

**MINUTES OF REGULAR MEETING**  
**July 16, 2020**  
**RUBIDOUX COMMUNITY SERVICES DISTRICT**

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

**DIRECTORS ABSENT:**

**STAFF PRESENT:** Jeffrey Sims, General Manager/District Engineer  
Ted Beckwith, Director of Engineering  
Brian Laddusaw, Director of Finance and Admin.  
Brian Jennings, Manager Budgeting & Accounting  
Miguel Valdez, Maintenance & Operations Manager

**Members of the Public:**

Call to order: the meeting of the Board of Directors of the Rubidoux Community Services District by Director Bernard Murphy, at 4:00 P.M., Thursday, July 16, 2020, by teleconferencing at District Office, 3590 Rubidoux Boulevard, Jurupa Valley, California.

**ITEM 4. APPROVAL OF MINUTES**

Approval of Minutes for June 18, 2020, Board Meeting.

**Director Skerbelis moved and Director Trueba seconded to approve the June 18, 2020 Regular Meeting Minutes.**

**Roll call:**

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

**Noes – 0**

**Abstain – 0**

**Absent – 0**

**The motion was carried unanimously.**

**ITEM 5a. Consideration to Ratify the July 3, 2020 Salaries, Expenses and Transfers and 5b. Approve the July 17, 2020 the Salaries, Expenses and Transfers.**

- A. Consideration to Ratify the July 3, 2020 Salaries, Expenses and Transfers;
- B. Consideration to Approve the July 17, 2020 Salaries, Expenses and Transfers

**Director Skerbelis moved and Director Trueba seconded to Ratify the July 3, 2020, Salaries, Expenses and Transfers (5a); and Approve the July 17, 2020 Salaries, Expenses and Transfers (5b) together.**

**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 at this time.

## **ITEM 7. CORRESPONDENCE AND RELATED INFORMATION**

There was a letter from Riverside LAFCO regarding the results of the 2020 Special District Selection Committee Elections. The winners were as follows: **LAFCO Special District Member (Eastern County)**

Ms. Nancy Wright (Mission Springs Water District) 20 votes;

**LAFCO Alternate Special District Member (At-Large)**

Mr. Steve A. Pastor (Lake Hemet Municipal Water District)

## **ITEM 8. MANAGER’S REPORT**

### **Operations Report:**

On July 12, 2020 there was an incident at the manganese plant No. 2. There was an overflow of water that came out for nearly one and a half hours. Approximately 130,000 gallons came out of the site and ran down 34<sup>th</sup> Street. The cause is being investigated. There was a valve that stayed in an open position and resulted in an overflow. It is thought that it happened due to a power outage that impacted a solenoid and made the valve stay open. Additionally, there was a response problem on the District’s end. Staff met with the customers, took photos of the water and where it went and sent a letter to the nine property owners where there was water that potentially could have gone onto their property. Along with the letter, they were given a claim form to fill out if there were any expenses that would need to be reimbursed. In the future if there is an issue, District will send out an email or call the Board as soon as staff knows what the situation is. I (Jeff Sims) will work with Miguel so he will let me know and we can get notification out.

We had an average of 4.9 mgd for the month of June. 1.7 mgd goes to the City of Riverside for treatment daily. We primarily had three (3) wells running. Well 8 is 47% of production, Well 1a provides 31% of production and Well 2 provides 22% of production for the month of June.

### **Emergency and Fire Report:**

Incidents Reported for the month of June 2020 and Special District Rubidoux CSD. Station 38 had a total of 234 calls. The difference being calls outside the District service area. Of those 152 calls, 65.0% were medical aides. Additionally, there was a report for the City of Jurupa Valley. For the city, there was a total of 224 calls.

### **ITEM 9. Consideration to Approve and Authorize Retirement Payment for CalPERS Annual Unfunded Liability. DM 2020-52.**

#### **BACKGROUND**

The District has received the Annual Unfunded Liability contribution schedule as of June 30, 2018, from CalPERS for the District's employer's contribution portion, this unfunded liability is CalPERS trueing up the District's annual contributions with investment returns against Actuarial Valuations and Projections for the Districts three (3) specific plans; Miscellaneous, Safety and PEPR. For planning and budgeting purposes, Staff has budgeted for this annual unfunded CalPERS cost and is included within the Health and Retirement Expenses among the General, Water and Sewer Fund Budget.

The District is presented with two options to pay CalPERS unfunded liability for FY 2020-2021:

- **Option 1:** Pay overtime the \$383,065.20 (Total Amount of the three (3) plans) including interest @ 3.44% in twelve monthly payments of \$31,922,10 per month in addition to our normal CalPERS monthly contributions.
- **Option 2:** Pay annually Lump Sum without interest. The amount would be \$373,323.00 (for all (3) plans) and due on or before July 31, 2020. Interest savings of \$12,742.20 would be realized as compared to **Option 1.**

The District's average rate of Return on its investments portfolio is approximately 2.02%. Returns are expected to gradually decrease in FY 2020-2021. Staff believes it prudent to pay the unfunded actuarial liability as an annual payment and save 3.44% in accrued interest for FY 2020-2021. This CalPERS expense was anticipated and budgeted as part of the approved District 2020-2021 Budget.

**Director Trowbridge moved and Director Muniz seconded approval of Option 2 for the Rubidoux Community Services District to pay CalPERS annual unfunded actuarial liability as a lump sum payment of \$370,323.00 for Fiscal Year 2020-2021.**

**Roll call:**

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

**Noes – 0**

**Abstain – 0**

**Absent – 0**

**The motion was carried unanimously.**

**ITEM 10. Receive and File Statement of Cash Asset Report for all District Funds Ending June 2020. DM 2020-53.**

**BACKGROUND**

Attached for the Board of Directors' consideration is the June 2020 Statement of Cash Asset Schedule Report for all District Fund Accounts. Our YTD interest is \$407,226.55 for District controlled accounts. With respect to District "Funds in Trust", we show \$17,559.32 which has been earned and posted. The District has a combined YTD interest earned total of \$424,785.87 as of June 30, 2020.

With respect to the District's Operating Funds (Excluding Restricted Funds and Operating Reserves), we show a balance of \$6,871,163.62 ending June 30, 2020. That's **\$732,163.32 MORE** than July 1, 2019, beginning balance of \$6,139,000.30.

Further, the District's Field/Admin Fund current fund balance is \$586,427.14.

Submitted for the Board of Directors consideration is the *June 2020, Statement of Cash Asset Schedule Report* for your review and acceptance this afternoon.

**Director Muniz moved and Director Murphy seconded to Receive and File the Statement of Cash for the Month of June 2020 for the Rubidoux Community Services District.**

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

**Noes – 0**

**Abstain – 0**

**Absent – 0**

**The motion was carried unanimously.**

**ITEM 11. Consideration to Approve Resolution 2020-870, a Resolution Transferring Certain Property Tax Revenue between the County of Riverside and the Rubidoux Community Services District; LAFCO Cases 2020-18-2 and 2020-19-2 (Agua Mansa Commerce Center) DM 2020-54.**

## **BACKGROUND**

On May 21, 2020 the Rubidoux Community Services District (“District”) Board of Directors approved Resolution No. 2020-868, a resolution of the Board of Directors of Rubidoux Community Services District determining the amount of property tax revenue to be exchanged between the County of Riverside and the Rubidoux Community Services District relating to LAFCO Annexation cases LAFCO 2020-18-2 and LAFCO 2020-19-2 to the Rubidoux Community Services District. This resolution listed assessor parcel numbers (“APN”) included as part of the tax revenue exchange. Staff requested LAFCO staff to review Resolution No. 2020-868 prior to the County of Riverside taking action to confirm the listed APN’s were correct. Based on that review, LAFCO staff indicated two APN’s included in the resolution should not be included.

To make sure there is an accurate history for this tax revenue exchange, attached Resolution No 2020-870 has been prepared and the Board is asked to consider its approval and adoption. The specific changes in Resolution No. 2020-870 include:

1. Removal of reference to APN 175-170-005 and portion of 175-170-006 in paragraph 2. Per LAFCO staff these parcels are not part of the Agua Mansa Commerce Center annexation and should not be involved.
2. Addition of paragraph 5 to rescind Resolution No. 2020-868 and replace with Resolution No. 2020-870.

DM 2020-38 dated May 21, 2020 is attached for background and reference.

**Director Skerbelis moved and Director Muniz seconded approval of Resolution No. 2020-870, a Resolution Transferring Certain Property Tax Revenue Between the County of Riverside and the Rubidoux Community Services District.**

**Roll Call:**

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

**Noes – 0**

**Abstain – 0**

**Absent – 0**

**The motion was carried unanimously.**

### **ITEM 12. Closed Executive Session**

A. Pursuant to Government Code Section 54956.9: Legal Counsel Status on Litigation Case No. CIVDS 1310520, City of Riverside vs. Rubidoux Community Services District

B. Pursuant to Government Code Section 54956.8: Real Property Negotiations for APN 179-160-004: Jeff Sims Property Negotiator

After Closed Session, there was no reportable action.

### **ITEM 13. Directors Comments**

Director Murphy would like a sign on the front door stating the front is open or closed. Customers need to be able to pay at the office if they are cash customers.

Mr. Sims gave comment that the plan was to re-open possibly July 13. However, there was a new spike in Covid and the office did not re-open. District is in the process of putting in Covid protocols to re-open the office August 3.

Director Murphy adjourned the meeting at 5:13 pm.