

MINUTES OF REGULAR MEETING
April 5, 2018
RUBIDOUX COMMUNITY SERVICES DISTRICT

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

DIRECTORS ABSENT:

STAFF PRESENT: Steve Appel, Assistant General Manager
Brian Jennings, Budget/Accounting Manager
Krysta Krall, Manager of 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, April 5, 2018, at the District Office, 3590 Rubidoux Boulevard, Jurupa Valley, California.

ITEM 4. APPROVAL OF MINUTES

Approval of Minutes for Regular Board Meeting, March 15, 2018.

Director Muniz moved and Director Trueba seconded to approve the March 15, 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 April 6, 2018, Salaries, Expenses and Transfers.

Director Muniz moved and Director Trueba seconded to Approve the April 6, 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

There was nothing to offer at this time.

ITEM 8. MANAGER'S REPORT

Operations Report:

Presented at the second meeting of the month.

Emergency and Fire Report:

Presented at the second meeting of the month.

ITEM 9. DM 2018-23. Consideration to Call for and Set Public Budget Review Workshops for Fiscal Year 2018-2019 Operational and Capital Improvement Projects (CIP) Budgets.

BACKGROUND

It has been the practice of the Rubidoux Community Services District to call and schedule public workshop meetings for the development of the draft Operations and Capital Improvement Project budgets. Last year the District adopted a two-year budget for FY 2017-2018 and 2018-2019. Although we are only one-year into the budget Staff would like to schedule two meetings to review and recommend minor adjustments to the budget. The proposed meetings would be conducted prior to the regular District Board meetings in May at 3:00 PM to minimize your weekly schedules.

The following tentative schedule is for your review and consideration. Final budget modifications will be adopted at the June 21, 2018 Board meeting.

Proposed Budget Review Workshop Schedule

May 3, 2018 @ 3:00 PM	First Budget Review Workshop
May 17, 2018 @ 3:00 PM	Second Budget Review Workshop
June 21, 2018 @ 4:00 PM	Adoption of the Budget Modifications

Director Muniz moved and Director Trueba seconded scheduling the Budget Review Workshops for May 3 and 17, 2018 at 3:00 PM.

The motion was carried unanimously.

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

Noes - 0

ITEM 10. DM 2018-24. Consideration to Authorize the Design of the GAC (granular activated carbon) Treatment Addition at the Anita B. Smith Water Treatment Facility.

BACKGROUND

This proposal was requested due to the results of 1, 2, 3-Trichloropropane (TCP) being found in the raw water from the two co-located Wells (4 & 6).

As we are aware, the MCL for TCP is 5 ppt as set by the State. On March 6th Staff took TCP samples from Well 4 & Well 6. The results from Well 6 were 5ppt which is at the MCL, but more importantly did not exceed the MCL. As a result we must resample this Well within the next three months. The results from Well 4 were 12 ppt which exceeds the MCL. Staff resampled the Well on March 21st and the results came back at 11 ppt. Based on the resample confirmation, Staff has taken Well 4 out of service.

Given the significant impact these two Wells have on the District's overall production (approximately 40%), and the investment the District has put into treating these Well to remove Nitrates, abandoning the facility is not a practical option.

K & S's proposal includes environmental document preparation, GAC treatment design, geotechnical investigation, and complete construction plans and specification. K & S's fee for this work is \$139,000.00.

Since this is an emerging requirement, no budget line item was previously established. Therefore, Staff requests authorization to expend up to \$145,000.00 from the water operating reserve fund account, which has a current balance of approximately \$3.5 million, to cover K & S's scope of services as well as a \$6,000.00 contingency.

Director Trowbridge moved and Director Muniz seconded to authorize the following:

- 1. Authorization to encumber \$145,000.00 from the Water Operating Reserve Fund to cover the design cost of the Wellhead GAC Treatment at the Anita B. Smith Water Treatment Facility; and**
- 2. Authorization for Krieger & Stewart, Inc. to proceed with engineering design services for the Wellhead GAC Treatment at the Anita B. Smith Water Treatment Facility in the amount not to exceed \$139,000.00.**

The motion was carried unanimously.

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

Noes - 0

ITEM 11. DM 2018-25. Authorization to Call and Notice Public Hearing Regarding Solid Waste Adjustments in Accordance with AB 3030 and in Compliance with Prop. 218 for proposed Residential, Commercial, and Industrial Trash Rates.

BACKGROUND

On March 21, 2018, the Rubidoux Community Services District Solid Waste committee members, Muniz and Trowbridge met with Richard Nino, Vice President, Burrtec Waste Industries, Inc., for the purpose of reviewing the proposed trash collection rate changes for District trash customers. Contractually, Burrtec is entitled to a Consumer Price Index (CPI) adjustment to the service component of the trash rate structure. This year (ending September, 2017) the local CPI was 3.1%. Further, green waste tipping fees are projected to increase from \$40.47 to \$41.94 per ton. On the recycling side glass, metal, paper, and plastic material prices have seen decreases over last year; consequently, the cost for recycling materials this year is \$0.05 per ton. The County's solid waste tipping fees we see and increase over last year from \$43.63 to \$45.21 per ton. **The net effect is an increase from \$24.13 per month to \$25.21 per month or \$1.08 per month for residential trash service (an increase of 3.55 cents per day).**

For commercial services the proposed monthly charge for a 3-yard bin, emptied once per week, is \$118.36, a \$3.74 per month increase over the current rate.

The attached rate schedule from Burrtec proposes rate adjustments to residential, commercial, and industrial rates for FY 2018-2019.

For Board information, Prop. 218 require public agencies to mail notices to all customers and property owners for all proposed water, wastewater, and and/or solid waste (trash) charges. Requirements state that a 45-day public comment period must be maintained prior to scheduling a public hearing and conclude with a protest vote by the public. AB 3030 attempts to simplify property related fees or charges by allowing implementation of a multi-year rate schedule for the above mentioned charges. AB 3030 was created to allow some relief to those public agencies that have very little, or no control of pass-through charges.

AB 3030 does not circumvent the public's right to know and participate or to protest annual rate adjustment. On the contrary, AB 3030 requires a 30-day public notice and comment period concluding with a public hearing prior to adoption of any annual increase to water, wastewater, or trash rates.

Finally, adoption of AB 3030 does not minimize the Board's authority over annual rate review. Any proposed increases to trash rate are presented to the Trash Committee by Staff and a Burrtec representative. The Trash committee in turn recommends the final rate schedule to the full Board for review and adoption.

Director Muniz moved and Director Trowbridge seconded for the Rubidoux Community Services District the following:

- 1. Call and set a public hearing date of May 17, 2018 for the adoption of the proposed solid waste rate adjustments;**

- 2. Authorize Staff to prepare the Notice of Public Hearing for proposed trash rate adjustments for all residential, commercial, and industrial trash accounts for publication in the Press-Enterprise Newspaper.**
- 3. Authorize Staff to post the Notice of Public Hearing at the District office and to make available for inspection draft Trash Resolution No.2018-839 which puts in to effect the proposed residential, commercial, and industrial trash adjustments.**

The motion was carried unanimously.

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

Noes - 0

ITEM 12. Directors Comments – Non action.

Director Murphy adjourned the April 5, 2018 Regular Board meeting at 5:07 pm.