

MINUTES OF REGULAR MEETING
April 18, 2019
RUBIDOUX COMMUNITY SERVICES DISTRICT

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

DIRECTORS ABSENT: F. Forest Trowbridge

STAFF PRESENT: Steve Appel, Assistant General Manager
Krysta Krall, Manager Fiscal Services
Brian Jennings, Manager Budgeting/Accounting
Brian Laddusaw, Director of Finance and Admin.

Call to order: the meeting of the Board of Directors of the Rubidoux Community Services District by President Trueba, at 4:00 P.M., Thursday, April 18, 2019, at the District Office, 3590 Rubidoux Boulevard, Jurupa Valley, California.

ITEM 4. APPROVAL OF MINUTES

Approval of Minutes for April 4, 2019, Regular Board Meeting.

Director Skerbelis moved and Director Muniz seconded to approve April 4, 2019 Minutes.

Ayes – 4 (Muniz, Murphy, Skerbelis, Trueba)

Noes – 0

Abstain – 0

The motion was carried unanimously.

ITEM 5. Consideration to Approve the April 19, 2019 the Salaries, Expenses and Transfers.

Consideration to approve April 19, 2019, Salaries, Expenses and Transfers.

Director Muniz moved and Director Skerbelis seconded Approve the April 19, 2019, Salaries, Expenses and Transfers.

Ayes – 4 (Muniz, Murphy, Skerbelis, Trueba,)

Noes – 0

Abstain – 0

The motion was carried unanimously.

ITEM 6. PUBLIC ACKNOWLEDGE OF NON-AGENDA MATTERS

There were no members of the public to address the Board at this time.

ITEM 7. CORRESPONDENCE AND RELATED INFORMATION

There were no items to offer for correspondence and related information.

ITEM 8. MANAGER’S REPORT

Operations Report:

Everything is running smoothly. As the weather gets warmer you can see the water use is slightly elevated.

Emergency and Fire Report:

The Incident Report for March 1 – March 31, 2019 there were a total of 262 calls, in comparison to the same period in 2018, there were a total of 272 calls. The year to date total is 778, compared to 825 in 2018.

ITEM 9. Receive and File Statement of Cash Asset Schedule Ending March 2019. DM 2019-15.

BACKGROUND

Attached for the Board of Directors’ consideration is the March 2019 Statement of Cash Asset Schedule Report for all District Fund Accounts. Our YTD interest is \$271,197.00 for District controlled accounts. With respect to District “Funds in Trust”, we show \$12,230.00 which has been earned and posted. The District has a combined YTD interest earned total of \$283,427.40 as of March 31, 2019.

With respect to the District’s Operating Funds (Excluding Restricted Funds and Operating Reserves), we show a balance of \$5,571,371.00 ending March 31, 2019. That’s **\$387,456.00 LESS** than July 1, 2018, beginning balance of \$5,958,827.00.

Further, the District’s Field/Admin Fund current fund balance is just over \$458,000.00.

Submitted for the Board of Directors consideration is the *March 2019, Statement of Cash Asset Schedule Report* for your review and acceptance this afternoon.

Director Muniz moved and Director Skerbelis seconded to Receive and File the Statement of Cash for the Month of March 2019 for the Rubidoux Community Services District.

Ayes – 4 (Muniz, Murphy, Skerbelis, Trueba)

Noes – 0

Abstain - 0

The motion was carried unanimously.

ITEM 10. Consideration to Adopt Resolution 2019-849, a Resolution Designating and Authorizing Certain Staff Members for Local Agency Investment Fund (LAIF) Banking Purposes. DM 2019-16.

BACKGROUND

As the Board is aware, David and Krysta will be leaving District employment next month; with David retiring and Krysta moving out of the state. The adoption of Resolution No. 2019-849 replaces David and Krysta with Brian Laddusaw and Steve Appel for purposes of making electronic transfers between banking institutions. This authorization does not allow withdrawals from any District account, only transfers between accounts.

Director Skerbelis moved and Director Muniz seconded adoption of Resolution 2019-849, which supersedes and replaces Resolution No. 2016-827 in its entirety.

Ayes – 4 (Muniz, Murphy, Skerbelis, Trueba)

Noes – 0

Abstain – 0

The motion was carried unanimously.

ITEM 11. Consideration to Adopt Resolution No. 2019-850, a Resolution Authorizing Certain Staff Members to Make Transfers Between Accounts for Investment and Operational Purposes. DM 2019-17

BACKGROUND

As the Board is aware, David and Krysta will be leaving District employment next month; with David retiring and Krysta moving out of the state. The adoption of Resolution No. 2019-850 replaces David and Krysta with Brian Laddusaw and me for purposes of making electronic transfers between banking institutions. This authorization does not allow withdrawals from any District account, only transfers between accounts.

Director Muniz moved and Director Skerbelis seconded adoption of Resolution 2019-850, which supersedes and replaces Resolution No. 2016-825 in its entirety.

Ayes – 4 (Muniz, Murphy, Skerbelis, Trueba)

Noes – 0

Abstain – 0

The motion was carried unanimously.

ITEM 12. Consideration to Enter into a Joint Community Facilities Agreement for the Proposed Emerald Ridge South Development (TR 37640). DM 2019-18

BACKGROUND

Signature Homes is the owner of the Emerald Ridge South Residential development (TTR 37640) proposing 215 total dwelling units (97 detached and 118 attached) West of Avalon Street, East of Canal Street, North of the 60 Freeway, and South of Kenwood Place. The project will include park facilities that will be served and maintained by Jurupa Area Parks and Recreation District (JARPD). Finally, the project wholly lies within the Jurupa Unified School District (JUSD).

Mr. Steve Appel gave a detailed presentation to the Board on the plan of service.

As indicated by Mr. John Zimmerman of the Zimmerman Group, the project will utilize the Mello-Roos Community Facilities Act of 1982 to form a Community Facilities District (CFD) as a method of financing needed infrastructure improvements and services within the project area. The developer has requested the Jurupa Unified School District to be the lead public agency to form the CFD. For the other agencies, the Jurupa Area Parks and Recreation District and Rubidoux CSD, will participate in a separate and specific *Joint Community Facilities Agreement* with the Jurupa Unified School District for those costs associated with our respective costs for Facilities/Services.

CFD's are familiar to Rubidoux CSD Staff. We have participated in industrial and residential developments financed with CFD's. CFD projects include Concordia, a 442 residential development, Van Dale, a 340 residential development and Agua Mansa Industrial Development, a 300+ acre industrial development.

Community Facilities Districts (CFD's) are land secured financing instruments typically utilized to construct needed improvements and services necessary and associated with residential, commercial and industrial projects.

Director Muniz moved and Director Skerbelis seconded authorization to participate in a Joint Community Facilities Agreement with Jurupa Unified School District as the lead public agency for the development of the Emerald Ridge South 215 home residential development.

Ayes – 4 (Muniz, Murphy, Skerbelis, Trueba)

Noes – 0

Abstain – 0

The motion was carried unanimously.

ITEM 13. Consideration to Undertake a Total Dissolved Solids (TDS) study within the RCSD Service Area. DM 2019-19

BACKGROUND

Attached for the Board's consideration is a proposal from Krieger & Stewart to provide engineering services necessary to conduct a Total Dissolved Solids (TDS) study within the RCSD service area. The proposal was requested by Staff in order to better aid the District in the development of a TDS management plan to ensure that the District's TDS discharge to the City of Riverside's wastewater treatment plant conforms to the discharge permit.

Currently, the RCSD delivers our sewage to the City of Riverside's wastewater plant for treatment and disposal. The treatment plant "cleans" the wastewater through primary, secondary, and tertiary level treatment to produce an effluent that complies with all State and Federal requirements prior to discharge to the Santa Ana River.

The wastewater plant provides treatment of domestic and industrial wastewater generated within the City and the Rubidoux, Jurupa, and Edgemont Community Service Districts. This entails the operation of primary, secondary and tertiary treatment processes to produce effluent that complies with all State and Federal requirements prior to discharge to the Santa Ana River or reuse as recycled water.

The treatment plant process is not designed to remove TDS; thus, TDS is considered a pass-thru pollutant (mostly dissolved salts). Therefore, TDS is regulated through source water control and the pretreatment program where water quality limits must be established for discharges into the wastewater collection system. The TDS local limits for industrial discharge was revised by the City and the RCSD last year to 1,210 mg/l. The City's discharge permit has a basin objective of 650 mg/l or less. Over the years, the actual discharge TDS levels have been approaching the limit. Currently, the Districts discharge to the wastewater treatment plant exceeds the 650 mg/l limit due mainly to Aramark uniform services' industrial discharge into the District's domestic sewer system. Aramark has been given a 6-month order to re-direct their industrial waste to SAWPA's Inland Empire Brine Line. Once that switch has occurred, the District's TDS level will be closer to the 650 mg/l limit, but further evaluation of the District's sources and inputs need to occur to determine if any further changes must occur to maintain compliance.

The District relies entirely on local groundwater sources that have increased in TDS over the years. Currently our potable water TDS levels average approximately 500 mg/l. When our customers use the water, they add an increment of TDS that increases the TDS in the wastewater. That increment will be evaluated as part of the study.

Krieger & Stewart's proposal has been reviewed by Staff and addresses all necessary aspects of the study. Their fee for services is \$34,000.00 as itemized in the proposal.

Staff is proposing to use funds from the water operating reserve fund account which has a balance of approximately \$2.6 million, to cover the cost of the study.

Director Skerbelis moved and Director Muniz seconded

Ayes – 4 (Muniz, Murphy, Skerbelis, Trueba)

Noes – 0

Abstain – 0

The motion was carried unanimously.

ITEM 14. Directors Comments.

Director Trueba adjourned the meeting at 4:43 pm.