

# Rubidoux Community Services District

## Board of Directors

Christopher Barajas  
Armando Muniz  
Bernard Murphy  
F. Forest Trowbridge  
Hank Trueba Jr.

## Secretary-Manager

David D. Lopez



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Water Resource Management    Refuse Collection    Street Lights    Fire / Emergency Services    Weed Abatement

## **NOTICE AND AGENDA FOR THE RUBIDOUX COMMUNITY SERVICES DISTRICT BOARD MEETING 4:00 PM, August 3, 2017**

1. Call to Order - Armando Muniz, President
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes for July 20, 2017, Regular Board Meeting
5. Consider to Approve the August 4, 2017, Salaries, Expenses and Transfers
6. Acknowledgements - Members of the public may address the Board at this time on any non-agenda matter.
7. Correspondence and Related Information
8. Manager's Report:

**ACTION ITEMS:**

9. **PUBLIC HEARING** – Consideration to Adopt Resolution No. 2017-836, A Resolution Reporting and Assessing Certain Parcels with Weed and Fire Abated Services: **DM 2017-39**
10. Status Report: RCSD Field/Administration Project Update on City of Jurupa Valley Planning Department Inter-department Review and Comments: **DM 2017-40**
11. Consideration to Increase RCSD Board Meeting Stipend: **DM 2017-41**
12. Directors Comments - Non-action
13. Adjournment

Closed Session: At any time during the regular session, the Board may adjourn to a closed executive session to consider matter of litigation, personnel, negotiations, or to deliberate on decisions as allowed and pursuant with the open meetings laws. Discussion of litigation is within the Attorney/Client privilege and may be held in closed session.

Authority: Government code 11126-(a) (d) (q).

4. APPROVAL OF MINUTES FOR JULY 20, 2017, REGULAR  
BOARD MEETING MINUTES

**MINUTES OF REGULAR MEETING**  
**July 20, 2017**  
**RUBIDOUX COMMUNITY SERVICES DISTRICT**

**DIRECTORS PRESENT:** Armando Muniz  
Bernard Murphy  
F. Forest Trowbridge  
Christopher Barajas  
Hank Trueba

**DIRECTORS ABSENT:**

**STAFF PRESENT:** Dave Lopez, General Manager  
Steve Appel, Asst. General Manager  
Brian Jennings, Manager Budgeting/Accounting

Call to order: the meeting of the Board of Directors of the Rubidoux Community Services District by Director Muniz, at 4:00 P.M., Thursday, July 20, 2017, at the District Office, 3590 Rubidoux Boulevard, Rubidoux, California.

**ITEM 4. APPROVAL OF MINUTES**

Approval of Minutes for Regular Board Meeting, June 15, 2017.

**Director Trowbridge moved and Director Trueba seconded to approve the June 15, 2017 Minutes.**

**The motion was carried unanimously.**

**Ayes – 5 (Barajas, Muniz, Murphy, Trowbridge, Trueba)**  
**Noes - 0**

**ITEM 5. Consider to: A) Ratify the July 7, 2017, Salaries, Expenses and Transfers;  
B) Approve the July 21, 2017, Salaries, Expenses and Transfers.**

A) Ratify July 7, 2017 Salaries, Expenses and Transfers.

B) Approve July 21, 2017 Salaries, Expenses and Transfers.

**Director Trowbridge moved and Director Trueba seconded to ratify the July 7, 2017 Salaries, Expenses and Transfers; and approve the July 21, 2017, Salaries, Expenses and Transfers.**

**The motion was carried unanimously.**

**Ayes – 5 (Barajas, Trowbridge, Muniz, Murphy, Trueba)**



Noes - 0

## **ITEM 6. PUBLIC ACKNOWLEDGE OF NON-AGENDA MATTERS**

There were no members of the public to address the Board.

## **ITEM 7. CORRESPONDENCE AND RELATED INFORMATION**

The first article from the L.A. Times regarding "The next crisis for California will be the affordability of water". It talks about infrastructure repairs and the need for California infrastructure repair. The next article was from the SF Gate, regarding California reservoirs holding nearly twice as much water as at the drought's height. The final article was from the Sacramento Bee regarding the water wars in California and nationwide, between fish or farms.

## **ITEM 8. MANAGER'S REPORT**

### **Operations Report:**

There was nothing to report.

### **Emergency and Fire Report:**

The Incident Report for June 1 – June 30, 2017 there were a total of 228 calls, in comparison to the same period in 2016, there were a total of 284 calls. The year to date total is 1,572, compared to 1,598 in 2016.

## **ITEM 9. DM 2017-32. Receive and File Cash Asset Report Ending June 2017 for All District Fund Accounts.**

The year-to-date Interest ending June 30, 2017, is \$120,389.00 for District controlled accounts. With respect to District "Funds in Trust", we show \$4,749.00 which has been earned and posted. The District has a combined YTD total of \$125,139.31 as of June 30, 2017.

With respect to the District's Operating Funds (Excluding Operating Reserves), we show a balance of \$4,971,073.00 ending June 30, 2017. That is **\$129,075.00 MORE** than July 1, 2016, beginning balance of \$4,841,998.00.

The District's Field/admin Fund continues to grow and current fund balance nears \$275,100.00.

Submitted for the board of directors consideration is the June 2017, *Statement of Cash Asset Schedule Report* for your review and acceptance this evening.

**Director Trueba moved and Director Trowbridge seconded to Receive and File the Statement of Cash for the Month of June 2017 for the Rubidoux Community Services District.**

**The motion was carried unanimously.**

**Ayes – 5 (Trowbridge, Muniz, Barajas, Murphy, Trueba)**

**Noes – 0**

**Absent – 0**

**ITEM 10. DM 2017-37. Consideration to Pay Cal PERS Unfunded Liability as Annual Payment without Interest.**

The last several years the District received a projected Employer contribution schedule from Cal PERS for the District's employer's contribution portion. Again this year, the District received from Cal PERS an annual Unfunded Accrued Liability for the Rubidoux Community Services District. This unfunded liability is Cal PERS Trueing up District annual contributions, with investment returns against Actuarial Valuations for specific plans. Going forward, Cal PERS intends to project the unfunded actuarial liability on an annual basis. For planning and budgeting purposes, Staff has budgeted this annual unfunded Cal PERS cost (See attached Water Fund Budget, Line No. 15).

The District is presented with two options to pay Cal PERS unfunded liability for FY 2017-2018:

- **Option 1:** Pay over time the \$157,788.00 including interest (3.68%) in twelve payments of \$13,149.00 per month in addition to our normal Cal PERS monthly contributions.
- **Option 2:** Pay annually Lump Sum without interest. That amount would be \$152,184.00 and due on or before July 30, 2017. That is an interest savings of \$5,604.00.

Given our current rate of return for investments portfolio (.7% - .5%), Staff believes it prudent to pay our unfunded actuarial liability as an annual payment thus saving 3.68% in accrued interest for FY 2017-2018. This Cal PERS expense was anticipated and budgeted as part of our 2017-2018 Budget.

**Director Trowbridge moved and Director Barajas seconded Option 2 for the Rubidoux Community Services District to pay Cal PERS annual unfunded actuarial liability as a lump sum payment of \$152,184.00 for FY 2017-2018, saving \$5,604.00 in interest payments. The District is also responsible for District firemen retired under the District's Cal PERS retirement contract (prior to 1990 transfer with Cal Fire/County of Riverside). That amount annual lump sum is \$40,131.00. This resulting in an annual combined payment obligation of \$192,315.00 for FY 2017-2018.**

**The motion was carried unanimously.**



**Ayes – 5 (Muniz, Murphy, Barajas, Trueba, Trowbridge)**

**Noes – 0**

**Abstain - 0**

**ITEM 11. DM 2017-38. Consideration to Issue District Emails and Order Agency Cards for Official Use of the Rubidoux Community Services District Board of Directors.**

As requested, attached are Board Member email addresses to be utilized as official communications for the Rubidoux Community Services District elected members. The email addresses cited on the attached list will also be printed on Agency business cards unless otherwise excluded by a Board Member. As adopted at your April 20<sup>th</sup>, 2017, Board meeting, general use of District email are more fully outlined and contained in Section 23 of the RCSD Board *Policies and Procedures Manual*. As a general rule, email communications should be used for District related matters with Staff, RCSD constituents, and other public officials. In other words, District email addresses are not for personal use.

Further, as stated in Mr. Harper's letter dated July 13, 2017, *the California Supreme Court (recently) has held that emails from elected officials and related to the public agency's business may be public records subject to disclosure, even if the email is on a private email server or computer or uses as a personal email address."*

Finally, District Staff will contact all Board members to establish a time and date convenient to provide instructional assistant for District emails use and access.

**No action necessary.**

**ITEM 12. Directors Comments – Non action.**

Director Muniz adjourned the July 20, 2017, Regular Board meeting.

5. CONSIDER TO APPROVE THE AUGUST 4, 2017, SALARIES,  
EXPENSES AND TRANSFERS



RUBIDOUX COMMUNITY SERVICES DISTRICT  
AUGUST 3, 2017 (BOARD MEETING)  
**FUND TRANSFER AUTHORIZATION**

NET PAYROLL 8/11/2017	59,000.00
WIRE TRANSFER: FEDERAL PAYROLL TAXES 8/14/17	25,000.00
WIRE TRANSFER: STATE PAYROLL TAXES 8/14/17	5,500.00
VACATION BUYBACK 8/11/17	34,000.00
VACATION BUYBACK FED/STATE PAYROLL TAXES 8/14/17	7,000.00
WIRE TRANSFER: TO CREDIT UNION	2,300.00
WIRE TRANSFER: PERS RETIREMENT	15,350.00
WIRE TRANSFER: PERS HEALTH PREMIUMS	394.00
WIRE TRANSFER: SECTION 125	424.61
WIRE TRANSFER: SECTION 457	2,860.00

8/4/2017 WATER FUND TO GENERAL FUND-Payables	114,236.33
WATER FUND TO GENERAL FUND-Trash	142,050.39
WATER FUND TO SEWER FUND	135,002.95

SEWER FUND TO GENERAL FUND-Payables	153,248.87
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WATER FUND TO GENERAL - Budgeted Admin Q1	150,000.00
SEWER FUND TO GENERAL - Budgeted Admin Q1 (partial)	50,000.00
TRASH FUND TO GENERAL - Budgeted Admin Q1	25,000.00

8/4/2017 SEWER FUND CHECKING TO LAIF SEWER OP	-
SEWER FUND CHECKING TO WATER FUND CHECKING	-
LAIF SEWER OP TO SEWER FUND CHECKING	70,000.00
LAIF WASTEWATER RESERVE TO LAIF SEWER OP	100,000.00
LAIF SEWER ML TO LAIF SEWER OP	-
GENERAL FUND CHECKING TO LAIF SEWER ML	-
GENERAL FUND CHECKING TO LAIF PROP TAX	40,000.00
GENERAL FUND PROPERTY TAX TO GF CHECKING	-
GENERAL FUND CHECKING TO GENERAL FUND PROP TAX	-
LAIF GENERAL TO GENERAL FUND CHECKING	-
LAIF PROPERTY TAX TO GF CHECKING	-
COP PAYBACK TO LAIF-COP PAYBACK	50,207.46
WATER REPLACEMENT TO LAIF-W.R.	7,909.77
LAIF WATER ML TO LAIF WATER REPLACEMENT	-
LAIF WATER ML TO WATER FUND CHECKING	-
LAIF WATER OP TO WATER FUND CHECKING	-
LAIF WATER RESERVE TO LAIF WATER OP	-
LAIF WATER REPLACE TO LAIF WATER OP	-
LAIF WATER OP TO LAIF WATER RESERVE	-
WATER FUND CHECKING TO LAIF WATER RESERVE	66,000.00
WATER FUND CHECKING TO LAIF WATER OP	20,000.00
LAIF WATER FIELD/ADMIN TO LAIF WATER OP	-
LAIF COP TO GENERAL FUND CHECKING	-
LAIF COP TO LAIF WATER OP	-

**NOTES PAYABLE**

<u>DESCRIPTION</u>	<u>BALANCE</u>	<u>PAYMENT</u>	<u>DUE DATE</u>
City of Riverside (Headworks Replacement)	27,128 Prin.	13,564	Oct-17
U.S. Bank Trust (1998 COP's Refunding)	4,655,000 Prin.	603,581	Dec-17
U.S. Bank Trust (1998 COP's Refunding)	1,272,114 Intr.	118,581	Dec-17
MN Plant-State Revolving Loan	4,872,287 Prin.	119,472	Jan-18
MN Plant-State Revolving Loan	1,136,945 Intr.	62,625	Jan-18

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Rubidoux Community Services  
Preliminary Check Register

Distribution recap  
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01 General Fund

Control	Vendor	Obligat'n Description	Transaction Account	Amount
	1790 APWA (AMERICAN PUBLIC WORKS ASSOC)	68477 Renewal - Appel	A01-5685-000	237.50
	1988 AWWA	68554 Dues - D. Lopez	A01-5680-000	262.00
	3735 CHARTER BUSINESS	68500 Internet Svc 8/6-9/5	A01-5650-000	125.00
	3737 CHASE CARD SERVICES	68501 Assoc. Dues - Krall	A01-5685-000	775.00
	4305 DE ANZA FENCE CO	68504 R&M Main Ofc	A01-5645-000	350.00
	4900 DURNEY, DON	68505 July '17 Grdng Svc	A01-5645-000	135.00
	5255 EDGEWOOD PARTNERS INSURANCE CTR.	68551 17/18 Excess Liability	A01-5710-000	2,070.00
		68552 17/18 Auto Ins	A01-5710-000	1,359.00
		68553 17/18 Commercial Ins	A01-5710-000	3,488.00
	5255 EDGEWOOD PARTNERS INSURANCE CTR.			6,917.00 **
	9669 INLAND EMPIRE PROPERTY SVCS, INC	68510 Weed Abatement	A01-5820-020	234.00
		68511 Weed Abatement	A01-5820-020	117.00
		68512 Weed Abatement	A01-5820-020	585.00
		68513 Weed Abatement	A01-5820-020	351.00
		68514 Weed Abatement	A01-5820-020	468.00
		68515 Weed Abatement	A01-5820-020	1,678.50
		68516 Weed Abatement	A01-5820-020	3,784.50
		68517 Weed Abatement	A01-5820-020	1,332.00
	9669 INLAND EMPIRE PROPERTY SVCS, INC			8,550.00 **
	12715 LUCE COMMUNICATIONS: dba ABG COMM.	68520 Aug '17 Postage	A01-5664-000	3,000.00
		68521 WA41 FN 7/6	A01-5650-000	225.87
		68522 WA41 INV 7/7	A01-5650-000	772.36
		68523 WA40 FN 7/18	A01-5650-000	170.14
	12715 LUCE COMMUNICATIONS: dba ABG COMM.			4,168.37 **
	13193 McVEIGH, PATRICIA C	68524 Minutes 10/16-7/17	A01-5080-000	950.00
	16837 PRESS-ENTERPRISE	68525 Pub Notice Weed Abate	A01-5858-020	950.40
	16893 PRUDENTIAL OVERALL SUPPLY CO			

A handwritten signature in red ink, possibly reading 'OK' or 'OK', followed by the date '7/27/2017' and a checkmark.

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 Preliminary Check Register

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01 General Fund

Control	Vendor	Obligat'n Description	Transaction Account	Amount
16893	PRUDENTIAL OVERALL SUPPLY CO		** Continued **	
	68526	Floor Mats	A01-5645-000	55.80
	68570	Floor Mats	A01-5645-000	55.80
16893	PRUDENTIAL OVERALL SUPPLY CO			111.60 **
18191	RCSD			
	68569	Reimburse Petty Cash	A01-5620-000	118.90
			A01-5650-000	10.23
	68569	Reimburse Petty Cash		129.13 **
18191	RCSD			129.13 **
18356	RELIABLE WORKPLACE SOLUTIONS			
	68530	Ofc Supplies	A01-5675-000	40.76
	68531	Ofc Supplies	A01-5675-000	56.03
	68532	Ofc Supplies	A01-5675-000	144.57
	68533	Ofc Supplies	A01-5675-000	133.60
	68534	Credit	A01-5675-000	-69.92
	68535	Ofc Supplies	A01-5675-000	70.27
	68536	Ofc Supplies	A01-5675-000	98.42
	68537	Ofc Supplies	A01-5675-000	213.43
	68538	Ofc Supplies	A01-5675-000	62.97
	68585	Copier Usg	A01-5630-000	74.63
	68586	Printer Usg	A01-5630-000	32.25
18356	RELIABLE WORKPLACE SOLUTIONS			857.01 **
19775	STANDARD INSURANCE			
	68575	Aug '17 LT Disblty Ins	A01-5030-000	996.89
19885	STREAMLINE			
	68548	July '17 Website	A01-5860-000	400.00
20410	THERMAL-COOL, INC.			
	68576	R&M HVAC	A01-5645-000	95.50
20505	TKE ENGINEERING, INC.			
	68577	TR# 31503 Skypark	A01-1225-000	292.50
20845	TRI-CO DISPOSAL, INC			
	68587	Commercial Trash 7/12-7/26	A01-5410-010	70,819.34
	68588	Residential Trash 7/12-7/26	A01-5410-010	71,231.05
	68589	RCSD Share Commercial	A01-5410-010	-7,082.85
	68590	RCSD Share Residential	A01-5410-010	-738.02
	68591	Billing Fee	A01-5410-010	-3,000.00
20845	TRI-CO DISPOSAL, INC			131,229.52 **
22090	VSP-VISION SERVICE PLAN			
	68549	August '17 Ins	A01-5030-000	315.82
01 General Fund				157,848.24 **



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30 Water Fund

Control	Vendor	Obligat'n Description	Transaction Account	Amount
	2004 B.P.S. B's POOL SUPPLIES			
	68478	Sodium Hypo	A30-5652-000	1,828.69
	2030 BABCOCK, E S & SONS, INC			
	68479	Water Analyses	A30-5650-005	30.00
	68480	Water Analyses	A30-5340-000	45.00
	68481	Water Analyses	A30-5340-000	30.00
	68483	Water Analyses	A30-5650-005	110.00
	68484	Water Analyses	A30-5650-005	80.00
	68485	Water Analyses	A30-5650-005	45.00
	68486	Water Analyses	A30-5650-005	170.00
	68487	Water Analyses	A30-5650-005	160.00
	68488	Water Analyses	A30-5650-005	240.00
	68489	Water Analyses	A30-5340-000	490.00
	68491	Water Analyses	A30-5340-000	75.00
	68492	Water Analyses	A30-5650-005	80.00
	68493	Water Analyses	A30-5340-000	105.00
	68494	Water Analyses	A30-5650-005	100.00
	68495	Water Analyses	A30-5650-005	275.00
	68496	Water Analyses	A30-5340-000	275.00
	68497	Water Analyses	A30-5340-000	45.00
	68498	Water Analyses	A30-5340-000	45.00
	68499	Water Analyses	A30-5340-000	75.00
	68555	Water Analyses	A30-5650-005	30.00
	68556	Water Analyses	A30-5340-000	80.00
	68557	Water Analyses	A30-5340-000	120.00
	68558	Water Analyses	A30-5340-000	300.00
	68559	Water Analyses	A30-5340-000	45.00
	68560	Water Analyses	A30-5650-005	30.00
	2030 BABCOCK, E S & SONS, INC			3,080.00 **
	3735 CHARTER BUSINESS			
	68500	Internet Svc 8/6-9/5	A30-5650-000	125.00
	3750 CLA-VAL			
	68561	R&M Wells	A30-5640-000	1,611.36
	3921 CROWN ACE HARDWARE			
	68502	R&M Water	A30-5640-000	3.87
	68503	Tool	A30-5650-000	96.96
	68562	Tool	A30-5650-000	7.53
	3921 CROWN ACE HARDWARE			108.36 **
	5255 EDGEWOOD PARTNERS INSURANCE CTR.			
	68550	16/17 Commercial Ins	A30-5710-000	55.00
	68552	17/18 Auto Ins	A30-5710-000	1,876.00
	68553	17/18 Commercial Ins	A30-5710-000	4,673.00
	5255 EDGEWOOD PARTNERS INSURANCE CTR.			6,604.00 **



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Preliminary Check Register

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30 Water Fund

Control	Vendor Obligat'n Description	Transaction Account	Amount
5555	ELECTRONICS WAREHOUSE		
	68506 Power Strips	A30-5650-000	97.06
5710	EVERSOFT		
	68563 Wtr Sftnr Rnt1	A30-5652-000	497.60
8077	HARRINGTON INDUSTRIAL PLASTICS		
	68564 R&M Wells	A30-5640-000	88.89
9505	CARQUEST AUTO PARTS		
	68508 R&M Equip	A30-5620-000	50.60
	68581 Parts	A30-5650-000	10.71
9505	CARQUEST AUTO PARTS		61.31 **
9510	SO CAL TRUCKWORKS		
	68509 R&M Truck	A30-5620-000	57.21
	68565 R&M Jeep	A30-5620-000	142.68
	68566 R&M Truck	A30-5620-000	57.21
9510	SO CAL TRUCKWORKS		257.10 **
9682	INLAND WATER WORKS SUPPLY CO		
	68518 Tools	A30-5650-000	408.24
	68582 Meter Boxes	A30-5650-000	1,495.31
9682	INLAND WATER WORKS SUPPLY CO		1,903.55 **
11452	KH METALS & SUPPLY		
	68519 R&M Water	A30-5650-000	20.59
	68567 Boots	A30-5655-000	97.75
	68568 Parts	A30-5650-000	18.73
11452	KH METALS & SUPPLY		137.07 **
13665	MORENO, RUBEN		
	68583 Rfnd 6011 Ave Juan	A30-1210-000	26.34
13678	MORTON SALT, INC.		
	68584 Salt	A30-5650-005	3,368.04
16893	PRUDENTIAL OVERALL SUPPLY CO		
	68526 Floor Mats	A30-5642-000	57.88
	68570 Floor Mats	A30-5642-000	57.88
16893	PRUDENTIAL OVERALL SUPPLY CO		115.76 **
18003	R&D MECHANICAL SUPPLY, INC		
	68527 Tools	A30-5650-000	536.14
	68528 Tools	A30-5650-000	466.54
	68529 Parts	A30-5650-000	247.95
18003	R&D MECHANICAL SUPPLY, INC		1,250.63 **
18191	RCSD		

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Preliminary Check Register

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30 Water Fund

Control	Vendor Obligat'n Description	Transaction Account	Amount
18191	RCSD	** Continued **	
	68569 Reimburse Petty Cash	A30-5690-000	30.00
18385	RIVCOMM, INC.		
	68539 R&M Truck	A30-5620-000	437.49
18434	RIVERSIDE CNTY DEPT ENVRMNTL HLTH		
	68540 Permit 5248 Rivrvw	A30-5685-000	827.00
	68541 Permit 5245 34th St	A30-5685-000	827.00
18434	RIVERSIDE CNTY DEPT ENVRMNTL HLTH		1,654.00 **
18590	R. J. NOBLE COMPANY		
	68542 Rfnd Hydrnt Mtr	A30-2410-000	1,450.60
19130	SCE		
	68543 Wtr Pmp Enrgy	A30-5235-000	778.09
	68544 Wtr Pmp Enrgy	A30-5235-000	17,541.95
	68572 Field Ofc Utlty	A30-5660-000	332.18
	68573 N03 Plt Pmp Enrgy	A30-5650-005	33,720.90
	68574 Wtr Pmp Enrgy	A30-5235-000	24,482.08
19130	SCE		76,855.20 **
19775	STANDARD INSURANCE		
	68575 Aug '17 LT Disblty Ins	A30-5030-000	1,504.55
20410	THERMAL-COOL, INC.		
	68576 R&M HVAC	A30-5642-000	95.50
		A30-5650-005	95.50
	68576 R&M HVAC		191.00 **
20410	THERMAL-COOL, INC.		191.00 **
20505	TKE ENGINEERING, INC.		
	68578 8" PVC 36th St	A30-7031-006	10,290.00
22090	VSP-VISION SERVICE PLAN		
	68549 August '17 Ins	A30-5030-000	662.73
30 Water Fund			114,236.33 **

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40 Sewer Fund

Control	Vendor Obligat'n Description	Transaction Account	Amount
	2030 BABCOCK, E S & SONS, INC		
	68482 Lab Fees	A40-5340-000	240.00
	68490 Lab Fees	A40-5340-000	240.00
	2030 BABCOCK, E S & SONS, INC		480.00 **
	5255 EDGEWOOD PARTNERS INSURANCE CTR.		
	68552 17/18 Auto Ins	A40-5710-000	490.00
	68553 17/18 Commercial Ins	A40-5710-000	1,220.00
	5255 EDGEWOOD PARTNERS INSURANCE CTR.		1,710.00 **
	8688 HOUSTON & HARRIS PCS, INC.		
	68507 Hydro-wash	A40-5640-000	1,312.50
	18191 RCSD		
	68569 Reimburse Petty Cash	A40-5825-000	40.00
	18386 RICHARDS, WATSON, GERSHON ATTNYS		
	68571 City Rvsd Litgn	A40-5825-000	134,146.14
	19130 SCE		
	68545 Swr Pmp Enrgy	A40-5235-000	732.58
	68546 Swr Pmp Energy	A40-5235-000	3,203.04
	68547 Swr Pmp Enrgy	A40-5235-000	336.86
	19130 SCE		4,272.48 **
	20410 THERMAL-COOL, INC.		
	68576 R&M HVAC	A40-5650-000	95.50
	20879 TRUSSELL TECHNOLOGIES INC.		
	68579 City Rvsd Litgn	A40-5825-000	8,348.50
	23350 WEBB, ALBERT A. ASSOCIATES INC.		
	68580 City Rvsd Litgn	A40-5825-000	2,843.75
40 Sewer Fund			153,248.87 **

6. ACKNOWLEDGEMENTS – MEMBERS OF THE PUBLIC MAY ADDRESS THE BOARD AT THIS TIME ON ANY NON-AGENDA MATTER



## 7. CORRESPONDENCE AND RELATED INFORMATION

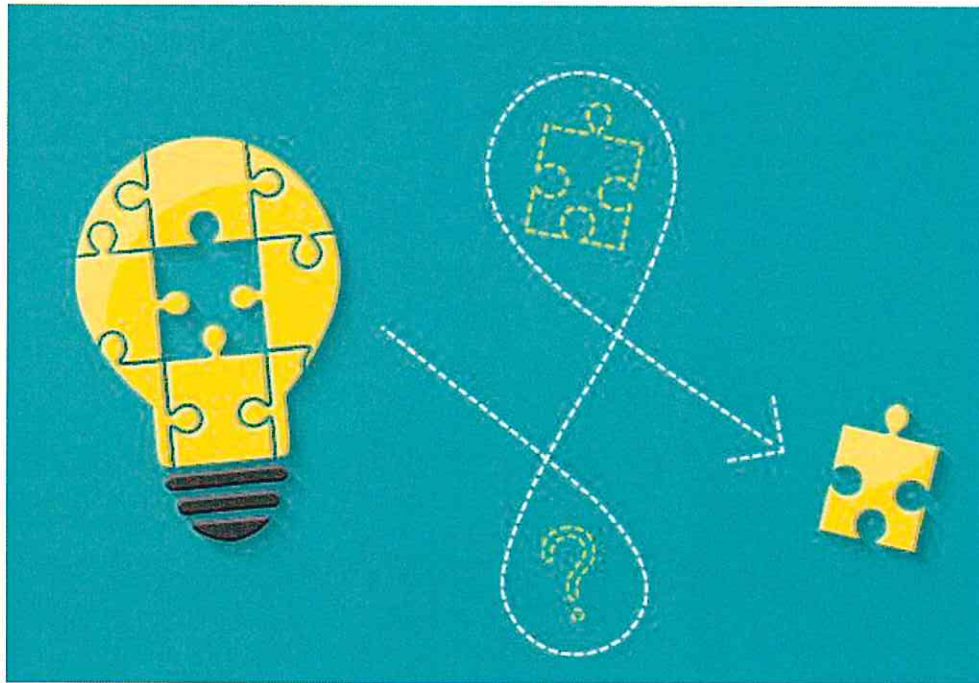
# Counterpoint: Why Special Districts Promote Good Governance

*2/5 copy  
Brenda Packet  
Thanks @*

How Special Districts in California Are being Open, Accountable, and Connected

ARTICLE | Jul 27, 2017

## A Look At How California Has Forged a New Path



**By Eldon Boone; Scott Carroll, ICMA-CM; Kathleen Jurasky; Neil McCormick; Greg Orsini; Tim Shackelford; and Martin Zvirbulis**

In their April 2017 *PM* article "Hidden Government," authors Mary Eleanor Wickersham and R.P. "Sherman" Yehl contemplate the growth of special districts in the United States. The article goes on to question the accountability of special districts and put forward a wish list of opportunities to promote good governance.

The article, unfortunately, relies on generalizations that do not apply to all types of special districts throughout the nation. A closer look reveals that special districts in California are already tackling many of their suggestions, and we suspect districts in other states are taking similar proactive steps.

Special districts are created, funded, and overseen by community residents to focus on providing specific services to the community. In other words, special districts are community-owned agencies, governed by a board of community residents to deliver specialized services to the community.

Rarely does a one-size-fits-all approach provide viable solutions to our nation's vastly diverse communities and their unique challenges. An axiom for local government is that a local, case-by-case approach is the best approach.

Special districts epitomize this concept and have consequently become a popular solution for meeting communities' needs.

## Striving to Meet Unmet Needs

To some, the increasing number of special districts nationwide is troubling, while to others it demonstrates that communities are turning to a unique form of government tailored to fit their growing needs.

Like other states, California saw a rise in the number of special districts during the baby boomer years following World War II. During the last 20 years, however, California has forged a new path distinguishing itself from the national trend.

Since 1997 (the United States conducts its census of local governments every five years, for years ending in 2 and 7), the number of special districts in California has declined 5 percent, while the number nationwide grew by 10 percent during that same period.

This is particularly significant given that the population in California and presumably the demand for services has increased by nearly 21



percent since 1997. There are now fewer special districts serving substantially more residents in California than there were 20 years ago.

So, has California forsaken special districts? Certainly not. Last year, communities in California formed four new special districts. They also dissolved seven and consolidated two special districts, (Currently, there are more than 2,070 independent special districts in California.)

This was not a hasty, wholesale, forced mandate in the name of "reform," but rather part of a steady, local examination of the evolving needs of unique communities through what are known as local agency formation commissions (LAFCOs).

LAFCOs only exist in California. They were first established in 1963, but their authority was enhanced in 2000 through what is known as the Cortese-Knox-Hertzberg Act.

LAFCOs were created to promote orderly growth, prevent sprawl, preserve agriculture and open space, and ensure efficient, sustainable public services. They form new cities and special districts, adjust boundaries, change authorized services, allow service extensions, perform municipal service reviews, and reorganize local agencies.

Most impressive about the establishment of the LAFCO system is that the California State Legislature had the foresight to institute a local versus state-level process. California has 58 LAFCOs, one for each county, and these commissions are each comprised of two county supervisors; two city councilmembers; one public member; and, in half of California's counties, two special district board members.

LAFCOs hire independent staff and consultants. They conduct open and public meetings, bring local stakeholders to the table, and conduct objective analyses before forming, dissolving, or consolidating an agency. These actions are then subject to a protest vote of the affected local residents. This is a far more local, methodical, and democratic—not to mention more effective—process than the type of top-down actions often proposed in other states.



LAFCOs balance oversight with local control and self-determination. They help promote thoughtful analysis and long-term sustainability over state-level political whims. Such virtues are critical when dealing with communities' essential services, like fire protection, water, and sewer.

## The Heart of Public Engagement

Is quantity or quality more important when it comes to public engagement? Merely because some special district elections, for example, may not be as big or expensive as the elections for federal, state, or some counties and cities does not mean they are less accountable as a form of government.

In fact, it can be argued that special districts foster qualitative public engagement. Even where the number of people participating in a particular election, meeting, or decision may be small, the amount of access for an average resident can be high.

Special districts often provide greater responsiveness to their community than other forms of government where the size, scope, partisanship, or politicization may feel insurmountable to residents.

These are not universal observations. All levels of government have advantages and disadvantages, and all levels of government have room to improve. Ultimately, it is not about which form of government is better in theory but rather, which form of government can best meet the specific needs of each unique community.

Most people do not have the time or inclination to regularly monitor their local government; they just want to know it is working. They want the lights to turn on, the tap to pour clean water, the trash to be picked up, and the toilet to flush.

But, when individuals do have an issue—whether it's because of a new need or a new tax—they want somebody from their community who will listen, and who can take action. Special districts do that.

## Checking the Accountability Wish List

Regardless of size or form of government, residents need assurance that their governmentâ€“all of their governmentâ€“meets a high standard for transparency and accountability. California continues to raise that standard in state law.

Special districts in California must meet a wide range of public accountability laws, many of which exceed those governing state and federal governments.

These laws include but are not limited to:

**Open meetings.** Special district actions and deliberations must be conducted openly, with meetings noticed to the public 72 hours in advance.

**California Public Records Act.** The public has a right to inspect and request copies of special district records.

**Municipal service reviews.** LAFCOs are required to update special district spheres of influence every five years and must evaluate the services provided by the district and its potential future growth.

**Regular financial audits.** Special districts are required to undergo regular independent audits, conducted by the county auditor or a certified public accountant, and filed with the state controller's office.

**Ethics training.** Board members and key staff for special districts are required to take ethics training courses every two years.

**Political Reform Act.** Through reporting of contributions and personal finances, special districts must ensure that elections are fair and that board members do not use their position to influence decisions in which they have financial interest.

**Right to Vote on Taxes Act.** Known in California as Prop. 218, voters may reduce or repeal any local tax, assessment, fee, or charge. Additionally, special districts may not impose property-related fees and charges greater than the cost of providing the service for which the fee pays.



**Compensation disclosure and financial reports.** Special districts are required to submit a financial transaction report as well as a compensation report to the state controller and post or link the report to their website.

Beyond California's robust statutory standards for special districts, the Special District Leadership Foundation (SDLF), a nonprofit 501(c)(3) established to promote good governance for special districts, promotes transparency through its district transparency certificate of excellence program.

More than 100 districts in California have received the SDLF certificate, which ensures special districts provide key governance and finance information on their websites and conduct special community outreach and engagement. Details can be found at [www.sdlf.org](http://www.sdlf.org).

The California Special Districts Association (CSDA) has partnered with Streamline, a business affiliate, to offer districts affordable websites that make compliance with the SDLF transparency requirements clear, simple, and efficient.

CSDA has also launched a statewide public outreach campaign called Districts Make the Difference to raise public awareness and understanding about special districts. We encourage you to visit [www.DistrictsMakeTheDifference.org](http://www.DistrictsMakeTheDifference.org) to learn more.

## Special Districts Leading the Way

Here are just a few examples on the specific efforts our special districts are making to proactively engage our communities and ensure good governance:

**Chino Valley Independent Fire District.** CVIFD became the first fire-protection district in California to receive the SDLF District of Distinction accreditation in 2008. Last year, the district interacted with nearly 33,000 people from its community, providing valuable fire- and life-safety information through various outreach programs.



These programs included youth programs in local schools and daycare facilities, mentoring programs to those interested in a fire-service career through its fire-explorer program, and informational videos shown on the Web and local cable channels. CVIFD is currently preparing for its third annual state of the fire district presentation to the community.

**Costa Mesa Sanitary District.** CMSD has a smartphone app called GoCMSD that allows residents to report such issues as broken manhole covers and trash cans stored in public view or left unemptied.

It has conducted two community surveys (2012 and 2016) of approximately 1,500 residents and has received an average approval rating of 84 percent between the two surveys. Results from the engagement efforts allowed CMSD to embark on a new and innovative program, the first of its kind in Southern California, where residential green waste and food scraps are collected and recycled into renewal natural gas by using anaerobic digestion technology.

**Cucamonga Valley Water District.** CVWD demonstrates open government through use of its website, social media, and active community engagement. Each year, it hosts or participates in more than 30 community events, providing its nearly 200,000 water and wastewater users the opportunity to connect with district staff and board members.

It has launched a customer engagement tool called FlashVote, enabling customers to participate in monthly surveys, providing timely feedback on district programs and initiatives. When drought restrictions were implemented in 2015, the CVWD Responds app was launched to provide customers with a quick and easy way to report water waste.

**Palm Springs Cemetery District.** PSCD is a member of five cities' chambers of commerce and regularly presents to businesses, service organizations, and other local governments. This outreach, in part, led to the district being nominated for Cathedral City's 2015 Business of the Year. The district also received a nomination for the Small Business Innovator of the Year award.

PSCD annually draws more than 2,500 attendees to its Day of the Dead celebration, an important cultural event in Cathedral City. In 2001, the district became the first in the nation to install a memorial dedicated in honor of gay, lesbian, bisexual, and transgender veterans.

**McKinleyville Community Services District.** Although not incorporated as a city, McKinleyville is the third largest community in Humboldt County. MCSD provides water, wastewater, street lighting, open space maintenance, and parks and recreation programming for a population of almost 17,000. The district demonstrates accountability through its collaboration.

MCSD has built a successful foundation for community engagement through partnerships with the Boys & Girls Club of the Redwoods in Humboldt County, and other community organizations. It partnered with a service club to construct a building that is used by the sheriff's department as a substation and with the county to provide for a branch of the county's public library.

**Vista Irrigation District.** In 2016, VID completely revamped its website. A special outage alert page can be activated remotely to inform customers when it has an unplanned outage, providing information about the location, how many customers are impacted, and the projected time water service will be restored.

VID also actively engages the community through its speakers' bureau program, participation in local community events, hosting local WaterSmart landscaping classes, as well as sponsoring a high school scholarship program and poster contest for fourth graders.

Eldon Boone is general manager, Vista [California] Irrigation District ([eboone@vidwater.org](mailto:eboone@vidwater.org)). Scott Carroll, ICMA-CM, is general manager, Costa Mesa [California] Sanitary District ([scarroll@cmsdca.gov](mailto:scarroll@cmsdca.gov)). Kathleen Jurasky is district manager, Palm Springs [California] Cemetery District ([kjurasky@pscemetery.com](mailto:kjurasky@pscemetery.com)). Neil McCormick is chief executive officer, California Special Districts Association, Sacramento, California ([neilm@csla.net](mailto:neilm@csla.net)). Greg Orsini is general manager, McKinleyville [California] Community Services District

([mcsdgm@mckinleyvillecsd.com](mailto:mcsdgm@mckinleyvillecsd.com)). Tim Shackelford is fire chief, Chino Valley Independent Fire District, Chino Hills, California  
([tshackelford@chofire.org](mailto:tshackelford@chofire.org)). Martin Zvirbulis is general manager, Cucamonga Valley Water District, Rancho Cucamonga, California  
([GM@cvwdwater.com](mailto:GM@cvwdwater.com)).





# LITTLE HOOVER COMMISSION

July 25, 2017

Carole D'Elia  
Executive Director

**TO:** Commissioners & Meeting Participants

**FROM:** Carole D'Elia  
Executive Director

**SUBJECT:** Summary of June 22, 2017, Roundtable on Special Districts

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Thank you to everyone who participated in the June 22, 2017, roundtable discussion on the Little Hoover Commission's study of special districts in California.

The discussion focused on evaluating potential recommendations for the Commission's special districts report. The meeting provided an opportunity for the 17 invited participants who attended as well as dozens more to provide feedback to the Commission on the potential recommendations and also suggest alternatives or additional recommendations. Prior to the June 2017 meeting, the Commission convened two public hearings in August and October of 2016 and an advisory committee meeting in November 2016. The Commission also discussed potential recommendations at its February and April 2017 business meetings. The Commission's goal of the June 22, 2017 meeting was to learn whether the potential recommendations would improve efficiency, could be implemented or might have unintended consequences.

This document is intended to summarize the discussion by the participants. Participants have had the opportunity to review a draft of this summary and provide clarifications. This document is being distributed to the Commissioners to inform them of the points raised by the participants. It does not contain Commission conclusions or final recommendations.

## ***Governance – Potential Recommendations***

A significant portion of the June 2017 meeting was dedicated to discussing governance issues, particularly opportunities to bolster the effectiveness of Local Agency Formation Commissions (LAFCO), either through additional funding or expanding authority through statutory changes.

## ***One-Time Grant Funding to Assist LAFCOs and Special Districts***

The executive director of the California Association of Local Agency Formation Commissions (CALFACO) began the discussion with a focus on three items: funding, authority and process. She indicated expanding LAFCO funding is not a new conversation. Additional funding was considered after legislation required the Municipal Service Reviews in 2000 and was resurrected in 2011 with a recommendation from California Forward that local agencies needed incentives to make recommendations for consolidations.

She said potential partners to administer or oversee additional funding could include the Office of Planning & Research partnering with the Department of Conservation or the Strategic Growth Council.

A representative from the California Special Districts Association (CSDA) agreed with the recommendation to provide one-time funding to pay for specified LAFCO and special district activities, particularly funding to pay for high priority Municipal Service Reviews and development and implementation of dissolution or consolidation plans. A water district representative added that a one-time funding infusion would allow the state to assess the efficacy of investing additional resources to improve local government efficiency.

Several meeting participants preferred a small infusion of \$1 million to \$3 million from the State General Fund over other alternatives, such as diverting additional property taxes to fund LAFCOs. Any alternative involving property tax should be within the Educational Revenue Augmentation Fund (ERAF), an early 1990s diversion of property taxes from local governments, including special districts, to backfill the state General Fund to satisfy education funding obligations required by Proposition 98. As further clarified after the meeting, not all of the agencies that LAFCOs oversee receive property tax revenue, which means that some local organizations would disproportionately be affected and some local entities would be required to cover the cost of others. In 2004, voters enacted protection for local property taxes and any new shift, per the Constitution, requires a two-thirds vote of the Legislature.

### ***Opportunities to Bolster LAFCO Authority***

The CALAFCO executive director noted that two potential recommendations, giving LAFCOs authority to dissolve inactive districts and easing the process to add special district representatives to the 28 county LAFCOs that do not have special district representation, are already under consideration by the Legislature with SB 448 (Wieckowski) and AB 979 (Lackey). She suggested another potential recommendation for the Commission to consider: provide LAFCOs, under certain conditions, the authority to approve certain administrative functions of a district outside existing principal acts.

Participants representing special districts asked the Commission to reconsider recommending lowering protest thresholds for LAFCOs to dissolve special districts, but agreed it was a topic that could benefit from additional study. Others agreed that the protest process should be reviewed for consistency and potential streamlining. Currently it takes 10 percent of a special district's constituents to protest a proposed LAFCO dissolution or consolidation of a district or districts compared to 25 percent of a special district's constituents for a dissolution or consolidation initiated by a special district. Advocates suggested it is more difficult to protest in a large district versus a small one given that 10 percent in a district serving 1,000 clients is just 100 people, as compared to a district serving millions that requires hundreds of thousands of constituents to generate enough votes for a protest. Special district advocates argued that changing the voter protest threshold might have the unintended consequence of reducing public and voter engagement.

Participants had varying viewpoints on the potential recommendation to require special districts to hold a public hearing after a LAFCO completes a Municipal Service Review. A supervisor from Calaveras County suggested that LAFCOs need to establish a relationship with districts under review, so there are early conversations and so that a final report is not just dropped on a district. The California Special Districts Association representative suggested having a draft Municipal Service Review for the district to review at least 45 days prior to a LAFCO vote so that district representatives have an opportunity to engage in the process before the review is finalized.



The CALAFCO representative said she supported ongoing dialogue during the review process, but also added that LAFCOs approach civic engagement in accordance with their unique areas. She added that the LAFCOs are dependent upon the district to provide information to include in the review. An executive officer from a Local Agency Formation Commission said that his organization conducts its reviews in cooperation with the local government entity. For this LAFCO, it is standard policy to provide districts with several opportunities to comment on a draft, internally with staff and again when the document is presented for public comment. If the document is controversial or the LAFCO is recommending a change in the service area, they extend the public comment period.

A representative from a local utility district said that a recent review for consolidation of two districts in San Bernardino County received very little public comment. She suggested that many constituents in some areas do not know who provides services – this applies to all levels of government, including special districts, city, county, and state. In this case, it applied to a couple of districts that she felt many don't even know exist.

### ***Transparency – Potential Recommendations***

Participants engaged in a robust discussion on opportunities to improve information provided on special district websites as well as other opportunities for improving public engagement and outreach. Commissioners encouraged districts to “tell their story” in plain language. There are very few government entities that are in a position to let people know that they are out there working directly for them and that taxes and fees fund local services, said Chair Nava. Participants generally agreed providing basic information in an easy-to-understand format would help build trust in local government.

### ***Improving Websites***

The CSDA representative expressed concerns from the members of his organization about mandates that might micromanage or require a one-size-fits-all template for what a district should include on a website and where on the website it should be posted. Small, rural districts have limited revenue and also may lack Internet access. The unintended consequence may be that these districts then opt not to have a website at all rather than be out of compliance. He said that thresholds for revenue should be considered as well as exemptions for districts without Internet access. Others expressed concerns regarding the cost to districts and their constituents to develop and maintain a long list of mandated items on a local website.

The CSDA representative said the association has made website transparency a priority and its workgroup on this topic is generally supportive of a website requirement for special districts of a sufficient size and with sufficient Internet access. A Commissioner responded that the goal of additional transparency is not micromanaging, but rather consistently making information available that answers basic questions about a district: how many employees are there and what are they paid, where does the revenue come from and how is money spent in the district. The goal, he said, is to build trust.

A representative for the Association of California Healthcare Districts said that her association supports a bill under consideration in the Legislature requiring all healthcare districts to have a website. Currently, only seven primarily rural districts do not have a website. She added that some items on the list included with the Commission's potential recommendation would be difficult for districts operating large hospitals to comply with, such as fees and coordination with local government agencies. Others also commented that the coordination description was vague and agreed compliance could be difficult.



A representative from a rural district indicated Internet access is very limited for his constituents. The library is the local gathering spot and could be the location for additional community education and outreach. A representative from the Institute for Local Government echoed the need to “meet folks where they’re at,” particularly in small, rural districts. The CSDA representative suggested that K-12 civic education curriculum should include more information on local government.

### ***Standardizing Current Reporting Requirements***

Several meeting participants made comments on the need to standardize information that currently is required to be submitted to the State Controller’s Office, particularly standardized definitions for reserves. Reserves were discussed at length at the Commission’s August 2016 hearing. Others suggested that reporting requirements should align with nationally recognized accounting standards, such as those required by the Governmental Accounting Standards Board (GASB) and practices used by local governments, including Generally Accepted Accounting Principles (GAAP).

Several participants acknowledged positive efforts on standardization underway with the State Controller’s Office to develop definitions, standardize terminology and make it easier for the public to find the information already provided on the State Controller’s website. A representative from the State Controller’s Office acknowledged the ongoing dialogue with special districts and efforts to improve data collection, but also said that the software database, Access 97, used by the department has significant limitations. Participants cautioned against adding additional reporting mandates without providing resources for updating the technology used to collect and report data. Another representative from the State Controller’s Office said they try to collect as much data as possible to the level needed, but also acknowledged the difficulty with lots of idiosyncrasies in various statutes related to special districts that make it challenging to standardize requirements.

The executive director of CALAFCO stated that a lot of LAFCOs provide basic information on their websites about all districts in their county including posting the Municipal Service Reviews and links to district websites. Some provide more, including information about revenue, taxes, user fees and debt, but this information is only as accurate or up-to-date as provided by the districts. She indicated if the information is easily accessible on the State Controller’s website, it was duplicative to require it on each LAFCO website. Another attendee suggested that maintaining detailed financial information should be the responsibility of each district and that a link to the district from the LAFCO website should be sufficient.

### ***Climate Change Adaptation – Potential Recommendations***

As expected, the majority of the discussion at the June meeting centered on the governance and transparency recommendations. Concerns expressed regarding the recommendations related to climate change adaptation included ensuring that all levels of government should formally include climate adaptation and climate mitigation as key operational considerations within their governing documents and missions. This should apply not just to special districts and also should not apply to every special district. Several participants also expressed confusion over what was meant by the terms “key operational considerations” and “governing documents” as these could vary significantly based on the service activity of the special district, potentially making it difficult to comply. Others expressed concerns about the costs of any new regulatory requirements. Several participants voiced concerns about replicating the program established by the East Bay Municipal Utility District in which real estate transactions trigger an inspection of sewer lines on the property and require repairs if broken.

These participants did support a recommendation to conduct a cost-benefit analysis of this type of program to better understand the feasibility of potential legislation requiring utility districts to replicate the program.

### ***Healthcare Districts***

The representative from the Association of Healthcare Districts indicated her association was generally supportive of the potential recommendations related to health care districts. These recommendations came out of an association workgroup and members are already working toward achieving these goals, but also have been further refining the recommendations. Specifically, the association is re-evaluating the needs assessment requirement and discussing a menu of alternative options. The association also is further refining language to update the scope and role of healthcare districts in the practice acts to ensure their statutory authority supports innovation and the ability to adapt and evolve to the changing healthcare landscape. Finally, the CALFAFCO executive director stated that her organization had established a workgroup to explore relationships between LAFCOs and healthcare districts.

### ***Next Steps***

This memo will be shared with the Commissioners for their consideration before adopting final recommendations for the special districts study. If you have anything you would like to add to this summary or if you would like to provide additional information for the special districts study in general, please contact me at (916) 445-2125. We hope that Commission staff may continue to draw upon your expertise if there are any points that need to be clarified or to request additional information. Thank you again for your input, participation and time.



### **Meeting Participants\***

1. Debby Cherney, Deputy General Manager, Eastern Municipal Water District
2. Steve Heide, Finance Manager, Chino Valley Independent Fire District
3. José Henríquez, Executive Officer, El Dorado Local Agency Formation Commission
4. Gay Jones, Board Member, California Association of Local Agency Formation Commissions, Sacramento Metro Fire District, Board Member and Sacramento LAFCO Commissioner
5. Jill Kanemasu, Acting Division Chief, Local Government Programs & Services Division, Office of State Controller Betty T. Yee
6. George Lolas, Chief Operating Officer, Office of State Controller Betty T. Yee
7. Amber King, Senior Legislative Advocate, Association of California Health Care Districts
8. Steve Lucas, Executive Officer, Butte Local Agency Formation Commission
9. Jimmy MacDonald, Consultant, Senate Government and Finance Committee
10. Scott Morgan, Deputy Director of Administration and State Clearinghouse Director, Governor's Office of Planning and Research
11. Pamela Miller, Executive Director, California Association of Local Agency Formation Commissions
12. Kyle Packham, Advocacy and Public Affairs Director, California Special Districts Association
13. Sarah Rubin, Program Manager, Public Engagement, Institute for Local Government
14. Wendy Ridderbusch, Director of State Relations, Association of California Water Agencies
15. Herb Schultz, CEO, Desert Healthcare District
16. Gareth Smythe, Executive Fellow, Governor's Office of Planning and Research
17. Christina Valencia, Chief Financial Officer, Inland Empire Utilities Agency

\*Several dozen others attended the meeting and many provided comments, however, not all participants provided names, titles or contact information. The list above reflects those who were invited by the Commission and who attended the meeting.



8. MANAGER'S REPORT:

**9. PUBLIC HEARING – CONSIDERATION TO ADOPT RESOLUTION  
NO. 2017-836, A RESOLUTION REPORTING AND ASSESSING  
CERTAIN PARCELS WITH WEED AND FIRE ABATED SERVICES:  
DM 2017-39**

# Rubidoux Community Services District

**Board of Directors**  
Christopher Barajas  
Armando Muniz  
Bernard Murphy  
F. Forest Trowbridge  
Hank Trueba Jr.

**Secretary-Manager**  
David D. Lopez



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Water Resource Management    Refuse Collection    Street Lights    Fire / Emergency Services    Weed Abatement

## **DIRECTORS MEMORANDUM 2017-39**

August 3, 2017

**To:** Rubidoux Community Services District  
Board of Directors

**Subject:** **PUBLIC HEARING** - Consideration to Adopt Resolution No. 2017-836, a Resolution Approving Weed Abatement Charges on Certain Parcels

### **BACKGROUND:**

Attached for the Board of Directors' review and consideration is Resolution No. 2017-836, which if adopted this evening, will assess weed abatement charges upon appropriate parcels for property tax collections for those services provided on developed and undeveloped properties that constitutes a Public Safety and Fire Hazard. However, before adoption of Resolution No. 2017-836 is acted upon, the District Board of Directors must conduct a Public Hearing affording the general public, interested parties and/or affected parties the opportunity to comment and/or protest such charges.

Notice of this afternoon's Public Hearing along with parcel numbers of properties to be assessed were published in the public notice sections of the Press-Enterprise and were made available through the District's web site.


As of the writing of this DM, Staff has not received any written or verbal protest with respect to any of the specific parcels proposed to be assessed and contained within Resolution No. 2017-836.



**RECOMMENDATION:**

At the conclusion of today's Public Hearing, Staff recommends adoption of Resolution No. 2017-836 to the Rubidoux Community Services District Board of Directors.

Respectfully,



David D. Lopez  
Secretary-Manager

Attachments: Res. No. 2017-836  
Notice of Public Hearing

**RESOLUTION NO. 2017 - 836**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE RUBIDOUX COMMUNITY SERVICES DISTRICT, RIVERSIDE AND SAN BERNARDINO COUNTIES, CALIFORNIA, APPROVING THE REPORT AND ACCOUNT OF THE COST THEREOF AGAINST CERTAIN PARCELS OF LAND**

THE BOARD OF DIRECTORS OF RUBIDOUX COMMUNITY SERVICE DISTRICT OF RIVERSIDE AND SAN BERNARDINO COUNTIES, CALIFORNIA, DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

**SECTION 1.** RUBIDOUX COMMUNITY SERVICE DISTRICT PURSUANT TO THE CALIFORNIA GOVERNMENT CODE SECTION 39560-39588 HAS THE AUTHORITY TO ABATE DRY GRASS, STUBBLE, BRUSH, LITTER, OR OTHER FLAMMABLE MATERIAL WHICH ENDANGERS THE PUBLIC SAFETY BY CREATING A FIRE HAZARD.

**SECTION 2.** THE ACCOUNT AND REPORT OF WEED ABATEMENT PROGRAM HAVING BEEN PRESENTED TO THE BOARD, AND PUBLIC NOTICE OF A HEARING WAS POSTED FOR AUGUST 3rd, 2017.

**SECTION 3.** EACH PARCEL ABATED WAS ISSUED A "LETTER TO ABATE" VIA REGULAR MAIL AND ORDERED TO MITIGATE THE POTENTIAL FIRE SAFETY NUISANCE.

**SECTION 4.** THOSE PARCELS THAT DID NOT RESPOND TO THE "LETTER TO ABATE" WERE MITIGATED BY DISTRICT WEED ABATEMENT CONTRACTOR.

**SECTION 5.** AT THE CONCLUSION OF THE HEARING, NO SIGNIFICANT OBJECTIONS TO THE REPORT OR TO THE COST TO BE ASSESSED AGAINST EACH PARCEL WERE MADE OR FILED.

**SECTION 6.** THE BOARD FINDS THAT SUCH WEEDS, GRASS, DEAD TREES, DEAD SHRUBS AND OTHER POTENTIAL FIRE FUEL WASTE MATTER AS ARE IDENTIFIED ON THE PROSPECTIVE PARCELS OF LAND, CONSTITUTE A FIRE SAFETY NUISANCE.

**SECTION 7.** THE REPORT, WHICH IS MARKED EXHIBIT "A", ATTACHED HERETO AND MADE A PART HEREOF, IS CONFIRMED AND THE RIVERSIDE COUNTY AUDITOR IS HEREBY AUTHORIZED TO ENTER THE AMOUNTS OF THE ASSESSMENTS AGAINST THE RESPECTIVE PARCELS OF LAND PURSUANT TO THE CALIFORNIA GOVERNMENT CODE SECTION 39580.

ADOPTED, SIGNED AND APPROVED THIS 3rd DAY OF AUGUST, 2017.

AYES:

NOES:

ABSENT:

ABSTENTION:

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ARMANDO MUNIZ, PRESIDENT  
RUBIDOUX COMMUNITY SERVICES DISTRICT

ATTEST:

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DAVID D. LOPEZ, SECRETARY-MANAGER

APPROVED TO FORM AND CONTENT:

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JOHN R. HARPER, GENERAL COUNSEL



RIVERSIDE COUNTY  
Fixed Charge Report Form  
District Name: Rubidoux Community Service District District Representative: Eric Martel  
FY 2016-2017

ASMT NBR C.C. 7-16	FND NBR C.C. 18-23	AMT C.C. 26-34	ASMT NBR C.C. 7-16	FND NBR C.C. 18-23	AMT C.C. 26-34
175-141-007	68-4257	\$82.50	179-260-038	68-4257	\$75.00
175-210-034	68-4257	\$165.00	179-260-039	68-4257	\$75.00
175-210-059	68-4257	\$2,325.00	179-260-040	68-4257	\$75.00
175-220-010	68-4257	\$82.50	179-260-043	68-4257	\$75.00
175-220-021	68-4257	\$412.50	179-260-044	68-4257	\$75.00
177-221-033	68-4257	\$82.50	179-282-039	68-4257	\$150.00
177-250-029	68-4257	\$247.50	181-030-008	68-4257	\$75.00
178-070-006	68-4257	\$990.00	181-361-033	68-4257	\$300.00
178-120-001	68-4257	\$1,155.00	182-230-001	68-4257	\$225.00
178-140-008	68-4257	\$75.00	182-242-009	68-4257	\$450.00
178-140-009	68-4257	\$75.00	182-244-006	68-4257	\$375.00
178-182-013	68-4257	\$75.00	182-280-005	68-4257	\$225.00
178-191-001	68-4257	\$750.00	183-173-001	68-4257	\$742.50
178-191-002	68-4257	\$750.00	183-230-007	68-4257	\$600.00
178-191-004	68-4257	\$450.00	185-100-014	68-4257	\$75.00
178-191-015	68-4257	\$75.00	186-052-005	68-4257	\$75.00
178-202-020	68-4257	\$150.00		68-4257	
178-202-021	68-4257	\$225.00		68-4257	
178-202-024	68-4257	\$150.00		68-4257	
178-230-004	68-4257	\$82.50		68-4257	
178-281-004	68-4257	\$75.00		68-4257	
178-330-001	68-4257	\$975.00		68-4257	
178-330-002	68-4257	\$975.00		68-4257	
178-330-003	68-4257	\$750.00		68-4257	
178-340-014	68-4257	\$165.00		68-4257	
178-350-023	68-4257	\$330.00		68-4257	
179-060-006	68-4257	\$525.00		68-4257	
179-060-007	68-4257	\$900.00		68-4257	
179-060-027	68-4257	\$450.00		68-4257	
179-070-034	68-4257	\$75.00		68-4257	
179-111-004	68-4257	\$75.00		68-4257	
179-160-032	68-4257	\$75.00		68-4257	
179-192-010	68-4257	\$75.00		68-4257	
179-252-005	68-4257	\$75.00		68-4257	
179-252-011	68-4257	\$75.00		68-4257	
179-260-015	68-4257	\$75.00		68-4257	
179-260-016	68-4257	\$75.00		68-4257	
				Total:	\$17,812.50

# Rubidoux Community Services District

**Board of Directors**  
Christopher Barajas  
Armando Muniz  
Bernard Murphy  
F. Forest Trowbridge  
Hank Trueba Jr.

**Secretary-Manager**  
David D. Lopez



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Water Resource Management    Refuse Collection    Street Lights    Fire / Emergency Services    Weed Abatement

## **NOTICE OF PUBLIC HEARING FOR THE ADOPTION OF RESOLUTION 2017-836, A RESOLUTION REPORTING ASSESSMENT ACCOUNTS FOR THE DISTRICT'S WEED ABATEMENT PROGRAM**

Please take notice the report of assessment and accounts of fire hazard abatement of the nuisance in the matter of the Rubidoux Community Services District (District) Weed Abatement Program, hereto, filed with the District will be heard by the Board of Directors at its regular meeting on August 3, 2017, at the hour of 4:00 p.m., in the meeting room at 3590 Rubidoux Boulevard, Jurupa Valley, California 92509.

A copy of District Resolution No. 2017-836 is available for inspection at the District office or can be viewed/downloaded from the District website, [www.rcsd.org](http://www.rcsd.org).

All persons interested may present in written or oral protest of objection to the report of accounting of abatement charges to the District Board of Directors on or before the above Public Hearing date of August 3, 2017.

A handwritten signature in black ink, appearing to read "David D. Lopez".

DATED: June 6, 2017  
DAVID D. LOPEZ  
SECRETARY-MANAGER



# THE PRESS-ENTERPRISE

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Riverside, CA 92507  
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951-368-9018 FAX

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Publication(s): The Press-Enterprise

PROOF OF PUBLICATION OF

Ad Desc.: Weed Abatement /

I am a citizen of the United States. I am over the age of eighteen years and not a party to or interested in the above entitled matter. I am an authorized representative of THE PRESS-ENTERPRISE, a newspaper in general circulation, printed and published daily in the County of Riverside, and which newspaper has been adjudicated a newspaper of general circulation by the Superior Court of the County of Riverside, State of California, under date of April 25, 1952, Case Number 54446, under date of March 29, 1957, Case Number 65673, under date of August 25, 1995, Case Number 267864, and under date of September 16, 2013, Case Number RIC 1309013; that the notice, of which the annexed is a printed copy, has been published in said newspaper in accordance with the instructions of the person(s) requesting publication, and not in any supplement thereof on the following dates, to wit:

07/03, 07/17/2017

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Date: July 17, 2017  
At: Riverside, California

Legal Advertising Representative, The Press-Enterprise

RUBIDOUX COMM SERV DIST  
3590 RUBIDOUX BLVD  
RIVERSIDE, CA 92509

Ad Number: 0010972199-01

P.O. Number:

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DATED: June 6, 2017  
DAVID D. LOPEZ  
SECRETARY-MANAGER

### RIVERSIDE COUNTY Fixed Charge Report Form

District Name: Rubidoux Community Service District Representative: Eric Martel  
FY 2016-2017

ASMT NBR C.C. 7-16	FND NBR C.C. 18-23	AMT C.C. 26-34	ASMT NBR C.C. 7-16	FND NBR C.C. 18-23	AMT C.C. 26-34
174-141-007	68-4257	\$82.50	179-260-038	68-4257	\$75.00
175-210-034	68-4257	\$165.00	179-260-039	68-4257	\$75.00
175-210-059	68-4257	\$2,325.00	179-260-040	68-4257	\$75.00
175-220-010	68-4257	\$82.50	179-260-043	68-4257	\$75.00
175-220-021	68-4257	\$412.50	179-260-044	68-4257	\$75.00
177-221-033	68-4257	\$82.50	179-282-039	68-4257	\$150.00
177-250-029	68-4257	\$247.50	181-030-008	68-4257	\$75.00
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179-260-015	68-4257	\$75.00		68-4257	
179-260-016	68-4257	\$75.00		68-4257	

7/3, 7/17



10. STATUS REPORT: RCSD FIELD/ADMINISTRATION PROJECT  
UPDATE ON CITY OF JURUPA VALLEY PLANNING DEPARTMENT  
INTER-DEPARTMENT REVIEW AND COMMENTS: **DM 2017-40**

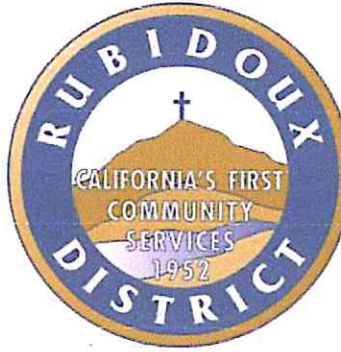
# Rubidoux Community Services District

## Board of Directors

Christopher Barajas  
Armando Muniz  
Bernard Murphy  
F. Forest Trowbridge  
Hank Trueba Jr.

## Secretary-Manager

David D. Lopez



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Water Resource Management    Refuse Collection    Street Lights    Fire / Emergency Services    Weed Abatement

## DIRECTORS MEMORANDUM 2017-40

August 3, 2017

**To:** Rubidoux Community Services District  
Board of Directors

**Subject:** STATUS REPORT – RCSD Field/Admin Project Update on City of Jurupa Valley Planning Department Inter-Department Review and Comment

### **BACKGROUND:**

On July 21, 2017, staff received comments from the City of Jurupa Valley's Planning Department on the District's proposed field/admin office building project. The Planning Department comments are attached for your review, and in summary supports the District's design concept.

Due to a number of moving parts, Staff believes it will be more efficient to present a verbal report on the City's comments instead of a written summary.

### **STAFF PRESENTATION**

While this item is presented as a status report only, the City has estimated an additional \$232,856.19 in planning fees necessary to complete the planning process. Said fees are detailed on page number 22 of the attachment. Keep in mind the fees are preliminary and the District may be exempt from some of the listed fees.

### **RECOMMENDATION:**

This is a status report only; no action is required.

Respectfully,

A handwritten signature in blue ink that reads 'Steven W. Appel'. The signature is fluid and cursive, with the first name 'Steven' and last name 'Appel' clearly visible.

STEVEN W. APPEL, PE  
Assistant General Manager/District Engineer

Attach: City of Jurupa Valley, Planning Department Comments, July 14, 2017

# City of Jurupa Valley

Verne Lauritzen, Mayor. Micheal Goodland, Mayor Pro Tem.  
Brian Berkson, Council Member. Anthony Kelly Jr., Council Member. Laura Roughton, Council Member

## PLANNING DEPARTMENT

July 14, 2017

Applicant Representative: Steve Appel, RCSD  
3590 Rubidoux Blvd.  
Jurupa Valley, CA 92509



**SUBJECT: MA16076 – GPA16001, CZ16003, & PUP16001**  
**RUBIDOUX COMMUNITY SERVICES DISTRICT – NEW HEADQUARTERS FACILITY**  
**PROJECT SITE: 3590 RUBIDOUX BLVD. & VACANT PARCEL WITH APN: 179-160-004**

Dear Steve Appel,

The City of Jurupa Valley Planning Department has distributed the application for inter-department review and comments. This letter consists of the reviewing departments' comments and their contact information.

TABLE 1: INFORMATION OF SUBJECT PROPERTIES				
GENERAL PLAN LAND USE	POLICY OVERLAYS & AREAS	ZONING	PROPOSAL	REQUIRED ENTITLEMENT(S)
CD: CR (APN: 179-160-004); CD: MHDR (APN: 179-104-008)	Rubidoux Village Policy Area (APN: 179-160-004) & Flabob Airport Influence Area for both parcels	R-3 (APN: 179-104-008) R-VC (APN: 179-160-004)	33,390 sf headquarters for RCSD	GPA, CZ, & PUP



## PLANNING DEPARTMENT'S COMMENTS

### I. PROJECT

The applicant is proposing a new 33,390 square-foot Rubidoux Community Services District Field Offices and Administration Headquarters on a 2.97 acre project site. The project site consists of two parcels.

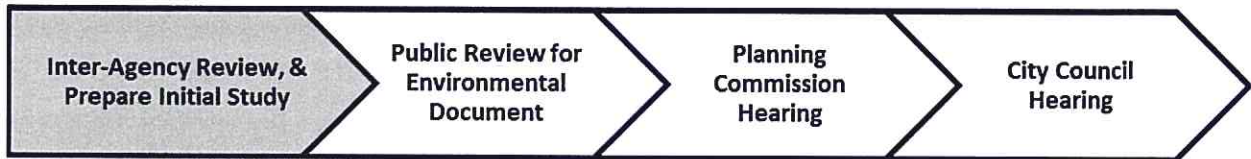
The headquarters and ancillary uses (such as car wash, parking for field vehicles, storage facility) are proposed on the vacant lot with APN: 179-160-004 (2.30 acres). Customer parking is proposed at 3590 Rubidoux Blvd (0.67 acre). At this time, the existing office is located there. The existing office will be demolished for the customer parking.

### II. APPLICATIONS

Based on the proposal, the approximate processing time for the concurrent applications is approximately 8 months excluding any re-submittal. The City Council will take final action on the entitlement.

Based on the staff's recommendation to the applicant in July 2017, the applicant has agreed to move forward with the GPA to change the land use designation to Public Facilities / Institution (2017 GP) and zoning classification to Commercial Office (C-O) zone. Pursuant to Section 9.72 d, the Planning Director will make a Determination of Use to allow "public agency administrative office" subject to an approved Public Use Permit in the C-O zone.

**CHART 1: GENERAL ENTITLEMENT PROCESS.**



**TABLE 2: APPLICATION INFORMATION**

APPLICATION(S)	PURPOSE(S)
General Plan Amendment (GPA) No. 1602	<ul style="list-style-type: none"><li>Remove/exclude the vacant parcel (APN: 179-160-004) from the Rubidoux-Village Commercial Policy Area</li><li>Change of land use designations to <u>Public Facilities / Institutional (PF)</u></li></ul>
Change of Zone (CZ) No. 16005	Change the zoning classification of project site to Commercial-Office (C-O)
Public Use Permit No. 16001	Construct a new 33,390 square-foot, two-story Field Office and Administration Headquarters for Rubidoux

Community Services District on the vacant parcel and customer parking on 3590 Rubidoux Blvd. (existing RCSD office site)

**III. CALIFORNIA ENVIRONMENTAL QUALITY ACT.** An initial study checklist must be prepared. Please refer to the attached detailed memorandum by Ernest Perea, CEQA Administrator, and submit the required items. If you have questions, please contact me and I will assist you.

**IV. GENERAL PLAN.** New 2017 draft General Plan (April 2017 version). The City Council is considering a new 2017 General Plan mid-July 2017. I have reviewed the project against the pending 2017 draft General Plan in case it will be adopted.

- A. Public Facilities / Institutional (PF).** The recommended land use designation for this project is Public Facilities / Institutional since it is for a public agency providing water, sewer, and fire services to residents and other constituents. The maximum FAR for PF is 0.60 and the project is under the maximum FAR. LUE 4.1 – 4.8 apply to the project and are attached to this letter. The project must be designed so it minimizes its impacts (such as noise, vibration, etc.) to adjacent residential and school.
- B. Village Center Overlay (Page 2-52).** The project is within the Rubidoux Village Center Overlay (VCO) and the applicant has requested to be excluded from the Overlay.
- C. Flabob Airport Overlay (Page 2-68).** The project would be subject the Flabob Airport Overlay and its policies. Additionally, the applicant must submit an application directly to Airport Land Use Commission (ALUC) for review. A public hearing before ALUC is required. Please see attached comments from ALUC.
- D. Project Design.** Land Use Element ("LUE 11" on Page 2-79) includes applicable policies that apply to the project's design such as connectivity, buffers, crime prevention, landscaping and parking lot design. The policies of LUE 11 are attached. Staff will review the revised plan against the applicable policies under LUE11. Staff has some comments on certain policies that apply to this project:
  - **LUE 11.8 "Signage."** Please submit the exhibits for the proposed sign (and any other proposed sign) at the corner of Arbuckle School Road and Rubidoux Boulevard. The exhibits must include an elevation with dimension and total surface area.  
Per the policy, the signage must be architecturally integrated with and complementary to the proposed building and adjacent development. Signage must conform to Ordinance No. 348 (Zoning) as well.
  - **LUE 11.9 "Commercial Vehicle Access."** The policy states: "Use safe and convenient vehicular access and reciprocal access between adjacent commercial



uses and properties.” It is understood that this is a public facility. But, I recommend that the parking on Arbuckle School Road is for customers only and the access on 36<sup>th</sup> Street is for RCSD personnel only. However, it is not clear on the plans. Please indicate it clearly on the plans. Based on the policy, please clearly indicate the path of travel between both parcels on the revised site plan. Additionally, provide adequate access on 36<sup>th</sup> Street.

- **LUE 11.10 “Residential Compatibility.”** The project must be designed to minimize conflicts with adjacent neighborhoods. Staff has concerns with the following possible impacts to two adjacent residential areas (Arbuckle and Packard):
  1. Proposed parking area on Arbuckle Street
  2. Proposed trash enclosure
  3. Proposed Material Storage enclosure
  4. Proposed Loading Area for the proposed “Distribution/Production Warehouse.”

For the future resubmittal, include buffers or make some design revisions to address the concerns.

- **LUE 11.11 “Landscape Maintenance.”** The project must include landscaping in all site areas. Additionally, it must be designed to meet the shading requirement. The current proposal does not meet the shading requirement. Please revise the site plan and landscape plan to demonstrate compliance. Future more, it must include a Shading Exhibit to demonstrate compliance with the shading requirement.
- **LUE 11.13 “Connectivity.”** In order to demonstrate consistency with this policy, please clearly show on-site pedestrian paths and sidewalks.
- **LUE 11.14 “Parking Lots.”** It is unclear if the project is consistent with LUE 11.14 which requires the parking to be adequately screened from Arbuckle School Road by a 3 foot tall landscape planting, earth berm or wall. Provide revised plan that demonstrates compliance with the policy.
- **LUE 11.15 “Accessibility.”** In the future formal submittal, please provide plans which demonstrate consistency with LUE 11.15. The path could be decorative, striped in color or another design which achieves the same purpose.
- **LUE 11.17 “Screened Trash and Recycling Areas.”** In the formal submittal, please include a design that is consistent with LUE 11.17. Include a detailed elevation with dimensions. The architecture design of the trash enclosure must match the facility. The enclosure must be screened from public view. Re-locate the trash



enclosure so it is not abutting the residential lots. Consider switching some designated parking spaces with the trash enclosure.

- **LUE 11.18 “Crime Prevention.”** In the formal submittal, include enough details to demonstrate consistency with LUE 11.18 including site lighting. Please submit one hard copy of a Photometric Plan and cut-sheets of the light fixtures for the site. The design of the light fixtures should be compatible with the architecture of the building. Lighting cannot flood onto adjacent property or cause glare.
- **LUE 11.1.1 “Architectural Guidelines.”** For your information, the City intends to adopt Architectural Guidelines within 18 months of adopting the 2017 General Plan.

## V. ZONING ORDINANCE.

A. **Commercial Office (C-O) Zone.** The plans must demonstrate compliance with the development standards of the C-O zone.

- **Setback:** Include setbacks between all buildings/structures and property lines in order to demonstrate the required setbacks.
  1. **Street Setback:** 25 feet minimum
  2. **Residential Setback:** 25 feet minimum from the school property, residential properties on the east, and proposed parking lot.
- **Height Requirement:** The building cannot exceed 40 feet at the required setback line.
- **Masonry Wall:** The site plan indicates that there is a 5'-4" high wall along the perimeter. However, the full location is unclear. Please submit a Wall and Fence plan.

The C-O zone requires a 6 foot high decorative block wall or a combination landscaped earthen berm and masonry wall must be constructed along the property line that adjoins residential use (eastern property line).
- **Landscaping.** The C-O zone requires a minimum of 15% of the project site to be landscaped and irrigated and not less than 5 feet of the front yard setback be landscaped and irrigated. It is unclear if the project meets the requirements. Revise the Site Plan and Conceptual Landscaped Plan to include the calculation to demonstrate compliance.
- **Mechanical Equipment.** All roof mounted equipment must be screened from ground elevation view to a minimum sight distance of 1,320 feet. It is unclear if the proposed roof-top equipment shown on the elevations comply. The plans must demonstrate compliance with the requirement.

- **Lighting.** All lighting fixtures must be shielded and do not flood/glare onto adjacent right-of-way or properties. Submit a photometric plan demonstrating compliance with proposed cut-sheets/exhibits of light fixtures.
- **Signage.** All signage must comply with Section 9.73(l) and On-site Advertising of Ordinance No. 348. Please submit exhibits with dimensions.

**B. Section 18.12 "Off-Site Vehicle Parking":** Per the R-3 zone for the customer parking and the proposed C-1/C-P zone for the headquarters site, the project must comply with Section 18.12 for Off-Site Vehicle Parking standards.

- **Minimum total number of parking:**

1. The site plan has the incorrect parking standard for office and warehouse. The project requires 102 parking spaces. The correct parking standard is as follows:

- a. Office: 1 parking space per 250 square-feet of office
- b. Warehouse: 1 parking space per 1,000 square-feet of warehouse/storage.

*Please include the total number of RCSD vehicles kept on-site.*

2. A total of 5 parking spaces must be accessible.

- **Minimum bicycle parking facilities:** A total minimum of 2 bicycle spaces is required to be provided for employees in Class I or II design. A total minimum of 3 bicycle spaces must be in Class II bicycle racks. Please design the racks per Section 18.12 of Ordinance No. 348.

- **Other Requirements for Parking Lot Design:** The site plan does not show any dimension for driveways, aisle, parking spaces, or planters; distance between driveway or property lines and parking spaces are missing. There are minimum requirements for such items in Section 18.12. The site plan must be revised to demonstrate compliance with the development standards of Section 18.12.

1. Minimum Driveway width is 24 feet.
2. Minimum Aisle Width and parking spaces are shown below:



### DIMENSIONS OF PARKING/STACKING SPACES AND AISLES

PARKING SPACES:			
ANGLE OF PARKING SPACE	SIZE	AISLE WIDTH	WIDTH OF DOUBLE ROW AND AISLE
0 degree (parallel parking)	9 ft. x 23 ft.; end stall: 9 ft. x 30 ft.	12 feet	30 feet
45 degrees	9 ft. x 19 ft.; end stall: 12.8 ft x 19 ft.	14 feet	52 feet
60 degrees	9 ft. x 20 ft.; end stall: 10 ft. x 20 ft.	18 feet	58 feet
90 degrees	9 ft. x 18 ft.; end stall: 11 ft. x 18 ft.	24 feet	60 feet
Herringbone	9 ft. x 18 ft.	14 feet	between 45.6 feet & 48.8 feet
STACKING SPACES:			
N/A	25 ft. in length per vehicle	12 feet	N/A

NOTES: Parking spaces next to a wall, building, fence or other obstructions shall be three feet wider than the required width as listed above.

#### 3. Photometric Plan: Please include a Photometric Plan.

- Conceptual Landscape Plan with Shading Plan. The applicant must revise the conceptual landscape plan and submit a Shading Plan which complies with the Water-Efficient Landscape Design Ordinance No. 2015-17 and shading requirements of Section 18.12 of the Zoning Ordinance. The plans must also address comments from RHA (see attachment).

### VI. PROJECT DESIGN / GENERAL INFORMATION

- A. 36<sup>th</sup> Street: There is no turn-around area for those who accidentally enter on-site. Vehicles that arrive on-site by 36<sup>th</sup> Street seem to have to enter and travel towards the back. Eventually, the vehicles have to turn around in the parking lot and exit the same way. Provide a solution to this concern.
- B. Site Plan:
- Include dimensions of both lots.
  - Include setbacks of all structures to the nearest property lines.
  - Clearly define the boundaries of the building footprint.
- C. Submit Elevations & Floor Plans with dimensions for the following accessory structures:
- Proposed Material Storage Enclosure Located at Southeast Corner. Include a description of the type of material(s) that would be stored.
  - Curved Canopy Located at Rear of Headquarters. Please indicate the purpose of the canopy.
  - Car Wash
  - Carport and its purpose (will there be a vacuum area since there is a car wash?)
  - Gas Tank Convault



D. **Wall & Fence Plan.** Submit a Wall & Fence plan that includes, at minimum, the following items:

- Boundaries of the site
- Locations of any wall, fence, and gates
- Elevations of all types of wall and fence with dimensions
- Material of wall and fence

E. **References.** There are a lot of references on the architectural plans that do not make sense because other plans were not submitted to us or this is an entitlement application. For example, references such as "See Civil Plans" or "See Structural Plans." Or, for Sheet N-1.3, there are numerical references. Please remove the numerical references.

F. **Consistent Information on Entire Submittal.** The first submittal included two different proposals on the Architectural plans and the Grading plans. The information on the plans or reports must show the same proposal.

## VII. DEVELOPMENT FEES

There are a few adopted ordinances that impose fees on certain types of projects (including new developments) to fund the acquisition of lands supporting certain species under Multi-Species Habitat Conservation Plan (MSHCP), mitigate any impacts caused by new developments, the construction of public facilities and transportation improvements for the community. This project is within the following areas and **may be subject** to the applicable impact fees:

- Western Riverside County Multiple Species Habitat Conservation Plan Mitigation Fee (Ordinance No. 810) – *might be exempt per Section 16C*
- Western Transportation Uniform Mitigation Fee Program (Ordinance No. 824) – *might be exempt per Section 8B*
- Development Impact Fee Program (Ordinance No. 659)

**Estimated Amount.** The total estimate of the **current** impact fees (**without any exemptions applied**) for the entire project \$232,856.19. Please keep in mind the applicant must pay the current fees at the time when they are due. *This may be different than the attached estimate.* The deadline for each impact fee is stated in the respective ordinance.

A worksheet that includes the calculations and fee schedule are attached.

### VIII. INTER-DEPARTMENTAL COMMENTS

All received comments are attached. If there are additional comments, we will inform the applicant.

**TABLE 3. CONTACT INFORMATION**

<b><u>BUILDING DEPARTMENT</u></b> Author: Art Castro Tel: 951-332-6464	<b><u>COUNTY FIRE DEPARTMENT</u></b> Author: Steve Payne, Assistant Fire Marshal Tel: 951-955-4777
<b><u>ENGINEERING DEPARTMENT</u></b> Author: Carolina Fernandez; Tel: 951-332-6464 email: cfernandez@jurupavalley.org	<b><u>JURUPA AREA RECREATION &amp; PARK DISTRICT</u></b> Author: Colby Diguide Email: Colby@jarpd.org
<b><u>COUNTY DEPARTMENT OF ENVIRONMENTAL HEALTH</u></b> Author: Kristine Kim, REHS Tel: 951-955-8980; email: KAKim@rivcocha.org	<b><u>RIVERSIDE COUNTY FLOOD CONTROL &amp; WATER CONSERVATION DISTRICT</u></b> Author: Edwin Quinonez, Engineering Project Manager Tel: 951-955-1200
<b><u>RIVERSIDE TRANSIT AGENCY</u></b> Author: Leif Lovegren, Planning Analyst Tel: 951-565-5134	

**IX. RESUBMITTAL.** Please refer to Table 4 below for submittal information. A detailed Project Description is required. The applicant must prepare and submit it to the City. The detailed Project Description will be provided to reviewing agencies and approving body.

**TABLE 4. SUMMARY OF SUBMITTAL ITEMS**

<b>TYPES OF SUBMITTAL ITEM</b>	<b>SIZE</b>	<b>NUMBER OF COPIES</b>
<b>REVISED CITY APPLICATION</b> – Resubmit a new Planning Application with the correct Project Description and correctly checked Applications (on top). The applications are GPA, CZ and PUP. The Project Description should mention the development of both parcels in addition to the Change of Zone and General	Letter Size	1 hard copy

8930 Limonite Ave., Jurupa Valley, CA 92509-5183  
Phone: (951) 332-6464, FAX (951) 332-6995  
[www.jurupavalley.org](http://www.jurupavalley.org)



Plan Amendment.		
<b>SITE PLAN <u>ALONE</u></b>	Full – Size (folded to no larger than legal size)	15 hard copies
<b>ARCHITECTURAL PLANS (stapled)</b> (site plan, elevations, floor plans) <i>*Include one hard copy of colored elevations*</i>	Full – Size (folded to no larger than legal size)	5 hard copy sets
<b>WALL &amp; FENCE PLAN (stapled if multiple sheets)</b>	11" x 17" (folded)	2 hard copies
<b>CONCEPTUAL GRADING PLANS (stapled if multiple sheets)</b>	Full – Size (folded to no larger than legal size)	3 hard copy sets
<b>CONCEPTUAL LANDSCAPE PLANS (stapled if multiple sheets)</b>	Full – Size (folded to no larger than legal size)	2 hard copy sets
<b>PHOTOMETRIC PLAN</b>	Full – Size (folded to no larger than legal size)	1 hard copy
<b>DOCUMENTS</b> [ <b>Required:</b> current title report within 6 months of submittal date, reports, stand-alone project description]	Letter Size	1 hard copy
<b>PUBLIC NOTIFICATION PACKAGE</b> Required radius: 1,000 feet from the boundaries of the project site <b>[PLEASE WAIT UNTIL THE PUBLIC HEARING DATE IS SET BEFORE SUBMITTING THE PACKAGE]</b>	Letter Size of a radius map showing 1,000 feet from the boundaries of the Project site (includes both parcels). After the City has reviewed the radius map and has determined the set notification range, then the applicant will submit pre-labeled, pre-stamped, self-sealed envelopes with radius map.	1 hard copy
<b>CD</b> <b>[with <u>all</u> submittal files (plans and documents)]</b>		<b>1</b>



I may be reached at (951) 332-6464 or via email at [atam@jurupavalley.org](mailto:atam@jurupavalley.org).

Sincerely,

CITY OF JURUPA VALLEY PLANNING DEPARTMENT  
THOMAS G. MERRELL, AICP, PLANNING DIRECTOR

By:

A handwritten signature in black ink that reads "A. Tam". The signature is written in a cursive, flowing style. The "A" is large and the "Tam" is written in a more fluid, connected script.

Annette Tam, Senior Planner

**ATTACHED**

- Proposed Site Plan
- 2017 draft General Plan
  - Public Facilities Policies
  - LUE 11 policies
- C-O Zone Development Standards
- Preliminary Estimate for Development Mitigation Fee Worksheet
- Inter-Departmental Agency Comments

- LUE 3.18 Infrastructure.** Require that new industrial and business park developers provide adequate parking, transportation facilities, including sidewalks and trails, street trees, water resources, sewer facilities, and other utilities to serve new industrial and business park businesses in addition to meeting the needs of existing residents and businesses.
- LUE 3.19 Architectural Compatibility.** Ensure that new industrial and business park development is designed to enhance and be architecturally compatible with its surroundings and with designated scenic highways or public view corridors by providing high quality architecture, landscaping, and site improvements.

#### **LUE 4 – Public Facility/Institutional**



Figure 2-15: Louis Rubidoux Regional Library, Jurupa Valley

The Public Facility/Institutional (PF) land use designation provides for the development of various public, quasi-public, and private uses with similar characteristics, such as governmental facilities, utility facilities including public and private electric generating stations and corridors, landfills, airports, educational facilities, and maintenance yards.

Uses within the Public Facility/Institutional land use designation provide essential support services to City residents and are typically operated by a government entity, a public utility, or a community service district. These uses include City Hall and other public buildings, flood control facilities, utilities, schools, libraries, and other such facilities. Due to the intense nature of many of these activities, potential conflicts with surrounding land uses can occur. Privately owned facilities providing public services, such as Flabob Airport, may also be included in the Public Facility/Institutional designation. The intent of these policies is to provide for adequate public facilities within the City to serve the public and to ensure compatibility with surrounding land uses.

Due to the varied nature of Public Facility/Institutional land uses, building intensity and design criteria for uses in this designation shall generally comply with those standards and policies in other land use designations that are most similar to the intended use. Airports, utility facilities other than electric generating stations, and landfills generally have low FARs. Building intensities for civic uses such as government buildings and schools, however, are comparable to other employment-generating land use designations. The maximum intensity allowed for civic uses within the Public Facility/Institutional designation is 0.60 FAR. Actual FAR will vary for other uses, and the appropriate FAR will therefore be determined in the zoning ordinance.

## Policies

The following policies apply to Public Facility/Institutional designated properties, as shown on the Land Use Map and on the Community Plan land use maps.

- LUE 4.1 **Public Facility Development.** Accommodate the development of public facilities and services in areas designated by the General Plan, specific plans, and community and village plan land use maps.
- LUE 4.2 **Encroachment.** Protect major public facilities, such as Flabob Airport, publicly owned buildings, landfill, and solid waste disposal sites, from the encroachment of incompatible uses.
- LUE 4.3 **Locations.** Locate and design new public facilities to protect sensitive uses, such as schools and housing, from impacts due to noise, vibration, light, fumes, odors, and vehicular traffic, parking and safety hazards.
- LUE 4.4 **Infrastructure.** Require new Public Facility/Institutional development to provide adequate parking, transportation facilities, including sidewalks and trails, street trees, water resources, sewer facilities, and other utilities to serve new and existing Public Facility/Institutional businesses and tenants in addition to meeting the needs of existing residents and businesses.
- LUE 4.5 **Architectural Compatibility.** Public Facility/Institutional development shall be designed to enhance and be architecturally compatible with its surroundings and with designated scenic highways or public view corridors by providing high-quality architecture, landscaping, and site improvements.
- LUE 4.6 **Public Utilities, Easements, and Rights of Way.** New development and conservation land uses shall not infringe upon existing public utility corridors, including fee owned rights of way and permanent easements whose true land use is that of public facilities. This policy will ensure that the “public facilities” designation governs what otherwise may be inferred from large-scale General Plan maps.
- LUE 4.7 **Consideration of Scale.** Due to the scale of General Plan maps and the area of the City, utility easements and linear rights of way may not be shown on General Plan, specific plan, and community plan maps. These features need to be taken into consideration in the review of



applications to develop land and proposals to preserve land for conservation.

- LUE 4.8 Impact Mitigation of New Public Facilities.** Planning and development of new public facilities, such as public buildings, utility transmission lines (water, sewer, communications and power), roads, bridges, storage and equipment yards, and flood control channels, shall avoid adverse impacts to prime residential or commercial properties, or areas with residential and commercial development potential, and shall not adversely affect the character and quality of life in the City's residential neighborhoods.

### **LUE 5 – Land Use Overlays**

Land Use Overlays are land use designations that give the City Council greater control in achieving land use planning goals or to address specific community issues or needs. The Overlay designations are shown in *Figure 2-5* (page [2-10](#)) and in more detail in *Figure 2-16* below. Generally, overlays are applied to areas, neighborhoods, or groups of parcels, not small, individual properties. The Overlays address a particular land use characteristic or process and can be applied to any base land use designation.

Generally, overlays are applied as part of a General Plan amendment to provide another layer of land use guidance or a variety of land use and/or development options. For example, the underlying land use designation might be Retail-Commercial; however, the application of the Community Development Overlay allows the opportunity to develop Residential and Retail Commercial uses where they are compatible and to give an incentive for development or redevelopment with new uses that better meet City goals than the previous uses and that remove non-conforming or dilapidated land uses. Where an overlay is applied, the more specific provisions of the overlay shall apply to the base land-use designation.

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### LUE 11 - Project Design

New developments shall be located and designed to visually enhance and not degrade the character of the surrounding community. Development projects shall consider and where appropriate, address the following.

#### Policies

- LUE 11.1 **Small-Town Character.** Protect and enhance Jurupa Valley's small-town character, maintain or improve walkability, provide bike and equestrian trails, and social connectivity and "sense of place."
- LUE 11.2 **Design Standards.** Comply with the design standards of the appropriate General Plan and community plan land use category.
- LUE 11.3 **Construction.** Require that public and private structures be constructed in accordance with the requirements of the City's zoning, building, and other pertinent codes and regulations.
- LUE 11.4 **Landscape and Irrigation Plans.** Require landscape and irrigation plans to be submitted and implemented for development projects subject to discretionary review, as required by City Landscape Standards.
- LUE 11.5 **Water Conservation Techniques.** Require water conservation techniques, such as groundwater recharge basins, use of porous pavement, cisterns for non-potable water uses, drought-tolerant landscaping, drought-conscious irrigation systems, water recycling, and other water conservation methods to be included in new public and private development, as appropriate.
- LUE 11.6 **Energy Efficiency.** Require development projects to use energy efficient design features in their site planning, building design and orientation, and landscape design that meet or exceed state energy standards.
- LUE 11.7 **Public Art.** Encourage property owners, developers, and designers to incorporate innovative and creative design and development concepts into new development, including provisions for public art.
- LUE 11.8 **Signage.** Require development projects to use high quality, well-designed signage that is architecturally integrated with and complementary to the proposed building(s) and adjacent development.
- LUE 11.9 **Commercial Vehicle Access.** Use safe and convenient vehicular access and reciprocal access between adjacent commercial uses and properties.

- LUE 11.10 Residential Compatibility.** Require non-residential uses to be designed so that site and building entries, drive-ways, parking and loading areas, trash and recycling areas, drive-through uses, and storage bays are located and designed to minimize conflicts with adjacent residential neighborhoods due to traffic, noise, vibration, odor, lighting, and other impacts on surrounding properties. Any potential impacts shall be mitigated to a level of non-significance, to the approval of the City.
- LUE 11.11 Landscape Maintenance.** Require development projects to include landscaping in all site areas, including street trees, parking lots, setback areas, open spaces, and other exterior use areas. Landscaping shall include trees, shrubs and ground covers, and an automatic, water-conserving irrigation system, and shall be designed and maintained in accordance with City Landscape Standards.
- LUE 11.12 Natural Features.** Require development projects, including public projects, utilities, and earthworks/grading, to protect and preserve natural features, such as unique natural terrain, rocky outcrops, ridgelines, drainage ways, mature trees, and native vegetation, wherever possible, particularly where they provide continuity with more extensive regional systems.
- LUE 11.13 Connectivity.** Require development projects to be designed to provide adequate space for pedestrian connectivity and access, recreational trails, vehicular access and parking, supporting functions, open space, and other amenities.
- LUE 11.14 Parking Lots.** Design parking lots and structures to be functionally and visually integrated and connected, with parking adequately screened from public streets by a 3-foot-tall landscape planting, earth berm or wall, and located behind or on the side of the building(s) served.
- LUE 11.15 Accessibility.** Require building entries to be accessible from the public sidewalk, parking and pedestrian areas, and equestrian and bicycle routes where appropriate, and include amenities that encourage accessibility, such as low-scale entry signage, bicycle parking, equestrian hitching posts, down lighting, and waiting areas, where appropriate.
- LUE 11.16 Street Crossings.** Require new development to provide safe and frequent pedestrian, bicycle and, where



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appropriate, equestrian street crossings, including over- or underpasses where necessary.

- LUE 11.17 Screened Trash and Recycling Areas.** Require new development to provide clean, safe, secure, visually screened trash and recycling enclosures that are architecturally compatible with the development. Existing development and uses are encouraged to provide safe, secure, and visually screened trash and recycling enclosures.
- LUE 11.18 Crime Prevention.** Require that development projects consider public safety and “defensible space” in their design through the appropriate use of building windows, entries, landscaping, and site lighting that is designed for efficiency and to reduce glare and “light spillage” across property lines.
- LUE 11.19 Property Maintenance.** Property owners shall maintain their sites, structures and landscaping in a safe, healthy, and attractive condition through the following:
1. Provide proactive code enforcement activities.
  2. Promote programs and work with local service organizations and educational institutions to inform residential, commercial, and industrial property owners and tenants about property maintenance methods.
  3. Promote and support community and neighborhood based efforts for the maintenance, upkeep, and renovation of structures and sites.
  4. Promptly clean up and remove graffiti, trash, animal waste, toxic materials, or other materials or substances that have the potential to detract from residential and neighborhood safety, health or environmental quality. Inoperable appliances and vehicles, and abandoned or unsafe structures should be removed, repaired, or properly stored and visually screened.

## Program

- 11.1.1 Architectural Guidelines.** Within 18 months of adopting the 2017 General Plan, adopt Architectural Guidelines addressing site planning, building and landscape design, and signage. The Guidelines shall update and, where appropriate, merge and integrate community design standards developed by the County of Riverside and applied to various areas within Jurupa Valley.

### **SECTION 9.63. LOCATIONAL POLICIES.**

No zone change to the C-R Zone shall be approved if:

- a. Any part of the parcel lies within an approved specific plan of land use; or
- b. Any part of the parcel is contiguous to any city or lies within the adopted sphere of influence of any city; provided, however, that a zone change may be approved within the adopted sphere of a city if the Board determines that the zone change will not conflict with the expected development patterns of the area; or
- c. Any part of the parcel lies within 300 feet of a freeway.

### **SECTION 9.64. DEVELOPMENT STANDARDS.**

The following shall be the standards of development in the C-R Zone:

- a. The minimum lot area shall be 20,000 square feet, unless a different minimum is specifically required in a particular area.
- b. The front, side and rear yard setbacks shall be 25 feet. The front setback shall be measured from the existing adjacent street line or the street line as shown on an adopted highway specific plan. The rear setback shall be measured from the rear lot line or any recorded alley or easement. Each side setback shall be measured from the side lot line or from any existing adjacent street line or the street line as shown on an adopted highway specific plan.
- c. No buildings or structures shall exceed 40 feet in height.
- d. Total building coverage on a single parcel shall not exceed 20 percent of the net lot size.
- e. Automobile parking areas and landscaping shall be in accordance with Section 18.12 of this ordinance.
- f. Trash areas shall be visually screened with a six-foot high fence or wall and shall have a gate and be inaccessible to wildlife.
- g. No outside storage shall be permitted unless specifically allowed in Section 9.62. Any such storage shall be in the rear of the structure and shall be enclosed with a visually screening fence.
- h. The following uses shall be required to install an acceptable security system:
  - (1) Automobile service stations.
  - (2) Bars and cocktail lounges.
  - (3) Liquor and convenience stores.

Added Effective:  
9-18-86 (Ord. 348.2623)

Amended Effective:  
03-01-94 (Ord. 348.3584)  
06-27-97 (Ord. 348.3793)  
09-10-99 (Ord. 348.3883)

## **ARTICLE IXd**

### **C-O (COMMERCIAL-OFFICE ZONE)**

**SECTION 9.71. INTENT.** The Board of Supervisors finds that there is a need in the County of Riverside for a zone classification designed to provide areas where primarily professional and administrative offices and related uses may be located. It is the intent that this zone classification ensures that such uses are well designed and landscaped to be harmonious and compatible with surrounding land uses.

### **SECTION 9.72. USES PERMITTED.**

a. The following uses are permitted provided a plot plan has been approved pursuant to the provisions of Section 18.30 of this ordinance:

- (1) Administrative and professional offices, including but not limited to business, law, medical, dental, chiropractic, architectural, engineering, community planning, and real estate offices, in which no activity is carried on catering to retail sales and no stock of goods is maintained for sale.
- (2) Art gallery, library, reading room, museum.
- (3) Banks and financial institutions.
- (4) Employment agencies.
- (5) Parking lots and parking structures.
- (6) Prescription pharmacy when related and incidental to a professional office building.
- (7) Tourist information centers.
- (8) Travel agencies.
- (9) Day care centers.



(10) Churches, temples and other places of religious worship.

Amended Effective:  
09-10-99 (Ord. 348.3883) repealed  
10-21-99 (Ord. 348.3888)

b. The following uses are permitted provided a conditional use permit has been approved pursuant to Section 18.28 of this ordinance:

- (1) Clinics, including but not limited to medical, dental and chiropractic.
- (2) (Deleted)
- (3) Health and exercise centers, provided all facilities are located within an enclosed building.
- (4) Hotels, resort hotels and motels.
- (5) Laboratories, film, dental, medical, research or testing.
- (6) Restaurants, not including drive-in or take-out restaurants.
- (7) Studios for professional work in or teaching of any form of fine arts, including but not limited to photography, music, drama, and dance, where no stock of goods is maintained for sale.

c. The uses listed in Subsections a. and b. do not include sex-oriented businesses.

Amended Effective:  
03-01-94 (Ord. 348.3584)

d. Any use that is not specifically listed in Subsections a. or b. may be considered a permitted or conditionally permitted use provided that the Planning Director finds that the proposed use is substantially the same in character and intensity as those listed in the designated subsections. Such a use is subject to the permit process which governs the category in which it falls.

Amended Effective:  
05-05-92 (Ord. 348-3420) 03-  
01-94 (Ord. 348.3584)

**SECTION 9.73. DEVELOPMENT STANDARDS.** The following shall be the standards of development in the C-O Zone:

a. Lot Area. There is no minimum lot area requirement, unless specifically required by zone classification for a particular area.

b. Setbacks.

- (1) Where the front, side, or rear yard adjoins a street, the minimum setback shall be 25 feet from the right-of-way line. Where the front, side, or rear yard adjoins a lot zoned R-R, R-1, R-A, R-2, R-3, R-4, R-6, R-T, R-T-R, W-2-M, or SP with a residential use, the minimum setback shall be 25 feet from the property line.
- (2) Where the front, side, or rear yard adjoins a lot with a zoning classification other than those specified in paragraph (1) above, there is no minimum setback.
- (3) Setback areas may be used for driveways, parking, and landscaping.

c. Height Requirements. The height of structures, including buildings, shall be as follows:

- (1) Structures shall not exceed 40 feet at the yard setback line.
- (2) Buildings shall not exceed 50 feet unless a height up to 75 feet is granted pursuant to Section 18.34 of this ordinance.

d. Masonry Wall. Prior to occupancy of any use permitted in this article, a six foot high solid masonry wall or combination landscaped earthen berm and masonry wall shall be constructed on each property line that adjoins any parcel specifically zoned for residential use.

e. Landscaping.

- (1) A minimum of 15 percent of the site proposed for development shall be landscaped and irrigated.
- (2) Not less than five feet of the front yard setback shall be landscaped.

f. Parking Areas. Parking areas shall be provided as required by Section 18.12 of this ordinance.

g. Trash Collection Areas. Trash collection areas shall be screened by landscaping or architectural features in such a manner as not to be visible from a public street or from any adjacent residential area.

h. Outside Storage Areas. Outside storage areas are prohibited.



i. Utilities. Utilities shall be installed underground except that electrical lines rated at 33kv or greater may be installed above ground.

j. Mechanical Equipment. All roof mounted mechanical equipment shall be screened from the ground elevation view to a minimum sight distance of 1,320 feet.

k. Lighting. All lighting fixtures, including spot lights, electrical reflectors and other means of illumination for signs, structures, landscaping, parking, loading, unloading and similar areas, shall be focused, directed, and arranged to prevent glare or direct illumination on streets or adjoining property.

l. On-site Signs.

(1) Not more than one freestanding sign shall be permitted on a project site, except that if a project has frontage on two or more streets, the project shall be permitted two freestanding signs, provided that the two signs are not located on the same street.

(2) Freestanding signs shall refer only to the permitted uses conducted on the premises, shall be located outside of the road right-of-way, shall not exceed a height of six feet and the maximum surface area of the sign shall not exceed 32 square feet.

(3) Signs affixed to building walls and stating the name of the structure, use or institution, shall not exceed five percent of the surface area of the wall upon which the sign is located, and shall not be illuminated when facing any parcel specifically zoned for residential use.

(4) A building directory with letters not exceeding two inches in height and containing only the name of the occupant, the suite or office number, and the nature of the use or service rendered, shall be permitted.

(5) No on-site sign shall be affixed on, above or over the roof of any building, and no on-site sign shall be affixed to the wall of a building so that it projects above the parapet of the building. For the purposes of this section, a mansard style roof shall be considered a parapet.

m. Access. No access shall be allowed from residential streets.

**SECTION 9.74. EXCEPTIONS TO DEVELOPMENT STANDARDS.** The development standards contained herein, except lot size, setbacks and height, may be waived or modified as part of the plot plan or conditional use permit process if it is determined that the standard is inappropriate for the proposed use, and that waiver or modification of the standard will not be contrary to the public health and safety.

Added Effective:  
03-14-89 (Ord. 348.3010)  
05-05-92 (Ord. 348.3420)  
03-01-94 (Ord. 348.3584)

Amended Effective:  
09-10-99 (Ord. 348.3883)

## **ARTICLE IXe**

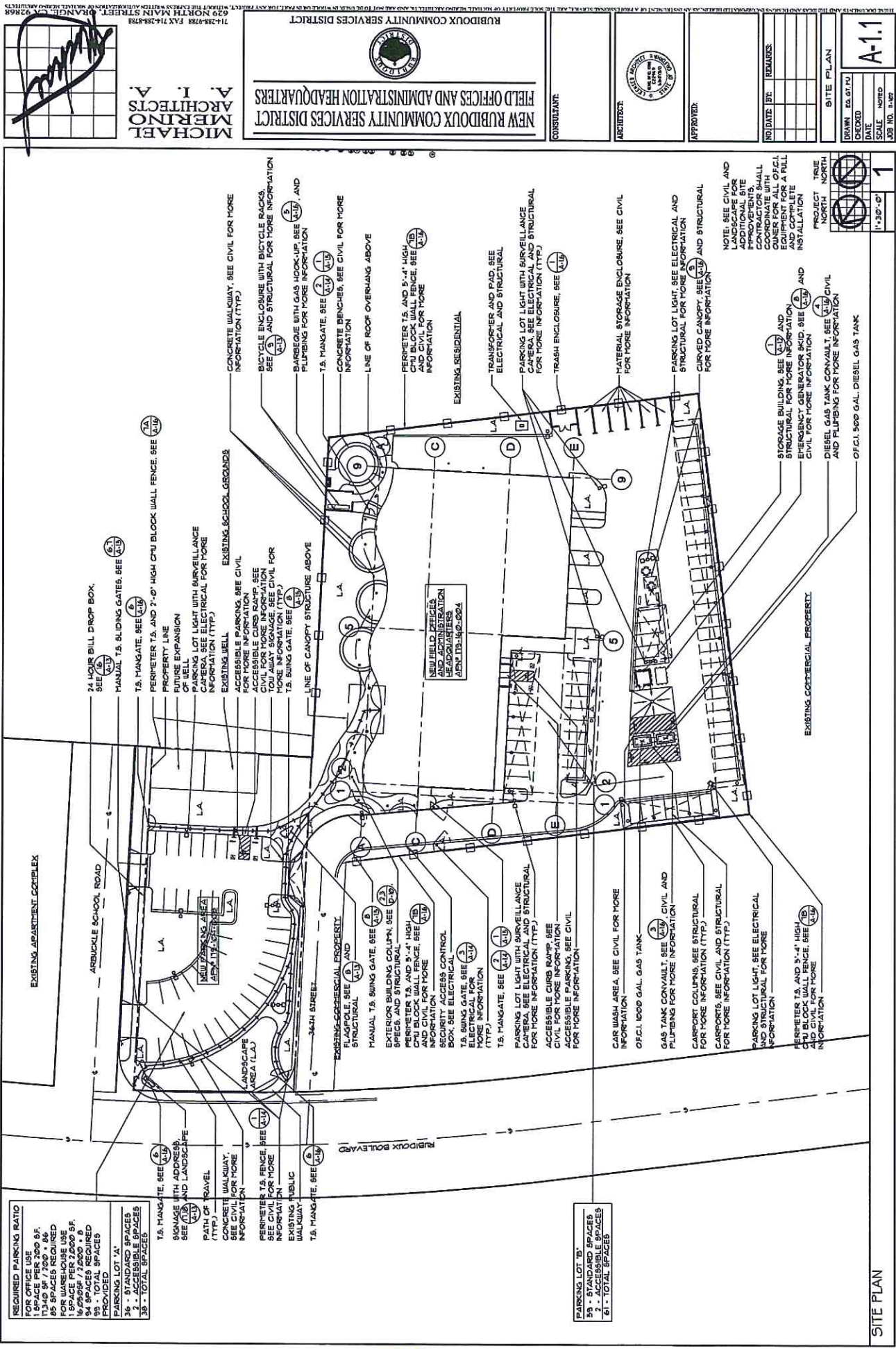
### **R-VC ZONE**

#### **(RUBIDOUX-VILLAGE COMMERCIAL)**

**SECTION 9.81. INTENT.** The Board of Supervisors of Riverside County finds that there is a need in the Jurupa Valley Redevelopment Area for a zone classification designed to create a tool for implementation of the Jurupa Valley Redevelopment Plan as it pertains to the "Rubidoux Village Policy Area" designated in the Jurupa Community Plan (JCP). The Rubidoux Village Policy Area has been designated to receive specific assistance in the terms of redevelopment activities and public facilities improvements. The development standards of this zone are intended to ensure the redevelopment of the Rubidoux Village Policy Area with a variety of intense compact commercial and service uses appropriate for a community commercial center. Development within the Rubidoux Village Policy Area shall be subject to an architectural theme as illustrated in the "Rubidoux Village Design Workbook."

The Rubidoux Village Policy Area is comprised of one commercial designation and zone (Rubidoux-Village Commercial) in the Jurupa Community Plan. The Village Commercial designated area is subdivided into three distinct planning sub-areas: West Village, Village Center and East Village. Given the nature and intensity of the commercial uses and the desired characteristics for the Rubidoux Village Policy Area, particular uses shall or shall not be permitted in the sub-areas as indicated in the tables below.





**REQUIRED PARKING RATIO**

FOR OFFICE USE

1 SPACE PER 200 SF.

113,400 SF. TOTAL OFFICE USE

479 SPACES REQUIRED

FOR WAREHOUSE USE

1 SPACE PER 2,000 SF.

16,000 SF. TOTAL WAREHOUSE USE

8 SPACES REQUIRED

53 - STANDARD SPACES

61 - TOTAL SPACES

**PARKING LOT 'A'**

36 - STANDARD SPACES

2 - ACCESSIBLE SPACES

38 - TOTAL SPACES

**PARKING LOT 'B'**

53 - STANDARD SPACES

8 - ACCESSIBLE SPACES

61 - TOTAL SPACES

**MICHAEL MERINO ARCHITECTS**

714-368-9788 FAX 714-368-9789

629 NORTH MAIN STREET, ORANGE, CA 92668

**NEW RUBIDOUX COMMUNITY SERVICES DISTRICT**

**FIELD OFFICES AND ADMINISTRATION HEADQUARTERS**

**RUBIDOUX COMMUNITY SERVICES DISTRICT**

**CONSULTANT:**

**ARCHITECT:**

**APPROVED:**

**NO. DATE BY: REMARKS:**

**SITE PLAN**

**DRAWN: 05.01.14**

**CHECKED: 05.01.14**

**DATE: 05.01.14**

**SCALE: NOTED**

**SHEET NO. 1-107**

**A-1.1**

**SITE PLAN**

**1**

**1"=30'-0"**

**TRUE NORTH**

**PROJECT NORTH**

**NOTE: SEE CIVIL AND LANDSCAPE FOR LANDSCAPE IMPROVEMENTS. CONTRACTOR SHALL COORDINATE WITH ALL UTILITIES AND EQUIPMENT FOR A FULL AND COMPLETE INSTALLATION.**

**STORAGE BUILDING SEE (A) AND (B) FOR MORE INFORMATION.**

**EMERGENCY GENERATOR BUILDING SEE (A) AND (B) FOR MORE INFORMATION.**

**DIESEL GAS TANK CONVAULT SEE (A) AND (B) FOR MORE INFORMATION.**

**OFFICE 5000 G.A.L. DIESEL GAS TANK**

**EXISTING COMMERCIAL PROPERTY**

**EXISTING APARTMENT COMPLEX**

**AREBUCKLE SCHOOL ROAD**

**34TH STREET**

**RUBIDOUX BOULEVARD**

**City of Jurupa Valley**  
**Development Mitigation Fee Worksheet**  
**COMMERCIAL SERVICE**

**Preparer- Complete Top Section Only**

Site Address	3590 Rubidoux & vacant parcel APN:179-160-004
	- Only one project per worksheet

Building Permit #	N/A
Tract #	
Parcel #	
Lot #	
TUMF Fee Category	Com Service
Square Footage (TUMF)	33,390
Project Area Gross Acreage	
Project Area Net Acreage	2.97
DIF Area	1
Mira Loma RBBB Zone	

**All areas in blue must be completed**

TUMF only- based on the total square footage of the building as defined on the Building Permit  
 For RBBB- Zone A  
 For DIF's, MSHCP, RBBB Zones B & E.  
 1 = Jurupa DIF Area 5 = Eastvale DIF Area (See maps for DIF Areas)  
 A,B,E -Leave blank if not in RBBB Area (See maps for RBBB Zones)

**For Finance Dept Only**

Area/Zone/Cat	Amount	Sq. Ft. or Acreage	Total Due	Fund #	Account #
Public Facilities	5,163.00	2.97	15,334.11	220	42100
Fire Facilities	4,879.00	2.97	14,490.63	221	42100
Transportation Roads	3,726.00	2.97	11,066.22	222	42100
Transportation Signals	6,971.00	2.97	20,703.87	223	42100
Regional Parks	2,259.00	2.97	6,709.23	224	42100
Regional Trails	1,266.00	2.97	3,760.02	225	42100
Library Books	-	2.97	-	226	42100
Community Parks	-	2.97	-	227	42100
Admin Fee	253.00	2.97	751.41	100	42580
TUMF	4.19	33,390.00	139,904.10	810	22300
MSHCP	6,780.00	2.97	20,136.60	810	22400
RBBB	-	2.97	-	-	-
	31,301.19		232,856.19		

PREPARED BY: Annette TAM

DATE 06/22/17

Check one below

☒ Preliminary Estimate Only  
☐ Final



# City of Jurupa Valley Fee Schedule

## Development Impact Fee Schedule (Effective 2010)

Area Plan 1- Jurupa (See Map)				
	SFR per unit	MFR per unit	Com per acre	Ind per acre
Public Facilities	\$1,207	\$1,011	\$5,163	\$2,112
Fire Facilities	\$705	\$590	\$4,879	\$2,035
Transportation- Roads, Bridges	\$1,001	\$791	\$3,726	\$1,946
Transportation- Signals	\$420	\$378	\$6,971	\$4,878
Conservation/Land Bank	\$0	\$0	\$0	\$0
Regional Parks	\$563	\$472	\$2,259	\$942
Community Centers/Parks	\$0	\$0	\$0	\$0
Regional Trails	\$316	\$264	\$1,266	\$528
Flood Control	\$0	\$0	\$0	\$0
Library Books	\$341	\$286	\$0	\$0
Fee Program Administration	\$60	\$50	\$253	\$111
Surface Mining				per acre
				\$211
				\$203
				\$1,713
				\$4,293
				\$0
				\$94
				\$0
				\$53
				\$0
				\$0
				\$33

Area Plan 5- Eastvale (See Map)				
	SFR per unit	MFR per unit	Com per acre	Ind per acre
Surface Mining				per acre
				\$211
				\$203
				\$381
				\$4,293
				\$0
				\$94
				\$0
				\$53
				\$0
				\$0
				\$14

Note- For Senior Single Family- fees are reduced by 33%

## TUMF Fee Schedule (Effective 2009)

\$8,873 per single family residential unit  
 \$6,231 per multi-family residential unit  
 \$1.73 per square foot of an industrial project  
 \$10.49 per square foot of a retail commercial project  
 \$4.19 per square foot of a service commercial project  
 \$2.19 per square foot of a service Class A and B Office

## WRC MSHCP Fee Schedule (Effective 7/1/16)

\$1,992 per residential unit- density less than 8.0 dwelling units per acre  
 \$1,275 per residential unit- density between 8.0 and 14.0 dwelling units per acre  
 \$1,036 per residential unit- density greater than 14.0 dwelling units per acre  
 \$6,780 Commercial- per acre  
 \$6,780 Industrial- per acre

## Mira Loma RBBB (Effective 2006) (See Map)

TYPE	ZONE A	ZONE B	ZONE D	ZONE E
Residential	\$1,667	\$884	\$2,681	\$1,644
Multi-Family*	\$417	\$612	\$1,857	\$1,139
Commercial***	**\$5,000	\$2,652	\$9,117	\$5,591
Industrial/Manufacturing	**\$5,000	\$2,652	\$9,117	\$5,591

### Note:

(\*) Multi-Family is defined as 12 or more du/ac that meet the definition of Ord. 348, Sect. 21.30.

(\*\*) Zone "A" based on gross acres. All other zones based on net acres.

(\*\*\*) Acreage subject to credit must be determined by Transportation for each non-residential Building Permit

# City of Jurupa Valley

## MEMORANDUM

**TO:** Annette Tam, Senior Planner  
**FROM:** Ernest Perea, CEQA Administrator  
**SUBJECT:** MA 16076 (RCSD) 1<sup>st</sup> CEQA Comments  
**DATE:** June 12, 2017

### **Project Description**

Construct a new 33,390 square-foot, 2-story field office, administrative headquarters, and a customer parking lot. The project includes a General Plan Amendment to remove the vacant parcel (APN 179-160-004) from the Rubidoux Village Commercial Policy Area and a Change of Zone to change the zoning classification from of the vacant parcel from R-VC (Rubidoux Village Commercial) to C-1/C-P (General Commercial).

### **Project Location**

3590 Rubidoux Boulevard (APN 179-104-008) and APN 179-160-004.

### **CEQA Requirements**

The preparation of an Initial Study Checklist is required. The City of Jurupa Valley Planning Department will prepare the Initial Study Checklist. No presumptions regarding the appropriate CEQA environmental determination (Mitigated Negative Declaration or Environmental Impact Report) for the proposed Project can be made until the Initial Study Checklist is completed.

### **CEQA Information Required**

In order to prepare the Initial Study Checklist, the following information/technical studies are required to be prepared by the Applicant:

#### **1. Air Quality/ Greenhouse Gas Emissions**

The City will prepare an air quality and greenhouse gas emissions analysis using the CalEEMod computer program which is a statewide land use emissions computer model designed to provide a uniform platform to quantify potential criteria pollutant and greenhouse gas (GHG) emissions associated with both construction and operations from a variety of land use projects.

In addition, because residential uses (i.e. sensitive receptors) are located adjacent to the Project site, a *Localized Significance Threshold Analysis* is required.

The *Localized Significance Threshold Analysis* shall be prepared pursuant to the methodology established by the South Coast Air Quality Management District. Information is available at the following link:



<http://www.aqmd.gov/home/regulations/ceqa/air-quality-analysis-handbook/localized-significance-thresholds>

## **2. Native American Consultation**

### **SB 18 Consultation**

Because the project involves a General Plan Amendment, SB 18 applies. Prior to the proposed adoption or any amendment of a general plan, a local government must notify the appropriate tribes (on the contact list maintained by the Native American Heritage Commission) of the opportunity to conduct consultations for the purpose of preserving, or mitigating impacts to, cultural places located on land within the local government's jurisdiction that is affected by the proposed plan adoption or amendment. Tribes have 90 days from the date on which they receive notification to request consultation, unless a shorter timeframe has been agreed to by the tribe (Government Code §65352.3). The City's Project Manager will transmit a Tribal Consultation List Request to the Native American Heritage Commission to initiate the process.

### **AB 52 Notification**

The City shall provide formal notification to any tribe that has requested to be notified. After being notified, the Tribe has 30 days to request consultation. NOTE: AB 52 does not change the requirement to conduct consultation (if requested) for projects that involve the adoption or amendment of the General Plan or a specific plan under SB 18 above.

Please note that as part of the SB18 and AB52 consultation process, a Phase I Cultural Resources Assessment may be required for the vacant parcel. If required, the assessment must be prepared by a qualified cultural resource professional that is on the *Cultural Resource Consultant List* maintained by the County of Riverside and relied upon by the City of Jurupa Valley. The list can be found at the following link:

<http://planning.rctlma.org/DevelopmentProcess.aspx>

## **3. Noise**

The applicant is required to submit a *Noise Impact Analysis* to assess noise impacts resulting from the Project. Pursuant to the *Appendix G* of the *CEQA Guidelines*, the *Noise Impact Analysis* must contain sufficient technical information to evaluate the following:

- Exposure of persons to or generation of noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies.
- Exposure of persons to or generation of excessive groundborne vibration or groundborne noise levels.
- A substantial permanent increase in ambient noise levels in the Project vicinity above levels existing without the Project.
- A substantial temporary or periodic increase in ambient noise levels in the Project vicinity above levels existing without the Project.



#### **4. Traffic**

The City of Jurupa Valley relies upon the Riverside County Transportation Department's *Traffic Impact Analysis Preparation Guide* to determine if a Traffic Impact Analysis is required for a project.

The Engineering Department *may* require a *Traffic Impact Analysis*. Please contact:

***Rob Olson***

Transportation Manager

City of Jurupa Valley

(951)-790-1331 – Public Works / Engineering at Sam's site

(951)-332-6464 – General City Offices

[rolson@jurupavalley.org](mailto:rolson@jurupavalley.org)

If a *Traffic Impact Analysis* is required, it must be deemed acceptable by the City's Transportation Manager before it can be used in the preparation of the Initial Study.

#### **5. Additional Studies/Information**

If the applicant has prepared additional studies/plans than those listed, these studies are very useful in preparing an Initial Study Checklist. Examples of additional studies/plans may include:

- Preliminary Geotechnical Study and Soils Report.
- Phase I Environmental Site Assessment.
- Project Specific Preliminary WQMP for the applicable watershed.
- Preliminary Hydrology Report

At this time it does not appear that any other additional information is required. However, during the preparation of the Initial Study Checklist, the City may require the applicant to submit additional information needed for environmental evaluation of the Project. Requiring such additional information after the application is complete does not change the status of the application.

**END OF COMMENTS**



April 27, 2017

**Landscape Plan – 1<sup>st</sup> Review Comments**

**RUBIDOUX COMMUNITY SERVICES DISTRICT Headquarters / MA16076**

**3590 Rubidoux Blvd., Jurupa /Valley**

A review of the Landscape Plans [dated 9/24/10] and the undated Architectural Site Plan was made. The site plan and landscape plan layout do not match one another; we understand that the Arch. Site Plan Sheet A-1.1 is the more current drawing. See the following comments and attached redlined drawings; revise the drawings accordingly and submit for Planning Department review.

With the revised plans, return a copy of the plan check review comments and a corresponding "Response to Comments" memo identifying where/how the comments have been addressed on the plans to bring the project into compliance with City requirements.

**A. The following comments apply to Landscape Sheet L-2:**

1. Revise the landscape drawing base sheet to be consistent with the revised architectural site plan and make design revisions accordingly.
2. For Landscape within the public ROW related to Arbuckle School Road and 36<sup>th</sup> Street; provide a separate set of plans to the Engineering Department for review; refer to the requirements of the City of Jurupa Valley 'Submittal guidelines' for LMD/CFD/CSA Projects. These guidelines and standard details apply to landscape proposed within the public ROW whether publicly or privately maintained.
3. Provide a shading exhibit. Refer to the parking lot shading ordinance. See attached exhibit. Highlight the actual shade from the trees cast only into the parking spaces [40% minimum after 15 years growth]. Note, should any of the proposed carports not be constructed the shading requirement increases to 50% minimum for 50 or more uncovered parking spaces.
4. All islands and planting areas within the parking lots and adjacent to trash enclosures are required to be 4' wide [min. 'net' interior planting area]. Screen all un-gated sides of trash enclosure with plant material.
5. Omit the shrub planting that would otherwise block the driveway approach to the parking lot on the south side of 36<sup>th</sup> Street
6. Provide a dense narrow tree screen along the west p/l to buffer existing residential.
7. Provide 12" wide concrete step-outs in planting areas adjacent to a parking stall.



**1<sup>st</sup> Landscape Review Comments**

8. Provide a 4' wide planting area [min. net interior width] adjacent to the south wall of the trash enclosure.
9. Add tree wells and shade trees along the parking area that borders the east p/l. This to buffer adjacent residential.
10. Complete planting along the south p/l where the carport is extended easterly.
11. Provide a tree screen at not to exceed 15' o/c within the planting area along the east p/l. This to buffer adjacent residential. Provide shrubs within this zone.
12. In general the Hesperole appears to be fairly close to curb areas and other hardscape; consider holding it further back from those hardscape areas and redistributing some of the saved plants elsewhere in the landscape.
13. Identify the plant symbol indicated.
14. Planting Legend – confirm that Fremontodendron 'California Gold' is the variety desired as this could be a fairly wide native tree; consider using the smaller 'Dara's Gold'.
15. Planting Legend – Add WUCOLS rating.
16. Planting Legend – Triple stake or guy the 48" box trees.
17. Ground Cover Note vs. Planting Note 5 – clarify whether DG or Medium Gravel is to be used. If both, indicate in which areas each is used.
18. Sheet L-3 / Detail A – due to windy conditions, increase lodge pole stakes to 2 ½" dia. x 10'.
19. Sheet L-1 – add a master valve at the point of connection.
20. Sheet L-1 – add a rain sensor / water shut-off device.
21. Sheet L-3 / Detail Block F – revise notes to provide for both a 1-year maintenance period and a 1-year warranty period.

**B. The following landscape comments apply to Architectural Sheet A-1.1:**

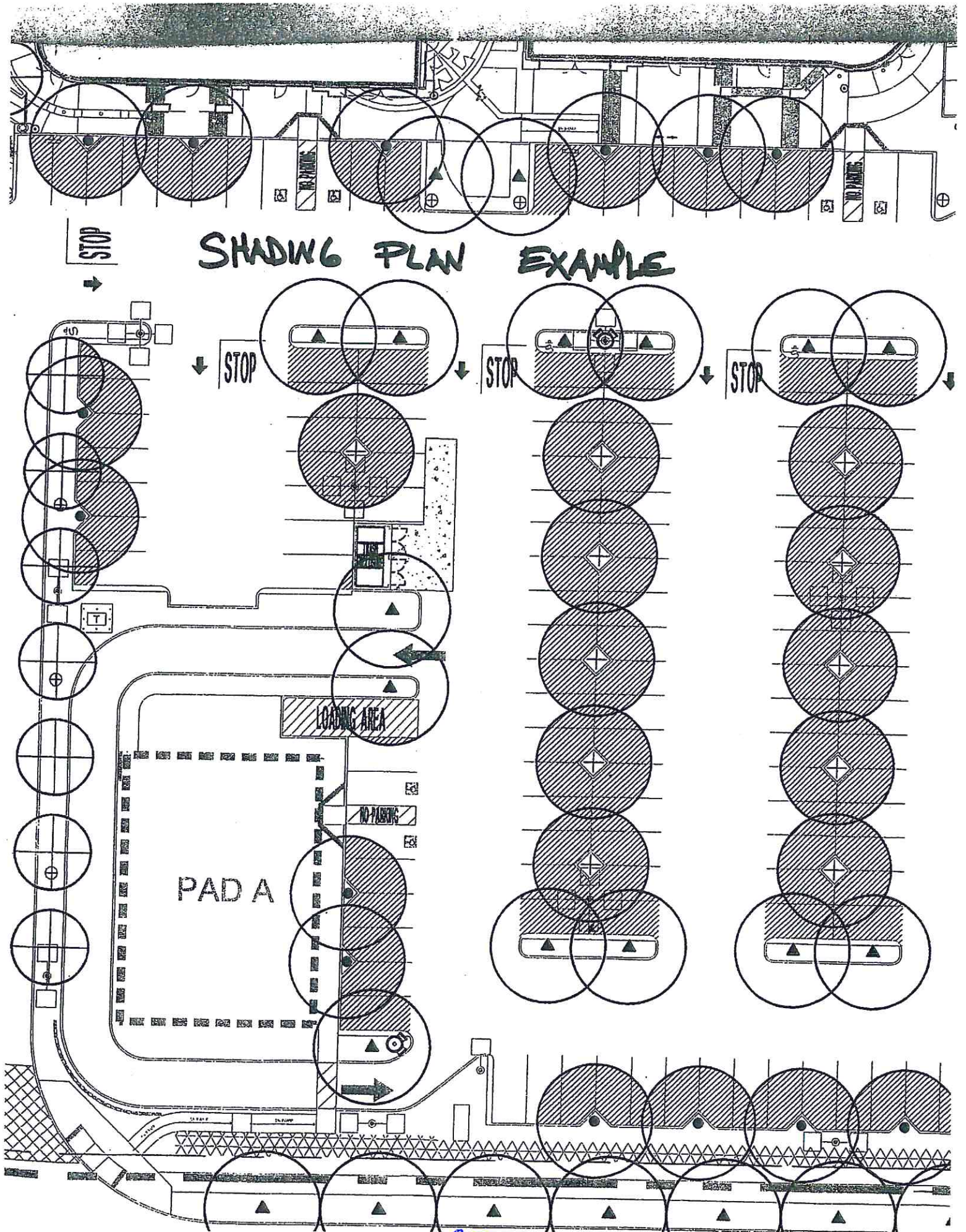
1. Provide 24" box [2" min. caliper] street trees spaced at approx. 30' o/c as indicated on the redlined drawing [3 ea. for Rubidoux Blvd., 7 ea. for Arbuckle Road and 8 ea. for 36<sup>th</sup> Street.
2. Provide shade trees sufficient to provide 40% minimum shade. Add tree wells or islands as necessary.
3. Provide 12" wide concrete step-outs in planting areas adjacent to parking stalls.
4. Provide a 4' wide planting area [min. net interior width] adjacent to the south wall of the trash enclosure.
5. Add tree wells and shade trees along the parking area that borders the east p/l. This to buffer adjacent residential.

**C. General:** Submit construction documents prepared and wet signed by a licensed landscape architect for review approval; a generalized review check list is available upon

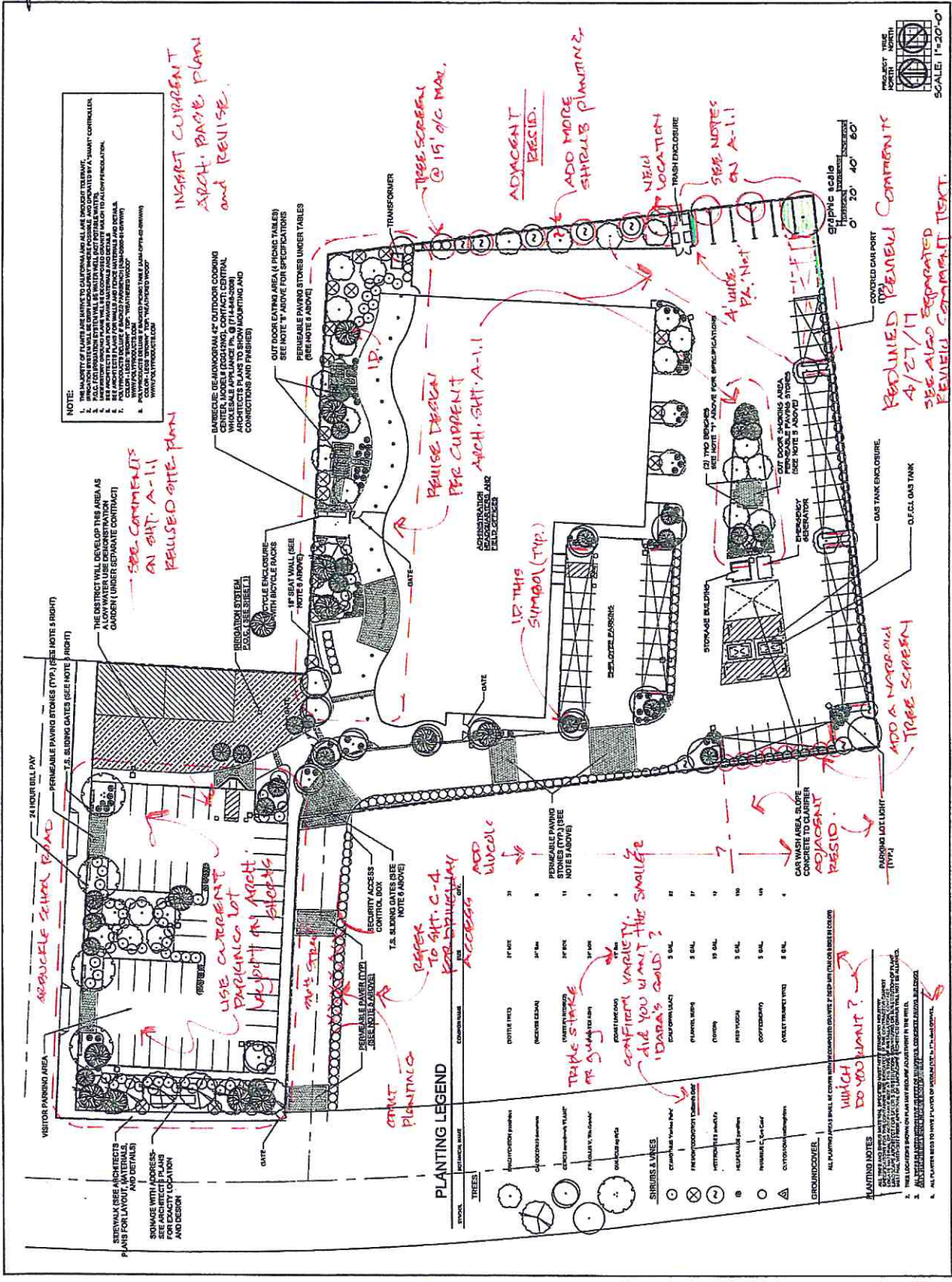
request. Plans to be in conformance with the City of Jurupa Valley Standards for Landscape Development and City Ordinance 2015-17. The City has also adopted County of Riverside Ordinance 859 and the Riverside County Guide to California Friendly Landscaping.

1. Include the following elements on the landscape plans:
  - a. Applicant's wet signature and date with statement, "I agree to comply with the criteria of the City of Jurupa Valley Water Use Efficiency Ordinance".
  - b. Water budget calculations; MAWA and EAWU [use a .45 Eto factor]
  - c. Hydrozone information table.
  - d. Separate Irrigation run time schedules; six month establishment period and for established landscape. Observe & incorporate JCSD allowable watering days/lengths.
  - e. Include a 1-year landscape maintenance period and 1-year warranty.
  - f. Provide a copy of the preliminary horticultural soils report & recommendations upon which initial soil preparation specifications are based.
2. Include the following general notes on the construction documents:
  - a. The project landscape architect shall conduct a field inspection at substantial completion of the project to verify that the landscape and irrigation installation is in Compliance with the approved design plans; this prior to beginning the contractors 1 year maintenance period. The project Landscape Architect shall then submit a Certificate of Compliance letter to the City of Jurupa Valley and request a final City Inspection of the landscape and irrigation installation. The Certificate shall include a list of any deficiencies or necessary changes for approval by the Department of Development Services. At the time of the City final landscape inspection an irrigation system coverage review will be conducted; the landscape contractor may be required to be in attendance to operate the irrigation system to facilitate the review.
  - b. The project landscape architect shall conduct a field inspection at completion of the project 1 year maintenance period to verify that the landscape and irrigation installation is in Compliance with the approved design plans and is healthy and flourishing. The project Landscape Architect shall then submit a Certificate of Compliance letter to the City of Jurupa Valley and request a final City Inspection of the maintained landscape and irrigation installation.
3. For determination of bonding, provide a detailed opinion of probable construction cost including maintenance period with quantities & unit pricing. See example attached.













# MEMORANDUM

**TO:** Planning Department  
Attn: Annette Tam, Senior Planner

**DATE:** May 23, 2017

**FROM:** Building & Safety Services Department  
Reviewed by: Arthur Castro, Plans Examiner

**SUBJECT:** Building and Safety Design Review Conditions of Approval  
Project Number: MA16076  
Project Address: 3590 Rubidoux Blvd.  
APNS: 179-104-008 and 179-160-004  
Project Description: Construct a new 33,390 square foot, two-story Field Office and Administration Headquarters for RCSD on a vacant parcel (179-160-004) and customer parking on 3590 Rubidoux Blvd. (existing RCSD office).

This project includes a General Plan Amendment to remove the vacant parcel (179-160-004) from Rubidoux-Village Commercial Policy Area and a Change of Zone to change the zoning classification of the vacant parcel from R-VC (Rubidoux-Village Commercial) to C-1/C-P (General Commercial).

Listed below are standard conditions of approval to be included when approval of the above-mentioned project is being considered. Only the standard conditions that are initialed are to be incorporated into the final conditions of approval; any special conditions are listed under the "Special Conditions" subheading, which follow the standard conditions of approval and must also be included.

## Standard Conditions

The following information is required for the permit application process for individual projects based on the 2016 California Building Code, 2016 California Mechanical Code, 2016 California Plumbing Code, 2016 California Electrical Code, 2016 Green Building Standards Code, 2016 California Energy Code, and other related codes as referenced in the City of Jurupa Valley Code Building Ordinances.

1. Plans must be submitted to the following special service districts:
  - a. Riverside County Fire DistrictPlease provide written confirmation to Building & Safety Department that each submittal was accepted by the respective agency.
2. The following listed information is normally necessary to begin and complete your submittal if any building construction is being contemplated or required:
  - a. Provide five (5) complete sets of plans which include civil (including plot plan), architectural, landscape, structural, electrical, mechanical and plumbing plans. At



least two sets of plans must be stamped in accordance with California State Law.

- b. Provide two complete sets of structural and energy calculations. Both sets require signatures from the preparer.
- c. The structure must be designed for wind load speed computations using 110 MPH ultimate design and 85 MPH nominal design, Exposure C, in accordance with Riverside County Building Design Data.
- d. Separate permits are required for retaining walls, trash enclosures and any other accessory structures.
- e. A Certificate of Occupancy will be issued upon final inspection and approval by the following Agencies:  
Riverside County Fire District  
Planning Department  
Engineering Department  
Building & Safety Department
- f. If electrical service is needed electric and gas service will be released only after all the work is 100% complete and approved notification has been provided to the Building & Safety Department from all departments and agencies. Coordination of this release is to be executed by the applicant. All electrical and gas work must have passed final inspection.

If you have any questions concerning the above, please contact Arthur Castro at 951-332-6464-Ext 227

**Annette Tam**

---

**From:** Jose Ibarra  
**Sent:** Monday, April 24, 2017 10:57 AM  
**To:** Annette Tam  
**Subject:** RE: Interagency Review: MA16076 RCSD Headquarters & Field Office

There are no open code cases on those 2 parcels.

**Jose Ibarra**  
**Code Enforcement Supervisor**  
**City of Jurupa Valley**  
**8930 Limonite Ave., Jurupa Valley, Calif. 92509**  
**Work: 951.332.6464 X229**

**From:** Annette Tam  
**Sent:** Monday, April 24, 2017 10:45 AM  
**Subject:** Interagency Review: MA16076 RCSD Headquarters & Field Office

Good morning,

I am transmitting a new project for your review and comments. This project is for a new 33,390 square-foot Field Office & Headquarters for RCSD on two parcels. The project site consists of the (1) existing office location and (2) an adjacent vacant parcel. The project also includes a General Plan Amendment and a Change of Zone for the adjacent vacant parcel.

If you need anything else to help you complete your review, please let me know.

Sincerely,  
Annette Tam  
Senior Planner

City of Jurupa Valley  
8930 Limonite Avenue  
Jurupa Valley, CA 92509  
City's Website: <http://www.jurupavalley.org/>  
951-332-6464 Ext. 216  
[atam@jurupavalley.org](mailto:atam@jurupavalley.org)



**Annette Tam**

---

**From:** Guerin, John <JGUERIN@RIVCO.ORG>  
**Sent:** Thursday, June 15, 2017 3:37 PM  
**To:** Annette Tam  
**Cc:** Rull, Paul  
**Subject:** RE: MA16076 RCSD's New Facility

Thank you. This project involves a general plan amendment, change of zone, and use permit within Airport Compatibility Zone D of the Flabob Airport Influence Area. As such, submittal to the Riverside County Airport Land Use Commission is mandatory. Application packets received by June 28 would be eligible for an August 10 public hearing.

Please note that ALUC fees will be increasing with the coming of the new fiscal year in July.



RIVERSIDE COUNTY FIRE DEPARTMENT  
IN COOPERATION WITH  
THE CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION

2300 Market St., Ste. #150, Riverside, CA 92501 • Phone (951) 955-4777  
• Fax (951) 955-4886  
[www.rvcfire.org](http://www.rvcfire.org)

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JURUPA VALLEY  
LAKE ELSINORE  
LA QUINTA  
MENIFEE  
MORENO VALLEY  
NORCO  
PALM DESERT  
PERRIS  
RANCHO MIRAGE  
RUBIDOUX CSD  
SAN JACINTO  
TEMECULA  
WILDOMAR

BOARD OF  
SUPERVISORS:

KEVIN JEFFRIES  
DISTRICT 1

JOHN TAVAGLIONE  
DISTRICT 2

CHARLES WASHINGTON  
DISTRICT 3

JOHN BENOIT  
DISTRICT 4

MARION ASHLEY  
DISTRICT 5

## Planning Case Corrections

DATE: 6/16/2017

CASE: MA 16076  
GPA 16001  
CZ 16003  
PUP 16001

APN: 179-104-008, -160-004

PLANNER: Annette Tam, Senior Planner

REVIEWED BY: Steve Payne, Assistant Fire Marshal

Office of the Fire Marshal Responsibility:

It is the responsibility of the recipient of these Fire Department corrections to forward them to all interested parties. The project number (**as it is noted above**) is required on all correspondence.

Additional information is available at our website: [www.rvcfire.org](http://www.rvcfire.org)

Questions should be directed to the Riverside County Fire Department, Office of the Fire Marshal at 2300 Market St. Suite 150, Riverside, CA 92501. Phone: (951) 955-4777, Fax: (951) 955-4886.

### CITY CASE STATEMENT

The Fire Department requires the following items be addressed in accordance with Riverside County Ordinances and/or recognized fire protection standards:

1. Scaled and/or dimensioned site plan: clearly show all dimensions on plans and/or provide a clear full scaled copy of the plan for review.



2. Emergency vehicle access: show emergency vehicle access to within 150 feet of all portions of the proposed structure. Emergency access must comply with the California Fire Code and Riverside County Fire Department standards.
3. These comments are preliminary; further review will occur upon receiving revised plans. Additional corrections may be necessary at that time.

***Please feel free to contact me with any questions.***

Steve Payne

Assistant Fire Marshal

## Annette Tam

---

**From:** Kim, Kristine <KAKim@RIVCO.ORG>  
**Sent:** Wednesday, May 10, 2017 4:14 PM  
**To:** Annette Tam  
**Subject:** MA16076

Annette,

DEH has reviewed MA16076 and has the following items that need to be addressed prior to issuance for a project comments letter:

- 1) Submit planning review fees of \$1260.00. Please make checks payable to Riverside County Environmental Health and reference City Planning case number on form of payment.
- 2) With this being an RCSD facility, please provide exhibits that clearly state that water and sewer will be provided by RCSD.
- 3) A Phase I Environmental Site Assessment is required to be submitted to the Department of Environmental Health for review and approval. Contact the Environmental Cleanup Programs at (951)-955-8980 for further information.

**\*\*Please note that further information may be required pending review of all requested items.\*\***

Please let me know if you have any further questions.



*Kristine Kim*

Environmental Health Specialist IV  
Riverside County Department of Environmental Health  
Land Use & Water Resources Program  
Phone #: 951-955-8980  
Fax #: 951-955-8988  
E-mail: [kakim@rivco.org](mailto:kakim@rivco.org)  
[www.rivcoeh.org](http://www.rivcoeh.org)

### Confidentiality Disclaimer

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## **Annette Tam**

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**From:** Colby Diuguid <colby@jarpd.org>  
**Sent:** Tuesday, May 23, 2017 1:39 PM  
**To:** Annette Tam  
**Subject:** RE: Interagency Review: MA16076 RCSD Headquarters & Field Office

I am not sure why we did not respond, however this is exempt from any fees to JARPD and does not impact any trails

Colby Diuguid

**From:** Annette Tam [<mailto:ATam@jurupavalley.org>]  
**Sent:** Wednesday, May 10, 2017 1:20 PM  
**Subject:** RE: Interagency Review: MA16076 RCSD Headquarters & Field Office

Hi,

I am sending a reminder that comments are due this Friday. If I had missed your comments, please send it to me again. Thank you!

Sincerely,  
Annette Tam  
Senior Planner

City of Jurupa Valley  
8930 Limonite Avenue  
Jurupa Valley, CA 92509  
City's Website: <http://www.jurupavalley.org/>  
951-332-6464 Ext. 216  
[atam@jurupavalley.org](mailto:atam@jurupavalley.org)

**From:** Annette Tam  
**Sent:** Monday, April 24, 2017 10:45 AM  
**Subject:** Interagency Review: MA16076 RCSD Headquarters & Field Office

Good morning.

I am transmitting a new project for your review and comments. This project is for a new 33,390 square-foot Field Office & Headquarters for RCSD on two parcels. The project site consists of the (1) existing office location and (2) an adjacent vacant parcel. The project also includes a General Plan Amendment and a Change of Zone for the adjacent vacant parcel.

If you need anything else to help you complete your review, please let me know.

Sincerely,  
Annette Tam  
Senior Planner

City of Jurupa Valley  
8930 Limonite Avenue  
Jurupa Valley, CA 92509



RIVERSIDE COUNTY FLOOD CONTROL  
AND WATER CONSERVATION DISTRICT

May 18, 2017

RECEIVED  
MAY 23 2017

City of Jurupa Valley  
Planning Department  
8930 Limonite Avenue  
Jurupa Valley, CA 92509

CITY OF JURUPA VALLEY

Attention: Annette Tam

Re: MA 16076, GPA 16001 and CZ 16003

The District does not usually review land divisions/land use cases or provide State Division of Real Estate letters/flood hazard reports for projects that are located within incorporated cities. Exceptions are made for cases with items of specific interest to the District including District Master Drainage Plan facilities, other regional flood control and drainage facilities which could be considered a logical component or extension of a master plan system, and District Area Drainage Plan fees (development mitigation fees).

The District has not reviewed the proposed project in detail and the following comment does not in any way constitute or imply District approval or endorsement of the proposed project with respect to flood hazard, public health and safety or any other such issue:

- This project will not be impacted by Master Drainage plan facilities nor are other facilities of regional interest proposed.

**GENERAL INFORMATION**

This project may need to obtain an applicable National Pollutant Discharge Elimination System (NPDES) permit coverage from the State Water Resources Control Board or the California Regional Water Quality Control Board. Clearance for grading, recordation or other final approval should not be given until the City has determined that the project has been granted a permit or is shown to be exempt.

If this project falls within a Federal Emergency Management Agency (FEMA) mapped floodplain. The City should require the applicant to provide all studies, calculations, plans and other information required to meet FEMA requirements, and should further require that the applicant obtain a Conditional Letter of Map Revision (CLOMR) prior to grading, recordation or other final approval of the project, and a Letter of Map Revision (LOMR) prior to occupancy.

If a natural watercourse or mapped floodplain is impacted by this project, the City should require the applicant to obtain a Section 1602 Agreement from the California Department of Fish and Wildlife and a Clean Water Act Section 404 Permit from the U.S. Army Corps of Engineers, or written correspondence from these agencies indicating the project is exempt from these requirements. A Clean Water Act Section 401 Water Quality Certification may be required from the local California Regional Water Quality Control Board prior to issuance of the Corps 404 permit.

Very truly yours,

EDWIN QUIÑONEZ  
Engineering Project Manager

c: Riverside County Planning Department  
Attn: Kristi Lovelady

EO:blm

41



## Annette Tam

---

**From:** Leif Lovegren <llovegren@riversidetransit.com>  
**Sent:** Thursday, May 11, 2017 9:11 AM  
**To:** Annette Tam  
**Subject:** RE: Interagency Review: MA16076 RCSD Headquarters & Field Office

**From:** Leif Lovegren  
**Sent:** Friday, April 28, 2017 11:47 AM  
**To:** 'Annette Tam'  
**Subject:** MA16076

Annette,

RTA does not have any comments on this development.

Regards,

### Leif Lovegren

Planning Analyst  
Riverside Transit Agency  
p: 951.565.5134 | e: llovegren@riversidetransit.com  
[Website](#) | [Facebook](#) | [Twitter](#) | [Instagram](#)  
1825 Third Street, Riverside, CA 92507

### Leif Lovegren

Planning Analyst  
Riverside Transit Agency  
p: 951.565.5134 | e: llovegren@riversidetransit.com  
[Website](#) | [Facebook](#) | [Twitter](#) | [Instagram](#)  
1825 Third Street, Riverside, CA 92507

**From:** Annette Tam [<mailto:ATam@jurupavalley.org>]  
**Sent:** Wednesday, May 10, 2017 1:20 PM  
**Subject:** RE: Interagency Review: MA16076 RCSD Headquarters & Field Office

Hi,

I am sending a reminder that comments are due this Friday. If I had missed your comments, please send it to me again. Thank you!

Sincerely,  
Annette Tam  
Senior Planner

City of Jurupa Valley  
8930 Limonite Avenue  
Jurupa Valley, CA 92509  
City's Website: <http://www.jurupavalley.org/>  
951-332-6464 Ext. 216  
[atam@jurupavalley.org](mailto:atam@jurupavalley.org)

11. CONSIDERATION TO INCREASE RCSD BOARD MEETING  
STIPEND: **DM 2017-41**



# Rubidoux Community Services District

## Board of Directors

Christopher Barajas  
Armando Muniz  
Bernard Murphy  
F. Forest Trowbridge  
Hank Trueba Jr.

## Secretary-Manager

David D. Lopez



Water Resource Management

Refuse Collection

Street Lights

Fire / Emergency Services

Weed Abatement

## DIRECTORS MEMORANDUM 2017-41

August 3, 2017

**To:** Rubidoux Community Services District  
Board of Directors

**Subject:** Adjustment to Board Stipend

### **BACKGROUND:**

Board Members stipend adjustment was recently presented to the Board early this year (See DM 2017-02 of February 2, 2017, Meeting). The recorded minute's action of this item shows a unanimous action of the Board to Table this Item. At the request of Director Trowbridge, reconsideration to adjust Board members stipend is introduced for your review and discussion.

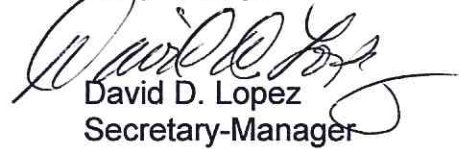
As outlined in the DM 2017-02, any adjustment is subject to a Public Notice and Hearing. Further, annual adjustments may not excel 5% per year and limited to a maximum of \$600.00 per month.

Present Board meeting stipend is \$121.55 for each Board Meeting in attendance.

**RECOMMENDATION:**

No Recommendation offered. A policy issue for Board Consideration.

Respectfully,



David D. Lopez  
Secretary-Manager

Attachments: DM 2017-02 w/Attachments



**MINUTES OF REGULAR MEETING**  
**February 2, 2017**  
**RUBIDOUX COMMUNITY SERVICES DISTRICT**

**DIRECTORS PRESENT:** Ruth Anderson Wilson  
Armando Muniz  
Bernard Murphy  
F. Forest Trowbridge  
Christopher Barajas

**DIRECTORS ABSENT:**

**STAFF PRESENT:** David Lopez, General Manager  
Steve Appel, Asst. General Manager  
Krysta Krall, Manager Fiscal Services  
Brian Jennings, Manager Budgeting/Accounting

Call to order: the meeting of the Board of Directors of the Rubidoux Community Services District by Director Muniz, at 4:00 P.M., Thursday, February 2, 2017, at the District Office, 3590 Rubidoux Boulevard, Jurupa Valley, California.

**ITEM 4. APPROVAL OF MINUTES**

Approval of the Regular Minutes for January 19, 2017, was unanimously approved.

**The motion was carried unanimously.**

**Ayes – 5 (Wilson, Muniz, Murphy, Trowbridge, Barajas)**  
**Noes - 0**

**ITEM 5. Consider to Approve the February 3, 2017, Salaries, Expenses and Transfers.**

Approve February 3, 2017, Salaries, Expenses and Transfers:

**Director Wilson moved and Director Trowbridge seconded to approve the February 3, 2017, Salaries, Expenses and Transfers.**

**The motion was carried unanimously.**

**Ayes – 5 (Wilson, Trowbridge, Muniz, Murphy, Barajas)**  
**Noes - 0**

**ITEM 6. PUBLIC ACKNOWLEDGE OF NON-AGENDA MATTERS**

There were no members of the public to address the Board.

## **ITEM 7. CORRESPONDENCE AND RELATED INFORMATION**

There were three articles in the packets. Two of them said that the snow pack and the rain waters received in California erases the drought and in one article announces 17.5 million acre-feet of water. The second one recognizes the same. The drought is over and we need to recognize that. We have 5.7 trillion gallons of water in California. The final article is a different perspective. They believe we are still in a drought and that we need to remain in the conservation mode.

## **ITEM 8. MANAGER'S REPORT**

### **Operations Report:**

Report given at the second board meeting of the month.

### **Emergency and Fire Report:**

Report given at the second board meeting of the month.

## **ITEM 9. DM 2017-03. Review District Board Members Stipend Compensation and Consider Adjustment.**

The Rubidoux Community Services District was California's first CSD created pursuant to Government Code section 61000 et seq. As such, Directors compensation is controlled by Government Section 61047 which states, *"The board of directors may provide, by ordinance or resolution, that each of its members may receive compensation in an amount not to exceed one hundred (\$100) for each day of service. A member of the board of directors shall not receive compensation for more than six days of service in a month"*.

Further, *"the board of directors, by ordinance adopt pursuant to Chapter 2 (commencing with Section 20200) of Division 10 of the Water Code, may increase the amount of compensation that may be received by members of the board of directors."* More to the point, the Board of Directors compensation may increase 5% per year pursuant to Section 20200.

In July 2014, the Board of Directors adopted Resolution 2014-813, a Resolution of the Board of Directors of the Rubidoux Community Services District Establishing Board Member...*"stipend of \$121.55 for each regular, special, continued and emergency meetings at which the Board Member is in attendance."* Applying Water Code Section 20200 that would increase Board compensation to \$140.74 for upcoming FY 2017/2018, with a potential 5% increase effective July 2018 to \$147.78. As stated in Mr. Harper's email, to effectuate increases, the Board would need to call and set Public Hearings for adoption of a Resolution to adjust Board Members' meeting stipend.



Finally, Staff has assembled local CSD's compensation and benefits matrix for your review.

**Director Trowbridge moved and Director Barajas seconded to Table this item.**

**The motion was carried unanimously.**

**Ayes – 5 (Wilson, Trowbridge, Muniz, Murphy, Barajas)**

**Noes - 0**

**ITEM 10. DM 2017-04. Consideration to Authorize Design of 36<sup>th</sup> Street 8 Inch Water Replacement Pipeline Project.**

Enclosed is a proposal from TKE Engineering, Inc. (TKE) to provide engineering services for the above-mentioned project. TKE's fee for this work is \$35,319.00. As mentioned in the proposal, this project consists of the replacement of approximately 850 LF of 4" pipe with 8" pipe in 36<sup>th</sup> Street, between Crestmore Road and Daly Street.

There is a two-fold reason for moving forward with the design (and ultimately the construction) of this waterline. **First**, the City of Jurupa Valley is in the process of advertising street improvements in 36<sup>th</sup> Street that, when finished would preclude the District from replacing the pipeline for at least three years (the City places a moratorium on non-emergency work in streets that have been recently re-paved). The City expects to receive bids from paving contractors in late-spring or early-summer. **Second**, the project will allow the District to replace an existing 4" waterline with an 8" waterline. This replacement will not only eliminate maintenance issues, but provide better fire protection to the 25 homes on the affected street.

Although this request is for design services only, the engineer's estimate for the total project is \$200,000.00 and will be funded through the Water Replacement Fund, which will have a balance of approximately \$533,000.00 on February 3, 2017. Be advised, staff will request Board authorization to bid for the construction of this project. This authorization is for design services only.

**Director Trowbridge moved and Director Barajas seconded to authorize TKE Engineering, Inc. to proceed with design engineering services for the 36<sup>th</sup> Street, 8" Water Pipeline in the amount not to exceed \$35,319.00.**

**The motion was carried unanimously.**

**Ayes – 5 (Wilson, Trowbridge, Muniz, Murphy, Barajas)**

**Noes - 0**

**ITEM 11. DM 2017-05. Present and Review Regional Advisory Committee (RAC) Workbook (printed 1/24/2017) as Presented at the January 30, 2017, RAC Meeting.**

Since the late 1970's, the Rubidoux CSD has been a regional partner in the Riverside Regional Water Quality Control Plant. Annually the regional partners meet for the purpose of reconciling the past year's costs and adopting budgets for the years going forward. The past Monday, Rubidoux CSD, Jurupa CSD Edgemont CSD and the City of Riverside met for the above prescribed purpose. President Muniz and I are the two voting members on behalf of the Rubidoux Community Services District. Vice-president Murphy is the alternate who was also in attendance.

Further, Directors Muniz and Murphy presented the attached letter to RAC requesting deferral and continuance for items 5, 6, and 7. However, items 5 and 6 were conditionally approved subject to review at the end of the fiscal year 2016-2017. Item 7 was referred to our respective legal counsels for review and resolution.

Attached for your advance review of staff presentation is the January 30, 2017, RAC workbook prepared by the City of Riverside.

Mr. Dave Lopez presented a detailed presentation on the Regional Advisory Committee Workbook as presented at the January 30, 2017, RAC Meeting.

**No recommendation necessary. Presentation/Status report only.**

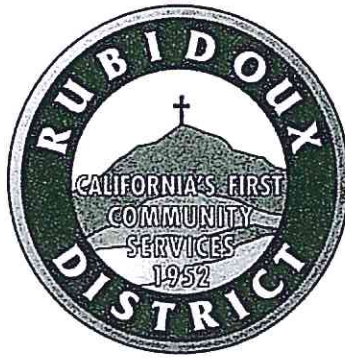
**ITEM 12. Directors Comments – Non action.**

Director Muniz adjourned the February 2, 2017, Regular Board meeting.



**Board of Directors**  
Christopher Barajas  
Armando Muniz  
Bernard Murphy  
F. Forest Trowbridge  
Ruth Anderson Wilson

**Secretary-Manager**  
David D. Lopez



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Water Resource Management    Refuse Collection    Street Lights    Fire / Emergency Services    Weed Abatement

**DIRECTORS MEMORANDUM 2017-03**

February 2, 2017

**To:**            Rubidoux Community Services District  
                    Board of Directors

**Subject:**      Consideration to Adjust RCSD Board Members per Meeting Stipend

**BACKGROUND:**

The Rubidoux Community Services District was California's first CSD created pursuant to Government Code section 61000 et seq. As such, Directors compensation is controlled by Government Section 61047 which states, ***"The board of directors may provide, by ordinance or resolution, that each of its members may receive compensation in an amount not to exceed one hundred (\$100) for each day of service. A member of the board of directors shall not receive compensation for more than six days of service in a month"*** (Attached Govern. Code Section 61047).

Further, ***"the board of directors, by ordinance adopt pursuant to Chapter 2 (commencing with Section 20200) of Division 10 of the Water Code, may increase the amount of compensation that may be received by members of the board of directors."*** More to the point, the Board of Directors compensation may increase 5% per year pursuant to Section 20200 (See attached Email from Mr. Harper).

In July 2014, the Board of Directors adopted Resolution 2014-813, A Resolution of the Board of Directors of the Rubidoux Community Services District Establishing Board

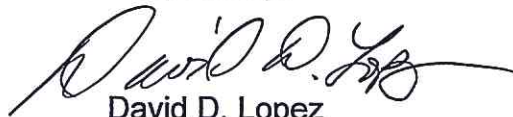
Member..."*stipend of \$121.55 for each regular, special, continued and emergency meetings at which the Board Member is in attendance.*" Applying Water Code Section 20200 that would increase Board compensation to \$140.74 for upcoming FY 2017/2018, with a potential 5% increase effective July 2018 to \$147.78. As stated in Mr. Harper's email, to effectuate increases, the Board would need to call and set Public Hearings for adoption of a Resolution to adjust Board Members' meeting stipend.

Finally, Staff has assembled local CSD's compensation and benefits matrix for your review.

**RECOMMENDATION:**

This item is presented pursuant to the Board of Director's request. This is a policy item, consequently, no recommendations offered.

Respectfully,



David D. Lopez  
Secretary-Manager

Attachments: Harper's Opinion  
Govern. Sect. 61047  
2017 Board Stipend and Benefits  
RCSD Res. 2014-813



**David Lopez**

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**From:** jrharper@harperburns.com  
**Sent:** Tuesday, January 31, 2017 10:28 AM  
**To:** David Lopez  
**Subject:** Board Member Compensation

David.

This email will confirm that there has been no change in the law with regard to the compensation of Board Members. Government Code Section 61047 limits the compensation to \$100 per meeting, but provides that the compensation may be increased pursuant to Water Code Section 20200, et. seq. Section 20202 provides that the compensation may be increased by not-to-exceed 5% per year calculated from the date of the last adjustment. The increase must be adopted by ordinance following a duly noticed public hearing.

Let me know if you have any questions.

John

1 61047. (a) The board of directors may provide, by ordinance  
2 or resolution, that each of its members may receive compensation  
3 in an amount not to exceed one hundred dollars (\$100) for each  
4 day of service. A member of the board of directors shall not  
5 receive compensation for more than six days of service in a  
6 month.

7 (b) The board of directors, by ordinance adopted pursuant to  
8 Chapter 2 (commencing with Section 20200) of Division 10 of  
9 the Water Code, may increase the amount of compensation that  
10 may be received by members of the board of directors.

11 (c) The board of directors may provide, by ordinance or  
12 resolution, that its members may receive their actual and  
13 necessary traveling and incidental expenses incurred while on  
14 ~~official business. The ordinance or resolution shall include~~  
15 ~~written policies for reimbursable activities and recordkeeping.~~  
16 *official business. Reimbursement for these expenses is subject to*  
17 *Sections 53232.2 and 53232.3.*

18 (d) A member of the board of directors may waive any or all  
19 of the payments permitted by this section.

20 (e) For the purposes of this section, a "day of service" means  
21 any of the following:

22 (1) A meeting conducted pursuant to the Ralph M. Brown Act,  
23 Chapter 9 (commencing with Section 54950) of Part 1 of  
24 Division 2 of Title 5.

25 (2) Representation of the district at a public event, provided  
26 that the board of directors has previously approved the member's  
27 representation at a board of directors' meeting and that the  
28 member delivers a written report to the board of directors  
29 regarding the member's representation at the next board of  
30 directors' meeting following the public event.

31 (3) Representation of the district at a public meeting or a  
32 public hearing conducted by another public agency, provided that  
33 the board of directors has previously approved the member's  
34 representation at a board of directors' meeting and that the  
35 member delivers a written report to the board of directors  
36 regarding the member's representation at the next board of  
37 directors' meeting following the public meeting or public  
38 hearing.

39 (4) Representation of the district at a meeting of a public  
40 benefit nonprofit corporation on whose board the district has

— OK  
600 MAX. PER MONTH



**RESOLUTION NO. 2014 - 813**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE RUBIDOUX COMMUNITY SERVICES DISTRICT ESTABLISHING BOARD MEMBER STIPENDS**

**WHEREAS**, Member of the Board of Directors of the Rubidoux Community Services District (District), While serving in their capacity as Directors, schedule and allocate time associated with their duties; and,

**WHEREAS**, Resolution No. 793 presently provides \$100.00 per meeting stipend in attendance for each regular, special, and emergency meetings in attendance. Further, Resolution 793 also stipulates board members shall receive a \$50.00 meeting stipend in attendance for each committee, ad hoc and Board workshops meetings provided that such compensation is limited to a maximum not to exceed \$600.00 per calendar month; and,

**WHEREAS**, Resolution 793 also amend and include a \$100.00 per meeting stipend requiring Board President or Board Designee representation to the following organizations; County of Riverside Special District Association, Regional Advisory Committee (RAC) or other associations, groups, organizations or JPA's deemed necessary; and,

**WHEREAS**, in accordance to Division 10 of the CA Water Code and pursuant Government Code Section 61047 the Rubidoux Community Services District Board of Directors desire to increase the \$100.00 per meeting stipend 5% per annum from the

effective date of Resolution 793, July 15, 2010. Calculating the above, such amount equates to \$121.55 per meeting stipend.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE RUBIDOUX COMMUNITY SERVICES DISTRICT DOES HEREBY RESOLVE, DETERMINE AND ORDAIN AS FOLLOWS:**

1. The forgoing Recitals are true and correct.
2. Each Board Member shall receive a stipend of \$121.55 for each regular, special, continued and emergency meetings at which the Board Member is in attendance.
3. Board President or designee shall be compensated \$121.55 for each RAC meeting, County of Riverside Special District Association annual meeting or other associations, groups, organizations and JPA's while serving in official capacity as President or Designee.
4. Each Board Member shall continue to receive a stipend of \$50.00 for each Standing Committee, Ad Hoc Committee and Workshop meetings at which the Board Member is in attendance.
5. Each Board Member is limited to a maximum compensation of \$600.00 during any calendar month for all aggregate meetings in attendance.
6. The adoption of Resolution No. 813 will supersede and rescind Resolution No. 793 in its entirety.
7. The effective date of this resolution shall be July 17, 2014.



**BE IT FURTHER RESOLVED**, this resolution was approved and adopted this 17<sup>th</sup> day of July 2014, at the regular meeting of the Board of Directors of the Rubidoux Community Services District by the following vote;

**AYES:** Ruth Anderson Wilson, Armando Muniz, John Skerbelis,  
F. Forest Trowbridge

**NOES:** None

**ABSENT:** None

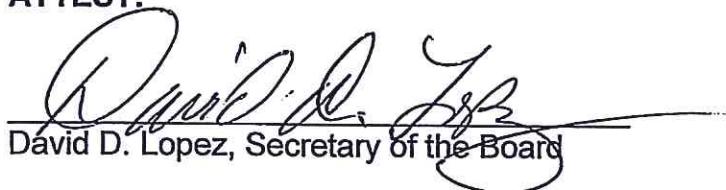
**ABSTENTIONS:**



Ruth Anderson Wilson, President

(SEAL)

**ATTEST:**



David D. Lopez, Secretary of the Board

**APPROVED AS TO FORM AND CONTENT:**



John R. Harper, District Counsel

## 12. DIRECTORS COMMENTS – NON-ACTION

### 13. ADJOURNMENT