Guidelines for 2020 in compliance with CEQA's requirements. These Guidelines reflect recent changes in the Public Resources Code, the State CEQA Guidelines and relevant court opinions. These Local CEQA Guidelines also provide instructions and forms for preparing all environmental documents required under CEQA.

A summary of the 2020 changes to the Local CEQA Guidelines and the full 259 page 2020 CEQA Guidelines document to be provided at Board meeting.

FISCAL INFORMATION

No fiscal impact is anticipated from amending the Local CEQA Guidelines.

ATTACHMENTS

Attachment 1 – Resolution No. 05-20

Attachment 2 – Summary of Changes to Local CEQA Guidelines (Provided under separate cover and available for public inspection at the District office)

Attachment 3 – 2020 Local Guidelines for Implementing CEQA (Provided under separate cover and available for public inspection at the District office)

RESOLUTION NO. 05-20
A RESOLUTION OF THE RUNNING SPRINGS WATER DISTRICT AMENDING AND
ADOPTING LOCAL GUIDELINES FOR IMPLEMENTING THE CALIFORNIA
ENVIRONMENTAL QUALITY ACT (PUBLIC RESOURCES CODE §§ 21000 ET SEQ.)

WHEREAS, the California Legislature has amended the California Environmental Quality Act (“CEQA”) (Pub. Resources Code §§ 21000 et seq.), the Natural Resources Agency has amended portions of the State CEQA Guidelines (Cal. Code Regs, tit. 14, §§ 15000 et seq.), and the California courts have interpreted specific provisions of CEQA; and

WHEREAS, Public Resources Code section 21082 requires all public agencies to adopt objectives, criteria and procedures for (1) the evaluation of public and private projects undertaken or approved by such public agencies, and (2) the preparation, if required, of environmental impact reports and negative declarations in connection with that evaluation; and

WHEREAS, the Running Springs Water District must revise its local guidelines for implementing CEQA to make them consistent with the current provisions and interpretations of CEQA and the State CEQA Guidelines.

NOW, THEREFORE, the Running Springs Water District (“District”) hereby resolves as follows:

SECTION 1. The District hereby adopts the “2020 Local Guidelines for Implementing the California Environmental Quality Act,” a copy of which is on file at the offices of the District and is available for inspection by the public.

SECTION 2. All prior actions of the District enacting earlier guidelines are hereby repealed.

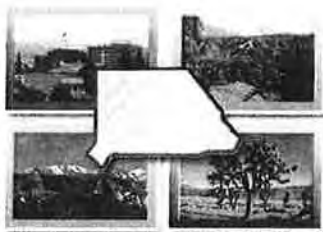
ADOPTED this 22nd day of April, 2020, by the following majority:

Ayes:
Nays:
Absent:
Abstain:

Tony Grabow, President of the Board of Directors

ATTEST:

Amie Crowder, Secretary of the Board of Directors



LAFCO

**Local Agency
Formation Commission**
for San Bernardino County

1170 West 3rd Street, Unit 150
San Bernardino, CA 92415-0480
909.388.0480 | Fax 909.388.0481
lafco@lafco.sbcounty.gov
www.sbclafco.org

COMMISSIONERS

JIM BAGLEY
Public Member

DR. KIMBERLY COX
Special District

JAMES V. CURATALO, Vice Chair
Special District

ROBERT A. LOVINGOOD
Board of Supervisors

LARRY McCALLON, Chair
City Member

DAWN ROWE
Board of Supervisors

ACQUANETTA WARREN
City Member

ALTERNATES

LOUISA HOLSTEAD AMIS
Public Member

RICK DENISON
City Member

STEVEN FARRELL
Special District

JANICE RUTHERFORD
Board of Supervisors

EXECUTIVE OFFICER

SAMUEL MARTINEZ

LEGAL COUNSEL

PAULA DE SOUSA

March 20, 2020

**TO: Presidents of the Boards of Directors of the Independent
Special Districts in San Bernardino County**

**SUBJECT: NOTIFICATION OF SPECIAL DISTRICT ELECTION FOR
REGULAR LAFCO SPECIAL DISTRICT MEMBER**

During the nomination period, LAFCO has received nominations for two candidates for the position of Regular Special District member. Therefore, the official voting process as defined in Government Code Section 56332 for the Regular Special District Member of the Local Agency Formation Commission shall commence. Attached to this letter is the ballot for the selection of this position. Pursuant to the provisions of Government Code Section 56332, the voting period will commence as of **March 24, 2020** and end on **April 27, 2020 at the close of business**. The voting instructions for this selection are as follows:

1. Each District may vote for one candidate. The vote shall be cast as directed by the Board of Directors of the District through consideration at a Board Hearing and a roll call vote. The existing policy of the Selection Committee is that LAFCO commission members should represent districts located in the Valley, Mountain and Desert regions. Inasmuch as possible, they should represent different types of special districts. A copy of the information provided by each of the candidates is included for your information.
2. The signed original ballot, with the name of each voting Board Member outlined, must be received in the LAFCO Office by 5:30 p.m. on **April 27, 2020**. If a faxed copy of the ballot is provided by the April 29 deadline, the original signed copy must be received by 5:30 p.m. on **May 4**, or the ballot will be declared invalid.
3. Twenty-six (26) ballots are required to be received to establish a quorum for selection of the Regular Special District position.

SPECIAL DISTRICT ELECTION LETTER
REGULAR MEMBER
MARCH 20, 2020

The completed ballot is to be mailed to:

**Samuel Martinez, Executive Officer
Local Agency Formation Commission
1170 West Third Street, Unit 150
San Bernardino, CA 92415-0490**

If you are faxing a copy of the ballot, the LAFCO fax number is (909) 388-0481. As outlined in Item #2 above, if the ballot is faxed to the LAFCO office, the original signed copy of the ballot will need to be mailed or delivered to the above address and received by 5:30 p.m. on **May 4, 2020** to be considered in the election process.

Please let me know if you have any questions concerning this selection process. You may contact me at the address listed above, by e-mail at smartinez@lafco.sbcounty.gov, or by phone at (909) 388-0480.

Sincerely,



SAMUEL MARTINEZ
Executive Officer

SM/lj

Enclosures

BALLOT

**REGULAR SPECIAL DISTRICT MEMBER
OF THE LOCAL AGENCY FORMATION COMMISSION
FOR SAN BERNARDINO COUNTY**

The _____
(Name of District)

hereby votes for the marked candidate as indicated below:

REGULAR SPECIAL DISTRICT MEMBER OF LAFCO:

_____ **KIMBERLY COX (Incumbent -- Member of the Board of
Directors of the Mojave Water Agency)**

_____ **T. MILFORD HARRISON (Member of the Board of
Directors of San Bernardino Valley Municipal Water District)**

I, _____, do hereby certify that at its scheduled meeting
of _____, the Board of Directors voted to elect the above-marked
candidate as the Regular Special District Member of the Local Agency Formation
Commission for San Bernardino County, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

District President/Authorized Board Member

Dated: _____



March 18, 2020

Dear Special District Member:

I have been honored to represent Special Districts as the Regular Member on the San Bernardino County Local Agency Formation Commission (LAFCO) for over 15 years. This is a unique area of service and it is important that special districts have a knowledgeable seat at the table. For that reason, I would respectfully request your support to continue representing you on LAFCO.

My background includes more than 15 years as an elected official on the Mojave Water Agency, more than 20 years of experience working in local government. As the General Manager of a Community Services District (CSD) that provides water, wastewater and park and recreation services, I have extensive knowledge regarding issues faced by special districts throughout the County. Attached to this letter is a copy of my resume. I have dedicated my life to public service, and it is my hope that you believe I have fairly represented you at LAFCO.

Please feel free to contact me at 760-217-2221 should you have any questions regarding this letter of interest and my desire to continue to represent both large and small special districts on the Local Agency Formation Commission for San Bernardino County.

Thank you for your consideration.

Kind regards,

Kimberly Cox, DPA
Treasurer/Board Member
Mojave Water Agency

KIMBERLY COX, DPA

EDUCATION Doctorate, Public Administration, California Baptist University – 2019
 Masters, Public Administration, Cal State San Bernardino – 2004
 Bachelor of Science, Business Administration, University of Phoenix – 1999

PUBLIC SERVICE MOJAVE WATER AGENCY

November 2003 – Present

First elected in 2003. Served in numerous board positions including president, vice-president, Watermaster chair and vice-chair.

LOCAL AGENCY FORMATION COMMISSION (LAFCO)

April 2004 – Present

Appointed to LAFCO by special districts within San Bernardino County.

LAHONTAN REGIONAL WATER QUALITY CONTROL BOARD

September 2013 – Present

Received three appointments from Governor Jerry Brown (2013, 2014, 2018)

-
- MEMBERSHIPS/ • California Special Districts Association (CSDA) – Current Member
ACTIVITIES Participates in expert working groups including Human Resources; LAFCO;
 Administration; Legislation
- American Public Works Association – Current Member
 - Association of California Water Agencies – Current Member
 - American Water Works Association – Current Member
 - California Parks and Recreation Society – Current Member
 - International City/County Management Association – Current Member
 - American Society of Public Administration – Current Member
 - Integrated Waste Management Board (2010-2013, 2016-present) –
 Special District Representative
 - Zone 4 Flood Commission, Director (2010-2013)
 - San Bernardino County Commission on the Status of Women (2005-2007)
 - Measure I Renewal Task Force (2005)
 - Helendale Chamber of Commerce Board (2004-2006)
 - California WaterReuse Association Board (2003-2005)
 - League of California Cities Public Works Committee (2003-2005)

WORK EXPERIENCE **GENERAL MANAGER/HELENDALE COMMUNITY SERVICES DISTRICT**
February 2007 – Present

Responsible for administrative activities of an organization considered a "junior city" providing many municipal-level services. Duties include budget development, contract negotiations, oversight of day-to-day service delivery including water, wastewater, solid waste management, park and recreation and street lighting. Implements/revises five-year Capital Improvement Plan. Implements vision and direction of the elected board of directors. Informs board of issues and opportunities. Interfaces with community organizations, government entities and individuals on behalf of the organization.

SENIOR MANAGEMENT ANALYST – CITY OF VICTORVILLE

August 2002 – February 2007

Served in the City Manager's office on special projects (2005-2007) and in Public Works Department (2002-2005) serving as acting director in the director's absence. Provided oversight for 100 staff with operating budget of over \$50 million. Represented the City by attending inter-governmental meetings including the regional wastewater authority, League of California Cities Mountain Desert meetings, San Bernardino Area Governments (renamed SBCTA), and American Public Works Association High Desert Chapter, San Bernardino County Flood Control and local community groups.

WATER RESOURCE SPECIALIST – CITY OF HESPERIA

August 1999 – August 2002

Represented the City at various organizations such as Mojave Water Agency, Lahontan Regional Water Quality Control Board, Victor Valley Wastewater Reclamation Authority. Monitored regulatory standards, legislation and adjudicatory matters impacting the City's core functions. Developed and implemented public outreach programs with the community and schools providing education and resources. Prepared department budget and participated in inter-governmental work groups.

2020 MAR -3 PM 4:34

LOCAL AGENCY
FORM COMMISSION

March 3, 2020

San Bernardino County Special Districts

Dear Special District Agency Representatives,

Thank you for the privilege of reaching out to you with regard to our Special Districts' representation on the Local Agency Formation Commission (LAFCO). I have received the support of my San Bernardino Valley Municipal Water District (Valley District) Board, to submit my name for your consideration for appointment as Regular Member representing Special Districts on the LAFCO Commission.

LAFCO has a direct impact upon each of our Special Districts as well as other forms of local government. Issues are presented and actions taken which can significantly affect the operations, entitlements and futures of our Districts. Fortunately, Special Districts have the privilege of appointing two of our members to represent us on the Commission and protect our interests.

In addition to my Valley District position I have for the last four years been a Member of our Association of San Bernardino County Special Districts Board (ASBCSD) representing the San Bernardino Valley Water Conservation District and for the last year, Valley District. During this period several of us on the ASBCSD Board have had a growing frustration as to why we receive so few reports from our two LAFCO Special District Commissioners, as to what is occurring each month at LAFCO and how it may affect any or all of our Special Districts.

It is my opinion, and that of a number of other Special District members who have approached me regarding this concern, that our Special District LAFCO representatives should attend each of our Special District monthly membership meetings and report as to what has occurred or is being proposed at LAFCO which may affect any or all of our Districts. In addition, we feel that our representative should reach out to any Special Districts who are directly affected by any LAFCO agenda items. We feel they should also be soliciting the advice of our Members as to what positions the Association recommends on upcoming relevant agenda issues.

I have an extensive background in local government and have been directly involved in several issues upon which LAFCO decisions were critical. My experience includes City, County, regional and Special District positions in the last twenty plus years. I served as a Councilmember and Mayor for the City of Loma Linda, as Executive Director for San Bernardino International Airport and as Chief of Staff for two County Supervisors. My education includes a JD degree from California Southern Law School. I thoroughly enjoy serving on a Special District Board, with our ASBCSD Association and with our State Organization, CSDA, where I serve on the Legislative Committee, as well as Election and By-Laws.

Board of Directors and Officers

If I am selected by our Association to serve on the LAFCO Commission, I pledge to keep Special Districts informed of LAFCO agendas and initiatives and to represent you to the best of my ability. I will solicit your input on matters affecting any of our individual members and those affecting all Districts.

All of my contact information is listed below and I solicit any advice or input you might provide. I would appreciate your consideration in voting for my appointment to the LAFCO Commission.

Sincerely yours,

A handwritten signature in black ink, appearing to read "T. Milford Harrison". The signature is fluid and cursive, with a long horizontal flourish at the end.

T. Milford Harrison, Board President, San Bernardino Valley Municipal Water District

Cell: 909-645-1731; Email: milfordharrison@aol.com;
Personal Mail Address: P.O. Box 966, Linda, CA 92354

RESOLUTION NO. 06-20
DESIGNATION OF APPLICANT'S AGENT RESOLUTION
FOR NON-STATE AGENCIES

BE IT RESOLVED BY THE Board of Directors OF THE Running Springs Water District
(Governing Body) (Name of Applicant)

THAT General Manager, OR
(Title of Authorized Agent)

Fire Chief, OR
(Title of Authorized Agent)

President of the Board of Directors
(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the Running Springs Water District, a public entity
(Name of Applicant)
established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

THAT the Running Springs Water District, a public entity established under the laws of the State of California,
(Name of Applicant)
hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.

Please check the appropriate box below:

- This is a universal resolution and is effective for all open and future disasters up to three (3) years following the date of approval below.
- This is a disaster specific resolution and is effective for only disaster number(s) _____

Passed and approved this 15th day of April, 2020

(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

CERTIFICATION

I, Amie Crowder, duly appointed and Board Secretary of
(Name) (Title)
Running Springs Water District, do hereby certify that the above is a true and correct copy of a
(Name of Applicant)

Resolution passed and approved by the Board of Directors of the Running Springs Water District
(Governing Body) (Name of Applicant)
on the 15th day of April, 2020.

(Signature) Board Secretary

(Title)

Cal OES Form 130 Instructions

A Designation of Applicant's Agent Resolution for Non-State Agencies is required of all Applicants to be eligible to receive funding. A new resolution must be submitted if a previously submitted Resolution is older than three (3) years from the last date of approval, is invalid or has not been submitted.

When completing the Cal OES Form 130, Applicants should fill in the blanks on page 1. The blanks are to be filled in as follows:

Resolution Section:

Governing Body: This is the group responsible for appointing and approving the Authorized Agents.
Examples include: Board of Directors, City Council, Board of Supervisors, Board of Education, etc.

Name of Applicant: The public entity established under the laws of the State of California. Examples include: School District, Office of Education, City, County or Non-profit agency that has applied for the grant, such as: City of San Diego, Sacramento County, Burbank Unified School District, Napa County Office of Education, University Southern California.

Authorized Agent: These are the individuals that are authorized by the Governing Body to engage with the Federal Emergency Management Agency and the Governor's Office of Emergency Services regarding grants applied for by the Applicant. There are two ways of completing this section:

1. **Titles Only:** If the Governing Body so chooses, the titles of the Authorized Agents would be entered here, not their names. This allows the document to remain valid (for 3 years) if an Authorized Agent leaves the position and is replaced by another individual in the same title. If "Titles Only" is the chosen method, this document must be accompanied by a cover letter naming the Authorized Agents by name and title. This cover letter can be completed by any authorized person within the agency and does not require the Governing Body's signature.
2. **Names and Titles:** If the Governing Body so chooses, the names **and** titles of the Authorized Agents would be listed. A new Cal OES Form 130 will be required if any of the Authorized Agents are replaced, leave the position listed on the document or their title changes.

Governing Body Representative: These are the names and titles of the approving Board Members.
Examples include: Chairman of the Board, Director, Superintendent, etc. The names and titles **cannot** be one of the designated Authorized Agents, and a minimum of two or more approving board members need to be listed.

Certification Section:

Name and Title: This is the individual that was in attendance and recorded the Resolution creation and approval.
Examples include: City Clerk, Secretary to the Board of Directors, County Clerk, etc. This person **cannot** be one of the designated Authorized Agents or Approving Board Member (if a person holds two positions such as City Manager and Secretary to the Board and the City Manager is to be listed as an Authorized Agent, then the same person holding the Secretary position would sign the document as Secretary to the Board (not City Manager) to eliminate "Self Certification.")

RUNNING SPRINGS WATER DISTRICT**MEMORANDUM**

DATE: April 22, 2020

TO: Board of Directors

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

SUBJECT: CONSIDER AUTHORIZING STAFF TO PURCHASE NEW SCREENINGS CONDITIONING EQUIPMENT FOR THE WASTEWATER TREATMENT PLANT (WWTP) HEADWORKS PROCESS

RECOMMENDED BOARD ACTION

Consider authorizing staff to purchase budgeted replacement screenings conditioning equipment for WWTP headworks process.

REASON FOR RECOMMENDATION

Staff is recommending this purchase to replace the existing screenings conditioning equipment.

BACKGROUND INFORMATION

The headworks is the first area the wastewater goes through when it gets to the WWTP. One of the treatment processes at the headworks is screening. When the Running Springs Water District's WWTP was converted to a Membrane Bio Reactor (MBR) treatment process, the headworks screen and screenings conditioning equipment was also upgraded to accommodate the screening requirements of the MBR. The headworks upgrade included a center flow, perforated panel band screen to collect rags, paper, plastics, and metals that are present in the waste stream (screenings). Once the screenings are collected, they need to be washed, dewatered and compacted to be acceptable for disposal.

The current screenings conditioning equipment uses three separate stations. The stations are macerate/wash, dewatering then compaction. There are 3 motors, 1 grinder pump, centrifugal separator, 1 gear box and 1 auger to complete the conditioning of the screenings. As the current system has been on line over the years several repairs have been made, some steps have been removed to avoid costly replacement parts and the maceration / washing step has proven to reintroduce debris that causes serious ragging issues in the MBR process.

Centrifugal Separator



Macerator/Washer



The replacement screenings conditioning equipment is called a Washer/Compactor and will perform all three steps in one central station. The new conditioning equipment will have 1 gear box, 1 motor and a compactor. The largest advantage to switching to this type of screenings conditioning equipment is the reintroduction of the debris that can cause the ragging in the MBR.

Washer/Compactor



District staff researched four different types of washer/compactors - Huber Technologies, Ovivo, Parkson and Vulcan. The Ovivo and Parkson were not considered due to the limited installations and lack of features. The Huber Technologies and Vulcan were the two units considered for our installation. After a thorough review of both the Huber and Vulcan, the Vulcan was the one the district chose because of the adjustability of the different steps in the conditioning process, the controls included with the equipment and the lower overall cost. The Vulcan washer/compactor will take the screenings from both screens at the headworks wash them, dry them to an acceptable % solids, compact them, bag them and drop them into a dumpster.

Installation of the washer/compactor will be done using district staff and where needed minimal assistance from outside contractors.

FISCAL INFORMATION

The purchase of this equipment is included in the fiscal year 2019/20 capital budget for \$120,000. The cost for this equipment will be approximately \$99,669 dollars, labor and material costs to install the equipment will be \$12,000 dollars, for a total project cost of \$111,669 dollars. Funding for this project will come from the wastewater capacity charge reserve, the current fund balance is \$245,135.

ATTACHMENTS

Vendor Proposals



QUOTE PROPOSAL

Project Location: Running Springs, CA

Vulcan Representative: Matthew Rebmann
Coombs-Hopkins
matt@chcwater.com

Prepared by: Andrew Synhorst, PE
Sales Manager
andrew@vulcanindustries.com

Vulcan Industries, Inc. (Vulcan) is pleased to provide you with our proposal to provide an EWP 250/1200 to receive screenings from two existing screens via two sluice troughs. The below Scope of Supply details the items to be provided by Vulcan in conjunction with the Owner provided sluice troughs. It is important to note that with sluice trough conveyance, a full and complete control system must be provided with the washing press to ensure proper press operation and prevent overflow events.

Scope of Supply – One (1) Vulcan Model EWP 250/1200 Washing Press:

- ✓ Type 316 stainless steel construction.
- ✓ Inlet hopper to include two flanges with rubber covering to be field cut to accept two sluice troughs which will be fabricated by others. See controls section for discussion on the control hardware included with the inlet hopper.
- ✓ Discharge piping to be configured to discharge to nearby dumpster (by Owner). Automatic bagging system to be included at end of discharge pipe.
- ✓ Stainless steel axial thrust bearing to handle all loads created during compaction and reversal of the screw as well as fully support and allow the screw to be cantilevered inside the washing press body.
- ✓ Hollow shafted alloy steel screw with 3/4" thick flighting.
- ✓ Nylon brush attached to screw flighting in the drain area.
- ✓ Wedge-wire drain section with 2 mm linear openings.
- ✓ 5.0 HP TEFC motor.
- ✓ Local controls to consist of one (1) NEMA 4X, 316 stainless steel local control station with HAND-OFF-AUTO, FORWARD-OFF-REVERSE selector switches, an INITIATE and E-STOP pushbuttons. Wash water valve manifold assembly consisting of four (4) solenoid valves and four (4) ball valves to be housed in the heated local control panel. Requires 19 gpm at 35 psi minimum (intermittent usage). One (1) inlet hopper mounted, field adjustable, photoelectric proximity level sensor to sense the level of collected screenings in the inlet hopper. Once a preset level has been reached the washing press shall initiate a batch cycle.

- Washing press water lines to be heat traced and insulated from local control panel to points along machine. See photo following scope of supply for example.
- ✓ One (1) NEMA 4X, 304 stainless steel main control panel for non-rated area. Control components to include, but not limited to Allen-Bradley MicroLogix 1400 PLC, Red Lion HMI with 7" screen, reversing starter, current sensing relay (CSR) and all necessary relays, pilot lights, switches and internal wiring. This additional panel shall be installed near the existing stair screen control panel.
- ✓ Control sequence:
 - Run signals from both existing screens to be provided to Vulcan control panel via dry contact.
 - Open/close signal from sluice trough solenoid valves to be provided to Vulcan control panel (sluice valves/solenoid feed valves to be provided by others).
 - Batch mode of operation initiated by photoelectric level sensor mounted in the washing press inlet hopper.
 - Continuous mode of operation initiated by continuous high level in inlet hopper, indicated by photoelectric level sensor.
- ✓ Screenings handling capacity:
 - Batch mode: Up to 33 cu. ft./hr.
 - Continuous mode: Up to 99 cu. ft./hr.
- ✓ Freight to jobsite.
- ✓ Approx. washing press weight: 1,300 lbs.
- ✓ Full 1-year warranty from date of operational start-up.



Washing Press with heat traced water lines.



Washing Press with sluice trough inlet hopper shown.

Note: Price does not include installation, wiring and conduit between all control panels, ancillary devices and equipment not explicitly called out in this proposal, or anything else not expressly identified in this proposal.

Equipment submittal drawings to be completed 6-8 weeks after receipt of purchase order
Equipment delivery to occur 18-22 weeks after receipt of approved submittal drawings

TOTAL LUMP SUM BUDGET PRICE FOR PREVIOUSLY DESCRIBED SCOPE: \$92,500

Thank you in advance for your review of the above. Should you have any questions or comments on the above, please contact Coombs-Hopkins.

Sincerely,

Andrew Synhorst, PE
Sales Manager
andrew@vulcanindustries.com

Enclosures:

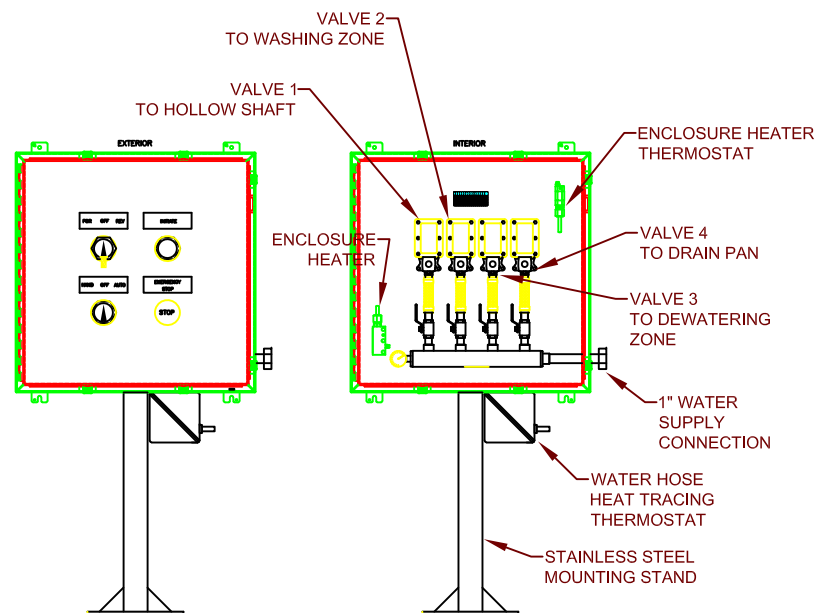
Proposed Equipment Brochure
Proposed Equipment Layout Drawing



212 SOUTH KIRLIN STREET
MISSOURI VALLEY, IA. 51555
712-642-2755
www.vulcanindustries.com

SCALE: 1/2"=1'-0"	PRODUCT: EWP 250/1200 WASHING PRESS	DRAWN BY: KMW
DATE: 1/29/2020		REVISED BY:
CUST:		REVISED:
ENG:		FACT NO:
PROJECT: RUNNING SPRINGS, CA. WWTP		DRAWING NO: VI-EWP-L1

PRELIMINARY

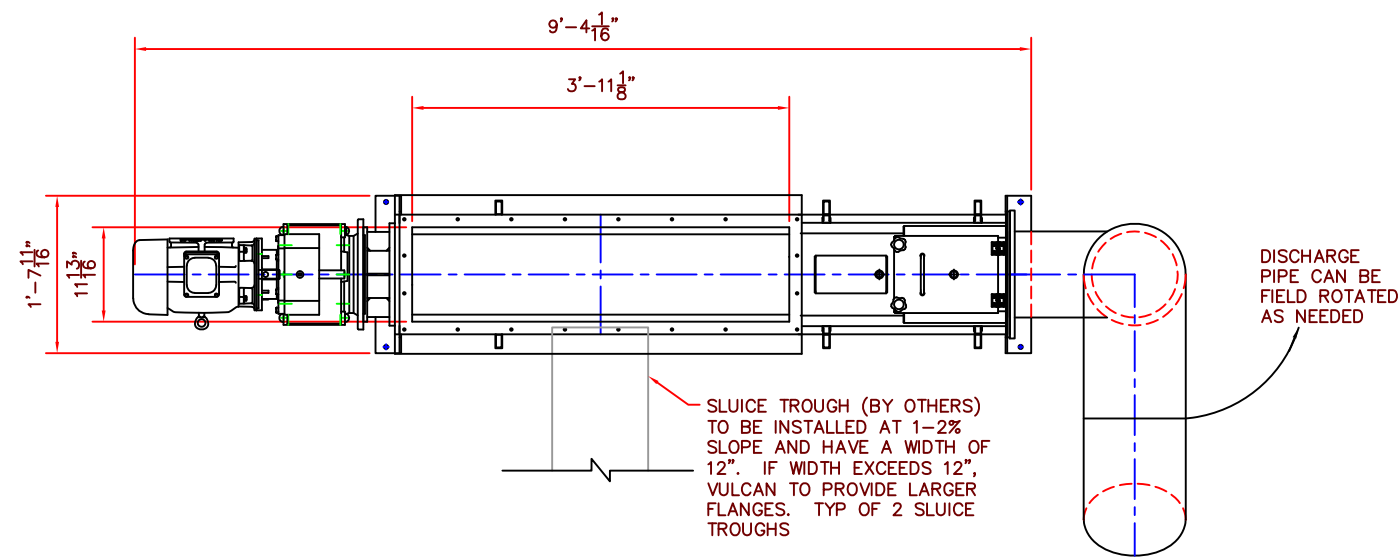


LOCAL CONTROL PANEL DETAIL

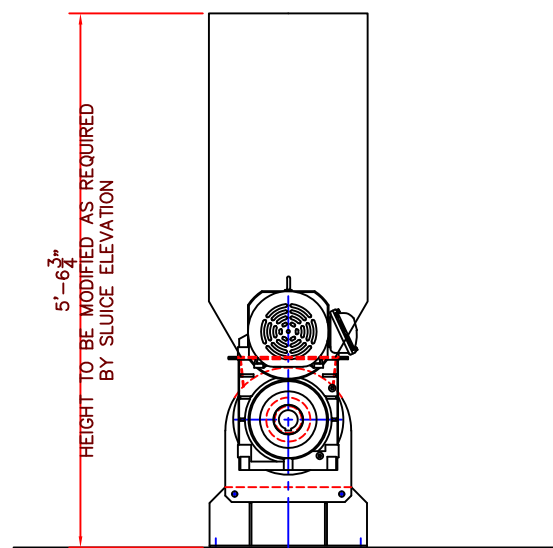
NOTES:
INTERCONNECTING CONDUIT AND WIRING TO BE PROVIDED BY OTHERS.

ALL DEVICES PREWIRED TO TERMINAL BLOCKS WITHIN ENCLOSURE NEMA 4X ENCLOSURE NEMA 4X PILOT DEVICES & PANEL HEATER HEAT TRACE & NEMA 7 SOLENOID VALVES

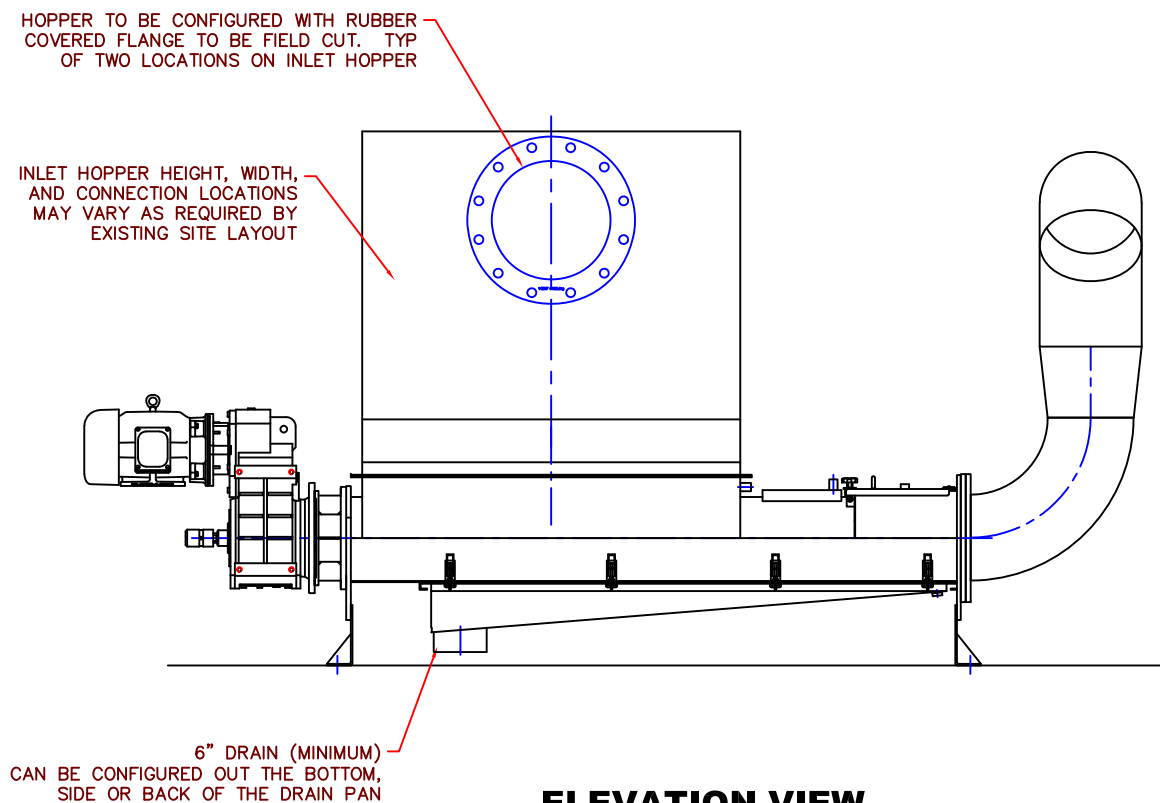
WATER LINES FROM LOCAL CONTROL PANEL TO WASHING PRESS TO BE INSULATED AND HEAT TRACED



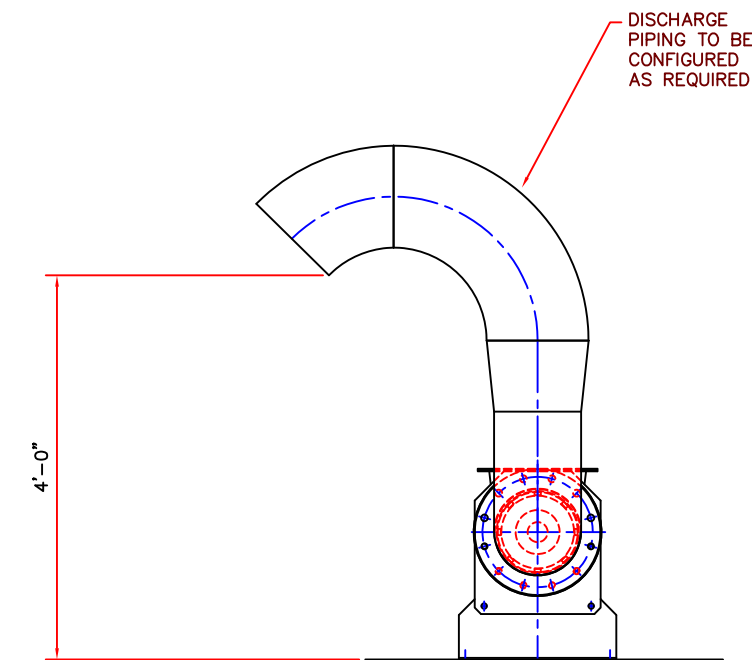
PLAN VIEW



DRIVE END VIEW



ELEVATION VIEW

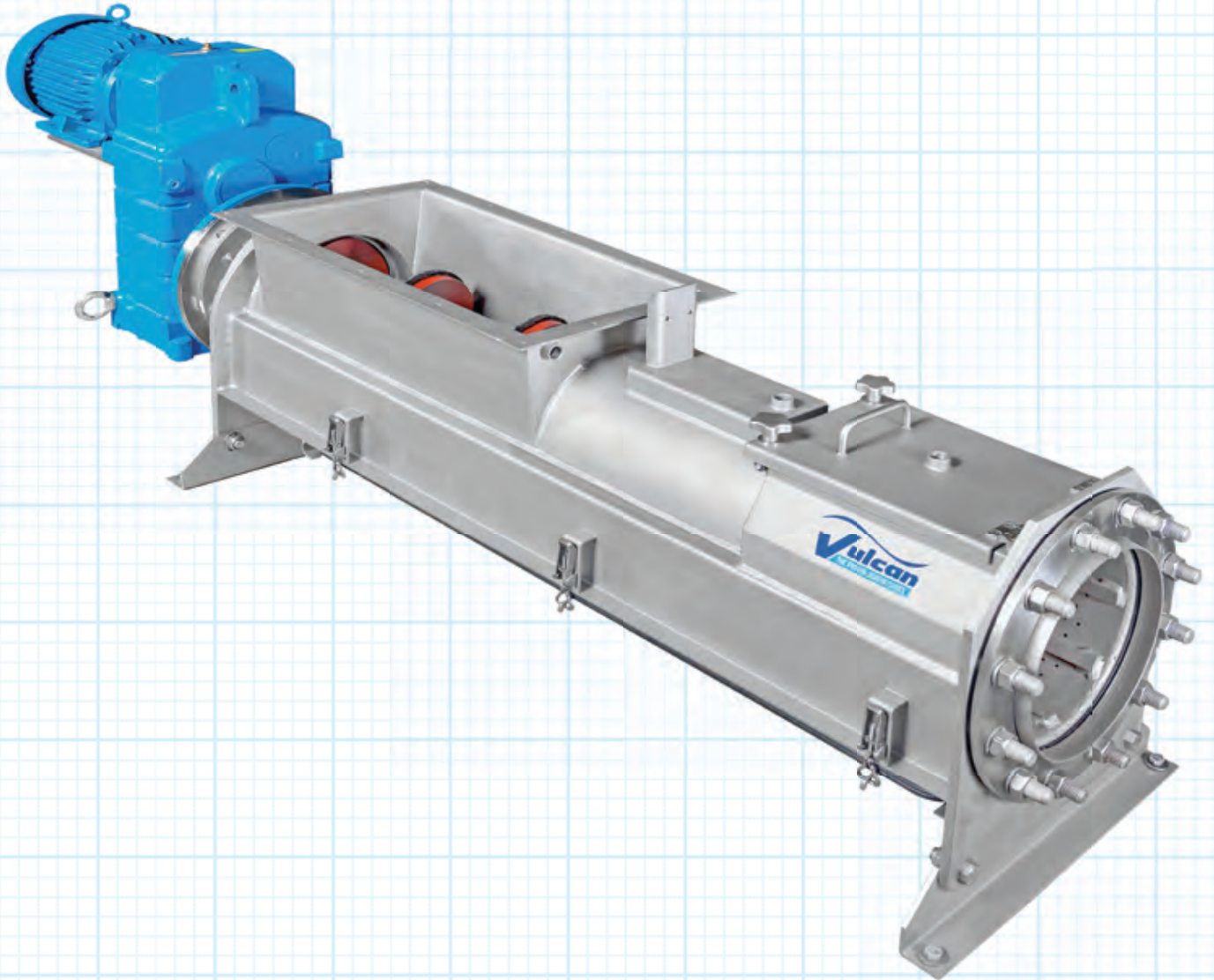


DISCHARGE END VIEW



Model EWP Washing Press

Product Information Guide



Find more product information at:
vulcanindustries.com



Model EWP Washing Press



A detail of the axial thrust bearing that connects the gear reducer to the press body and the shafted spiral. This bearing handles the load created during compaction and carries the overhung load of the spiral. This protects the gear reducer and extends the life of the unit.

The **Model EWP Washing Press** is a spiral press used to wash organic matter out of screenings material. The Washing Press washes, dewateres, compacts and transports screenings to a conveyor, container or other suitable receiving device.

Construction

The Washing Press consists of a press body with separate washing and dewatering sections, hollow shaft spiral, axial thrust bearing (see photo on left), gear reducer and motor, drain pan, washwater spray connections and sequencing valves.

The press body is constructed of stainless steel. A wedge wire drain constructed of individual profile bars is mounted on the bottom of the press and extends from the inlet hopper through the washing section. The wedge wire, with 2 mm spacings, guarantees clog-free drainage of the washwater, while ensuring screenings capture.

The spiral, of alloy steel construction, is welded to the hollow shaft. The hollow shaft contains perforations located in the washing zone to introduce washwater to the screenings from the inside out. A nylon brush is attached to the trailing edge of the spiral to ensure debris is thoroughly removed from the drainage area. The drain pan is constructed of stainless steel, and is located directly under the press body. A flushing nozzle periodically rinses the drain pan. Sealed with a gasket, and secured with a latching system, the drain pan is easily removed for service.



Model EWP Washing Press with an inlet hopper and discharge pipe. The inlet hopper can be directly connected to a primary screening device such as a Model FT Mensch Screen, Model VMR Multi-Rake Screen, or Model ESR Stair Screen, and can be fed by a conveyor or sluice trough. The discharge pipe can be fitted with a bagging assembly, or feed directly into a receiving container.

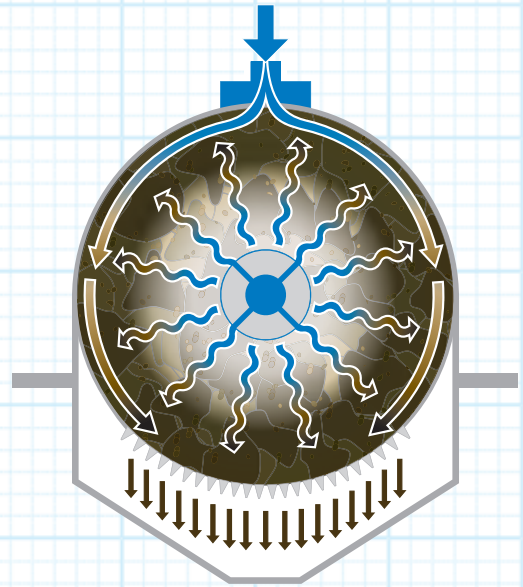


Note the substantial construction of the shafted spiral. A nylon brush is affixed to the trailing edge of the spiral to ensure the drain is clean, even when greasy material is present. Beneath the spiral you can see the wedgewire drain. The profiled bars (See section A-A on the diagram, right page) used in the drain construction allow for greater flow and prevent blinding. The spiral is cantilevered off the thrust bearing and does not rest in the housing. This reduces wear on the nylon brush and the press body by eliminating metal-to-metal contact.

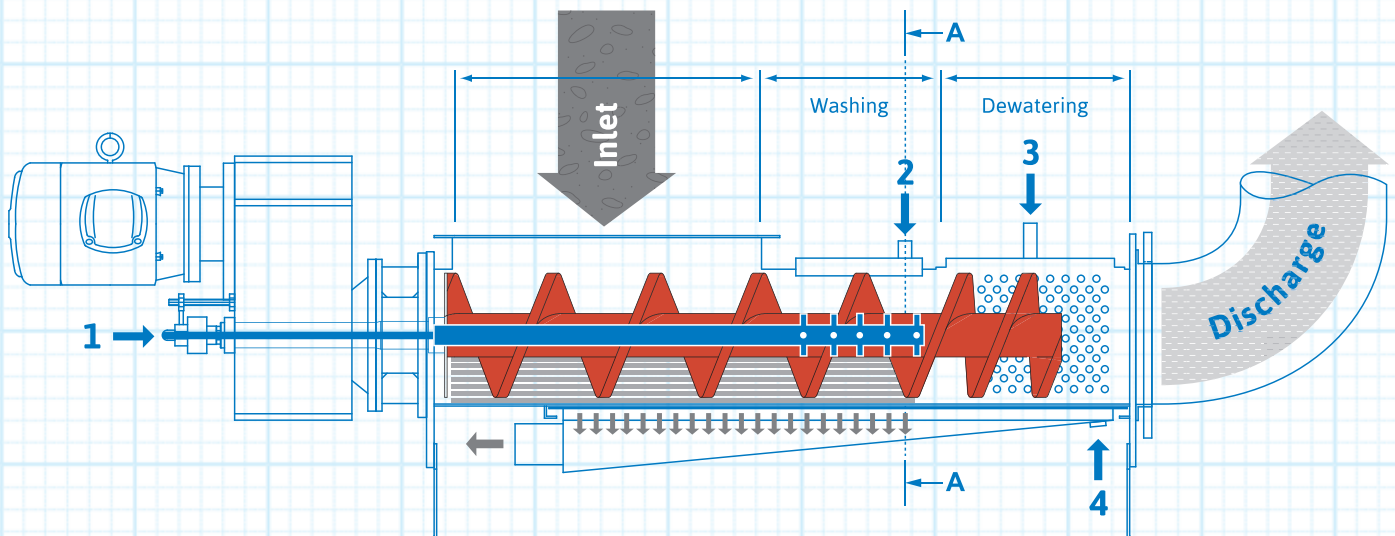
Operation

The Washing Press receives the screenings from a primary screening device, sluice trough, or conveyor through the inlet hopper. The spiral transports the screenings from the inlet to the washing zone where they are compacted and washed. In the washing zone, washwater is injected into the screenings from the openings in the hollow shaft of the spiral, and from a nozzle at the top of the unit.

To maximize washing, after the press compacts the screenings the spiral reverses, pulling apart the compacted screenings. The cycle is repeated a minimum of four times, recompacting the screenings and squeezing out excess washwater and organics. The repetition helps the press achieve up to 90% organic removal from the screenings. As the screenings move into the dewatering zone, the pitch of the spiral decreases, further compacting the screenings for maximum water extraction prior to entering the discharge pipe. From inlet hopper to discharge, the screenings volume is reduced from 70% up to 85%.



▲ Section A-A through the washing zone.

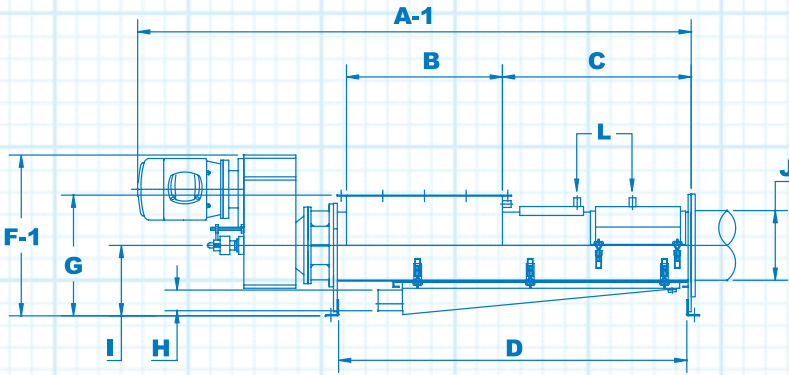
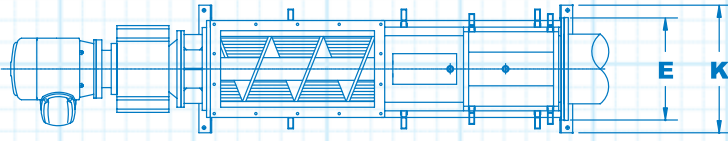


▲ Sequence of Valve Operations

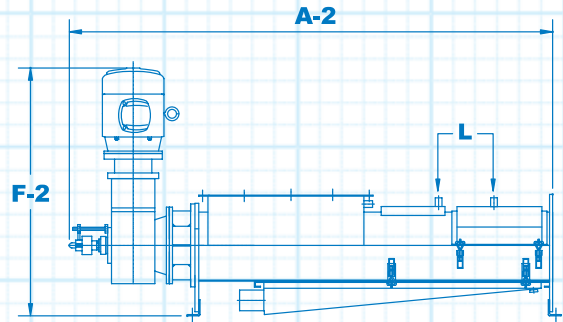
- 1 Injects washwater into the washing zone through the hollow shaft spiral.
- 2 Injects washwater into the top of the washing zone.
- 3 Flushes dewatering zone.
- 4 Flushes drain pan.



Model EWP Washing Press



▲ Parallel Drive Configuration



▲ Right Angle Drive Configuration

Type	A-1	A-2	B	C	D	E	F-1	F-2	G	H	I	J	K	L	MOTOR
EWP 250/600	86"	75"	24"x10"	29"	57"	16"	24"	40"	19"	3"	12"	10"ø	20"	1/2"	5 HP
EWP 250/800	94"	83"	32"x10"	29"	65"	16"	24"	40"	19"	3"	12"	10"ø	20"	1/2"	5 HP
EWP 250/1000	101"	91"	40"x10"	29"	73"	16"	24"	40"	19"	3"	12"	10"ø	20"	1/2"	5 HP
EWP 250/1200	109"	97"	48"x10"	29"	81"	16"	24"	40"	19"	3"	12"	10"ø	20"	1/2"	5 HP
EWP 250/1600	125"	113"	63"x10"	29"	92"	16"	24"	40"	19"	3"	12"	10"ø	20"	1/2"	5 HP
EWP 250/2000	141"	128"	78"x10"	29"	107"	16"	24"	40"	19"	3"	12"	10"ø	20"	1/2"	5 HP
EWP 300/600	98"	85"	24"x12"	34"	58"	19"	30"	50"	22"	4"	13"	12"ø	21"	3/4"	7.5 HP
EWP 300/800	106"	93"	32"x12"	34"	65"	19"	30"	50"	22"	4"	13"	12"ø	21"	3/4"	7.5 HP
EWP 300/1000	113"	100"	40"x12"	34"	73"	19"	30"	50"	22"	4"	13"	12"ø	21"	3/4"	7.5 HP
EWP 300/1200	122"	108"	48"x12"	34"	81"	19"	30"	50"	22"	4"	13"	12"ø	21"	3/4"	7.5 HP
EWP 300/1600	137"	124"	63"x12"	34"	96"	19"	30"	50"	22"	4"	13"	12"ø	21"	3/4"	7.5 HP
EWP 400/600	117"	98"	24"x16"	42"	70"	23.5"	39"	62"	27.5"	4"	14.5"	16"ø	26"	3/4"	10 HP
EWP 400/800	125"	106"	32"x16"	42"	78"	23.5"	39"	62"	27.5"	4"	14.5"	16"ø	26"	3/4"	10 HP
EWP 400/1000	132"	114"	40"x16"	42"	86"	23.5"	39"	62"	27.5"	4"	14.5"	16"ø	26"	3/4"	10 HP
EWP 400/1200	141"	122"	48"x16"	42"	94"	23.5"	39"	62"	27.5"	4"	14.5"	16"ø	26"	3/4"	10 HP

▼ Input Capacity of Raw Screenings

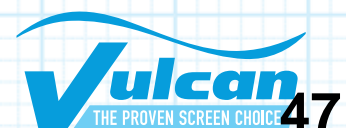
Type	Continuous Mode	Batch Mode
EWP 250	Up to 99 ft ³ /hr	Up to 33 ft ³ /hr
EWP 300	Up to 159 ft ³ /hr	Up to 53 ft ³ /hr
EWP 400	Up to 247 ft ³ /hr	Up to 82 ft ³ /hr

▼ Wash Water Requirements

Type	Requirements
EWP 250	19 gpm at 35 psi minimum – 60 psi maximum
EWP 300	27 gpm at 35 psi minimum – 60 psi maximum
EWP 400	27 gpm at 35 psi minimum – 60 psi maximum

Find more product information at:
vulcanindustries.com

212 S. Kirlin Street
 Missouri Valley, Iowa 51555 USA
 712-642-2755 Fax 712-642-4256



BUDGETARY PROPOSAL

Project Name: Running Springs, CA

Equipment: WAP-L

Date: August 14, 2019

Huber Contact:

Regional Sales Director: John Lewis
Email Address: John@hhusa.net
Phone Number: 704.995.5451

Represented By:

Representative Firm: Goble Sampson
Representative Associate: Dave Ritter
Email Address: dritter@goblesampson.com
Phone Number: 801.268.8790



Huber Technology, Inc.
9735 NorthCross Center Court
Suite A
Huntersville, NC 28078

Phone: (704) 949-1010
Fax: (704) 949-1020

ITEM	QUANTITY	DESCRIPTION
1	1	<p>WAP Screening Wash and Press Model: WAP-L2</p> <p><u>Design Information:</u> Throughput: 70ft³/hr Wash Water Demand: 16gpm @ 60psi Approximate Weight: 790lbs Maximum Launder Channel Inflow: 98gpm</p> <p><u>Including:</u></p> <ul style="list-style-type: none"> • 304L Stainless Steel Construction with Full Submersion Passivation for Superior Corrosion Resistance. • 304L Stainless Steel Screw Auger with Increasing Thickness and Nylon Brushes • Class 1 Division 1 Motor, 5-HP, 480 VAC, 3 phase, 60 Hz, S.F. 1.15 • Removable Perforated Drain Under Entire WAP Body • Support Legs • Dewatering Piece with Additional 3" NPT Drain • Drain Pan with ANSI Flanged 4" Connection • Discharge Pipe with Endless Bagger Attachment • Enclosed Feed Troughs with Inspection Door and 8" Overflow Connection • Three (3) Solenoid Valves, Class 1 Division 1, 2-way brass body, 110VAC, 60Hz • WAP-L Control Panel, Including: <ul style="list-style-type: none"> ○ NEMA 4X 304 Stainless Steel Enclosure ○ NEMA Reversing Motor Starter [Press 5HP Max] ○ Control Power Transformer, 480-120 with Branch Circuit ○ PLC: AB MicroLogix 1400 ○ OIT: AB PanelView Plus 400 Color Touch ○ Pre-programmed & Factory Tested ○ UL Label • 5-hole, NEMA7 LCS • Standard Manufacturer's Services and Freight to Site Included

Pricing:

ITEM	EQUIPMENT	PRICE
1	Wash and Press WAP-Liquid	Included
	TOTAL	\$116,000.00

Technical Clarifications:

1. Equipment specification is available upon request
2. If there are site-specific hydraulic constraints that must be applied, please consult the manufacturer's representative to ensure compatibility with the proposed system
3. Electrical disconnects required per local NEC code are not included in this proposal
4. Huber Technology warrants all components of the system against faulty workmanship and materials for a period of 12 months from date of start-up or 18 months after shipment whichever occurs first
5. Budget estimate is based on Huber Technology's standard Terms & Conditions and is quoted in US\$ unless otherwise stated
6. Huber has estimated the Control Panel cost based information provided with the RFQ. If control panel information is not provided with RFQ Huber will use a cost and scope of supply based on our standard panel. Huber reserves the right to change the price and scope at time of bid based on the final plans and specifications.



Worldwide Experts
in Water Treatment

BUDGETARY PROPOSAL

OCTOBER 24, 2019

RUNNING SPRINGS WWTP

Ovivo® Screw Compactor

PREPARED FOR

AREA REPRESENTATIVE

Coombs-Hopkins

Matt Rebmann

PREPARED BY:

LARRY VANCE

Phone: (801) 931-3000

Larry.Vance@ovivowater.com



Ovivo USA, LLC is pleased to submit a budgetary proposal for the following equipment (the “Products”) on the project indicated above (the “Project”). This proposal, either in its original form or in its “as sold” format, constitutes Ovivo’s contractual offer of goods and services in connection with the Project.

While every effort has been made to ensure this quotation captures the intent of the project, we do anticipate further discussion in order to clarify and/or finalize the scope, terms & conditions and other details prior to any formal agreement. We look forward to your favorable review of our offer to further discussions on this important project.

THIS BUDGETARY PROPOSAL CONSTITUTES A NON-BINDING ESTIMATE OF PRICE(S) FOR CERTAIN GOODS AND/OR SERVICES THAT MAY BE PROVIDED BY OVIVO USA, LLC FROM TIME TO TIME, BUT SHALL NOT BE CONSTRUED AS A CONTRACTUAL OFFER FOR OVIVO USA, LLC TO PROVIDE SUCH GOODS AND/OR SERVICES. ANY CONTRACTUAL OFFER FOR THE SUPPLY OF GOODS AND/OR SERVICES BY OVIVO USA, LLC SHALL BE CONVEYED TO CUSTOMER IN THE FORM OF OVIVO USA, LLC STANDARD PROPOSAL DOCUMENT, WHICH INCLUDES, BUT IS NOT LIMITED TO, ITS STANDARD TERMS AND CONDITIONS OF SALE. SUCH PROPOSAL FORM MAY BE PROVIDED TO CUSTOMER UPON REQUEST.

Budgetary Pricing for Proposed Equipment:

ITEM	EQUIPMENT	PRICE
1	Ovivo Screw Compactor Model 200 with Trough	\$91,609.00

STANDARD SCOPE OF SUPPLY

ITEMS INCLUDED:

1 Screw Compactor, Ovivo Model 200, to include:

- OVIVO proposes to furnish 1 screw compactor for installation by others.
- 1 Screw Compactor
- Capacity: 26 (150), 64 (200) cubic feet per hour
- Motor size: 2 HP 1760 RPM, screw compactor motor suitable for 460/3/60 supply.
- Screw compactor chamber- 304 stainless steel.
- Shafted screw: 6 inch (150), 8 inch diameter by 5 feet or 6.5 feet long depending on wash water flow - ASTM A36 carbon steel.
- Screw brush on periphery of screw flights- Nylon.
- U-shaped screw housing /drainage trough: .5 to 5 mm perforations depending on screen aperture - 304 stainless steel.
- Self-aligning thrust and radial load bearing to support the screw at the inlet end.
- High performance plastic sleeve bearing at the outlet end of the screw.

- Screw compactor reject drain connection: 3 inch diameter.
- Washing and screw compactor chamber covers- ABS textured plastic.
- Wash water requirement for screening rinse at screw compactor sleeve bearing: 2.5 GPM @ 40 psig.
- Wash water connection terminating screw compactor chamber: 1.0 inch NPT with 120 V solenoid.
- Tubular 304 stainless steel compactor discharge chute angled at a minimum of a 45 degree
- Angle from the horizontal including a drop chute with removable cover plate.
- 304 stainless steel discharge chute supports.
- Approximately 35 ft. of troughing including supports.
- Control Panel, main disconnect switch and emergency stop pushbutton.
- Inspection and testing per Section 3.02 of the specification.
- Anchor and Assembly fasteners, 304 stainless steel.
- First filling of all lubricants.
- Delivery, FOB job site.

ITEMS NOT INCLUDED UNLESS SPECIFICALLY NOTED ABOVE (But not limited to the following):

- Access ladder, platform, or stairs.
- Concrete, grout, or concrete design.
- Consumables.
- Control panel mounting and field wire terminations.
- Disposal of any kind.
- Dumpster.
- Field wire and field conduit
- Field or shop paint.
- Grating.
- Installation.
- Lubricants.
- Man lifts or cranes.
- Offloading at job site.
- Piping and piping insulation.
- Recordings of training sessions.
- Spares.
- Special tools.
- Special site PPE.
- Storage.
- **Taxes.**

FIELD SERVICE OPTION:

1 trip of 3 days total of service, at the site for the supervision of equipment start-up, testing supervision, and instructing the operators.

Additional service days can be purchased at the current rate.

TYPICAL LEAD TIMES:

Submittals: 8 weeks after Purchaser's receipt of Ovivo's written acknowledgement of an approved purchase order.

Shipping: 24 weeks after receipt of approved drawings from Purchaser.



SCREENING
HANDLING
REMOVAL



Ovivo[®] Screw Compactor

Minimal maintenance and operational intervention for a TOTEX* competitive alternative.



Key Features

- 9mm Mild steel trough construction
- 6mm Tapered holes for drainage
- Flanged opening for retrofit launder hopper
- 5 Standard sizes

Key Benefits

- Can receive flows from water powered or dry launders
- Good quality 'plug' (with optional screenings washing)
- Flanged opening for retrofit launder hopper
- Minimal operational intervention – Low operating costs
- 25 year design life

*Total expenditure

ovivowater.com

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Based on the proven original Jones+Attwood design

Incorporating the original Jones+Attwood (J+A) features for unrivalled reliability and robustness, the Ovivo® screw compactor has been innovatively designed to meet today's growing preference for simple, low maintenance equipment.

A suitable retrofit for most OEM screening compactors, the Ovivo screw compactor features 6mm tapered holes for improved drainage which enables it to receive feed directly from screens, conveyors and the higher water volume launder flow from installations that previously required screenings to be washed.

Designed with a 9mm thick, mild steel, drainage trough for extra ruggedness, the Ovivo screw compactor retains the original thick mild steel of its predecessor (first developed in 1986 by Jones+Attwood) and is suitable for dewatering and compacting screenings from inlet or sludge screens.



Screening inlet

- The standard screw compactor flanged inlet opening allows greater onsite flexibility to accommodate site conditions and launder flows.
- The inlet hopper can be designed to fit existing installations.
- 6mm tapered holes allow flows to easily pass through the trough and have a greater resistance to blinding.
- Available in a range of sizes from 150mm to 500mm diameter, the largest machine can process up to 9.5m³/hour of screenings.



Process and Applications:

During the 90's, the demand for compacting screenings, only, was slowly overtaken by the need for washing screenings to reduce odours, and to meet emerging landfill regulations for 'washed' screenings. However, the way waste screenings are managed today has changed.

For some utilities, there is a growing preference to reuse the screenings, unwashed for composting – the high organically loaded screenings encourage the composting process and subsequent conversion of waste to energy.

As a result of the evolution of the compactor to wash screenings, water powered launders and channels were designed to convey screenings to compactors, which can be situated a short distance from the inlet screen. As a consequence, the new screw compactor has been designed to receive (higher water volume) launder flow from these types of installations making it a suitable retrofit for most OEM screening compactors.

Our standard screw compactor is supplied without a washing system, however, optional jet washing can be fitted if required, to reduce the organic loading of the plug.

Where TOTEX* is a key driver (i.e. low maintenance, robust operation, requiring minimal replacement parts) and where washing is not a prerequisite, the Ovivo screw compactor is a proven, reliable option.

* Total Expenditure

Key Components



The 9mm thick perforated mild steel trough incorporates 6mm diameter, tapered, holes for efficient fluid discharge.



Discharge chute can be designed to suit existing installations.



Good quality plug (image results from pumped flow).



Flanged opening to accommodate existing launder channel.

Technical Data

The Ovivo® Screw compactor is available in 5 standard designs. Jet washing is offered as an option.

	Size 150	Size 200	Size 300	Size 400	Size 500
Compactor Motor (KW)	1.1	1.5	3.0	5.5	7.5
Compactor Screw Diameter (mm)	150	200	300	400	500
Launder Flow - Max L/S	1.5	3.0	5.0	6.5	8.0
Outlet Chute Diameter (mm)	250	300	400	500	600
Screenings Loading Capacity Max (M ³ /Hr)	0.5	1.25	3.0	6.0	9.5
Optional					
Rinse water system (2.0 bar pressure.) Flow rate L/S	0.16	0.16	0.24	1.0	1.0

Ovivo® Screw Compactor



Operational Benefits

- Low maintenance
- Long life expectancy
- Low energy
- Reliability



Improving on the design of our original Jones+Attwood screw compactor (shown in medallion above), the Ovivo® screw compactor now replaces its predecessor, on new screening projects.



OVIVO® CONNECTSM

Get Connected! Like all Ovivo equipment, your new Ovivo® Screw Compactor will provide you with access to the Ovivo® ConnectSM portal, our innovative client resource application.

- Need access to your O&M Manual?
- Needs spare parts?
- Want the latest tips and news on your product?



Just scan the QR Code, or type-in the URL featured on the nameplate, to access dedicated web pages that will help you maintain and optimize your plant and your Ovivo equipment!



www.ovivowater.com

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Ryan Gross

From: Trevor Miller
Sent: Wednesday, February 12, 2020 7:29 AM
To: Ryan Gross
Subject: FW: Running Springs - Parkson Aqua WashPress
Attachments: Aqua-WashPress-1169[1].pdf; AWP 8[1].pdf

Trevor Miller
Wastewater Department Supervisor
Running Springs Water District
31242 Hilltop Blvd.
Running Springs, CA 92382-2206
(909) 867 2766 Office
(909) 499 0447 Cell
Tmiller@runningspringswd.com

From: Matthew Rebmann <matt@chcwater.com>
Sent: Thursday, December 19, 2019 4:12 PM
To: Trevor Miller <TMiller@runningspringswd.com>
Subject: Running Springs - Parkson Aqua WashPress

Trevor:

Parkson proposes an Aqua Wash Press unit model AWP8-4 to wash and compact solids from a sluice feed. The sluice should not require any more than about 20 GPM of sluice water to get the screenings into the AWP unit. The longer trough opening (~4') of the Aqua WashPress will provide more drainage for the sluice feed. A drawing of this unit is enclosed for reference. Estimated price for the Aqua Wash Press unit model AWP8-4 in 316 SS construction (carbon steel screw) including a NEMA 4X control panel for the unit and discharge piping is \$75,000.

This price does not include the sluice trough. Let me know if you have any questions.

Sincerely,
Matthew D. Rebmann – Vice President



2011 Palomar Airport Road, Suite 303
Carlsbad, CA 92011
760/579-9411 Cell
760/931-0555 Office



Aqua WashPress® receiving screenings from Aqua Guard® screen



Aqua WashPress®

Reduce odors and disposal costs

Organics and biosolids are commonly caught along with screened solids. If not removed, these elements retain water, inhibit drainage, emit odors and result in excessive disposal costs.

The solution is screenings washing, and the Aqua WashPress® (AWP) handles the job economically. The unit is the perfect complement to any screen, particularly if cost-effective screenings washing and compaction is your objective.

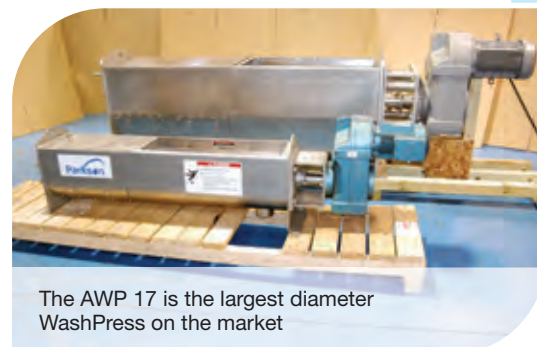
Principle of Operation

The operation is simple. Screenings enter the press from a hopper and are conveyed by a slowly rotating screw to a wash zone where water is added to support the separation process. This is followed by compacting and dewatering in a press zone.

A stainless steel housing encompasses an inner cylinder where washing and compacting occurs. This design

completely encloses the screenings, prevents spills, contains odors and provides a hygienic work environment.

Following the wash section, the Aqua WashPress® dewater solids to reduce the volume and weight prior to disposal. The Aqua WashPress® delivers significant volume and weight reductions compared to unwashed and dewatered solids.



The AWP 17 is the largest diameter WashPress on the market

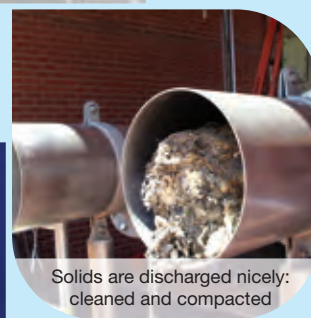
The organics, which are washed out of the screenings, are returned to the influent, where they can be treated as part of the normal plant process. The Aqua WashPress® is an effective way to improve plant processes and its compact size fits easily under a screen.

Features

- Improves plant operation – washes organics from the screenings and returns them to the process where they belong; reduces odors caused by entrained organics
- Low maintenance – only one moving part, the screw drive; all wear parts are easy to replace without welding
- Economic to operate – a low horse-power motor drives the entire unit which only runs on demand
- Custom length/height of discharge piping
- Variable length inlet hopper
- Optional bagging device at discharge



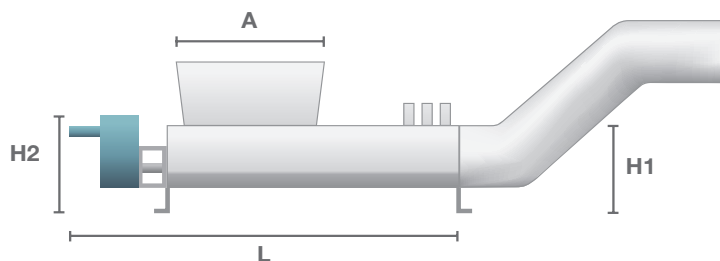
Drive assembly with reliable Eurodrive gearmotor and packing gland



Solids are discharged nicely: cleaned and compacted



Optional vertical bagger for solids disposal



Unit Model	8	10	12	17
Spiral Diameter	8"	10"	12"	17"
Height (H1)	18"	20"	20"	32.5"
Width	13.5"	17"	17"	23.5"
Gearmotor Height (H2)	26"	26"	26"	42"

AWP Models	Hopper Length "A"	Unit Length "L"
		8, 10, 12 17
8,10,12	-1.0	1'3" 6'5"
8,10,12	-1.5	1'9" 6'11"
8,10,12 17	-2.0	2'3" 7'5" 9'8"
8,10,12	-2.5	2'9" 7'11"
8,10,12 17	-3.0	3'3" 8'5" 10'8"
8,10,12	-3.5	3'9" 8'11"
8,10,12 17	-4.0	4'3" 9'5" 11'8"
8,10,12	-4.5	4'9" 9'11"
8,10,12 17	-5.0	5'3" 10'5" 12'8"

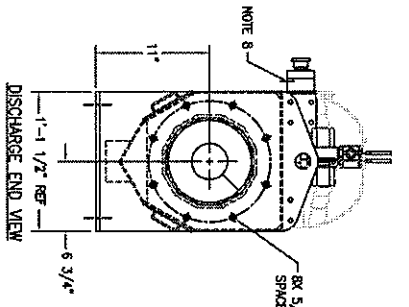
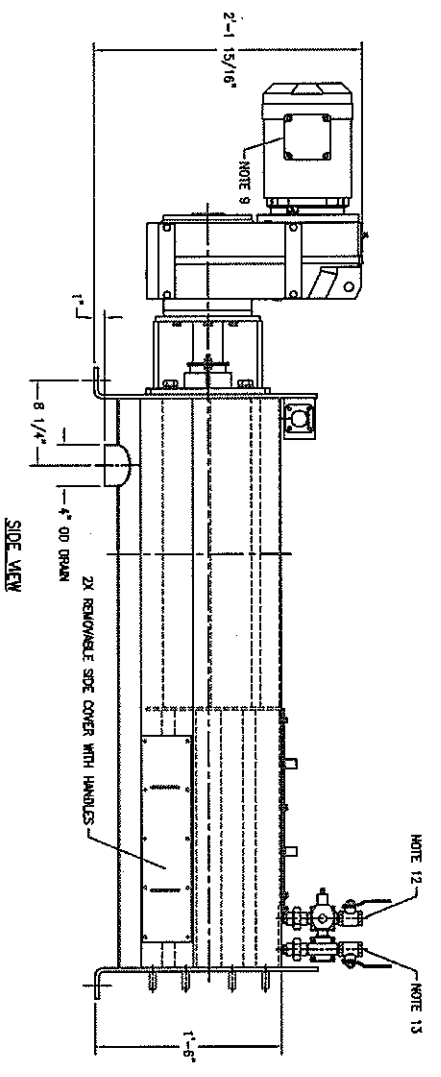
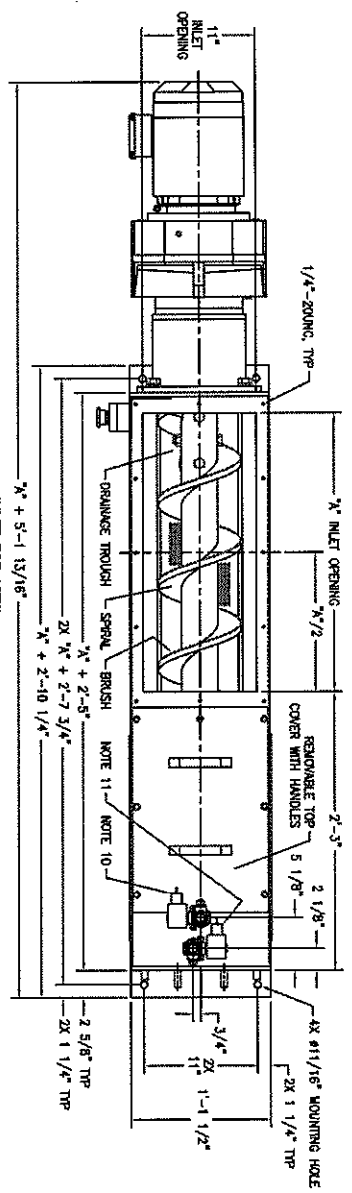


Fort Lauderdale
Chicago
Montreal
Kansas City
Dubai

1.888.PARKSON
technology@parkson.com
www.parkson.com



AWP



- NOTE:**
1. ALL 304L STAINLESS STEEL CONSTRUCTION EXCEPT FOR MOTOR, REDUCER, SPRING, AND ELECTRICAL HARDWARE.
 2. DRIVE SYSTEM:
 - A. MOTOR: 3 HP, 1800 RPM, 230/460 V, 3 PH, 60 HZ, TEFC
 - B. REDUCER: HELICAL GEAR UNIT DIRECT COUPLED TO DRIVE SHAFT
 3. SPRING SPEED: 14 RPM
 4. RECOMMENDED CLEARANCE TO BE 3" AROUND AND ABOVE UNIT.
 5. WEIGHT: SEE TABLE (BASE UNIT ONLY, DISCHARGE TUBING AND INLET HOPPER NOT INCLUDED).
 6. ALL DIMENSIONS WRITTEN IN FEET-INCHES UNLESS OTHERWISE SPECIFIED.
 7. ALL INTERCONNECTING WIRING, CONDUIT, AND PIPING FROM UNIT MOUNTED DEVICES WILL BE SUPPLIED BY OTHERS. SUPPORT ALL EXTERNAL PIPING INDEPENDENTLY OF AQUA WASHPRESS™ DEWATERING SCREEN PRESS UNIT.
 8. NEMA 4X LOCAL E-STOP: 1/2" NPT CONDUIT CONNECTION
 9. MOTOR: 1X 1/2" NPT AND 1X 3/4" NPT CONDUIT CONNECTION
 10. NEMA 4X WASH SQUELCH VALVE: 1/2" NPT CONDUIT CONNECTION
 11. NEMA 4X FLUSH SQUELCH VALVE: 1/2" NPT CONDUIT CONNECTION
 12. WASH WATER SPRAY CONNECTION (10 GPM AT 60 PSIG): 1/2" NPT
 13. FLUSH WATER SPRAY CONNECTION (15 GPM AT 60 PSIG): 1/2" NPT
 14. STANDARD UNIT SHOWN. CONSULT PARKSON OR YOUR LOCAL HFCOR PRODUCTS REPRESENTATIVE FOR AVAILABLE OPTIONS.
 15. MODEL AMP8-2.0 SHOWN.

MODEL NUMBER	"A"	WEIGHT
AMP8-1.0	1'-3"	621 LB
AMP8-1.5	1'-8"	656 LB
AMP8-2.0	2'-3"	691 LB
AMP8-2.5	2'-9"	726 LB
AMP8-3.0	3'-5"	761 LB
AMP8-3.5	3'-9"	796 LB
AMP8-4.0	4'-3"	831 LB
AMP8-4.5	4'-9"	866 LB
AMP8-5.0	5'-3"	901 LB

The design and all structural details shown hereunder are preliminary and subject to change without notice. The drawings are not to be used for any purpose other than that for which it was prepared. The drawings are the property of Parkson Corporation and shall remain the property of Parkson Corporation. The drawings are not to be used for any purpose other than that for which it was prepared. The drawings are the property of Parkson Corporation and shall remain the property of Parkson Corporation.

REV	DESCRIPTION	DATE	BY

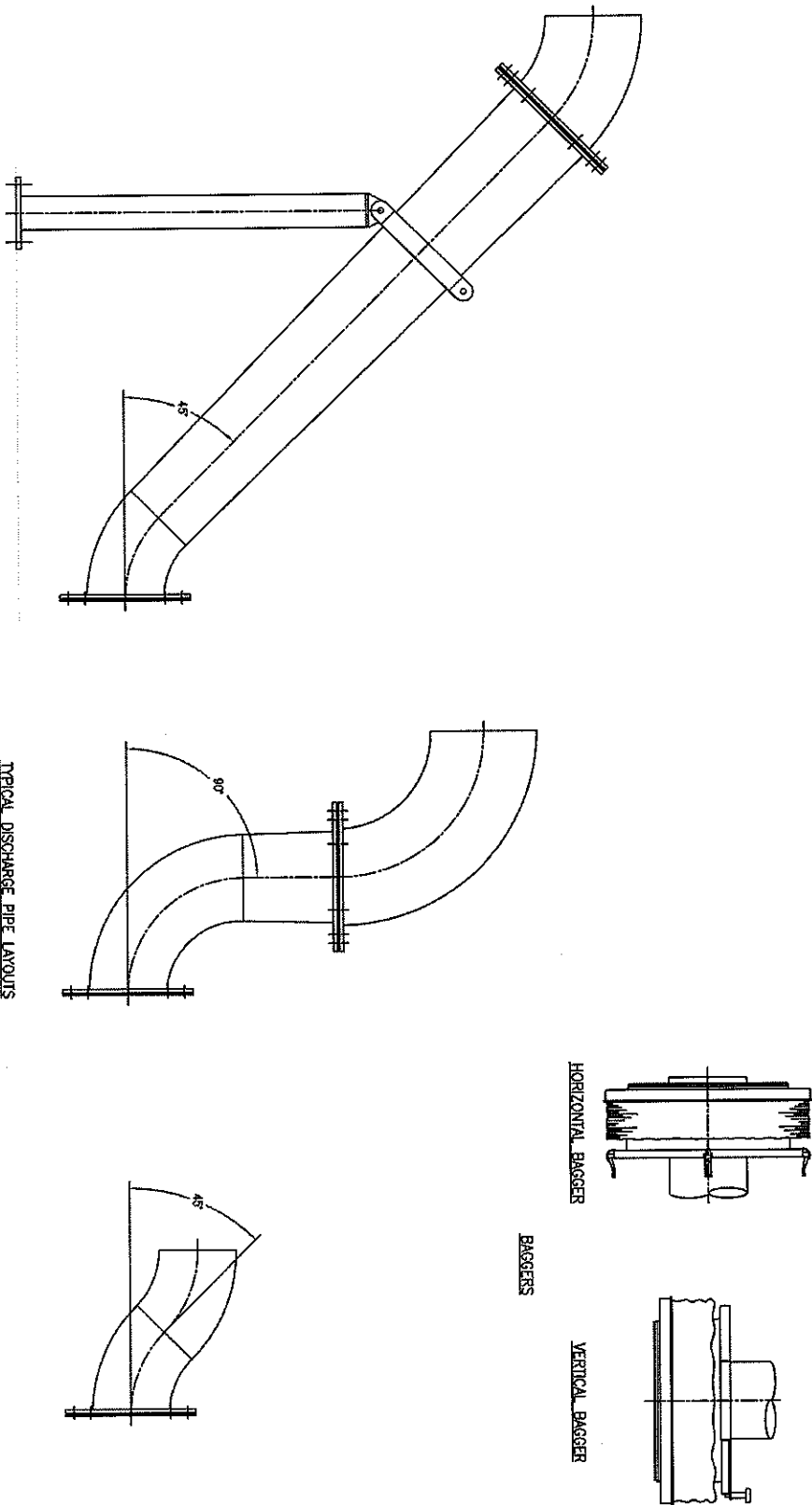
PRELIMINARY APPROVAL
 X INFORMATION CERTIFIED
 THIS DRAWING IS LIMITED TO PLUMBING, DESIGN, GENERAL PERFORMANCE AND CLEARANCE. NO LIABILITY IS ASSUMED FOR ANY OTHER WORK OR COORDINATION WITH OTHER CONTRACTORS OR AGENCIES. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.

DESIGNED BY	DATE	CHECKED BY	DATE



PROJECT NAME
 MODEL NUMBER AMP8-X-X
 AQUA WASHPRESS™ DEWATERING SCREEN PRESS UNIT

REV	DESCRIPTION	DATE	BY



TYPICAL DISCHARGE PIPE LAYOUTS

This drawing and all associated notes are the property of Parkson Corporation and a loan subject to return upon completion of the project. It is not to be used for any other project without the written consent of Parkson Corporation. Parkson Corporation is not responsible for the safety standards required by local, state and federal laws and regulations. Parkson Corporation is not responsible for the design or installation of equipment in the field. The user is responsible for the safe use of the equipment and for the safety of the operator and maintenance of the equipment.

REV	DESCRIPTION	DATE	BY

PRELIMINARY APPROVAL
 X INFORMATION CERTIFIED
 THIS DRAWING IS LIMITED TO FUNCTIONAL DESIGN, GENERAL DIMENSIONS AND CLEARANCE. NO LIABILITY IS ASSUMED FOR THE USE OF THIS DRAWING OR FOR THE SAFETY OF THE OPERATOR OR THE EQUIPMENT. CONSULT WITH OTHER ENGINEERS, ARCHITECTS, OR CONTRACTORS AS SHOWN IN PROJECT NOTES.

DATE	DATE

SCALE: 1" = 1'

Parkson

PROJECT NAME	REVISION INFORMATION (REV DATE: 3-17-11)

MODEL NUMBER: ANPB-X, X
 AQUA WASHPRESS™ DEMATERING SCREW PRESS UNIT
 OPTIONS

SHEET 2 OF 2

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: April 22, 2020

TO: Board of Directors

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

SUBJECT: CONSIDER AUTHORIZING GENERAL MANAGER TO EXECUTE CHANGE ORDER WITH SANTA MARGARITA PLUMBING POINT REPAIR CONTRACT IN THE AMMOUNT OF \$15,740

RECOMMENDED BOARD ACTION

Consider authorizing the General Manager to execute change order with Santa Margarita Plumbing point repair contract in the amount of \$15,740 dollars.

REASON FOR RECOMMENDATION

Staff is recommending this change order to reline a section of sewer main that was identified during the 2019 line cleaning / CCTV inspection program.

BACKGROUND INFORMATION

At the November 13th, 2019 special board meeting, the board of directors approved a contract with Pipe Guard to install 5 UV cured point repairs found during the 2019 line cleaning / CCTV inspection program. Due to weather and scheduling conflicts the point repair project has been rescheduled to the week of May 4th. During a pre-repair inspection by Pipe Guard for the point repair project, they informed the District that they had available 8" and 10" UV cured CIP liner that they would be willing to install for \$40 per foot plus \$500 per sewer lateral connection that needs to be cutout. There is a limited amount of liner available at this rate, so the district has decided to line a 306 foot section of Armco Truss pipe located in the Nordic Tract. The last CIP liner the District had done cost \$119 per foot.

The liner is surplus from another job and Pipe Guard has assured the District that there are no problems with the resin and has lined a section of pipe to show that the resin will cure.

FISCAL INFORMATION

The cost of the changer order will be \$11,800 dollars to line the section of pipe and \$3,500 to cut out the liner around each lateral (\$500 per sewer lateral, 7 sewer laterals) The

additional funds for the change order will come from the Wastewater Department Capital Improvement Fund with a balance of \$844,902.

ATTACHMENTS

Attachment 1 – Inspection Report

Attachment 2 – Change Order Estimate



Houston & Harris PCS, Inc.
 21831 Barton Rd.
 Grand Terrace, CA 92313
 Tel: 909-422-8990
 Fax: 909-422-0841
 E-mail: info@houstonandharris.com






Inspection Report

Date 8/16/2019	P/O. No.	Weather Very Dry	Surveyor's Name Ivan	Pipe ID:	Section No. 120
Certificate No. U-1018-07030033	Survey Customer	System Owner	Date Cleaned	Pre-Cleaning Jetting	Sewer Category

Street Scandia Drive	Use of Sewer Sanitary	Upstream MH 50
City Running Springs	Drainage Area	Dowstream MH 49
Loc. details	Flow Control	Dir. of Survey Downstream
Location Code G3	Length surveyed 306.70 ft	Section Length 306.70 ft

Purpose of Survey Routine Assessment	Joint Length
Year Laid	Dia./Height 8 inch
Year Rehabilitated	Material Other
Tape / Media No.	Lining Method

Add. Information :

1:450	Position	Code	Observation	Grade	
	0.00	AMH	Upstream Manhole, Survey Begins / 50		
	0.00	MWL	Water Level, 0 %of cross sectional area		
	0.00	RFB	Roots Fine Barrell, from 05 to 07 o'clock	M 2	
	19.85	DAR	Deposits Attached Ragging, 10 %of cross sectional area, from 05 to 07 o'clock, , within 8 inches of joint: YES	M 2	
	21.16	TFC	Tap Factory Made Capped, at 12 o'clock, -, within 8 inches of joint: YES, 4"		
	22.06	TB	Tap Break-In, at 12 o'clock, -, within 8 inches of joint: YES, 4"		
	53.04	JOL	Joint Offset Large	S 2	
	60.96	TF	Tap Factory Made, at 02 o'clock, -, within 8 inches of joint: YES, 4"		
	91.94	JSL	Joint Separated Large	S 2	
	120.62	TB	Tap Break-In, at 02 o'clock, -, within 8 inches of joint: YES, 4"		
	129.74	JSM	Joint Separated Medium	S 1	
	148.59	TFC	Tap Factory Made Capped, at 11 o'clock, -, within 8 inches of joint: NO, 4", 4"		
	149.59	TB	Tap Break-In, at 10 o'clock, -, within 8 inches of joint: NO, 4"		
	178.67	TB	Tap Break-In, at 02 o'clock, -, within 8 inches of joint: YES, 4"		
	180.87	JSL	Joint Separated Large	S 2	



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 Email: info@houstonandharris.com

Inspection Report

Date : 8/16/2019	Job number :	Weather : Very Dry	Operator : Ivan	Counter : 120	Section name :
Present :	Vehicle :	Camera :	Preset :	Cleaned : Jetting	Rate :

1:450	Position	Code	Observation	Rate
	<u>222.48</u>	CL	Crack Longitudinal, at 01 o'clock, within 8 inches of joint: NO	S 2
	<u>235.72</u>	JSL	Joint Separated Large	S 2
	<u>241.33</u>	TB	Tap Break-In, at 02 o'clock, -, within 8 inches of joint: YES, 4"	
	<u>278.53</u>	RFJ	Roots Fine Joint, from 12 to 12 o'clock, within 8 inches of joint: YES	M 1
	<u>280.73</u>	TB	Tap Break-In, at 10 o'clock, -, within 8 inches of joint: YES, 4"	
	<u>306.70</u>	AMH	Downstream Manhole, Survey Ends / 19	

QSR	QMR	SPR	MPR	OPR	SPRI	MPRI	OPRI
2511	2211	11	5	16	1.83	1.67	1.78



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Inspection photos

City : Running Springs	Street : Scandia Drive	Date : 8/16/2019	Pipe ID :	Section No : 120
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Photo: 50-19-MWL-2.JPG
OFT, Water Level, 0 %of cross sectional area



Photo: 50-19-RFB-3.JPG
OFT, Roots Fine Barrell, from 05 to 07 o'clock



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Inspection photos

City : Running Springs	Street : Scandia Drive	Date : 8/16/2019	Pipe ID :	Section No : 120
----------------------------------	----------------------------------	----------------------------	-----------	----------------------------



Photo: 50-19-DAR-4.JPG
19.85FT, Deposits Attached Ragging, 10 %of cross sectional area, from 05 to 07 o'clock, , within 8 inches of joint: YES



Photo: 50-19-JOL-7.JPG
53.04FT, Joint Offset Large



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Inspection photos

City : Running Springs	Street : Scandia Drive	Date : 8/16/2019	Pipe ID :	Section No : 120
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Photo: 50-19-JSL-9.JPG
91.94FT, Joint Separated Large



Photo: 50-19-JSM-11.JPG
129.74FT, Joint Separated Medium



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Inspection photos

City : Running Springs	Street : Scandia Drive	Date : 8/16/2019	Pipe ID :	Section No : 120
----------------------------------	----------------------------------	----------------------------	-----------	----------------------------



Photo: 50-19-JSL-15.JPG
180.87FT, Joint Separated Large



Photo: 50-19-CL-16.JPG
222.48FT, Crack Longitudinal, at 01 o'clock, within 8 inches of joint: NO



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Inspection photos

City : Running Springs	Street : Scandia Drive	Date : 8/16/2019	Pipe ID :	Section No : 120
----------------------------------	----------------------------------	----------------------------	-----------	----------------------------



Photo: 50-19-JSL-17.JPG
235.72FT, Joint Separated Large



Photo: 50-19-RFJ-19.JPG
278.53FT, Roots Fine Joint, from 12 to 12 o'clock, within 8 inches of joint: YES

SMP, Inc.

Proposal to:
Running Springs Water District
31242 Hilltop Blvd
Running Springs, CA 92382
(909) 867-2766

March 25th, 2020

RE: Ultra Violet Cured in Place Pipelining

To Whom It May Concern:

Santa Margarita Plumbing, Inc. (**SMP Inc.**) currently has approximately 2,000 lineal feet of 8" liner and 1,200 lineal feet of 10" liner that has expired. As we discussed with Trevor Miller, the warranty of this liner is expired (older than 6 months), so what we can do is offer the liner to you for free and only charge for the installation of the liner. This liner is still good but there is no warranty. This would be a one time offer and would have to be installed within 4 months.

The price we would charge to install this liner would be **\$40.00/foot***.

*To keep with this price, we need to be able to install a minimum total of 125 feet of liner per day. However, this minimum length is negotiable. (for example a 75' shot and a 50' shot on the same street, or in the same vicinity)

Additional Items:

1. This price is only to reline 8" and 10" pipes using Ultra Violet Cured in Place Pipe Lining and does not include any additional work.
2. Any additional work (i.e.: CCTV, lateral reinstatements, Tophats, etc.) is not included but can be supplied if necessary.

Inclusions:

1. Furnish and install all UV cured liner
2. All necessary materials and equipment to perform UV CIPP
3. Any and all rental equipment
4. All normal freight charges to the site
5. All required safety equipment for our scope of work
6. Mobilization
7. Curing Videos and related Curing Protocol Data

SMP, Inc.

(continued on next page)

Exclusions:

1. Any and all cleaning of the pipe or removal of debris in preparation for lining (by others)
2. Any Pre and Post CCTV work
3. Traffic Control
4. Any and all excavation/backfill work or trenching if necessary
5. Overtime hours, weekend work or night work wages
6. Manhole upsizing
7. Manhole rehabilitation of any kind
8. Lateral reinstatements or cutting of appendages in pipe
9. Installation of tophats or lateral seals of any kind
10. Liquidated damages
11. Sewer bypass that will require plans and engineering
12. Any line locating or manhole locating work
13. Any permits and/or fees
14. Bonds of any kind
15. Any notifications to any impacted residents
16. Any work not mentioned in this proposal
17. Any and all 3rd party testing of material
18. Pressure tests of any kind

Please let us know if you have any questions regarding this proposal.

Sincerely,

Austin Gardner
agardner@pipeguard.us
949 283-0284

Operations Manager
SMP Inc.
CA St Contractor's Licence # 103203

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: April 22, 2020

TO: Board of Directors

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

SUBJECT: CONSIDER INCREASING THE FIRE DEPARTMENTS STAFFING LEVEL

RECOMMENDED BOARD ACTION

It is recommended that the Board of Directors consider increasing the Fire Department's staffing level by approving a 4-0 staffing model. This model would include an additional qualified paid call firefighter to the current 3-0 staffing model. The proposed model would be 2 fulltime Firefighter/Paramedics and 2 Paid Call Firefighters.

REASON FOR RECOMMENDATION

Increase in call volume:

Over the last 5 years the fire departments call volume has increased 28%. Before 2014 the call volume average was around 800-825 calls a year. Currently, we are averaging 1050 calls a year. It is undetermined why the call volume has increased. However, this could be affected by an increase in population or other demographics that cause individuals to utilize the 911 system. The increase in call volume has caused management to modify or augment staffing with PCFs who are available to meet the demand. This type of staffing secures a second ambulance or fire engine for additional responses and or support. However, this type of staffing is not a permanent model that would secure units or personnel for the service demand.

Decline in PCF call-back:

As a direct impact from the increase in call volume the department staffing levels are reduced. There has been a significant decline in call back from the PCF staff. The decline in call back limits the department's ability to provide an appropriate staffing level while emergency units are committed or transporting patients to a hospital facility. The fire department staff is often left with one fire personnel in district and expected to respond to incidents without the proper personnel to staff a fire engine or ambulance.

Safety of Personnel:

The result of a 3-0 staffing model puts fire personnel at risk during emergency operations. The OSHA required staffing for interior structure fire operations is 2 fire personnel that make entry with 2 additional fire personnel outside of the structure in case

any such rescue or rotation of personnel should occur. The current 3-0 staffing model and decline in call-back inhibits the ability to meet the OSHA standard. The 4-0 staffing proposal would meet the safety standards required by OSHA, including other call types such as vehicle extrications and rope rescue calls.

BACKGROUND INFORMATION

Running Springs Fire Department is considered a combination fire department, which consists of fulltime firefighters and paid call firefighters. The PCF model was designed to supplement the fulltime fire staff for coverage, call back and 24hr staffing. The PCF staff would primarily be individuals that live within the community, self employed, employed in another fire organization or individuals willing to serve their community as a paid call fireman.

Though the PCF program is still considered to be a value to the fire departments staffing model, a significant change has occurred. The dynamics of the paid call model has changed from community members to career minded individuals from college fire academies. The lack of community recruitment has caused the department to shift to a county wide recruitment from cities or communities that have a proximity of 30-minutes to Running Springs. Due to this shift in paradigm, the PCF staff consist of individuals who have full time jobs and live outside of the community which limits the amount of call-back during the day. The most recent recruits in our PCF staff are younger personnel who are still in college and have other jobs which puts an impact on their commitment.

Through out the years most PCFS would remain on staff for 3-5years. Those individuals would be considered a core group that could be relied upon for call-back. This is partly due to their local residency. Most of, if not all core individuals have resigned from the department to pursue fulltime careers with other fire departments. With many fire department job openings statewide, the department is still losing PCFs to other fulltime jobs.

State fire training has also caused a shift or change in operations. The California State Fire Marshall has increased the training requirements for Fire Fighter I certifications. This action prohibits fire departments from certifying firefighters “in house”. Currently, individuals seeking fire careers must attend a certified state fire academy and complete a task book working 1 year for a fire department. The current change has limited our recruitment to colleges that host certified fire academies and individuals outside of the community of Running Springs.

For the last several years Calfire has continued their mutual aid/auto-aid agreement with Running Springs Fire Department. This includes a housing agreement at Station 51 and automatic aid to incidents within the district. This agreement provides alternative ways to augment staffing when Calfire units are available. Though Calfire’s mission is strictly wildland fire, they do assist on all hazard incidents when units are available. However, the all hazard component is not a Calfire mission, nor can they be a reliable source when their units are dispatched to mission critical incidents.

The proposed 4-0 staffing model with the additional PCF would allow for the fire department to manage the increased call volume effectively, provide for the safety of personnel and community, and provide for more opportunity for an individual who desires to pursue a career in the fire service. This staffing model would continue the legacy of Running Springs Fire Departments commitment to serving the community and training and producing quality firemen.

FISCAL INFORMATION

The proposed 4-0 staffing model would increase the budget \$135,000 annually. This cost would include adding one PCF to the current 3-0 staffing model. PCF employees do not receive health benefits only eligibility for CalPERS retirement. The cost in comparison to adding a fulltime Paramedic/Firefighter would average \$378,354. The cost would include hiring 3 additional personnel plus benefits. The increase to add one PCF is much more cost effective than hiring three fulltime firefighter/paramedics. However, this should only be a temporary fix for a long-term solution in which a model would include 4 fulltime firefighter/paramedics and 2 paid call firefighters or ambulance operators. The future model would provide continuity for staff, and consistency for the community.

The fire department is proposing to increase the operating budget 4.8% for an additional PCF. This proposal would solidify a 4-0 staffing model that consist of 2-fulltime firefighter/paramedics and 2-PCF employees.

ATTACHMENTS

Attachment 1 – Call Data

Call Data

YEAR	Total Calls	Back To Back Calls	No Call Back
2014	852	107- 12.55%	144- 16.90%
2015	1051	162- 15.04%	265- 25.50%
2016	1015	119-11.70%	419- 41.20%
2017	1063	124- 11.60%	432-40.60%
2018	1031	116- 11.25%	513- 49.75%
2019	1046	122-11.66%	407-38.98%

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: April 22, 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 March 31, 2020. 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 third quarter of fiscal year 2019/2020.

ATTACHMENTS

Attachment 1 – Designated reserve fund balances as of March 31, 2020.
Attachment 2 – Net Position and Liquidity Ratio Summary
Attachment 3 – Quarterly Budget Report and Account Summary

Fund Balances as of March 31, 2020	
Fire & Ambulance Department	
Fire Department Operating Reserve	1,017,315
Ambulance Department Operating Reserve	(150,349)
Subtotal Fire & Ambulance Department Operating Reserve Funds	866,967
Recommended Operating Reserve Fund Target (6 Months Operating Expenses)	1,341,442
Fire & Ambulance Department Operating Reserve Surplus / (Shortfall)	(474,475)
Wastewater Division	
Wastewater Capital Improvement Project Reserve	844,902
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	1,132,840
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	15,265
Water Assessment District No. 10 Construction Funds	26,421
Water Assessment District No. 10 O&M	91,936
Water Assessment District No. 10 Bond Reserve Fund	115,667
Subtotal Assessment Districts	249,289
Total District Designated & Operating Reserve Funds	4,482,146
Assessment District Funds	249,289
Combined Pooled Cash	4,731,435
Checking Account (General)	418,512
LAIF	4,181,656
York Insurance Deposit	14,601
BNY Mellon (AD #10 Bond Reserve)	115,667
Petty Cash	1,000
Combined Pooled Cash	4,731,435
	-

Running Springs Water District

Executive Summary - QE 3/31/2020

SUMMARY STATEMENT OF NET POSITION

	<u>3/31/2020</u>	<u>3/31/2019</u>	<u>Change</u>
Cash and investments	\$ 4,731,435	\$ 3,968,604	\$ 762,831
Receivables	1,193,335	1,128,160	65,174
Other current assets	282,775	224,183	58,591
Total current assets	6,207,545	5,320,948	886,597
Capital assets, net	20,917,212	21,136,309	(219,097)
Other noncurrent assets	-	-	-
Deferred outflows of resources	2,197,083	2,608,739	(411,656)
Total Assets and Deferred Outflows of Resources	29,321,840	29,065,996	255,844
Current liabilities	506,773	513,794	(7,021)
Noncurrent liabilities	11,271,088	11,669,954	(398,866)
Deferred inflows of resources	440,446	161,883	278,563
Total Liabilities and Deferred Inflows of Resources	12,218,308	12,345,632	(127,324)
Net Position	\$ 17,103,532	\$ 16,720,364	\$ 383,168

SUMMARY STATEMENT OF CHANGES IN NET POSITION

	<u>QE Actual</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Variance to Budget:</u>	<u>PY QE Actual</u>	<u>PY YTD Actual</u>	<u>Variance to PY YTD: Favorable</u>
	<u>03/31/20</u>			<u>Favorable</u>	<u>03/31/19</u>		<u>(Unfavorable)</u>
				<u>(Unfavorable)</u>			<u>(Unfavorable)</u>
Operating revenues	\$ 1,302,761	\$ 3,909,009	\$ 4,045,352	\$ (136,343)	\$ 1,424,939	\$ 3,946,050	\$ (37,041)
Operating expenses	(1,583,323)	(5,162,574)	(5,186,941)	24,367	(1,552,490)	(5,223,928)	61,354
Other income	44,285	1,441,576	1,524,245	(82,669)	177,575	1,787,427	(345,851)
Other expenses	(15,684)	(80,557)	(64,397)	(16,160)	(6,726)	(67,606)	(12,951)
Change in net position	\$ (251,960)	\$ 107,454	\$ 318,259	\$ (210,805)	\$ 43,298	\$ 441,943	\$ (334,489)

LIQUIDITY RATIOS

	<u>3/31/2020</u>	<u>3/31/2019</u>	<u>Change</u>
Quick Ratio (cash and investments / current liabilities)	9.34	7.72	1.61
Current Ratio (current assets / current liabilities)	12.25	10.36	1.89
Working capital (current assets - current liabilities)	\$ 5,700,771	\$ 4,807,153	\$ 893,618

Liquidity is the ability to cover short-term obligations.

Quick Ratio is more rigorous form of the ratio that includes only cash, temporary investments and receivables.

Current Ratio indicates the extent to which current liabilities are covered by assets expected to be converted into cash in the near future.

Budget Report

Account Summary

Running Springs Water District

For Fiscal: 2019-2020 Period Ending: 03/31/2020

	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	23.33	143.89	143.89 0.00 %
100-77000-00	Rental & Leasing Of Property	0.00	0.00	1,747.00	12,109.00	12,109.00 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	1,770.33	15,007.81	15,007.81 0.00 %
Expense						
100-50100-00	Salaries and Wages	504,404.00	504,404.00	33,357.98	353,663.24	150,740.76 70.12 %
100-50110-00	Salaries and Wages - Overtime	1,000.00	1,000.00	41.39	543.28	456.72 54.33 %
100-50120-00	Medicare Tax	7,328.36	7,328.36	482.10	5,267.14	2,061.22 71.87 %
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	3,339.65	43,327.77	22,985.65 65.34 %
100-50150-00	Employee Benefits-Retirement	179,299.20	179,299.20	13,438.69	130,993.35	48,305.85 73.06 %
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	400.00	4,900.00	3,800.00 56.32 %
100-53200-00	Education & Seminars	3,000.00	3,000.00	163.44	2,308.83	691.17 76.96 %
100-55100-00	Janitorial services	0.00	0.00	485.00	3,880.00	-3,880.00 0.00 %
100-56100-00	Memberships & Subscriptions	12,275.00	12,275.00	305.83	9,535.65	2,739.35 77.68 %
100-57100-00	Permits & Fees	10,310.00	10,310.00	0.00	10,532.90	-222.90 102.16 %
100-57120-00	Postage	0.00	0.00	0.00	6,019.70	-6,019.70 0.00 %
100-57130-00	Printing & Publication	0.00	0.00	0.00	49.69	-49.69 0.00 %
100-57140-00	Professional Services	182,900.00	182,900.00	9,083.07	122,580.54	60,319.46 67.02 %
100-57310-00	Repairs and maintenance	12,070.00	12,070.00	0.00	4,961.20	7,108.80 41.10 %
100-57440-00	Supplies & Materials	57,700.00	57,700.00	1,834.45	33,392.02	24,307.98 57.87 %
100-58100-00	Telephone	0.00	0.00	313.92	2,901.05	-2,901.05 0.00 %
100-58250-00	Utilities - Heat & Lights	13,000.00	13,000.00	768.34	6,228.21	6,771.79 47.91 %
100-86000-00	Administrative Expense Reimburse...	-1,078,300.00	-1,078,300.00	-89,085.27	-801,767.43	-276,532.57 74.35 %
	Expense Total:	-15,000.02	-15,000.02	-25,071.41	-56,279.70	41,279.68 375.20 %
	Fund: 100 - Administration Operating Fund Surplus (Deficit):	15,000.02	15,000.02	26,841.74	71,287.51	56,287.49 475.25 %
Fund: 200 - Water Operating Fund						
Revenue						
200-40100-00	Service Charges - Residential	1,202,120.40	1,202,120.40	100,488.61	902,684.26	-299,436.14 75.09 %
200-40200-00	Service Charges - Commercial	57,593.88	57,593.88	3,899.49	34,911.27	-22,682.61 60.62 %
200-40300-00	Service Charges - Landscape Irrigation	1,768.68	1,768.68	68.38	683.80	-1,084.88 38.66 %
200-40500-00	Service Charges - Fire Hydrant Base C...	10,713.60	10,713.60	1,000.78	9,660.36	-1,053.24 90.17 %
200-40700-00	Credit Card Fee Revenue	0.00	0.00	0.00	1,173.25	1,173.25 0.00 %
200-41100-00	Water Usage / metered charges - Res...	813,781.58	813,781.58	44,889.03	537,929.12	-275,852.46 66.10 %
200-41200-00	Water Usage / metered charges - Co...	0.00	0.00	3,265.22	53,750.79	53,750.79 0.00 %
200-41400-00	Water Usage / metered charges - Out...	0.00	0.00	322.06	4,595.61	4,595.61 0.00 %
200-41500-00	Water Usage / metered charges - Fire...	0.00	0.00	11.59	3,986.64	3,986.64 0.00 %
200-41600-00	Water Usage - Landscape	0.00	0.00	13.14	3,466.87	3,466.87 0.00 %
200-43000-00	Meter Turn-on & Shut-Off Charge	17,000.00	17,000.00	1,650.00	23,802.50	6,802.50 140.01 %
200-44000-00	Delinquent Fees	20,000.00	20,000.00	2,522.53	23,838.17	3,838.17 119.19 %
200-45000-00	Inventory Sales - Water	0.00	0.00	215.63	1,294.13	1,294.13 0.00 %
200-49000-00	Other service fees	0.00	0.00	135.00	2,440.27	2,440.27 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	0.00	43.71	43.71 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	16,291.07	-1,708.93 90.51 %
200-78000-00	Miscellaneous Income-Non Op	25,000.00	25,000.00	0.00	122.37	-24,877.63 0.49 %
	Revenue Total:	2,224,124.14	2,224,124.14	158,481.46	1,663,706.69	-560,417.45 74.80 %

Budget Report

For Fiscal: 2019-2020 Period Ending: 03/31/2020

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Expense							
200-50100-00	Salaries and Wages	391,250.00	391,250.00	26,831.45	287,175.00	104,075.00	73.40 %
200-50110-00	Salaries and Wages - Overtime	43,986.75	43,986.75	2,926.79	29,507.39	14,479.36	67.08 %
200-50120-00	Medicare Tax	6,310.94	6,310.94	432.46	5,563.90	747.04	88.16 %
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	3,845.60	32,482.83	25,054.16	56.46 %
200-50150-00	Employee Benefits-Retirement	177,963.33	177,963.33	12,941.93	131,589.10	46,374.23	73.94 %
200-50160-00	Employee Benefits-Uniform Allowance	1,480.00	1,480.00	0.00	1,327.06	152.94	89.67 %
200-53200-00	Education & Seminars	3,000.00	3,000.00	454.00	871.53	2,128.47	29.05 %
200-54100-00	Gas, Fuel & Oil	9,820.00	9,820.00	24.22	4,669.82	5,150.18	47.55 %
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	214.00	1,345.33	1,004.67	57.25 %
200-56150-00	Miscellaneous Supplies, Tools & Expe...	4,548.00	4,548.00	432.92	1,210.37	3,337.63	26.61 %
200-57100-00	Permits & Fees	22,535.00	22,535.00	4.00	24,202.46	-1,667.46	107.40 %
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	0.00	100.00	-100.00	0.00 %
200-57314-00	Repairs and maintenance - Source of ...	21,341.50	21,341.50	250.23	7,914.45	13,427.05	37.08 %
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	62.54	626.11	-176.11	139.14 %
200-58253-00	Utilities - Power for Pumping	72,000.00	72,000.00	5,564.95	55,255.39	16,744.61	76.74 %
200-58300-00	Vehicle Maintenance	6,600.00	6,600.00	0.00	7,001.64	-401.64	106.09 %
200-59100-00	Water Purchases	218,750.00	218,750.00	3,999.12	74,687.43	144,062.57	34.14 %
200-59200-00	Water Testing & Analysis	27,858.00	27,858.00	93.80	13,162.34	14,695.66	47.25 %
200-60000-00	Depreciation	283,250.00	283,250.00	23,585.51	212,456.46	70,793.54	75.01 %
200-81000-00	Tax fee	0.00	0.00	0.00	31.20	-31.20	0.00 %
200-84000-00	Interest Expense	0.00	15,121.95	0.00	18,719.11	-3,597.16	123.79 %
200-86000-00	Administrative Expense	485,235.00	485,235.00	40,088.42	360,795.78	124,439.22	74.35 %
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	121,751.94	1,315,594.19	587,556.96	69.13 %
Fund: 200 - Water Operating Fund Surplus (Deficit):		336,094.94	320,972.99	36,729.52	348,112.50	27,139.51	108.46 %
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	81,262.80	727,885.31	-332,008.69	68.68 %
300-40200-00	Service Charges - Commercial	0.00	0.00	5,799.33	52,285.84	52,285.84	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	1,665.96	18,424.40	11,200.40	255.04 %
300-49000-00	Other service fees	0.00	0.00	350.00	2,789.00	2,789.00	0.00 %
300-70500-00	In lieu of taxes	0.00	0.00	60.00	2,693.00	2,693.00	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	0.00	941.33	941.33	0.00 %

Budget Report

For Fiscal: 2019-2020 Period Ending: 03/31/2020

		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	8,538.49	-1,905.01	81.76 %
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	89,138.09	821,422.23	-265,034.52	75.61 %
Expense							
300-50100-00	Salaries and Wages	237,042.00	237,042.00	12,065.83	203,902.78	33,139.22	86.02 %
300-50110-00	Salaries and Wages - Overtime	17,427.40	17,427.40	625.23	12,729.93	4,697.47	73.05 %
300-50120-00	Medicare Tax	3,689.80	3,689.80	182.11	3,171.52	518.28	85.95 %
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	2,237.07	15,016.52	7,182.42	67.65 %
300-50150-00	Employee Benefits-Retirement	98,701.72	98,701.72	7,835.95	78,516.91	20,184.81	79.55 %
300-50160-00	Employee Benefits-Uniform Allowance	1,480.00	1,480.00	0.00	1,251.50	228.50	84.56 %
300-53200-00	Education & Seminars	2,000.00	2,000.00	0.00	511.31	1,488.69	25.57 %
300-54100-00	Gas, Fuel & Oil	6,514.50	6,514.50	48.42	4,308.19	2,206.31	66.13 %
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	110.00	2,434.33	2,643.67	47.94 %
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	557.42	8,019.41	3,786.59	67.93 %
300-57140-00	Professional Services - Collection	0.00	0.00	0.00	593.75	-593.75	0.00 %
300-57310-00	Repairs and maintenance - Collection	28,670.00	28,670.00	331.55	67,619.06	-38,949.06	235.85 %
300-57311-00	Repairs and maintenance - Lift Station	31,128.00	31,128.00	138.13	5,105.45	26,022.55	16.40 %
300-57440-00	Supplies & Materials	5,993.20	5,993.20	216.99	1,304.04	4,689.16	21.76 %
300-58252-00	Utilities - Lift Station	32,928.00	32,928.00	2,527.62	21,305.41	11,622.59	64.70 %
300-58300-00	Vehicle Maintenance - Collections	6,550.00	6,550.00	0.00	2,075.75	4,474.25	31.69 %
300-60000-00	Depreciation	224,950.00	224,950.00	16,283.88	148,470.36	76,479.64	66.00 %
300-81000-00	Tax fee	0.00	0.00	0.00	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	104,229.81	35,949.19	74.35 %
	Expense Total:	964,152.11	964,152.11	54,741.29	763,695.97	200,456.14	79.21 %
	Fund: 300 - Sewer Collection Surplus (Deficit):	122,304.64	122,304.64	34,396.80	57,726.26	-64,578.38	47.20 %
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	595,304.10	-198,434.70	75.00 %
350-41100-00	Sewer Usage - Residential (TR)	139,659.80	139,659.80	8,197.29	94,090.69	-45,569.11	67.37 %
350-41200-00	Sewer Usage - Commercial (TR)	0.00	0.00	664.93	7,706.58	7,706.58	0.00 %
350-42100-00	O&M Payments-Arrowbear CWD	165,455.14	165,455.14	14,870.00	133,830.00	-31,625.14	80.89 %
350-42200-00	O&M Payments-CSA 79	200,628.65	200,628.65	18,429.00	165,861.00	-34,767.65	82.67 %
350-44000-00	Delinquent Fees	5,383.19	5,383.19	448.60	4,037.40	-1,345.79	75.00 %
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	7,624.62	-157.88	97.97 %
350-75100-00	Capital Payments - Arrowbear CWD	64,856.00	64,856.00	5,540.00	49,860.00	-14,996.00	76.88 %
350-75200-00	Capital Payments-CSA 79	79,964.50	79,964.50	7,345.00	66,105.00	-13,859.50	82.67 %
	Revenue Total:	1,468,919.33	1,468,919.33	121,639.72	1,130,217.86	-338,701.47	76.94 %
Expense							
350-50100-00	Salaries and Wages	263,186.00	263,186.00	21,996.88	188,610.52	74,575.48	71.66 %
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	1,016.66	10,918.99	7,475.01	59.36 %
350-50120-00	Medicare Tax	4,082.91	4,082.91	326.98	2,898.67	1,184.24	71.00 %
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: 03/31/2020

		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	3,495.20	20,951.69	19,533.22	51.75 %
350-50150-00	Employee Benefits-Retirement	109,103.20	109,103.20	8,408.78	77,755.05	31,348.15	71.27 %
350-50160-00	Employee Benefits-Uniform Allowance	1,110.00	1,110.00	0.00	989.43	120.57	89.14 %
350-53200-00	Education & Seminars	2,500.00	2,500.00	79.00	544.04	1,955.96	21.76 %
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	0.00	4,329.66	2,820.34	60.55 %
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	0.00	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	557.42	1,152.58	32.60 %
350-57140-00	Professional Services - Treatment	0.00	0.00	0.00	2,684.80	-2,684.80	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	2,428.23	39,479.62	27,520.38	58.92 %
350-57430-00	Solids Handling	57,040.12	57,040.12	9,860.35	62,102.16	-5,062.04	108.87 %
350-57440-00	Miscellaneous Supplies & Materials	7,443.20	7,443.20	473.29	5,328.08	2,115.12	71.58 %
350-57444-00	Supplies - Office	6,500.00	6,500.00	504.42	1,278.53	5,221.47	19.67 %
350-58251-00	Utilities - Joint Use Facilities	93,228.00	93,228.00	10,325.07	78,105.02	15,122.98	83.78 %
350-58251-02	Utilities - SLS#2	6,120.00	6,120.00	650.21	5,202.03	917.97	85.00 %
350-58300-00	Vehicle Maintenance - Treatment	6,350.00	6,350.00	109.42	4,375.46	1,974.54	68.90 %
350-59200-00	Wastewater Testing & Analysis	14,200.00	14,200.00	0.00	7,106.58	7,093.42	50.05 %
350-60000-00	Depreciation	324,830.00	324,830.00	24,239.67	219,017.94	105,812.06	67.43 %
350-86000-00	Administrative Expense	150,962.00	150,962.00	12,471.92	112,247.28	38,714.72	74.35 %
	Expense Total:	1,264,887.84	1,264,887.84	96,386.08	907,481.03	357,406.81	71.74 %
	Fund: 350 - Sewer Treatment Surplus (Deficit):	204,031.49	204,031.49	25,253.64	222,736.83	18,705.34	109.17 %
Fund: 400 - Ambulance Operating Fund							
Revenue							
400-40000-00	Service Charges	1,125,000.00	1,125,000.00	62,247.74	755,165.70	-369,834.30	67.13 %
400-40050-00	Ambulance Contractural Allowance	-550,000.00	-550,000.00	-87,839.58	-357,069.22	192,930.78	64.92 %
400-44000-00	Ambulance Late Fees	4,000.00	4,000.00	630.00	2,194.72	-1,805.28	54.87 %
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	5,158.62	158.62	103.17 %
400-76000-00	Medi-Cal GEMT Support Reimbursemen...	170,000.00	170,000.00	665.94	665.94	-169,334.06	0.39 %
400-76010-00	Medi-Cal IGT Program	77,614.00	77,614.00	0.00	-162,336.00	-239,950.00	209.16 %
	Revenue Total:	891,614.00	891,614.00	-24,295.90	243,779.76	-647,834.24	27.34 %
Expense							
400-50100-00	Salaries and Wages	425,603.15	425,603.15	19,685.70	194,838.25	230,764.90	45.78 %
400-50110-00	Salaries and Wages - Overtime	22,513.40	22,513.40	10,645.35	91,666.83	-69,153.43	407.17 %
400-50120-00	Medicare Tax	6,497.68	6,497.68	447.57	4,235.11	2,262.57	65.18 %
400-54100-00	Gas, Fuel & Oil	10,245.00	10,245.00	1,113.66	5,622.44	4,622.56	54.88 %
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	2,377.53	11,376.27	1,423.73	88.88 %
400-57140-00	Professional Services - Ambulance	0.00	0.00	1,614.30	4,576.97	-4,576.97	0.00 %
400-57310-00	Repairs and maintenance - Spec. Pur...	3,700.00	3,700.00	0.00	4,258.95	-558.95	115.11 %
400-57441-00	Supplies & Materials - Medical	25,800.00	25,800.00	2,956.39	18,444.90	7,355.10	71.49 %
400-57442-00	Supplies & Materials - Misc	6,000.00	6,000.00	0.00	1,148.93	4,851.07	19.15 %
400-57443-00	Supplies & Materials - Station	1,700.00	1,700.00	141.07	205.69	1,494.31	12.10 %
400-58100-00	Communications	2,320.00	2,320.00	333.87	2,497.95	-177.95	107.67 %
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	373.21	5,111.72	11,888.28	30.07 %
400-60000-00	Depreciation	17,710.00	17,710.00	1,221.96	11,272.56	6,437.44	63.65 %
400-86000-00	Administrative Expense	107,830.00	107,830.00	8,908.50	80,176.50	27,653.50	74.35 %
	Expense Total:	670,776.04	670,776.04	49,819.11	450,568.53	220,207.51	67.17 %
	Fund: 400 - Ambulance Operating Fund Surplus (Deficit):	220,837.96	220,837.96	-74,115.01	-206,788.77	-427,626.73	-93.64 %
Fund: 500 - Fire Operating Fund							
Revenue							
500-46000-00	Hazard Abatement Program	17,000.00	17,000.00	6,489.00	26,290.00	9,290.00	154.65 %

Budget Report

For Fiscal: 2019-2020 Period Ending: 03/31/2020

	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	354.00	3,076.00	61.52 %
500-49500-00	Other service fees - Fire Payroll Reim...	240,000.00	240,000.00	0.00	70,914.40	29.55 %
500-70000-00	Property Taxes	1,736,680.00	1,736,680.00	15,988.71	1,025,832.15	59.07 %
500-70100-00	Property Taxes - PY Taxes and Assess...	0.00	0.00	283.77	13,098.72	0.00 %
500-70200-00	Property Tax - Penalties & cost on del...	0.00	0.00	14.38	2,762.69	0.00 %
500-70300-00	Property Tax - Homeowners Property...	0.00	0.00	0.00	7,716.34	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	9,536.43	34.06 %
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 %
500-91000-00	Extraordinary income	0.00	0.00	0.00	27,847.43	0.00 %
	Revenue Total:	2,231,680.00	2,231,680.00	23,129.86	1,390,462.76	-841,217.24 62.31 %
Expense						
500-50100-00	Salaries and Wages	790,405.85	790,405.85	67,513.88	693,039.31	87.68 %
500-50110-00	Salaries and Wages - Overtime	41,808.65	41,808.65	19,769.93	182,903.24	437.48 %
500-50120-00	Medicare Tax	12,067.15	12,067.15	1,256.85	12,419.36	102.92 %
500-50130-00	Worker's Compensation Insurance	65,390.44	65,390.44	112.00	67,125.11	102.65 %
500-50140-00	Employee Benefits-Group Insurance	94,066.00	94,066.00	5,723.64	66,930.13	71.15 %
500-50150-00	Employee Benefits-Retirement	598,220.91	598,220.91	47,254.38	462,394.51	77.29 %
500-50160-00	Employee Benefits-Uniform Allowance	6,000.00	6,000.00	32.40	4,200.36	70.01 %
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	214.98	3,770.28	27.93 %
500-54100-00	Gas, Fuel & Oil	13,780.00	13,780.00	1,234.71	7,775.10	56.42 %
500-54200-00	Hazard Abatement Expense	10,000.00	10,000.00	0.00	9,324.00	93.24 %
500-54300-00	Insurance - liability	15,791.00	15,791.00	0.00	20,665.42	130.87 %
500-56100-00	Memberships & Subscriptions	5,825.00	5,825.00	269.90	4,244.05	72.86 %
500-56300-00	Office Expense	8,000.00	8,000.00	0.00	8,333.40	104.17 %
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	683.60	1,175.60	0.00 %
500-57143-00	Professional Services - Dispatching Se...	57,000.00	57,000.00	0.00	34,583.44	60.67 %
500-57310-00	Repairs and Maintenance - Structures...	9,500.00	9,500.00	760.23	8,575.09	90.26 %
500-57400-00	Safety Equipment & Clothing	30,200.00	30,200.00	8,296.53	23,991.10	79.44 %
500-58250-00	Utilities - Heat & Lights	22,669.00	22,669.00	2,216.14	19,161.64	84.53 %
500-58300-00	Vehicle Maintenance	37,000.00	37,000.00	3,035.13	36,333.42	98.20 %
500-81000-00	Tax fee	0.00	0.00	40.10	2,614.98	0.00 %
500-85000-00	Capital Expenditures	168,341.00	168,341.00	9,876.68	97,479.02	57.91 %
500-86000-00	Administrative Expense	194,094.00	194,094.00	16,035.34	144,318.06	74.35 %
	Expense Total:	2,198,159.00	2,198,159.00	184,326.42	1,912,714.28	285,444.72 87.01 %
	Fund: 500 - Fire Operating Fund Surplus (Deficit):	33,521.00	33,521.00	-161,196.56	-522,251.52	-555,772.52 -1,557.98 %
Fund: 590 - Fire - GW (Government 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	63,603.42	67.95 %
590-85000-00	Capital Expenditures	-168,341.00	-168,341.00	0.00	-87,602.34	52.04 %
	Expense Total:	-74,731.00	-74,731.00	6,413.17	-50,692.83	-24,038.17 67.83 %
	Fund: 590 - Fire - GW (Government Wide) Total:	-74,731.00	-74,731.00	6,413.17	-50,692.83	-24,038.17 67.83 %
	Report Surplus (Deficit):	1,009,073.10	1,009,073.10	-118,503.04	107,453.90	-901,619.20 10.65 %

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	1,770.33	15,007.81	15,007.81	0.00 %
Expense	-15,000.02	-15,000.02	-25,071.41	-56,279.70	41,279.68	375.20 %
Fund: 100 - Administration Operating Fund Surplus (Deficit):	15,000.02	15,000.02	26,841.74	71,287.51	56,287.49	475.25 %
Fund: 200 - Water Operating Fund						
Revenue	2,224,124.14	2,224,124.14	158,481.46	1,663,706.69	-560,417.45	74.80 %
Expense	1,888,029.20	1,903,151.15	121,751.94	1,315,594.19	587,556.96	69.13 %
Fund: 200 - Water Operating Fund Surplus (Deficit):	336,094.94	320,972.99	36,729.52	348,112.50	27,139.51	108.46 %
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	89,138.09	821,422.23	-265,034.52	75.61 %
Expense	964,152.11	964,152.11	54,741.29	763,695.97	200,456.14	79.21 %
Fund: 300 - Sewer Collection Surplus (Deficit):	122,304.64	122,304.64	34,396.80	57,726.26	-64,578.38	47.20 %
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	121,639.72	1,130,217.86	-338,701.47	76.94 %
Expense	1,264,887.84	1,264,887.84	96,386.08	907,481.03	357,406.81	71.74 %
Fund: 350 - Sewer Treatment Surplus (Deficit):	204,031.49	204,031.49	25,253.64	222,736.83	18,705.34	109.17 %
Fund: 400 - Ambulance Operating Fund						
Revenue	891,614.00	891,614.00	-24,295.90	243,779.76	-647,834.24	27.34 %
Expense	670,776.04	670,776.04	49,819.11	450,568.53	220,207.51	67.17 %
Fund: 400 - Ambulance Operating Fund Surplus (Deficit):	220,837.96	220,837.96	-74,115.01	-206,788.77	-427,626.73	-93.64 %
Fund: 500 - Fire Operating Fund						
Revenue	2,231,680.00	2,231,680.00	23,129.86	1,390,462.76	-841,217.24	62.31 %
Expense	2,198,159.00	2,198,159.00	184,326.42	1,912,714.28	285,444.72	87.01 %
Fund: 500 - Fire Operating Fund Surplus (Deficit):	33,521.00	33,521.00	-161,196.56	-522,251.52	-555,772.52	-1,557.98 %
Fund: 590 - Fire - GW (Government Wide)						
Expense	-74,731.00	-74,731.00	6,413.17	-50,692.83	-24,038.17	67.83 %
Fund: 590 - Fire - GW (Government Wide) Total:	-74,731.00	-74,731.00	6,413.17	-50,692.83	-24,038.17	67.83 %
Report Surplus (Deficit):	1,009,073.10	1,009,073.10	-118,503.04	107,453.90	-901,619.20	10.65 %

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	26,841.74	71,287.51	56,287.49
200 - Water Operating Fund	336,094.94	320,972.99	36,729.52	348,112.50	27,139.51
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	34,396.80	57,726.26	-64,578.38
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	25,253.64	222,736.83	18,705.34
400 - Ambulance Operating Fund	220,837.96	220,837.96	-74,115.01	-206,788.77	-427,626.73
500 - Fire Operating Fund	33,521.00	33,521.00	-161,196.56	-522,251.52	-555,772.52
590 - Fire - GW (Government Wide)	74,731.00	74,731.00	-6,413.17	50,692.83	-24,038.17
Report Surplus (Deficit):	1,009,073.10	1,009,073.10	-118,503.04	107,453.90	-901,619.20

RUNNING SPRINGS WATER DISTRICT

MEMORANDUM

DATE: April 22, 2020

TO: Board of Directors

FROM: Staff

SUBJECT: QUARTERLY OPERATIONS REPORTS

ADMINISTRATION DIVISION

3rd Quarter: January – March 2020

The following are various statistics for the Administration Division, 3rd Qtr. 19-20:

Billing	January	February	March
Rereads	7	6	8
Closings	15	21	19
Delinquent Bills	499	513	430
Door Tags	283	296	58
Locked Meters	29	13	14
Disconnected Meters	4	2	0
Reconnected Meters	3	3	1
Liens Applied	6	6	4
Liens Released	2	7	4

Accounts Receivable	January	February	March
Phone/Online Payment	527	467	578
Credit Card Payments	53	67	67
Leak Letters Mailed	20	25	29
Hydrant Meters	0	0	0
Co-Customer Accounts	24	27	28
Paperless Billing	198	285	318

Accounts Payable	January	February	March
Requisitions Processed	37	20	58
POs Processed	32	21	30
Invoices Processed	182	177	183
New Owner Packets	27	17	10

WATER DIVISION

RSWD Total Water Production (Acre-Feet)															
	2013			2018				2019				2020			
	Precipitation (Inches)	(AF)	(gallons)	Precipitation (Inches)	(AF)	(gallons)	% Reduction from 2013	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%	0.00	29	9,500,357	34%
February	3.60	34	11,222,900	2.75	26	8,454,420	25%	27.02	25	8,249,389	26%	0.81	27	8,780,107	22%
March	2.40	33	10,897,679	12.20	30	9,788,679	10%	6.00	24	7,918,460	27%	10.30	26	8,617,602	21%
April	0.35	33	10,743,916	0.00	33	10,736,656	0%	0.25	28	9,035,515	16%	0			100%
May	0.90	45	14,601,449	1.37	34	11,214,444	23%	7.78	29	9,600,057	34%	0			100%
June	0.00	45	14,610,203	0.00	42	13,771,262	6%	0.06	37	12,102,027	17%	0			100%
July	0.10	56	18,206,345	0.06	45	14,804,716	19%	0.00	43	13,974,530	23%	0			100%
August	0.00	56	18,170,122	0.00	53	17,218,608	5%	0.00	45	14,716,302	19%	0			100%
September	0.00	52	16,831,647	0.00	43	14,171,236	16%	0.00	40	13,145,475	22%	0			100%
October	2.60	35	11,312,308	1.63	35	11,561,692	-2%	0.00	37	11,997,247	-6%	0			100%
November	3.40	30	9,723,378	5.00	32	10,467,582	-8%	8.54	31	10,024,402	-3%	0			100%
December	1.25	35	11,433,417	4.53	28	9,080,857	21%	9.65	32	10,319,540	10%	0			100%
Total	18.50	497	162,102,324	35.59	433	141,249,038	13%	74.15	401	130,765,159	19%	11.11	83	26,898,066	82%

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	2,937,416	
Sidewinder Canyon	11,626,312	7,905,386	8,162,898	
Luring Canyon	1,253,961	1,145,374	1,142,808	
Weiss Canyon	301,219	1,212,312	1,001,675	
Rimwood	4,131,802	3,292,920	3,121,135	
Owl Rock	1,738,874	1,483,208	1,372,055	
Luring Pines	2,006,420	1,779,259	1,848,440	
Complex	2,521,671	139,165	1,835,440	
Harris	3,206,174	3,079,328	3,104,445	
Total District Groundwater Wells	31,543,412	23,226,714	24,617,312	
PURCHASED SOURCES:				
CLAWA	5,631,060	4,605,300	426,920	
APCWD	4,661,835	4,509,175	1,853,834	
TOTAL PURCHASED SOURCES:	10,292,895	9,114,475	2,280,754	
TOTAL PRODUCTION:	41,836,307	32,341,189	26,898,066	
TANKS (Gains/Loss) PRODUCTION:	2,084	240,412	-95,208	
TOTAL ADJUSTED PRODUCTION:	41,838,391	32,581,601	26,802,858	
WATER CONSUMPTION				
Metered Sales to Customers	39697952	29200870	25492437	
Metered Sales Thru Fire Hydrants	188869	114294	0	
Metered Sales to Smiley Park	254245	223127	22664	
Metered District Consumption	39478	19574	15587	
Known Unmetered Estimated Consumption	225020	1303634	116773	
TOTAL CONSUMPTION:	40,405,564	30,861,499	25647461	0
TOTAL ADJUSTED PRODUCTION	41,838,391	32,581,601	26,802,858	0
UNACCOUNTABLE WATER	1,432,827	1,720,102	1,155,397	0
	2019/20 Water Loss:		4.26%	

Water Operations Report				
	Fiscal Year 2019/20			
Water Service Installations	1Q	2Q	3Q	4Q
Potable Water Meter - Residential	0	2	0	
Fire Service Water Meter - Residential	1	0	0	
Potable Water Meter - Commercial	1	1	0	
Fire Service Water Meter - Commercial	2	0	0	
Water Service Line Replacement	0	0	0	
Leak Detection (feet)	1100	400	0	
Leak Repair - Service Lateral	9	4	1	
Leak Repair - Main	2	2	1	
Fire Hydrant Maintenance	21	0	0	
Fire Hydrant Replacement	0	0	0	
Fire Hydrant Repair	0	0	1	
Pipe Bollard/Pole Installation/Replacement	0	0	1	
Water Quality Samples	333	318	312	
Valve Replacement	0	0	0	
Valve Can Repair	4	0	0	
Valves Exercised	8	298	3	
Curb Stop Replacement	1	10	37	
Water Meter Change Outs	8	9	1	
Water Meter Relocations	0	0	0	
Water Meter Box Repair/Replacements	5	5	7	
Dead End Line Flushing	0	57	0	
Road Patches Permanently Paved	1	4	0	
Service Order & Other Work				
Check for Leaks	47	45	52	
Door Tags	855	383	105	
Underground Service Alert (DigAlert) Ticket	178	97	N/A	
Turn On/Off Water Meters (Cust. Leak)	41	86	6	
Physical Meter Readings	8	47	21	
Check Water Pressure/No Water Calls	3	2	0	
Water Quality Check/Color, Taste, Odor	2	1	0	
Install/Remove Fire Hydrant Water Meter	4	1	0	
Cust./Dist. On/ Off Valve Checks	5	4	7	
AMR Repair / Replace	N/A	16	7	
Lock Meter Work Orders	136	140	58	

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.	4"	50
12/19/2019	30936 Nob Hill Circle	X		P.E.	1"	0.25
2/24/2020	Live Oak Lower Reg.		X	Copper	3/8"	1
2/27/2020	31778 Silver Spruce Dr.	X	X	A.C.P.	6"	50
3/3/2020	32200 Mohan Dr.	X		P.E.	1"	1

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

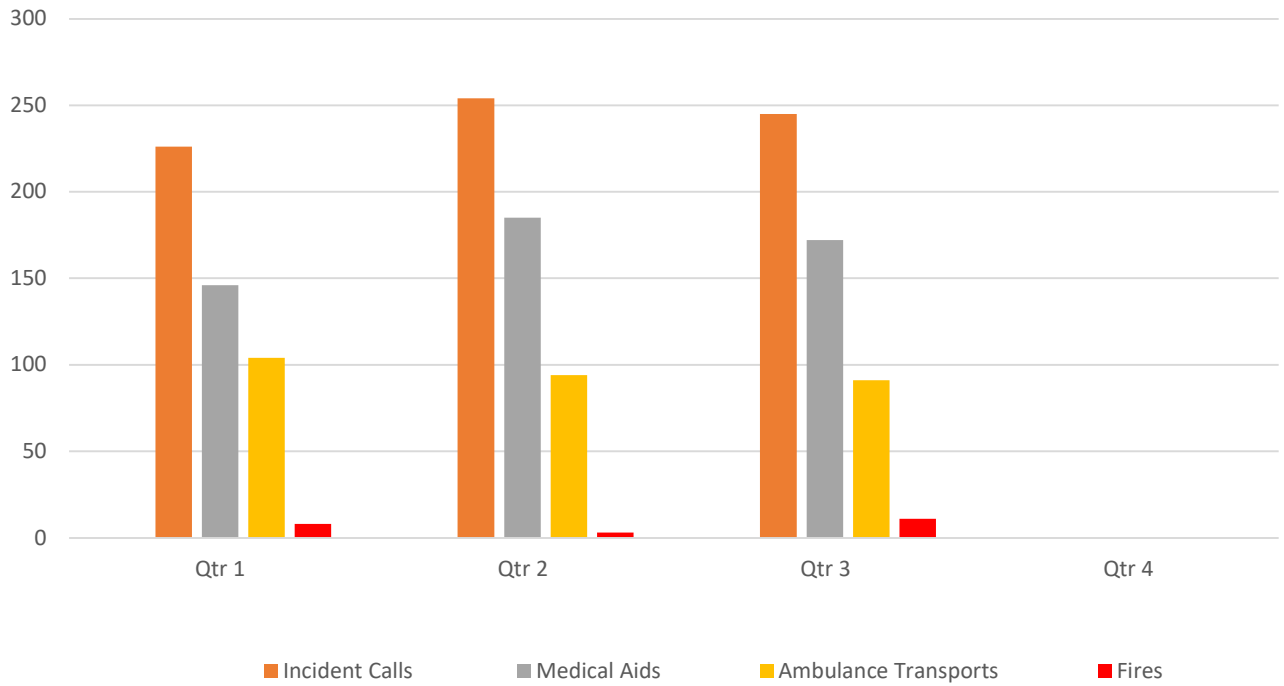
Date	SSO Category	Location	Volume of Spill (gallons)	Volume Recovered (gallons)	Volume to Surface Water (gallons)	Cause	Pipe Size (inches)	Pipe Material	Approximate Age of Pipe (years)
<p>Category 1 - The Discharges of untreated or partially treated wastewater of any volume resulting from the District's 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>									

FIRE DEPARTMENT OPERATIONS REPORT				
FISCAL YEAR 2020				
REPORTABLE OPERATIONS	Qtr 1	Qtr 2	Qtr 3	Qtr 4
Fire Ground Operations				
Incident Calls	226	254	245	0
Medical Aids	146	185	172	0
Ambulance Transports	104	94	91	0
Fires	8	3	11	0
FIRE/EMS Training Hrs.	381hrs.	1193.5hrs	1083.5	0
Ambulance Enterprise				
Ambulance Billing	\$254,974.09	\$232,049.78	\$222,389.83	\$0.00
Ambulance Billing Write-Offs	\$62,768.02	\$116,246.67	\$1,747.59	\$0.00
Colltectables	\$192,206.07	\$138,727.42	\$220,642.24	\$0.00
Paid To Date	\$62,466.35	\$68,100.21	\$17,622.39	\$0.00
GEMT	\$0.00	\$0.00	\$0.00	\$0.00
IGT	\$0.00	\$0.00	\$0.00	\$0.00
Collection Percentage	32.50%	3.90%	0.00%	0.00%
Weed Abatement				
Warrants Fees Collected	\$0.00	\$0.00	\$9,206.00	\$0.00
Weed Abatement Fees Collected	\$11,852.00	\$3,255.00	\$1,660.00	\$0.00
Residential Inspections	825	156	21	
Residential Violations	422	13	0	
Community Risk Reduction				
Commercial Inspections	0	12	0	0
Commercial Violations	0	3	0	0
Plans Checks/Review	3	9	3	0
Sprinkler Plans Checks	1	0	1	0
Sprinkler Inspections	2	2	1	0
Hydrant Inspections	18	0	0	0
Fees Collected				
Commercial Fire Sprinkler Inspection/Hood & Duct	\$0.00	\$0.00	\$197.00	\$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	\$471.00	\$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

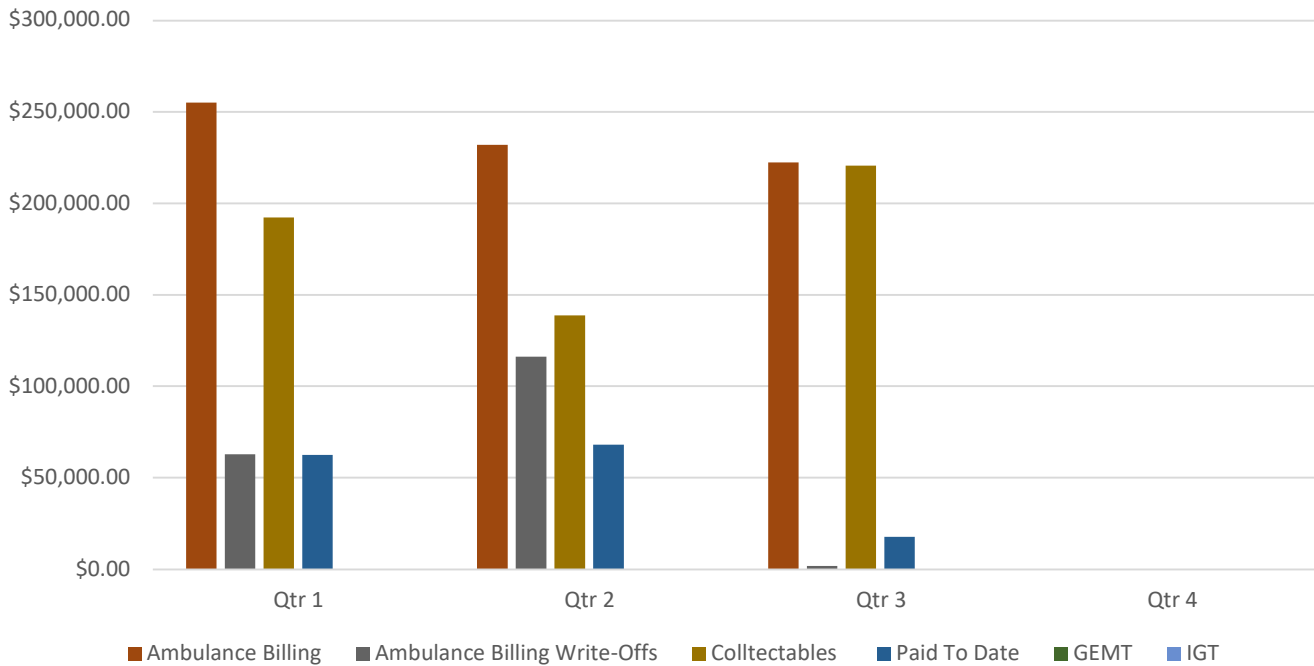
FIRE DEPARTMENT OPERATIONS REPORT

FISCAL YEAR 2019

Fire Ground Operations



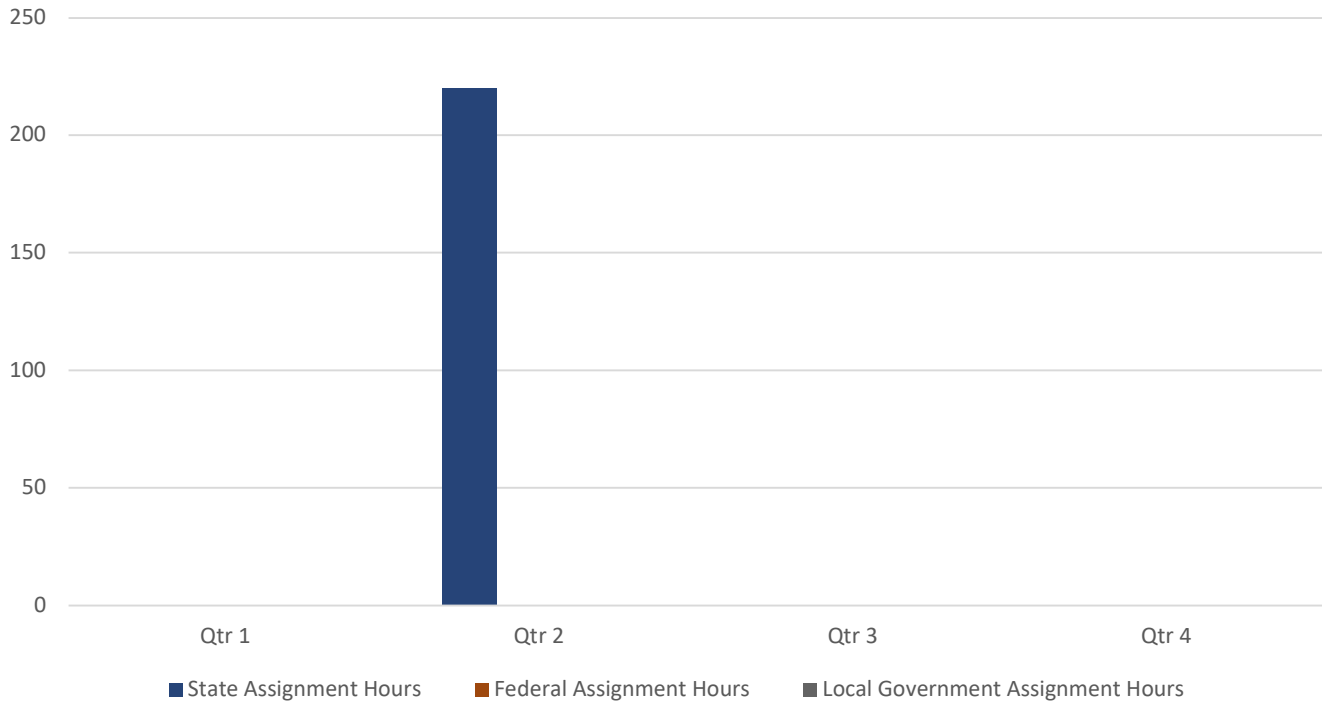
Ambulance Enterprise



FIRE DEPARTMENT OPERATIONS REPORT

FISCAL YEAR 2019

Fire Assignment Hours



Reimbursement

