

**MINUTES OF REGULAR MEETING
November 1, 2018
RUBIDOUX COMMUNITY SERVICES DISTRICT**

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

DIRECTORS ABSENT:

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

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, November 1, 2018, at the District Office, 3590 Rubidoux Boulevard, Jurupa Valley, California.

ITEM 4. APPROVAL OF MINUTES

Approval of Minutes for Regular Board Meeting, October 18, 2018.

Director Muniz moved and Director Trowbridge seconded to approve the October 18, 2018 Minutes.

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

The motion was carried unanimously.

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

Consideration to approve November 2, 2018, Salaries, Expenses and Transfers.

Director Barajas moved and Director Trueba seconded to Approve the November 2, 2018, Salaries, Expenses and Transfers.

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

The first piece of correspondence was an article from the Highland News regarding recycled wastewater that is going to be used to recharge the San Bernardino groundwater basins, approved by the San Bernardino Valley MWD. Up to 11 million gallons of recycled water a day is expected to recharge in the basins after completion in 2021. The next article was regarding the Colorado River Reservoirs start the water year at the lowest point since filled.

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. Request Authorization to Submit a Non-Binding "Letter of Interest" Requesting a 90 Day Due Diligence Period for County of Riverside Surplus Property. DM 2018-68.

BACKGROUND

For nine years, the Rubidoux Community Services District has contemplated the construction of a new field/main office to accommodate District staff and equipment. A design concept was reviewed and approved by the Board of Directors to build the new facility behind the existing main office on a District owned two-acre parcel. For a number of reasons, the new office project has been delayed.

In late August, the District received a letter from the County of Riverside Economic Development Agency notifying us of their intent to surplus the existing Fleet Services facility at the corner of Mission and Crestmore. A copy of the letter is attached for your review as attachment "A". Upon receipt of the letter, Staff believed this facility could lend itself as an alternate property for our intended field/main office. Staff toured the existing facility and indeed believes the property would be an ideal fit for our purposes.

PRESENTATION BY STAFF

Mr. Dave Lopez gave a detailed presentation on the surplus property – the Fleet Services Facility at 5293 Mission.

Currently, the property is being offered to public agencies only, but if no interest is received, the County will officially surplus the property and list for sale. Based on phone conversations with Riverside County Real Estate division representatives, in order for the District to delay the County from public sale of the property they need a non-binding letter of intent to purchase the facility (included as attachment “B”). In the letter of intent, the District will specify a 90-day due diligence period to allow the District to inspect and/or secure purchase financing. Since the letter is non-binding, the District will have the right to “walk away” from the deal at our choosing.

Given the uncertainty of the on-going litigation, a 90-day due diligence period will allow us to take a wait-and-see position.

In a presentation made to the Board in January 2017, the estimate to construct our proposed field/main office facility was almost \$11,000,000.00. The Fleet Services Facility is being offered at \$10,200,000.00.

Director Trowbridge and Director Barajas moved the for the Rubidoux Community Services District to authorize staff submit a non-binding “Letter of Interest” requesting a 90 day due diligence period for County of Riverside Surplus Property. Director Murphy seconded the motion.

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

Noes – 0

The motion was carried unanimously.

ITEM 10. Consideration to Dedicate New District Well No. 1-A, Honoring Director Ruth Anderson Wilson. DM 2018-69.

BACKGROUND

The Rubidoux Community Services District Board of Directors has traditionally named water treatment facilities, reservoirs and potable wells after prominent Directors and Staff members. Soon to be developed/constructed District Well 1-A, it was suggested by Director Barajas that proposed Well 1-A be named in honor of Director Wilson. Past District facilities carrying names of Directors/District Staff include, the Tony Perone Reservoir, the Jim Gould Well (Well No. 8) the Tom Watson Reservoir, the Anita B. Smith Water Treatment Plant, the La Verne Mahnke Water Treatment Facilities and the Leland J. Thomson Water Treatment Facilities.

Pursuant to Director Barajas this item is agenized for the full Board of Directors consideration this afternoon.

Director Muniz moved and Director Trueba seconded that Well No. 1-A be named the Ruth Anderson Wilson well, recognizing her nineteen (19) years of service to the Rubidoux Community Services District.

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

Noes – 0

The motion was carried unanimously.

ITEM 11. Consideration to Approve Rubidoux Community Services District Teleconferencing Board Meeting Policy. DM 2018-70.

BACKGROUND

As authorized by the Rubidoux Community Services District Board of Directors and attached for your review and consideration this afternoon is a Draft Teleconferencing Policy. As a side note, Mr. John Harper, District General Counsel, has reviewed subject policy and his comment was incorporated within. The final Teleconferencing policy will be incorporated into the Rubidoux CSD Board Policy Manual.

Director Trueba moved and Director Muniz seconded the Rubidoux Community Services District approve the Teleconferencing Board Meeting Policy.

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

Noes – 0

Motion passed unanimously.

ITEM 12. Directors Comments.

Director Murphy adjourned the meeting at 4:35 pm.