

**MINUTES OF REGULAR MEETING
December 5, 2019
RUBIDOUX COMMUNITY SERVICES DISTRICT**

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

DIRECTORS ABSENT:

STAFF PRESENT: Steve Appel, General Manager
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, December 5, 2019, at the District Office, 3590 Rubidoux Boulevard, Jurupa Valley, California.

ITEM 4. APPROVAL OF MINUTES

Approval of Minutes for November 21, 2019, Regular Board Meeting.

Director Skerbelis moved and Director Muniz seconded to approve November 21, 2019 Minutes.

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

Noes – 0

Abstain – 0

The motion was carried unanimously.

ITEM 5. Consideration to Approve the December 6, 2019 the Salaries, Expenses and Transfers.

Consideration to approve December 6, 2019, Salaries, Expenses and Transfers.

Director Murphy moved and Director Muniz seconded to Approve the December 6, 2019 Salaries, Expenses and Transfers.

Ayes – 5 (Muniz, 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 only piece of information was an article regarding a troubled Rialto West Valley Water District. Mr. Channing Hawkins, a labor representative for a public employees union in Riverside was elected to represent West Valley's Division 4.

ITEM 8. MANAGER'S REPORT

Operations Report:

Presented at the second board meeting of the month.

Emergency and Fire Report:

Presented at the second board meeting of the month.

ITEM 9. Consideration to Schedule Employee/Board of Directors End-of-Year Luncheon. DM 2019-65.

BACKGROUND

For many years the RCSD employees have participated in a year-end pot-luck luncheon. As the Board is aware, **no public funds are used for the luncheon.** In recent years, the Board has been asked to voluntarily contribute money toward the luncheon. This year no contribution from the Board will be necessary.

The purpose of this Directors Memorandum is to invite the Board of Directors to the December 19, 2019 (Thursday), luncheon at noon. All District employees and Directors are invited.

No action necessary.

ITEM 10. Present and Discuss Draft Resolution 2019-859, Water Shut-off Protection Act. SB 998: DM 2019-66.

BACKGROUND

Senate Bill 998, the Water Shut-off Protection Act, was signed by former Governor Jerry Brown in September 2018. The new legislation will impact current policies and procedures related to discontinuing water service for delinquent accounts.

SB 998 requires retail water agencies, defined as a public water system that supplies water to more than 200 service connections, to have a written policy on discontinuation of water service to certain types of residences for nonpayment. The shut-off policy would need to be available in English, Spanish, Chinese, Tagalog, Vietnamese, Korean and in each language spoken by more than 10% of customers. The policy would need to be posted on an agency's website, and be provided to customers in writing, upon request. The policy would require a water agency to contact a customer no less than 7 business days before canceling their water service and to provide them with a written copy of the shut-off policy. The policy would be required to include alternative payment schedules. The water agency would need to provide a customer with information on how they can get their water service turned back on and a petition for a waiver to any reconnection fees. Any customer with an income less than 200% of the federal poverty line would not pay a reconnection fee to exceed \$50 or the actual costs of reconnection if it is less and then be offered a reduction or waiver on any interest charges once every 12 months.

A water agency would not be able to terminate water service if all the following conditions are met:

- a) The customer, or tenant, submits a certification of a primary care provider, that discontinuation of residential service will be life threatening to, or pose a serious threat to the health and safety of, a resident of the premises where residential service is provided.
- b) The customer demonstrates an inability to pay within a normal billing cycle, this includes any household member being a current recipient of CalWORKS, CalFresh, general assistance, MediCal, Supplemental Security Income/State Supplementary Payment Program, or California Special Supplemental Nutrition Program for Women, Infants and Children, or the customer declares the household's income is less than 200% of the federal poverty level.
- c) The customer is willing to enter into an amortization agreement, alternative payment plan, or a plan for a deferred or reduced payment as described in an agency's discontinuation of service policy.

The bill would require a water agency to make a good faith effort to get a manager of a property to contact each tenant about possible discontinuation of service and let those tenants know they have a right to become a water customer. The bill provides specific details on how tenants could become direct customers.

Each water agency would be required to report annually on their website and to the Board the number of disconnected water services based on the inability to pay. An agency would need to comply with SB 998 and have a policy in-place by February 1, 2020.

Mr. Brian Laddusaw gave a detailed presentation on the Water Shut-off Protection Act, SB 998.

Director Murphy commented that he would like to offer our customers more if they cannot pay their water bill. He would like to compile a list to offer them if they reach out for help.

No action taken at this time.

ITEM 11. CLOSED EXECUTIVE SESSION – Pursuant to Government Code Section 54957: Public Employment

Title: General Manager

The Action from the Closed Executive Session was the call of a special meeting for Thursday, December 12, 2019 at 4:00 pm.

ITEM 12. Directors Comments.

Director Trueba adjourned the meeting at 5:00 pm.