

**MINUTES OF REGULAR MEETING**  
**June 7, 2018**  
**RUBIDOUX COMMUNITY SERVICES DISTRICT**

**DIRECTORS PRESENT:** F. Forest Trowbridge  
Christopher Barajas  
Hank Trueba  
Bernard Murphy  
Armando Muniz

**DIRECTORS ABSENT:**

**STAFF PRESENT:** Dave Lopez, General Manager  
Steve Appel, Assistant General Manager  
Brian Jennings, Manager Budgeting/Accounting  
Krysta Krall, Manager, Fiscal Services

Call to order: the meeting of the Board of Directors of the Rubidoux Community Services District by Director Murphy, at 4:00 P.M., Thursday, June 7, 2018, at the District Office, 3590 Rubidoux Boulevard, Rubidoux, California.

**ITEM 4. APPROVAL OF MINUTES**

Approval of Minutes for Regular Board Meeting, May 17, 2018.

**Director Muniz moved and Director Trueba seconded to approve the May 17, 2018 Minutes.**

**The motion was carried unanimously.**

**Ayes – 5 (Barajas, Murphy, Trowbridge, Trueba, Muniz)**  
**Noes - 0**

**ITEM 5. Consider to Approve the Salaries, Expenses and Transfers.**

Consideration to Approve June 8, 2018, Salaries, Expenses and Transfers.

**Director Muniz moved and Director Trowbridge seconded to Approve the June 8, 2018, Salaries, Expenses and Transfers.**

**The motion was carried unanimously.**

**Ayes – 5 (Barajas, Trowbridge, Murphy, Trueba, Muniz)**  
**Noes - 0**

## **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**

The first piece of information is the state's newly adopted water efficiency goals. They talk about indoor use per person goals of 55 gallons, 52.5 gallons, and then 50 gallons. All of this have dates associated with them. 55 gallons is by 2025, 52.5 gallons is by 2030 and then 50 gallons by 2030. The state is in the water business in regulating water purveyors. The next article is from the Press Enterprise by Ryan Hagen regarding Riverside's new City Manager, Al Zelinka. The final article, also from the Press Enterprise, is regarding the City of Riverside OK's higher water, electricity rates. It was a 5-2 vote and they adopted a 5-year Prop. 218 schedule for water and sewer. The last increase was 2008.

## **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. PUBLIC HEARING – Consideration to Adopt Resolution No. 2018-122, an Ordinance Authorizing the Adjustment to Riverside Sewer Treatment (RST) costs as the Component of of Wastewater Charges . DM 2018-36.**

### **BACKGROUND**

At the May 3, 2018, regular meeting of the Rubidoux Community Services District, Staff presented DM 2018-31 to the Board; Year-to-Date Expenses and Revenues for the Wastewater Operations. Due to the City of Riverside's treatment assessments, which increased 20% over for FY 2017-2018, Riverside Sewer Treatment (RST) charges necessitating an increase of 5%. Subject increase to the RST component of the wastewater charge is pursuant to Prop. 218 and compliant with AB 3030. Essentially, Ordinance No. 2018-122 authorizes Riverside Sewer Treatment (RST) component of the monthly sewer charges may be adjusted in subsequent years (a maximum of 5% each year) to keep up with the pass thru costs of treatment at the Riverside Treatment Plant. Current wastewater charges for a single resident (Residential Dwelling Factor) is \$24.78 per month. Attached Ordinance No. 2018-122 proposes an adjustment to increase Riverside Treatment Sewer (RST) an additional \$0.94 for each EDU per month. Consequently, the total monthly rate would be adjusted to \$25.68 effective July 1, 2018, per month for each Residential Dwelling Factor and pro-rated for commercial and industrial accounts.

As presented, wastewater treatment costs which pass thru from the City of Riverside have increased steadily; therefore we cannot assume that treatment costs will remain stable or flat. Treatment costs now make-up 82% (Inclusive of surcharges) of the wastewater annual operational budget.

This afternoon's Public Hearing for Ordinance 2018-122 was posted at our office/web site and Noticed in the Press Enterprise Newspaper.

Finally, as of the writing of this DM, the District has not received any oral or written comments as it pertains to Ordinance No. 2018-122.

**Director Murphy opened the Public Hearing. There were no comments from the public.**

**Director Murphy Closed the PUBLIC HEARING.**

**Director Trueba moved and Director Muniz seconded Adoption of Ordinance No. 2018-122 to the Rubidoux Community Services District Board of Directors. Ordinance No. 2018-122 has an effective date of July 1, 2018.**

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

**Motion passes unanimously.**

**ITEM 10. DM 2018-37. Consideration to Approve Three Year (End FY's 2019 thru 2021) Cooperative Agreement for Fire Services with County of Riverside.**

### **BACKGROUND**

Attached for the Board of Directors review and consideration is a draft Three (3) year Cooperative Fire Agreement with an effective date of July 1, 2018, and continues through June 30, 2021. This draft agreement was a product of partnering Cities, the County, and State input. Further, Exhibit "A" to the agreement details levels of service and associated costs for each of the three fiscal years covered. For fiscal year 2018-2019, it is estimated the cost to the Rubidoux Community Services District for our current level of service will be \$2,402,289.00. The District is billed on a quarterly basis, and final costs are trued up or down and reconciled at the end of the fiscal year.

District Counsel, Mr. John Harper has reviewed the draft agreement and did not have any concerns.

**Director Barajas moved and Director Muniz seconded the Board approve the "A Cooperative Agreement to Provide Fire Protection, Fire Prevention, Rescue, Fire Marshal and Medical Emergency Services for Rubidoux Community Services District" with an effective term commencing July 1, 2018, through June 30, 2021.**

**Ayes – 5 (Barajas, Trowbridge, Murphy, Trueba, Muniz)**

**Noes - 0**

**The motion was carried unanimously.**

**ITEM 11. Consideration to Award the Purchase of Two Replacement (2) Field Trucks. DM 2018-38.**

On May 10, 2018, the District received two (2) sealed bids for two (2) Water Department utility vehicles: Sunrise Ford, Fontana and Fritts Ford, Riverside. Attached for the board of Director's consideration are two (2) vehicle bid summaries for Water Department Utility Trucks.

The Water Department is cycling out of service a 2010 Ford F350 utility bed truck with 69,500± miles. The above truck will be replaced by a submitted bid from Sunrise Ford, Fontana with a new 2018 F350 (one ton, Dual Rear Wheel) utility bed truck. In review of the attached summary, Sunrise Ford submitted the lowest total bid amount of \$31,290.00 (includes taxes, extended warranty and trade-in value of \$14,000.00 for the 2010 F350 Ford).

The second bid summary identifies another 2018 F150 extended cab truck to be replacing a 2012 Ford F150 Extended Cab utility truck with 66,± miles. Again, the lowest responsible bid was submitted by Sunrise Ford of Fontana with a total bid amount of \$22,507.08 (includes taxes, extended warranty and trade-in value of \$11,000.00).

Both vehicles were scheduled for cycling out this year and the total price for both utility trucks is \$53,797.17. Further, the total cost is within the approved Water Department's line item No. 37 for budget amount of \$55,000.00.

**Director Muniz moved and Director Trowbridge seconded the following:**

- 1. Recognize the bid for a 2018 one ton (DRW) utility bed truck submitted by Sunrise Ford for a total amount of \$31,290.09 as the lowest responsive bid.**
- 2. Surplus the 2010 F350 truck. VIN No. FDRF3G67BEA3079 and accept Sunrise Ford trade-in offer of \$14,000.00 for subject vehicle.**
- 3. Recognize Sunrise Ford total bid amount of \$22,507.08 for a 2018 F150 extended bed truck as the lowest responsive bid submitted.**
- 4. Surplus the 2012 Ford F150 truck, VIN No. 1FTFX1CF9CKD14797 and accept Sunrise Ford trade-in offer of \$11,000.00 for subject vehicle.**

**Ayes – 5 (Barajas, Trowbridge, Murphy, Trueba, Muniz)**

**Noes – 0**

**The motion was carried unanimously.**

**ITEM 12. Consideration to Enter into a Joint Community Facilities Agreement for Proposed Highland Park Residential Development. DM 2018-39.**

Richland Communities Inc. is the owner of Highland Park Residential development proposing 432 single family homes East of Sierra Way and North of Canal Street.

**Staff Presentation by Steve Appel**

As presented, the Rubidoux Community Services District (Rubidoux CSD) will service 315 homes while Jurupa Community Services District (JCSD) will accommodate the remaining 117 homes. 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). While the project sounds complicated, it's typical when the *responsibility of services* to residential projects straddles multi-agency service areas.

As indicated by Mr. John Schafer, Senior Vice President of Richland Communities Inc., 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 Richland Communities have requested the Jurupa Unified School District to be the lead public agency to form the Community Facilities District. For the other agencies, Jurupa CSD, JAPRD and Rubidoux CSD, will participate in a separate and specific *Joint Community Facilities Agreements* with the Jurupa Unified School District for those costs associated with their respective cost of 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 Trueba 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 Highland Park 432 home residential development.**

**The motion was carried unanimously.**

**Ayes – 5 (Barajas, Trowbridge, Murphy, Trueba, Muniz)**

**Noes - 0**

**ITEM 13. Consideration to Adopt Resolution No. 2018-841 which Amends the Local Discharge Local Limits Within the Rubidoux CSD Services Area. DM 2018-40.**

The Rubidoux Community Services District (district) provides sewer service within its boundaries and conveys the wastewater to the city of Riverside's Regional Water Quality Control Plant (RWQCP) for treatment and disposal in accordance with treatment capacity agreements. The RWQCP provides primary, secondary and tertiary treatment processes pursuant to a National Pollutant Discharge Elimination System permit ("NPDES Permit"). The RWQCP's NPDES Permit requires implementation of an Industrial Waste Pretreatment Program that includes local limits for pollutants in industrial waste that could impair or pass through treatment processes. The District administers a Pretreatment Program within the District's service area that is tributary to the RWQCP, in accordance with the Pretreatment Agreement between the City of Riverside (Riverside) and the District to Implement, Administer and Enforce an Industrial Wastewater Pretreatment Program dated November 30, 1999 (Pretreatment Agreement).

The Total Dissolved Solids (TDS) local limit needs to be updated periodically to maintain compliance with the NPDES Permit requirements. Riverside retained the services of Krieger & Stewart, Inc. in May of 2015 to evaluate the TDS local limit using protocols developed by the Environmental Protection Agency (EPA). During 2016, Riverside undertook a sampling program for TDS. Based on the sampling results, Krieger & Stewart, Inc. used established EPA methods and protocols to develop the proposed TDS local limits concentration of 1,210 mg/L.

On March 20, 2018, the Riverside City Council adopted revised TDS local limit.

All of the District's existing industrial dischargers were notified of the proposed change to the local limits. For a smooth transition, and to assist existing and future businesses, District staff has taken the following actions:

- Future businesses would be required to comply with the new local limit requirements for industrial waste discharge.
- All but two of the District's existing industrial discharges meet the revised local limit.
- One of the two permitted industrial users can adjust their pretreatment process to comply with the proposed TDS local limit and determined that compliance with the new limit would not be a concern.
- The second of the two permitted industrial users cannot adjust their pretreatment process to comply with the proposed TDS local limit. Staff has been working with this discharger to redirect their discharge flow from the District's sanitary sewer to SAWPA's Inland Empire Brine Line.

In accordance with the Pretreatment Agreement, the District must adopt the same local limits that Riverside adopts. The attached Resolution No. 2018-841 was prepared for Board consideration.

**Director Trowbridge moved and Director Muniz seconded the Board adopt Resolution No. 2018-841 revising the TDS local limit for Industrial Users Tributary to the City of Riverside Regional Water Quality Control Plant (RWQCP), as written.**

**The motion was carried unanimously.**

**Ayes – 5 (Barajas, Trowbridge, Murphy, Trueba, Muniz)**

**Noes - 0**

**ITEM 14. Directors Comments – Non action.**

Director Murphy adjourned the June 7, 2018, Regular Board meeting at 4:59 pm.