

MINUTES OF REGULAR MEETING
July 15, 2021
RUBIDOUX COMMUNITY SERVICES DISTRICT

DIRECTORS PRESENT: John Skerbelis
Armando Muniz
Bernard Murphy
F.Forest Trowbridge
Hank Trueba, Jr.

DIRECTORS ABSENT: None

STAFF PRESENT: Jeffrey Sims, General Manager
Brian Laddusaw, Director of Finance
Ted Beckwith, District Engineer
Brian Jennings, Customer Service Manager
Miguel Valdez, Operations Manager

Call to order: the meeting of the Board of Directors of the Rubidoux Community Services District by President Skerbelis, at 4:00 P.M., Thursday, July 15, 2021, by teleconferencing at District Office, 3590 Rubidoux Boulevard, Jurupa Valley, California.

ITEM 4. APPROVAL OF MINUTES

Approval of Minutes for June 17, 2021, Board Meeting as corrected.

Director Trueba moved, and Director Muniz seconded to approve the June 17, 2021, Regular Board Minutes.

Roll call:

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

Noes – 0

Abstain – 0

Absent – 0

The motion was carried unanimously.

ITEM 5. Consideration to Ratify the July 2, 2021, Salaries, Expenses and Transfers and Approve the July 16, 2021, Salaries, Expenses and Transfers.

A) Ratify the July 2, 2021, Salaries, Expenses and Transfers

B) Consideration to Approve the July 16, 2021, Salaries, Expenses and Transfers.

Director Trueba moved, and Director Muniz seconded to 1) Ratify the July 2, 2021, Salaries, Expenses and Transfers; and 2) Approve the July 16, 2021, Salaries, Expenses and Transfers.

Roll call:

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

Noes – 0

Abstain – 0

Absent – 0

The motion was carried unanimously.

ITEM 6. PUBLIC ACKNOWLEDGE OF NON-AGENDA MATTERS

Socorro Ochoa addressed the board on behalf of her mother, Ana Leanna Barajas, of 5276 34th Street. She stated she had sent a letter to the District with a recent claim. “The claim was not about money, not really about money, but about empathy for their clients. The District has totally neglected all of this by not following safety precautions. This is the fifth year that I have been flooded. My mother is an 80-year-old woman who lives by herself, all alone, that wakes up in the middle of the (2:00, 3:00, 4:00 am) in the morning, just insane thinking about the flood and looking at it. Everything floating around. Her animals screaming, yelling, dogs everything; debris coming from the street; nails, glass, wood, rocks, gravel, everything. The flood was so intense that I started calling 911 and the responders came. They looked at it, they taped everything. It was just devastating for a lot of people. Everybody’s just trying to talk to the first responders because everybody was in fear. Now, I called the Rubidoux District, and nobody answered me. Nobody got to me until the next morning. And then when people get there you know, their communication skills – they need to improve! They don’t say anything, they’re very rude. Especially because they see my mother, an eighty-year-old woman, and they don’t acknowledge her age, or have no respect. They just go in with their long faces, ‘Oh we’re here to clean up!’ They don’t ask her where is the damage?; they don’t even look in the backyard. They just cleaned the front. Did they ever ask? Did they ever say anything? No! She thought they were going to do it. No. They didn’t. She came out to find out that everything was the same in the back. Animals dead. Everything, the food, the bird food, the dog food, her personal belongings, her weedwhacker; everything damaged. I mean, this has to stop! I have written a letter in the past to Mr. Jeff Sims and I told him about my concerns. Now he’s stating that there’s a third party involved in this. Now, that’s not my job. It’s the Board’s job to make sure these people are doing their job. And if they’re not doing their job, they need to keep all the residents secure and avoid all these incidents that have been happening for different reasons year-to-year-to-year. 5 years to be exact! The reasons? There have been different reasons. Times? Different times, but it’s been happening like in the middle of the night, the middle of the morning (2:00-4:00 am). It’s ridiculous! My mother calls me in panic telling me there’s a flood, almost going into her house; 3 inches away from entering the premises. And you know, I don’t care about the money, I care about her mental status, and I care about her health. She almost fell. She grabbed the side of the door; she didn’t hit the floor. I’m glad she did not because if she would’ve, she would have broken a rib or a hip or something – and that’s not a funny thing; she’s eighty years old. We have an appointment with her doctor on the 23rd of this month to evaluate her mental status. She’s a wreck. Calls me all day, every day. Talks to me about the same thing. I have a personal caregiver that I assigned to her so she can sit with her and be with her, prepare her meals, at least for a

couple of days. Now, that's concerning. I would like the city members and the city or the District to please step in and do something for these people. Thank you."

Sims: Ok, thank you for your comments. Like I mentioned to you on the phone, the Board did get your letter and we have to run through a process on this because of having a third party involved on it, but we will be in communication with you.

Ms. Ochoa: That's fine. Thank you very much for listening to my concerns.

Director Murphy: I have a question. When you say five years, you mean five consecutive years or five occurrences?

Ms. Ochoa: Yes. No, five consecutive years this is happening for whatever reason it's happened, for a main broken, for a power shortage, for anything like that. I don't know. I never found out. I never did anything about it. Until last year I just claimed a few little things you know? It was like \$400 - \$500 that I was paid by Mr. Jeff Sims, last year for a similar incident. Now, the reasons I cannot disclose, I am not aware. At this point, I just know that this time it was a pipe that was installed by a third-party contractor. I don't know, but this has happened for five years, and it seems to me like it's a little rare that five consecutive years there's been flooding. If you go back to your records, you're gonna see how many times this different occurrence has happened every single year. Any further questions?

Director Murphy: No, I don't have any other questions.

Ms. Ochoa: Thank you. Anybody like to address any questions?

Sims: We thank you for your comments. We will stay in communication with you.

Ms. Ochoa: Ok, at this time I'm going to sign out.

Sims: Ok. Have a good day.

Ms. Ochoa: You too. Thank you to the Board and thank you to you, Mr. Sims.

ITEM 7. CORRESPONDENCE AND RELATED INFORMATION

There was a letter from the EPA regarding a chlorine shortage to disinfect the water. EPA is asking the manufacturers of chlorine to prioritize getting 10% of the volume that they produce to the water/wastewater agencies for our health and safety purposes to maintain water supply and wastewater treatment.

Miguel Valdez: With the chlorine shortage, we've been in constant communication with our supplier, (Bee's Pool Supply). They have had a more difficult time getting chlorine, but they have prioritized our District to get chlorine deliveries. We've been getting chlorine on schedule and filling up more often.

ITEM 8. MANAGER’S REPORT

Operations Report:

For the month of June, potable water production was up a little bit with a little over 5 MGD due to the heat. District discharged an average of 1.7MGD of wastewater flow to Riverside.

Emergency and Fire Report:

Jeff Sims reported the Incidents Reported for the month of June 2021 and Special District Rubidoux CSD. Station 38 had a total of 227 calls. Of the total calls, 151 calls, 62.4% were medical aides. Additionally, there was a report for the City of Jurupa Valley. There were 17 traffic collisions, and 6 wildland fires.

ITEM 9. Reconsideration of Rubidoux Community Services District Resolution No. 2018-840, a Resolution that Cancels Certain Regular Meetings. DM 2021-43.

BACKGROUND

At the regularly scheduled meeting of the Board of Directors (“Board”) on May 17, 2018, the Board considered and adopted Resolution 2018-840, a Resolution of the Board of Directors the Cancels Certain Regular Meetings of the Rubidoux Community Services District (“District”). Prior to the formal adoption of Resolution No. 2018-840, it was a matter of practice for over 25 years to cancel the first Board Meeting of January and July.

District staff was directed by one of the Director’s to agendize the reconsideration of Resolution No. 2018-840 for tonight’s meeting. District staff makes no recommendation on this matter but possible options for the Board to consider consist of the following:

- 1) No action – Resolution No. 2018-840 – remains in effect; first regularly scheduled Board Meetings of January and July remain cancelled.
- 2) Rescind Resolution No. 2018-840 – Schedule and conduct Board Meetings on the first Thursday of January and July at 4:00 PM. Reserve the right to cancel a regularly scheduled meeting, if necessary, consistent with the Brown Act.
- 3) Other options of the Board?

Director Skerbelis moved, and Director Trowbridge seconded the Board of Directors Rescind Resolution No. 2018-840. Reserve the right to cancel a regularly scheduled meeting, if necessary, consistent with the Brown Act.

Roll call:

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

Noes – 0

Abstain – 0

Absent – 0

The motion was carried unanimously.

ITEM 10. Receive and File Statement of Cash Asset Schedule Report Ending May 2021. DM 2021-36.

BACKGROUND

Attached for the Board of Directors' consideration is the June 2021 Statement of Cash Asset Schedule Report for all District Fund Accounts. Our YTD interest is \$146,861.59 for District controlled accounts. With respect to District "Funds in Trust", we show \$6,170.22 which has been earned and posted. The District has a combined YTD interest earned total of \$153,031.81 as of June 30, 2021.

The District's Operating Funds (Excluding Restricted Funds and Operating Reserves), we show a balance of \$8,118,046.97 ending June 30, 2021. That's **\$1,246,883.35 MORE** than July 1, 2020, beginning balance of \$6,871,163.62.

Further, the District's Field/Admin Fund current fund balance is \$656,152.12.

Submitted for the Board of Directors consideration is the *June 2021, Statement of Cash Asset Schedule Report* for your review and acceptance this afternoon.

Director Trueba moved, and Director Muniz seconded to Receive and File the Statement of Cash for the Month of June 2021 for the Rubidoux Community Services District.

Roll call:

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

Noes – 0

Abstain – 0

Absent – 0

The motion was carried unanimously.

ITEM 11. Consideration to Approve and Authorize Retirement Payment for CalPERS Annual Unfunded Liability. DM 2021-45.

BACKGROUND

The District has received the Annual Unfunded Liability contribution schedule as of June 30, 2019, from CalPERS for the District's employer's contribution portion. This unfunded liability is CalPERS trueing up the District's annual contributions with investment returns against Actuarial Valuations and Projections for the Districts three (3) specific plans: Miscellaneous, Safety and PEPR. For planning and budgeting purposes, Staff has budgeted for this annual unfunded

CalPERS cost and is included within the Health and Retirement Expenses among the General, Water and Sewer Fund Budget.

The District is presented with two options to pay CalPERS unfunded liability for FY 2021-2022:

- **Option 1:** Pay over time the \$434,901.96 (Total Amount of the three (3) plans) including interest @ 3.44% in twelve monthly payments of \$36,241.83 per month in addition to our normal CalPERS bi-weekly contributions.
- **Option 2:** Pay annually Lump Sum without interest. The amount would be \$420,435.00 (for all three (3) plans) and due on or before July 31, 2021. Interest savings of \$14,466.96 would be realized as compared to **Option 1.**

The District's average rate of return on its investments portfolio is approximately 0.69%. Returns are expected to remain relatively stagnant in FY 2021-2022 as the economy slowly recovers from the pandemic. Staff believes it prudent to pay the unfunded actuarial liability as an annual payment and save 3.44% in accrued interest for FY 2021-2022. This CalPERS expense was anticipated and budgeted as part of the approved District 2021-2022. This CalPERS expense was anticipated and budgeted as part of the approved District 2021-2022 Budget. Selecting Option 2, making the lump sum payment, is consistent with past District practice.

Director Trueba moved, and Director Muniz seconded the Rubidoux Community Services District Board of Directors approve Option 2: pay CalPERS annual unfunded actuarial liability as a lump sum payment of \$420,435.00 for FY 2021-2022.

Roll call:

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

Noes – 0

Abstain – 0

Absent – 0

The motion was carried unanimously.

ITEM 12. Consider Memorandum of Understanding with Lennar Homes of California, Inc. Regarding Capacity Fees. DM 2021-46.

BACKGROUND

Lennar Homes of California, Inc. (“Lennar”) is developing the Highland Park Development (“Project”) with 315 homes within Rubidoux Community Services District (“District”), and 117 homes within Jurupa Community Services District. Lennar has coordinated with the Jurupa Unified School District (“JUSD”) for the formation of JUSD No. 14, a community facilities district (“CFD”) to fund various development fees associated with the Project. Development fees anticipated to be paid include water and sewer capacity fees due the District, water and sewer capacity fees due Jurupa Community Services District, school fees due JUSD, and park fees due Jurupa Area Regional Parks District.

On October 17, 2019, the District Board adopted Resolution No. 2019-857, authorizing signature of the “Joint Community Facilities Agreement by and among Jurupa Unified school District, Rubidoux Community Services District, and Lennar Homes of California, Inc. with respect to Community Facilities District No. 14” (“JCFA”).

The District anticipates \$3,780,000 of funding from JUSD CFD No. 14. This amount equals the total of the water and sewer capacity fees for 315 single family homes within the District based on current capacity fees of \$6,800 per ¾” water meter and \$5,200 per 1 EDU of sewer capacity. Using the current capacity fees, water capacity fees will total \$2,142,000 and sewer capacity fees will total \$1,638,000.

Per section 2 of the JCFA Lennar may elect to advance construction of District master planned facilities in lieu of payment of District capacity fees. Lennar was conditioned by the District to construct a 24” diameter water pipeline in Pacific Avenue included in the District’s 2015 Water Master Plan. The District’s 2015 Water Master Plan was used in part as the fee nexus report supporting the District’s now current Water Capacity Fee of \$6,800 per ¾” water meter. For Water Capacity fee calculation purposes a ¾” water meter is considered one EDU. The cost included in the District 2015 Water Master Plan for the portion of the Pacific Avenue water pipeline improvements conditioned and built by Lennar totals \$1,235,036.02. Lennar has indicated it is electing to advance the value of the Pacific Avenue master planned water pipeline improvements for an equivalent value in District Water Capacity Fee of \$6,800 per ¾” water meter, Lennar has 181.62 EDU’s of paid Water Capacity Fees.

Once JUSD CFD No. 14 issues bonds and proceeds are available, the District will submit appropriate paperwork consistent with the JCFA so Lennar can be reimbursed from bond proceeds the value of the Pacific Avenue Water Improvements used for Water Capacity Fees.

For District Sewer Capacity Fees, Lennar proposes providing the District with a Letter of Credit for \$1,638,000 to bridge the period between when homes within the Project are connected to the District’s collection system and JUSD CFD No. 14 bonds being sold. Once bond proceeds are available, the District will submit appropriate paperwork consistent with the JCFA to have Sewer Capacity Fees paid to the District. After all Sewer Capacity Fees are paid to the District, the District will release the Letter of Credit.

The District and Lennar are in process of preparing a comprehensive Reimbursement Agreement related to the Pacific Avenue water pipeline improvements. Also in process is the development of a Participation Agreement for Pacific Avenue sewer pipeline improvements. The Participation Agreement will provide for potential reimbursement of costs Lennar incurred to design and install the Pacific Avenue sewer pipeline improvements, which were not included within the District’s 2015 Sewer Master Plan. Potential reimbursement would come from other area developers who connect their project to the Pacific Avenue sewer pipeline Lennar built. As those other area developers connect the District will collect appropriate District Sewer Capacity Fees plus a participation amount of the Pacific Avenue sewer pipeline and reimburse the participation amount (only) to Lennar.

Lennar has asked to proceed with installing meters for seventeen (17) homes within the Project prior to JUSD CFD No. 14 bonds being sold. Since neither the Reimbursement Agreement, nor Participation Agreement are finalized, the attached Memorandum of Understanding Regarding Fees for Seventeen Lots in Tract 31894 (“MOU”) has been prepared. Understandings of the MOU include:

1. Lennar will use 17 EDU of Water Capacity Fees against the value of the Pacific Avenue water improvements it built.
2. Lennar will use 17 EDU of Sewer Capacity Fees with the understanding Lennar will provide the District with a Letter of Credit in the amount of \$1,638,000 on or before July 23, 2021. Lennar is not allowed to transfer ownership of any of the 17 lots connected to the District's water and sewer systems prior to the Letter of Credit being delivered in a form acceptable to the District.
3. Lennar will on or before July 23, 2021, pay the District \$22,355 representing Fire Mitigation Fees and Water Meter Charges for 17 lots in the Project.
4. In the event Lennar defaults on providing the District the Letter of Credit and paying \$22,355, the District on or before July 23, 2021, the District will lock off the installed meters.

The proposed MOU provides for Lennar to move forward in finalizing the first phase of homes in their project within the District's service area. The District has significant security on receipt of both water and sewer capacity fees and the MOU memorializes actions needed to be taken during the interim period between when JUSD CFD No. 14 bonds are sold and when homes in the Project need service from the District.

Director Trowbridge moved, and Director Muniz seconded the Board of Directors authorize the General Manager to sign the Memorandum of Understanding Regarding Fees for Seventeen Lots in Tract 31894.

Roll call:

Ayes – 5 (Murphy, Skerbelis, Trowbridge, Trueba)

Noes – 0

Abstain – 0

Absent – 0

The motion was carried unanimously.

ITEM 13. Consider Awarding Professional Services Contract for Valve Turning Program and Design Manual & Standard Plan Updates. DM 2021-47.

BACKGROUND

As the Board may recall, the 2021-2022 FY Budget provides for Engineering Studies to do several tasks. These tasks consist of a Valve Turning Program and Updates to the Design and Construction Manual & Standard Plans (Manual & Plans Update).

Valve Turning program

There are hundreds of valves throughout the District's Water Transmission and Delivery System (System) to enable District Staff to isolate sections of pipeline to do maintenance, repairs, and upgrades. Some of these valves are as old as the District itself and it is

unknown if they have ever been “exercised”, a process by which the valves are closed and opened in a manner specified in the American Water Works Association Specifications to free any debris or calcification so that the valve can remain in service. This needs to be done in a programmatic manner on a scheduled basis so that all valves are exercised on a routine basis and valves that are stuck in the open or closed position can be identified and replaced so the valves will be functional in any circumstance, including in emergencies. Currently the District has no Standard Operating Procedure for valve turning and the condition of the valves in the System is unknown. Staff has requested and received a proposal from Krieger and Stewart Engineering Consultants to review the District’s System and develop a working strategy and plan to routinely exercise the valves in the System.

Updates To The Design And Construction Manual And Standard Plans

The Design and Construction Manual (Manual) and associated Standard Plans were developed for the District in 2005 are outdated and in need of an update. These documents were carried forward in a minor update from previous documents created in the 1990’s. Several of the materials specified are no longer in production or have limited availability. Additionally, the means by which developers submit projects to the District and by which the District tracks these submittals is in need of updating and a Standard Operation Procedure needs to be developed for consistency and both for developers and their engine4rs and for District Staff in handling and processing submittals. Additionally, the District needs to move forward in developing and using electronic submittal and review as well as electronic plan retention for future use by the District for plan retrieval in order to streamline processes to make them more efficient and consistent with industry standards.

The District’s Manual also needs to be standardized with the industry and be re-written into Specifications and a Developer Handbook that can be used by both Developer’s Engineers and District Staff. The Standard Plans also need to be brought up to date to recognize new products and methods. Staff has requested and received a proposal from Krieger and Stewart Engineering Consultants to collaborate with and augment District Staff to prepare this update, engaging both the Engineering Staff and Field Staff to provide a Manual and Standard Plans that are workable and useable by all parties.

Fiscal Year 2021-2022 Budget Items For These Programs

The current Fiscal Year 2021-2022 Budget accounts for these tasks. Which are split across the Water Fund and Sewer Fund Budgets as follows (The specific Line Item for each is indicated in parenthesis):

	Water Fund	Sewer Fund	
Valve Turning Program	\$29,300 (42)		
Manual & Plan Updates	\$100,000 (45)	\$50,000 (28)	\$150,000
Subtotals for each Fund Budget	\$129,300	\$50,000	
Total	\$179,000		

Krieger and Stewart Engineering Consultants (“K&S”) has provided two proposals as attached in the amount of \$29,300 for the Valve Turning Program and \$140,400 for the Manual and Plans Update (\$93,600 Water Fund and \$46,800 Sewer Fund).

To proceed staff proposes issuing two Task Orders K&S, one for the Valve Turning Program and one for the Manual and Plans Update under current Master Agreement RCSD 2021-1.

Director Muniz moved, and Director Trueba seconded the Board of Directors authorize the General Manager to:

- 1. Utilize \$122,900 of the \$129,000 in the approved Fiscal Year 2021-2022 Water Fund Budget under Operating Expenses for the development of the District’s Valve Turning Program and for Updates to the District’s Design and Construction Manual and Standard Plans.**
- 2. Utilize \$46,800 of the \$50,000 in approved Fiscal Year 2021-2022 Water Fund Budget under Operating Expenses for the Updates to the District’s Design and Construction Manual and Standard Plans.**
- 3. Issue a Task Order in a not to exceed amount of \$29,300 to Krieger and Stewart under Master Agreement RCSD 2021-1 to Develop the District’s Valve Turning Program.**
- 4. Issue a Task Order in a not-to-exceed amount of \$140,400 to Krieger and Stewart under Master Agreement RCSD 2021-1 to Update the District’s Design and Construction Manual and Standard Plans.**

Roll call:

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

Noes – 0

Abstain – 0

Absent – 0

The motion was carried unanimously.

ITEM 14. Consider Agreement with Southern California Gas Company for Shared Easement at Gas Pipeline Crossing with RCSD Forced Sewer Main. DM 2021-48.

BACKGROUND

The Southern California Gas Company (SoCal Gas) is in process of installing a new 30” diameter steel gas transmission pipeline near the Riverside Water Quality Control Plant (RWQCP). This pipeline alignment crosses an existing Rubidoux Community Services District (District) Easement for a force-main sewer which runs from the District’s Regional List Station to the RWQCP on the south side of the Santa Ana River. SoCal Gas and the District have developed a Common Use Agreement for the area where this crossing occurs giving each party access to their utilities and protecting each party from damages that may arise from maintenance and repair work at the location of the crossing.

Staff has had the District’s General Counsel John Harper of Harper and Associates, review the documents prepared by SoCal Gas’ attorney and Lan Surveyor. The agreement specifically protects the Districts force main pipeline by requiring SoCal Gas to pay for the cost of repair or replacement if SoCal Gas damages the pipeline. It also protects RCSD’s easement with the following language:

“This Agreement shall not in any way alter, modify or terminate any provision of the Prior Easements. All uses of said Area of Common Use by either party shall be in such a manner as not to interfere unreasonably with the use or operation of the facilities therein of the other party. Uses of said Area of Common Use by either party which temporarily interfere with the use of the other party will be made only when reasonably necessary and will be promptly terminated as soon as the necessity therefore no longer exists. Nothing herein contained shall be construed as a release or waiver of any claim for compensation or damages which Prior Easement Holder may now have or may hereafter acquire resulting from the construction, alteration or maintenance of any Improvements by SoCal Gas in such a manner as to cause an unreasonable interference with the use of said Area of Common Use by Prior Easement Holder.”

This common access agreement is necessary for SoCal Gas to install their transmission line while protecting the interests of RCSD and is for the common good and need of the citizens served by both utilities.

Director Skerbelis moved, and Director Trowbridge seconded the Board of Directors authorize the General Manager to execute the agreement with Southern California Gas Company and return it to SoCal Gas for them to record with the County of Riverside. Roll call:

**Ayes – 5 (Muniz, Murphy, Skerbelis, Trowbridge, Trueba)
Noes – 0
Abstain – 0
Absent – 0**

The motion was carried unanimously.

ITEM 15. Consider Awarding Professional Services Contract for 20th Street Booster Pump Station. DM 2021-49.

BACKGROUND

A portion of the Caterpillar Court Development was constructed in Calendar Year 2020 off 20th Street, northwest of Avalon Street consisting of 3 medium-sized tilt up commercial/industrial buildings. These buildings are serviced from the District’s 1066’ foot Atkinson Pressure Zone (1066 PZ). The elevation of these buildings will be approximately 960 feet resulting in relatively low water pressure (approximately 35 psi). The developer has already build 3 of the planned 6 tilt-up buildings on Caterpillar Court and since the water pressure is low the developer installed fire pumps at each of the new buildings to meet Fire and Building Department conditions.

The District’s 2015 Water Facilities Master Plan (Master Plan) includes a proposed booster station to move water from the 1066 PZ to future storage reservoirs to support the anticipated future Rio Vista Development. The proposed booster station is referred to in the 2015 Water Facilities Master Plan as the 1360’ Rio Vista Pressure Zone (1360 PZ).

In an effort to avoid the situation of installing individual fire pumps at each building in the future build-out of the Caterpillar Court Project and to obtain a suitable site for the future Rio Vista Booster Station staff is investigating – 1) the feasibility of obtaining land from the developer of the Caterpillar Court Development to site the Booster Station, and 2) the possibility of constructing a temporary hydro-pneumatic booster station to service the area of 20^t Street and Caterpillar Court until the Rio Vista Development begins construction and the ultimate 1360’ Booster Station is constructed to serve the corresponding 1360 PZ for the Rio Vista Specific Plan Area.

For reference, a hydro-pneumatic pressure zone is an area provided with service by use of pump pressurized storage vessels at or near the same elevation as the area served by the pressurized vessel as opposed to providing water under pressure stored in gravity reservoirs or tanks at considerable elevation above the area being served.

A draft report analyzing the preliminary requirements for placing this booster station was prepared by TKE Engineering in early 2020 as approved by the Board of Directors in DM 2020-03. The resulting Technical Memo proposed three alternatives for placing this Booster Station, one of them being on a portion of land at the corner of Avalon and 20th Street. This parcel is also owned by the developer of the Caterpillar Court Development, and it appears this parcel that is most feasible to locate the future Rio Vista Booster Station.

To move this portion of the District’s Capital Improvement forward, staff has obtained a proposal from Krieger and Stewart Engineers to determine the needed size and potential location for the Rio Vista Booster Station, investigate the feasibility of constructing a temporary hydro-pneumatic pressure zone for the area of 20th Street near Caterpillar Court and provide a Technical Memorandum of findings. Krieger and Stewart provided a Professional Services Proposal in the amount of \$24,100 to perform this work. This work was included in the Fiscal Year 2021-2022 Water Capital Improvement Project Budget in the amount of \$35,000 under line-item No. 4.

Director Muniz moved, and Director Trueba seconded the Board of Directors authorize the General Manager to:

- 1. Utilize \$24,100 of the \$35,000 in the approved Fiscal Year 2021-2022 Water Capital Improvement Project Budget for the 1360’ PZ Pump Station.**
- 2. Issue a Task Order in a not-to-exceed amount of \$24,100 to Krieger and Stewart under Master Agreement RCSD 2021-1 to provide engineering work to site the future 1360’ PZ Pump Station and study the Feasibility of constructing a Hydro-pneumatic Pressure Zone in the area of 20th Street near Caterpillar Court.**

Roll call:

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

Noes – 0

Abstain – 0

Absent – 0

The motion was carried unanimously.

ITEM 16. CLOSED EXECUTIVE SESSION – pursuant to Government Code Section 54957(b)(1), evaluation of District General Manager.

ITEM 17. CLOSED EXECUTIVE SESSION – pursuant to Government Code Section 54956.9(d)(2). Potential litigation.

ITEM 18. CLOSED EXECUTIVE SESSION – pursuant to Government Code Section 54956.9. Threatened Litigation. One Case.

ITEM 19. Directors Comments

Director Murphy: At the front door, are we requiring masks?

Sims: No. Consistent with the guidelines, people that are vaccinated can come in. For the customers, if they do not wear a mask, they are not being asked if they are vaccinated. Essentially in the absence of wearing a mask, they are self-attesting to having been vaccinated.

Director Murphy: What are we doing at the back door?

Sims: The back is the same.

Director Murphy: Ok.

Director Skerbelis adjourned the meeting at 6:04 PM.