

MINUTES OF REGULAR MEETING
August 16, 2018
RUBIDOUX COMMUNITY SERVICES DISTRICT

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

DIRECTORS ABSENT:

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

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, August 16, 2018, at the District Office, 3590 Rubidoux Boulevard, Jurupa Valley, California.

ITEM 4. APPROVAL OF MINUTES

Approval of Minutes for Regular Board Meeting, August 2, 2018.

Director Barajas moved and Director Muniz seconded to approve the August 2, 2018 Minutes.

The motion was carried unanimously.

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

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

Consideration to Approve August 17, 2018, Salaries, Expenses and Transfers.

Director Muniz moved and Director Trueba seconded to Approve the August 17, 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 from the County Registrar of Voters, informing the District that we had two incumbents file for the upcoming election for two seats. Consequently there is no election. The next piece is a memorandum from Krysta Krall to Mr. Dave Lopez regarding Ethics Training that is due. The next piece was the Annual State of Riverside County Forum Breakfast scheduled for Thursday, September 6, 2018. The next piece of information was from the California Water News Daily regarding the San Bernardino County Water Conference and that Water is seen as the most important environmental issue in recent public policy institute survey. The final piece of information came from ACWA regarding the San Diego County Water Authority gives conditional support to Waterfix.

ITEM 8. MANAGER'S REPORT

Operations Report:

There was nothing to offer at this time.

Emergency and Fire Report:

The Incident Report for July 1 – July 31, 2018, there were a total of 289 calls, in comparison to the same period in 2017, there were a total of 277 calls. The year to date total is 1,907, compared to 1,850 in 2017.

ITEM 9. Consideration to Approve Resolution No. 2018-845, a Resolution Authorizing Participation in the Special District Risk Management Health Benefit Program for Dental Coverage. DM 2018-53.

BACKGROUND

As prescribed in the renewed Memorandum of Understanding (MOU), the Rubidoux Community Services District (District) and the Labor Representatives agreed to change Health and Dental Providers for costs and selection considerations. More specifically, the current dental provider Public Employees Benefit Trust (PEBT), a union sponsored provider was deficient: lacking in service and selection for District participants. The proposed dental provider, Delta Dental has the support of the union as the preferred dental plan. Staff contacted Special District Risk Management Authority (SDRMA) for rates and enrollment processing into Delta Dental. With respect to premiums, PEBT for Family Coverage in 2018 is \$129.50. Delta Dental for 2019 thru 2020, family coverage is \$132.09, a \$2.59 monthly increase over PEBT.

Attached for the Board of Directors review, consideration and adoption is District Resolution No. 2018-845 which authorizes the Rubidoux Community Services District to Contract with SDRMA for dental health care (Delta Dental) with an effective date of January 1, 2019.

Director Muniz moved and Director Barajas seconded adoption of Resolution No. 2018-845, which authorizes the District to contract for Dental Services (Delta Dental) with SDRMA.

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

Noes – 0

Absent – 0

Motion passes unanimously.

ITEM 10. Annual Review of District Investment Policy and Designated Investment Institutions. DM 2018-53.

BACKGROUND

It's been over twenty-one (21) years since the Board of Directors adopted a "Statement of Investment Policy" for the Rubidoux Community Services District. *As required by California Government Code Section 5364(a), the legislative body shall annually review the policy and change(s) at a public meeting.* The purpose of such annual review during a public meeting is to ensure that all investment practices meet Federal, State, and local criteria for prudent management of said local public agency assets. This annual investment policy review is a result of Orange County's Bankruptcy in December 1994.

The attached investment policy sets strategies and guidelines which diversifies assets and maximizes rates while reducing risks. The District continues to exercise most investment instruments, seeking the best yields for our monies. Conservative investment coupled with diversification in this economic environment is a prudent investment management strategy to follow when public monies are at stake. Staff *Does Not* recommend adjustments, modifications or changes to the attached Rubidoux Community Services District "Statement of Investment Policy" as summarized on Krysta Krall's Memo authored on August 7, 2018, and attached hereto.

With respect to our banking and investment institutions, Staff is recommending to keep active, for investments purposes, those banking institutions listed on attached Resolution No. 799. Consequently, no changes are recommended this year as well.

Director Muniz moved and Director Trowbridge seconded the Staff's recommendation for no revisions or changes this year to the District Investment Policy and banking/investment institutions.

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

Noes – 0

Absent – 0

Motion passes unanimously.

ITEM 11. Consideration to Authorize the Purchase to Replace Trailer-Mounted Vacuum Excavator Apparatus. DM 2018-55.

BACKGROUND

Presented for the Board of Directors' consideration is a purchase quote submitted by RDO Equipment Company, Riverside for the purchase of a trailer-mounted vacuum excavator (similar to the attached picture #1) for a price of \$66,183.16 including an \$8,000.00 trade-in. Given the uniqueness of this piece of equipment, limited brand options, and the District's specifications (limited to towing by half-ton pickup trucks) Staff is recommending this item be purchased as a "sole-source" procurement, allowing us to issue a purchase order in lieu of a bid specification.

If approved, the apparatus will replace the District's existing vacuum excavator which was purchased sixteen years ago.

This is a trailer mounted apparatus and is transported to sewer system blockage emergencies within the District. This apparatus uses suction in combination with high-pressure water to clear blockages in sewer mains, and is a critical piece of equipment used by the District in responding to sewer emergencies. The apparatus also has beneficial uses in the water department as well.

The replacement of this apparatus was included in the current operating budget, with the cost shared between the sewer and water funds. The total amount budgeted for purchase is \$74,000.00.

Director Barajas moved and Director Trueba seconded the Staff's recommendation to the Rubidoux Community Services District Board of Directors to:

- 1. Recognize the 2000 Vac-Tron PMD-500GT trailer-mounted vacuum excavator apparatus with VIN No. 1A9AF152XYF495727 as surplus.**
- 2. Accept RDO Equipment Company's proposal of \$66,183.18 for the purchase of a new trailer-mounted vacuum excavator apparatus (including the trade-in of the Vac-Tron mentioned above).**

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

Noes – 0

Absent – 0

Motion passes unanimously.

ITEM 12. Directors Comments – Non action.

Director Murphy adjourned the August 16, 2018, Regular Board meeting at 4:34 pm.