

MINUTES OF REGULAR MEETING
April 21, 2022
RUBIDOUX COMMUNITY SERVICES DISTRICT

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

DIRECTORS ABSENT:

STAFF PRESENT: Jeffrey Sims, General Manager
Ted Beckwith, District Engineer
Brian Laddusaw,
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 Trueba, at 4:00 P.M., Thursday, April 21, 2022, in-person and by teleconferencing at District Office, 3590 Rubidoux Boulevard, Jurupa Valley, California.

ITEM 4. APPROVAL OF MINUTES

Approval of Minutes for April 7, 2022, Board Meeting.

Director Skerbelis moved, and Director Murphy seconded to approve the April 7, 2022, Regular Board Minutes as presented.

Roll call:

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

Noes – 0

Abstain – 0

Absent – 0

The motion was carried unanimously.

ITEM 5. Consideration to Approve the April 22, 2022, Salaries, Expenses and Transfers.

Consideration to Approve the April 22, 2022, Salaries, Expenses and Transfers.

Director Trowbridge moved, and Director Trueba seconded to Approve the April 22, 2022, 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

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

ITEM 7. CORRESPONDENCE AND RELATED INFORMATION

There was a letter from Craig Miller, General Manager of WMWD to the General Manager of MWD, Adel Hagekhalil regarding Metropolitan’s General Manager’s Strategic Priorities. Additionally, there was a letter from Shivaji Deshmukh, General Manager of the Inland Empire Utilities Agency, expressing their thoughts on Item 9-2 of MWD’ Water Planning and Stewardship Executive Summary. This information is for your leisure reading.

ITEM 8. MANAGER’S REPORT

Operations Report:

Miguel Valdez reported on the water/wastewater report for the month of March. Potable water production was an average of 3.91 mgd per day. Wastewater discharges to the City of Riverside averaged 1.68 mg/day (43% sewer to potable water). Well No. 18 produced 49%, Well No. 1 produced 5%, Well No. 4 produced 4%, and Well No. 8 produced 34% of the water. It is anticipated water sales to Jurupa will begin in May.

Emergency and Fire Report:

The County Fire Department has decided to implement a change in paramedic staffing to a lower-level staff person. This will be temporary. There still will be service provided. Chief Veik stated there is a nationwide hiring challenge in law enforcement and fire. Riverside County Fire is down 80 positions. They are competing with every other fire department, who are now offering cash bonuses to sign on with their agencies and they are recruiting from right under them. In the Jurupa Valley battalion, which includes Rubidoux, there are a total of 9 companies. Eight (8) of the companies are advanced life support. That means they have a paramedic on their engine. The paramedics can no longer be working 7-8 days in a row. They need a day off. This means that on a call, the closest company will respond and through the EMD dispatching, if someone is having chest pains and not breathing, it will be extremely important that a caller articulates that to the dispatcher, so that the closest engine with a paramedic will be sent to the call. The fire employees need to be protected for their own safety and mental health. Please see the letter from Fire Chief Bill Weiser to Mr. Jeff Sims regarding the Temporary Paramedic Staffing change dated April 14, 2022.

Director Murphy requested the chief bring job applications to the “Meet the Machine” event on Saturday to try and help with recruitment.

Chief Veik reported the Incidents Reported for the month of February 2022. Special District Rubidoux CSD Station 38 had a total of 287 calls, of which 187 calls (65.2%) were medical aides. Additionally, there was a report for the City of Jurupa Valley. There were 21 traffic collisions, 29 public service calls, and 4 wildland fires. The call load is up for the month of March.

The Fire Marshall Monthly Activity Report for March 2022 had a total of 9,894 weed abatement inspections performed. Compliance has been a lot better. The number of Annual Fire Inspections were 16, and there was 1 Planning & Development Meeting.

ITEM 9. Receive and File Statement of Cash Asset Schedule Report Ending March 31, 2022. DM 2022-29.

BACKGROUND

Attached for the Board of Directors’ consideration is the March 2022 Statement of Cash Assets Schedule Report for all District Fund Accounts., Year to date (“YTD”) interest is \$34,214.42 for District controlled accounts. With respect to District “Funds in Trust”, \$1,516.78 has been earned and posted. The District has a combined YTD interest earned total of \$35,731.20 as of March 31, 2022.

The District’s Operating Funds (Excluding Restricted Funds and Operating Reserves) show a balance of \$7,280,920.26 ending March 31, 2022. This is **\$837,126.71 LESS** than July 1, 2021, beginning balance of \$8,118,046.97.

Further, the District’s Field/Admin Fund current fund balance is \$704,003.35.

Submitted for the Board of Directors consideration is the *March 2022, Statement of Cash Assets Schedule Report* for review and acceptance.

Director Skerbelis moved, and Director Trowbridge seconded the Board of Directors Receive and File the March 2022 Statement of Cash Assets Schedule Report.

Roll call:

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

Noes – 0

Abstain – 0

Absent – 0

The motion was carried unanimously.

ITEM 10. Consideration to Approve Solid Waste Rate Increase for FY 2022-23 and Authorize Staff to Prepare and Set Solid Waste Hearing Pursuant to Proposition 218. DM 2022-30.

BACKGROUND

On March 16, 2022, the Solid Waste (“Trash”) Committee of the Rubidoux Community Services District (“District”) Board of Directors (Directors Skerbelis and Murphy) met with staff and the District’s representative from Burrtec Industries (“Burrtec”) to discuss Burrtec’s proposed rate increase to the trash rates for FY 2022-2023. The District’s representative explained the rate for residential customers (90-gallon can) will increase from \$31.27/month to \$33.34/month, a \$2.07/month increase, or 6.62%. The example of a residential 90-gallon can is used as this represents the District’s largest customer base. The rate increase is comprised of the following:

Cost Component	Current (\$)	Proposed (\$)	Change (\$)	Change (%)
CPI	\$ 16.88	\$ 17.85	\$ 0.97	5.75%
Landfill tipping fee	\$ 8.49	\$ 8.78	\$ 0.29	3.42%
Recycling	\$ 2.01	\$ 1.74	\$ (0.27)	-13.43%
Greenwaste/Mixed Organics	\$ 3.64	\$ 4.72	\$ 1.08	29.67%
SB 1383 Admin Fee	\$ -	\$ -	\$ -	0.00%
RCSD Admin Fee	\$ 0.25	\$ 0.25	\$ -	0.00%
Total	\$ 31.27	\$ 33.34	\$ 2.07	6.62%

A description of the various cost components of the trash rate is as follows:

- **CPI** – This cost is the service component of Burrtec which is adjusted via the consumer price index (“CPI”) on an annual basis. Last year, Burrtec forwent their contractually allowable CPI inflator mostly due to the ongoing pandemic. This amount is kept by Burrtec.
- **Landfill, Recycling, Greenwaste/Mixed Organics** – These costs are pass-through costs from the County of Riverside for each components’ respective tipping fees and are not controlled by Burrtec. The fee Greenwaste was renamed to Mixed Organics for FY 22-23 as the food disposal stipulation under SB 1383 are required to be disposed as Greenwaste by customers.
- **RCSD Admin Fee** – This is the District administrative monthly charge per residential customer. The amount has remained unchanged since January 1, 2008.

In the proposed residential rates for FY 22-23, the largest components of the increase relate to:

- **CPI (service charge)** – The 5.75% increase in this cost components of the increase relate to:
- **Greenwaste/Mixed Organics** – Estimated tipping fee/ton increased from \$52.78 to \$80.00 in anticipation of newly incorporated food waste as a result of SB 1383.

Although the County has adjusted their tipping fees related to Mixed Organics, full understanding of cost impacts related to SB 1383 are unknown and won't be known until trash collectors like Burrtec are able to operate under the new law for at least a year and accrue associated costs. Once known, the District anticipates Burrtec adding a new component to the overall trash rate to recover their administrative fees related to SB 1383.

Based on some preliminary discussions with Burrtec, the District estimates the added District administrative cost related to SB 1383 will be approximately \$65,000 per year. This is over and above the CPI and pass-through annual adds for Burrtec and the County to the District's Solid Waste Budget. This amount was calculated basing the need for the District hiring a \$40.00/hr employee, fully burdened, at ½ full-time equivalent ("FTE") for an entire year. Although the District expects to receive approximately in grant funding, this grant funding will act as a first-year offset while the administrative cost related to SB 1383, especially as the District continues to grow in customer base, will likely increase year-over-year.

Administrative costs related to the District's Solid Waste Enterprise are paid entirely from the District's administrative fee (\$0.25/month/residential customer), franchise fee (10%/month/commercial customer), the District's billing fee (\$3,000/month), minimal roll-off revenue and excess property tax revenues which fluctuate from year-to-year.

For example, in prior year the District generated approximately \$4,000,000 in revenues related to its Solid Waste Enterprise. Historically, revenue is generated 75% from residential customers and 25% from commercial customers. Using the District's current residential customer count of 6,059 at \$0.25/month, the District generated approximately \$18,200 ($6,059 \times \0.25×12) from residential customers. The District generated approximately \$100,000 ($\$4,000,000 \times 25\% \times 10\%$) from commercial customers. The District generated approximately \$36,000 ($\$3,000 \times 12$) in billing fees. The District generated approximately \$66,000 in roll-off revenue. In total, of

Traditionally, the District has under collected from its customers the true administrative cost of the Solid Waste Enterprise. In the current fiscal year, the District budgeted an administrative fee from the Solid Waste Enterprise to the General Fund of \$50,000 when the calculated pro-rata share of the District's central services (General Fund expenses) was approximately \$423,000, and this amount is expected to increase when the FY 22-23 budget is adopted in June 2022.

With the implementation of SB 1383, the District is again adding to the overall administrative cost of the Solid Waste Enterprise. In the current fiscal year, the District budgeted an administrative fee from the Solid Waste Enterprise to the General Fund of \$50,000 when the calculated pro-rata share of the District's central services (General Fund expenses) was approximately \$423,000, and this amount is expected to increase when the FY 22-23 budget is adopted in June 2022.

With the implementation of SB 1383, the District is again adding to the overall administrative cost of the Solid Waste Enterprise by an estimated \$65,000 per annum without an appropriate funding source. Without adjustments to the District's administrative fee/franchise fee rate component, the District is expected to have a budget shortfall of \$267,800 as illustrated below:

Solid Waste Enterprise Estimated Administrative Costs and Current Revenue Recovery	
	<u>Amount</u>
Administrative Costs	
Central Services (Estimated)	\$ 423,000
SB 1383 (Estimated)	<u>65,000</u>
Total Administrative Costs	\$ 488,000
Administrative Revenue Recovery	
Residential (\$.25/month)	\$ 18,200
Commercial (10% /month)	\$ 100,000
Billing (\$3,000/month)	\$ 36,000
Roll-Off Revenue	<u>\$ 66,000</u>
Total Administrative Revenue Recovery	<u>\$ 220,000</u>
Income (Deficit) Before Property Tax Subsidy	\$ (267,000)
Property Tax Subsidy	<u>\$ -</u>
Net Income (Deficit)	<u>\$ (267,800)</u>

Historically, this shortfall is covered by excess property tax revenues. As costs naturally increase over time and the District’s administrative fee/franchise fees have remained stagnant during the course of the District’s current 14+ year Burrtec contract, the amount of the property tax subsidy to cover the administrative costs of the District’s Solid Waste enterprise has risen, reducing the District’s ability to repurpose the excess property tax revenues for more pressing District needs like major maintenance or asset replacement.

To mitigate the financial burden the Solid Waste enterprise was having on the District as a whole, the Solid Waste Committee directed staff to prepare a few different financial scenarios for adjusting the residential administrative fee and commercial franchise fee for them to consider and recommend to the full Board for ensuring the Solid Waste enterprise is generating sufficient revenues to cover its administrative costs.

After reviewing the different scenarios prepared by staff, the Solid Waste Committee recommended adjusting the current \$0.25/month/residential customer to \$1.00/month/residential customer and the 10% /month/commercial customer to 13% /month/commercial customer. Being consistent with the original example provided above, by adjusting the residential administrative fee from \$0.25 to \$1.00, a typical District customer with a 90-gallon can would see a monthly bill increase as follows:

Cost Component	Current (\$)	Proposed (\$)	Change (\$)	Change (\$)
CPI	\$16.88	\$17.85	\$ 0.97	5.75%
Landfill tipping fee	\$ 8.49	\$ 8.78	\$ 0.29	3.42%
Recycling	\$ 2.01	\$ 1.74	\$ (0.27)	-13.43%
Greenwaste/Mixed Organics	\$ 3.64	\$ 4.72	\$ 1.08	29.67%
SB 1383 Admin Fee	\$ -	-	-	0.00%
	\$ 0.25	\$ 1.00	\$ 0.75	300.00%
Total	\$31.27	\$ 34.09	\$ 2.82	9.02%

The FY 22-23 proposed adjustments to the District's residential administrative fee and commercial franchise fee will not cover all of the Solid Waste enterprises administrative costs. It is anticipated that staff, along with the Solid Waste Committee, will continue to analyze these components of the overall Solid Waste rates to determine if further increased adjustments are needed in the future.

For reference, the City of Jurupa Valley currently charges its residential customers a franchise fee of \$4.50/month.

A full list of the services provided by Burrtec and new proposed rates for FY 22-23 are attached to this Director's Memorandum.

If authorized by the full Board, the following rate increase implementation schedule is proposed:

- April 21, 2022 – Board consideration to authorize staff to initiate Proposition 218 process for increase in solid waste rates.
- No later than May 7, 2022 – Mail Proposition 218 notices to property owners and renters.
- April 29, 2022 – Draft resolution available at the District office and on the District website.
- June 16, 2022 (Board Meeting) – Protest Election and Hearing for the proposed solid waste rates.
- June 16, 2022 (Board Meeting) – Adopt the Rate Adjustment Resolution.
- July 1, 2022 – New solid waste rates in effect.

Director Skerbelis moved, and Director Murphy seconded the Board of Directors authorize the General Manager to:

- 1. Prepare and set the Solid Waste Protest Hearing pursuant to Proposition 218 for consideration of increased Solid Waste customer rates.**
- 2. Prepare a draft resolution for the solid waste rate increases for the Board to consider and adopt after the Protest Hearing.**

Roll call:

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

Noes – 0

Abstain – 0

Absent – 0

The motion was carried unanimously.

ITEM 11. Second Reading and Adoption of Ordinance 2022-130 Amending Rubidoux Community Services District 2020 Urban Water Management Plan and 2020 Water Shortage Contingency Plan and associated Resolutions and Recission of Ordinance 119. DM 2022-31.

BACKGROUND

On April 7, 2022, the Board of Directors of Rubidoux Community Services District (“District”) conducted the First Reading of Ordinance 2022-130 (Director’s Memorandum 2022-26) providing authorities to implement the District Water Shortage Contingency Plan (“WSCP”) and adoption of resolutions to memorialize amendments to the UWMP and WSCP.

District adopted Ordinance Number 119 on October 15, 2009, addressing outdoor landscaping to promote water conservation and minimize waste. Thereafter the City of Jurupa Valley incorporated and adopted their own Water Efficient Landscape Ordinance as Ordinance 3 2015-17 in 2015 to comply with the State Mandate to have such an ordinance. Since the District’s Ordinance Number 119 is outdated and superseded by the City’s ordinance, it will be rescinded with approval and adoption of Ordinance 2022-130.

To make the UWMP and WSCP consistent with the District’s Water Master Plan Update the UWMP and WSCP required slight amendments. This requires rescinding the previous WSCP enabling Resolution 2022-887. The proposed amendment to modify the UWMP requires rescinding the previous UWMP enabling Resolution 2022-887 and adopting a new enabling Resolution 2022-887.

A Properly Noticed First Reading and Public Hearing of Ordinance 2022-130, Amendments to both the Urban Water Management Plan and Water Shortage Contingency Plan and scheduled the Second Reading of Ordinance 2022-130 for the Board Meeting on April 21, 2022, where at that meeting the Board would consider adoption of Ordinance No. 2022-130, Resolution No. 2022-888 signifying approval of the amended District 2020 WSCP.

The Board will need to conduct a Public Hearing to receive public comments regarding Ordinance No. 2022-130. After conclusion of the Public Hearing the Board can do the second reading and deliberate adoption of Ordinance No. 2022-130.

Director Trueba opened the Public Hearing. There being no members of the public on the call to comment, Director Trueba closed the Public Hearing.

Director Murphy pointed out that on page 17, it is a misdemeanor to waste water and punishable for not more than 30-days in the county jail.

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

- 1. Conduct a Public Hearing and Second Reading of Ordinance 2022-130 entitled, “An Ordinance of the Board of Directors of the Rubidoux Community Services District Establishing the Program for Implementing the Water Shortage Contingency Plan”.**

- 2. Adopt Ordinance 2022-130 – an Ordinance of the Board of Directors of the Rubidoux Community Services District Establishing the Program for Implementing the Water Shortage Contingency Plan.**
- 3. Adopt Resolution No. 2022-887, Amending the Water Shortage Contingency Plan.**
- 4. Adopt Resolution No. 2022-888, Amending the Urban Water Management Plan.**

Roll call:

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

Noes – 0

Abstain – 0

Absent – 0

The motion was carried unanimously.

ITEM 12. Consider Proposal for Architecture/Engineering Services by Ruhnau Clarke for District Facilities. DM 2022-32.

BACKGROUND

Rubidoux Community Services District (“District”) Board of Directors has provided direction to staff to proceed with the acquisition of 5473 Mission Blvd., Jurupa Valley from the County of Riverside. This existing building will become the District’s new Administrative Building. The property will necessitate remodeling and upgrades to hold board meetings, interact with customers for bill pay and account services, and accommodate administrative staff.

Ruhnau Clarke Architects (“Ruhnau”) has been assisting the District for the past couple of years in evaluating building options. This started with the County Fleet Building and then more recently 5473 Mission Blvd. Ruhnau has also developed options for remodel of the 3590 Rubidoux Blvd. Phase I work for 3590 Rubidoux Blvd. Phase I work for 3590 will include refurbishment of the existing building and perimeter security fencing. Planning for a future vehicle/apparatus building is included so when District financing allows, the building can build.

Staff requested a proposal for Architecture/Engineering Services (“Proposal”) from Ruhnau to develop the necessary plans and specifications to enable the District to bid, and construct the necessary improvements for 5473 Mission Blvd. and Phase I of 3590 Rubidoux Blvd. Ruhnau provided a proposal dated April 14, 2022, outlining their scope of work and fee. The proposal is attached.

This \$316,200 proposal provides necessary services from schematic design through construction administration. Throughout the process there will be updates to staff and the Board., preliminary budget of \$3.1 million for the entire project. Not included in Ruhnau’s proposal is civil engineering related work such as: utility survey, topographic survey, geotechnical reports, and building commissioning. An additional \$40,000 to retain civil engineering services for these excluded items and provide time for staff to charge time to associated with the project will add to the project cost.

This work was not included in the District’s approved FY 2022 Budget and will require approval of a budget amendment to proceed. Currently the District has approximately \$713,000 in reserves for the Field/Admin Building Fund. Staff recommends a budget amendment to allocate \$356,200 to Line 2 of Operating Expenses in the Field/Admin Building Fund from District Field/Admin Building Fund Reserves. If the budget amendment is approved, funds then will be available to open a Task Order with Ruhnau in the amount of \$316,200 and provide for \$40,000 to pay for other expenses related to the project.

Director Skerbelis moved, and Director Trowbridge seconded the Board of Directors to authorize the General Manager to:

- 1. Amend the approved District FY 2022 Budget by moving \$356,000 from the District Field/Admin Building Fund Reserves to Line 2 of Operating Expenses in the Field/Admin Building Fund.**
- 2. Issue District Task Order No. 3 (RCSD Contract 2021-04) to Ruhnau in the amount of \$316,200 for services as outlined in Ruhnau’s proposal dated April 14, 2022.**

Roll call:

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

Noes – 0

Abstain – 0

Absent – 0

The motion was carried unanimously.

ITEM 13. Consider Contribution to “Solve the Water Crisis Coalition”. DM 2022-33.

BACKGROUND

On March 28, 2022, Governor Newsom issued Executive Order No. N-7-22 (“Order”), attached, ordering various actions mandated by the State of California to address drought impacts. Amongst other requirements the Order indicates on or before May 25, 2022, the State Water Resources Control Board (“Water Board”) shall consider adopting emergency regulations including:

1. All water suppliers submit to the Department of Water Resources a preliminary annual water supply and demand assessment no later than June 1, 2022, and then submit a final water supply and demand assessment no later than the deadline set by Section 10632.1 of the Water Code.
2. Each water supplier who has submitted a Water Shortage Contingency Plan (“WSCP”) at a minimum implement a water shortage level of up to twenty percent (20%) by a date to be set by the Water Board.

With these regulations the Department of Water Resources anticipates the final annual water supply and demand assessments for each water supplier will include a 20% reduction in demand.

Rubidoux Community Services District (“District”) pumps from the Riverside Basin for 100% of its water supply and historically the basin has not experienced significant water level decline. This is due to active basin management as required by agreements dating back to 1969, and location. The District benefits from being at the downstream end of connected basins replenished by a large watershed. The watershed receives rain and snowmelt, active groundwater recharge, runoff from urban water uses, and recycled water from wastewater treatment. Although the District receives no imported water and anticipates being able to meet all customer demand throughout this summer and fall, it will need to comply with the Order and implement a call for a 20% water use reduction by customers. As the Water Board provides more details on directives staff will advise the Board.

The state and its leadership place the need for the emergency Order on impacts of drought caused by climate change – clearly delineated in the first two recitals of the Order.

Historically precipitation and snowmelt in California and states overlying area tributary to the Colorado River has been recorded and studied. It has been observed over the past twenty or so years precipitation is shorter in duration but more intense, and snowmelt occurs over a shorter period. Exacerbating this is population growth in the western states. Regardless of the causation behind climate adjustments, man-made or naturally happening, there has been noticeable change. The water supply community has recognized this and to mitigate has implemented various innovations – salt-water desalination, groundwater recharge and banking, interagency water transfers, recycled water reuse, education, and conservation. Despite all these efforts water suppliers in areas highly dependent on imported water from the State Water Project (water from the Colorado Basin) are severely impacted.

The water management community for years has advocated for construction of large surface storage facilities to capture the intense, shorter duration precipitation and snowmelt, and for construction of conveyance facilities around the Sacramento Area Delta to avoid environmental issues. Various environmental and recreational groups lobby/advocate to state policymakers these improvements will be bad for the environment – animals, fish, plants. As a result, vast volumes of water flows to the Pacific Ocean rather than stored and conveyed for use by humans, agri-business, and the economy.

This drought cycle is a repeat of the drought crisis experienced in the recent past, with the same water conservation calls made by the Governor and Legislature. Water supply leaders throughout the state agree there is a water crisis, but the state needs to take more action in implementing projects. It is believed water policy in the state has been disproportionately influenced by lobbyist representing environmental and recreational interests who discourage implementing necessary major storage and conveyance projects. To combat this, the “Solve the Water Crisis Coalition” (“Coalition”) was formed.

The Coalition Mission is:

“Solve the Water Crisis Coalition, through a critically needed education effort, will bring into sharp focus the ongoing water supply crisis that is already impacting residents’ quality of life, economic growth, community health, and the environment, as well as risking California’s future. By raising awareness among California policymakers and thought leaders, Solve the Water Crisis Coalition will demonstrate the enormous water supply crisis and the urgency that requires bold and immediate State action to secure California’s future.”

The goal is to get information about various water projects needing to be implemented in the state to retain the value of the investments already made by the state on the State Water Project and Colorado River Aqueduct. This will take significant effort of the water community, business, and agri-business.

KP Public Affairs (“KP”) is a public affairs and lobbying firm well connected at the state and federal level. KP has provided a Program Outline of the effort proposed to work on creating awareness. The Coalition Program is attached and proposes two phases, each six-months in duration. To fund KP and the Coalition efforts, a call has been made for \$15,000 contributions by interested parties. Attached is an email from Western Municipal Water District showing eight agencies have already committed \$15,000 each and eighteen additional agencies, including the District, are considering participation. Prior to the end of the first phase, the Coalitions’ efforts and progress will be evaluated, and a second \$15,000 may be requested.

Staff is recommending the Board participate financially in this Coalition by contributing \$15,000. Although, the District has historically met all demands using local groundwater, long-term the District will need access to imported water for water quality purposes. Investing to help educate policymakers in the state to make good water policy decisions makes sense. The hope is policymakers will realize action now to implement projects to build off past investments made by the state will enable the state to have a reliable water source compatible with changes in climate.

This \$15,000 was not included in the FY 2022 Budget and will require a budget amendment if the Board chooses to participate. Funding could come from District Water Fund Reserves.

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

- 1. Amend the FY 2022 Budget to allocate \$15,000 of District Water Fund Reserves to a new line item in Water Fund Operating Expenses – Water Policy Advocacy.**
- 2. Sign Master Agreement with KP for Public Relations to Solve the Water Crisis Coalition.**
- 3. Pay Invoice 1025 in the amount of \$15,000 to Solve the Water Crisis in trust of KP.**

Roll call:

Ayes – 2 (Muniz, Trueba)

Noes – 3 (Murphy, Trowbridge, Skerbelis)

Abstain – 0

Absent – 0

The motion did not carry.

ITEM 14. Riverside LAFCO 2022 Election – Regular Special District Member: Western Riverside County. DM 2022-34.

BACKGROUND

The Riverside Local Agency Formation Commission (“LAFCO”) has a seven-member commission comprised of two members representing the County of Riverside, two members representing Cities within Riverside County, two members representing Special Districts within Riverside County, and one member representing the Public. There is one alternative for each member type. The terms for the positions are fours.

The LAFCO Regular Special District Member term of Phil Williams expires May 2, 2022. Phil Williams is on the Board of Elsinore Valley Municipal Water District and has held the LAFCO Special District member – Western Area since 2003.

LAFCO is in the process of conducting an election to fill the upcoming term for Regular Special District Member – Western Riverside County.

Rubidoux Community Services District (“District”) is a special district and in the western area of Riverside County thereby making it eligible to submit a vote. Director Skerbelis indicated interest in the LAFCO Regular Special District Member position and on February 17, 2022, this Board supported nominating Director Skerbelis to be considered for the position. On April 6, 2022, LAFCO tallied received ballots but did not receive enough ballots for the vote to be valid. Since there are fifty-five special districts, a minimum of twenty-eight votes are needed, which was not met. In response, LAFCO extended the due dates for the ballots to 5:00 PM on Tuesday, June 7, 2022.

Attached is the Special District Selection Committee 2022 Ballot. To submit the ballot the Board needs to provide staff with the ranking of each of the candidates. So, for example if the Board ranks Director Skerbelis as their first preference, then the “1” is circled next to his name and then proceed with ranking the remaining four candidates.

For further information, staff has attached “2022 Ballot Instruction for Special District Member (Western Riverside) of the Riverside LAFCO”, Attachment A, and the Ballot, Attachment B.

- 1. Provide staff with direction on the desired ranking of the five candidates for the Regular Special District Member of the LAFCO – Western Riverside County.**
- 2. Authorize the Board President to sign the Ballot on behalf of the District and direct the General Manager to submit the ballot to LAFCO on or before June 7, 2022.**

Director Murphy moved, and Director Trueba seconded that Director Skerbelis complete the form and that President Trueba sign it.

Roll call:

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

Noes – 0

Abstain – 0

Absent – 0

The motion was carried unanimously.

ITEM 15. Consider Engineering Services Proposal with Krieger and Stewart for Water Quality Monitoring Plan Update. DM 2022-35.

BACKGROUND

With completion of the addition of PFAS Treatment Processes at the Smith Plant and Thompson Plant, Rubidoux Community Services District (“District”) hired Trussell Technologies (“Trussell”) to prepare Operation Plans describing the overall treatment processes at each water treatment plant. These Operation Plans were needed by the State Water Resources Control Board – Division of Drinking Water (“DDW”) so DDW could update the District’s operating permits.

With preparation of the Operation Plans, Trussell identified a significant amount of redundant and/or unnecessary water sampling requirements. This was organized into a presentation for DDW to request a reduction in District sampling requirements. DDW responded favorably to the request and approved most of the reductions. Based on the approved reduction in sampling, the District will save approximately \$90,000 annually.

Krieger and Stewart Consulting Engineers (“Krieger”) provides the District support for routine reporting to DDW. To ensure consistency of reporting, Krieger maintains on behalf of the District a Water Quality Monitoring Plan (“WQMP”). The District’s WQMP was last updated June 23, 2020, based on then required DDW sampling requirements. With the recently approved reduction in sampling, the District’s WQMP needs to be updated. Krieger provided staff a proposal letter dated April 15, 2022, outlining a scope of work to update the W3QMP for a not-to-exceed fee of \$6,000.00.

It is important the District maintains accurate and consistent reporting specific to permits issued by DDW. This work enables this and provides a consistent reference for staff, Krieger, DDW, and Babcock – the District’s laboratory service provider. A budget amendment of the approved FY 2022 Budget is required for this work. It is recommended \$6,000.00 be shifted within the Water Fund Budget Operating Expenses from Line 15 – Water Analyses, to Line 43 – Engineering Fees: WTR. It is anticipated the savings in reduced sampling costs will more than cover this work, making this a budget neutral budget amendment.

Director Skerbelis moved, and Director Trowbridge seconded the Board of Directors to authorize the General Manager to:

- 1. Amend the approved District FY 2022 Budget by shifting \$6,000.00 within the Water Fund Budget Operating Expenses from Line 15 – Water Analyses, to Line 43 – Engineering Fees: WTR.**
- 2. Sign Task Order No. 33 under Master Agreement No. RCSD 2022-02 in the amount of \$6,000.00 with Krieger and Stewart.**

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 54956.9: Baker Litigation Case No. RIC2003649.

The board approved the agreement.

ITEM 17. CLOSED EXECUTIVE SESSION - Pursuant to Government Code Section 54957(b)(1), evaluation of District General Manager.

The board agreed to give the General Manager a 5% increase.

ITEM 18. Directors Comments

Director Murphy would like to know the job classification of the employees who worked on Thanksgiving Day, 2021.

Director Trowbridge announced that for his contribution to water conservation he has taken out all his lawn and is putting in a drip line and installing shrubbery. He was inspired by Western's Board Member Laura Roughton and the reimbursement program.

Director Trueba adjourned the meeting at 6:33 PM.