

**MINUTES OF REGULAR MEETING
October 17, 2019
RUBIDOUX COMMUNITY SERVICES DISTRICT**

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

DIRECTORS ABSENT: Armando Muniz

STAFF PRESENT: Steve Appel, General Manager
J. Sims, Assistant General Manager/District Engineer
Brian Laddusaw, Director of Finance
Brian Jennings, Manager Budgeting & Accounting

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, October 17, 2019, at the District Office, 3590 Rubidoux Boulevard, Jurupa Valley, California.

ITEM 4. APPROVAL OF MINUTES

Approval of Minutes for October 3, 2019, Regular Board Meeting.

Director Skerbelis moved and Director Murphy seconded to approve October 3, 2019 Minutes.

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

Noes – 0

Abstain – 0

The motion was carried unanimously.

ITEM 5. Consideration to Approve the October 18, 2019 the Salaries, Expenses and Transfers.

Consideration to approve October 18, 2019, Salaries, Expenses and Transfers.

Director Murphy moved and Director Trueba seconded to Approve the October 18, 2019 Salaries, Expenses and Transfers.

Ayes – 4 (Murphy, Skerbelis, Trowbridge, 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

The first correspondence item was from Southern California Edison regarding the Public Safety Power Shutoff. This is a practice where they could proactively shut off power in high fire risk areas to reduce the chances of fire during extreme and potentially dangerous fire conditions. The second article is also related to the power going out. In some rural areas, the water also goes off when the power is shut off, due to the lack of back up generators.

ITEM 8. MANAGER'S REPORT

Operations Report:

All of the facilities are operating without any significant issues. Well No. 1 is still being dialed in as far as its operations is concerned. It's the newly drilled well that we have. We hope that within the next reporting period we can come back to the board and say it's in full operation. Everything else is operating well.

Emergency and Fire Report:

The Incident Report for September 1 – September 30, 2019 there were a total of 231 calls for the District. 212 calls were for Station 38. The remaining 19 calls were from other engines coming into the District. Over 63% of our calls are for medical aid.

ITEM 9. Receive and File Statement of Cash Asset Schedule Report Ending September 2019. DM 2019-53.

BACKGROUND

Attached for the Board of Directors' consideration is the September 2019 Statement of Cash Asset Schedule Report for all District Fund Accounts. Our YTD interest is \$112,395.42 for District controlled accounts. With respect to District "Funds in Trust", we show \$4,837.09 which has been earned and posted. The District has a combined YTD interest earned total of \$117,232.51 as of September 30, 2019.

With respect to the District's Operating Funds (Excluding Restricted Funds and Operating Reserves), we show a balance of \$5,538,911.55 ending September 30, 2019. That's **\$600,088.75 LESS** than July 1, 2018, beginning balance of \$6,139,000.30.

Further, the District's Field/Admin Fund current fund balance is \$504,122.78.

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

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

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

Noes – 0

Abstain – 0

The motion was carried unanimously.

ITEM 10. Presentation of the Rubidoux Community Services District Financial Statement Ending June 30, 2019. DM 2019-54.

BACKGROUND

Attached for the Board of Director's review and consideration is the annual financial statements report ending June 30, 2019, for the Rubidoux Community Services District. This year's report was prepared by Rogers, Anderson, Malody & Scott, LLP (RAMS) and includes all revenue funds, physical assets, expenses, debt service, and depreciation schedules. Staff believes it is vital for the Board of Directors to receive the annual report well in advance of tonight's meeting; consequently, the Board members were transmitted the enclosed draft audit report with your October 3rd Board packet. This affords the Board members the opportunity to review the financial information at leisure.

Mr. Scott Manno, CPA, and Partner with RAMS was one of the principal auditors and will be in attendance tonight to make his presentation to the Board of Directors.

Mr. Scott gave a detailed presentation on the breakdown of the auditor's report to the Board.

Director Skerbelis moved and Director Trowbridge seconded the Rubidoux Community Services District Board of Directors receive and file the 2018-2019 Financial Statements Report and the work by RAMS.

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

Noes – 0

Abstain – 0

The motion was carried unanimously.

ITEM 12. Consideration to Enter into a Joint Community Facilities Agreement for the Proposed Shadow Rock (Formerly Highland Park) Development (TTM 31894 and TTM 37470). DM 2019-55.

BACKGROUND

Lennar Homes of California (Lennar) is the owner of the proposed Shadow Rock development (Formerly Highland Park). Shadow Rock is a 128-acre residential development consisting of 432 homes. Approximately 315 of the homes will be served by the RCSD while the remaining will be served by the Jurupa Community Services District. The proposed development is north of the intersection of Pacific Avenue and Canal Street as shown on the first attachment. The Shadow Rock development was annexed into the RCSD service area earlier this year.

Lennar 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 for the CFD. The public service agencies; the Jurupa Area Parks and Recreation District, the Jurupa Community Services District, and the RCSD will participate in separate and specific *Joint Community Facilities Agreements* for each agency's respective costs for facilities/services. In our case, the CFD will pay for water, wastewater, and fire mitigation fees.

CFD's are land secured financing instruments typically utilized to construct needed improvements and services related to residential, commercial, and industrial development projects. CFD's have been used for other developments within the RCSD service area.

Attached for the Board's review are the Joint Community Facilities Agreement between the JUSD and the RCSD, as well as Resolution No. 2019-857 which is required per Bond Counsel's procedural requirement to process the Mello-Roos Assessment District.

Director Murphy moved and Director Trueba seconded the Rubidoux Community Services District Board of Directors approve the execution of the JCFA agreement and approval of Resolution No. 2019-857.

ROLL CALL

Ayes – 3 (Murphy, Trueba, Skerbelis)

Noes – 1 (Trowbridge)

Abstain – 0

The motion was carried unanimously.

ITEM 12. Directors Comments.

Director Trueba adjourned the meeting at 4:41pm.