

MINUTES OF REGULAR MEETING
August 17, 2017
RUBIDOUX COMMUNITY SERVICES DISTRICT

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

DIRECTORS ABSENT:

STAFF PRESENT: Dave Lopez, General Manager
Krysta Krall, Manager Fiscal Services
Brian Jennings, Accounting/Budgeting Manager

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, August 17, 2017, at the District Office, 3590 Rubidoux Boulevard, Jurupa Valley, California.

ITEM 4. APPROVAL OF MINUTES

Approval of Minutes for Regular Board Meeting, August 3, 2017.

Director Trueba moved and Director Trowbridge seconded to approve the August 3, 2017 Minutes.

The motion was carried unanimously.

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

ITEM 5. Consider to Approve the August 18, 2017, Salaries, Expenses and Transfers.

Approve August 18, 2017, Salaries, Expenses and Transfers.

Director Trowbridge moved and Director Trueba seconded to approve the August 18, 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 piece of information was a flier from the Jurupa Community Services District inviting the District to the State of Jurupa Valley, September 12, 2017. The next article is from the Press Enterprise, regarding a water rate increase that could be rising for Lake Hemet customers. The justification for this is that the Lake Hemet MWD had to import water, which is more costly. If it takes effect, the new rates would take effect October 1, with increases on July 1 of each subsequent year through 2021. The next article is also from the Press, about Elsinore Valley MWD and how much their water and sewer rates will rise. The final article from the Press Enterprise is about the City of Riverside officials knew in 2015 about soaring overtime that exceeded some utility workers' regular pay.

ITEM 8. MANAGER'S REPORT

Operations Report:

In the board packet is the water and wastewater report comparison for the month of July. It's fairly consistent. We produce about 7 mgd and deliver about 2 mgd to the City of Riverside for treatment. Additionally, the production generating from the source which are the different types of wells and their production and also the capacity of those systems. There is also the characterization and refuge. It's broken down into regular green and recycle. There's a 40% diversion rate objective we are trying to achieve and we are just tipping the scales above that.

Emergency and Fire Report:

The Incident Report for July 1 – July 31, 2017 there were a total of 277 calls, in comparison to the same period in 2016, there were a total of 271 calls. The year to date total is 1,849, compared to 1,869 in 2016.

ITEM 9. DM 2017-42. Receive and File Cash Asset Report Ending July 2017 for All District Fund Accounts.

The year-to-date Interest ending July 31, 2017, is \$37,938.00 for District controlled accounts. With respect to District "Funds in Trust", we show \$1,679.00 which has been earned and posted. The District has a combined YTD total of \$39,617.14 as of July 31, 2017.

With respect to the District's Operating Funds (Excluding Operating Reserves), we show a balance of \$4,736,455.00 ending July 31, 2017. That is **\$234,618.00 LESS** than July 1, 2017, beginning balance of \$4,971,073.00.

The District's Field/admin Fund continues to grow and current fund balance nears \$283,382.00.

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

Director Barajas moved and Director Trowbridge seconded to Receive and File the Statement of Cash for the Month of July 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 2017-43. Consideration to Authorize Scope of Work for Engineering Design Services on the Proposed Avalon Street Sewer Crossing.

Enclosed for your consideration is a proposal from TKE Engineering, Inc. (TKE) to provide engineering design services for the above-mentioned project. TKE's not to exceed fee for this work is \$39,920.00. As mentioned in the proposal, this project consists of the design for the installation of approximately 700 LF of sewer, manholes, laterals, connections and pavement repair. This project also involves the re-use of an existing 18" casing pipe under the 60 freeway.

The design and ultimate construction of this project will facilitate the sewer improvements necessary for the proposed Emerald Ridge Development, a 400-home development north of the freeway and west of Avalon. This project will also give the District another sewer crossing under the 60 freeway. The only other near-by sewer crossing was constructed at the same time as the freeway in the mid-1960's.

Although this request is for design services only, the engineer's estimate for the total project is \$385,000.00 and will be funded through the sewer restricted capital improvement fund, which has a balance of \$3,000,164.92 as of July 31, 2017. If the Emerald Ridge development is constructed as proposed, the Developer will be obligated to pay the District approximately \$2 million in sewer capacity fees.

When the design is complete and ready to bid, Staff will request Board authorization to solicit bids from licensed contractors.

Director Trowbridge moved and Director Barajas seconded authorization for TKE Engineering, Inc. to proceed with design engineering services for the Avalon Street Sewer Improvements as the 60 freeway for an amount not to exceed \$39,920.00 without prior District approval.

The motion was carried unanimously.

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

Noes – 0

Absent – 0

ITEM 11. Directors Comments – Non action.

Director Muniz adjourned the August 17, 2017, Regular Board meeting.