

MINUTES OF REGULAR MEETING
December 6, 2018
RUBIDOUX COMMUNITY SERVICES DISTRICT

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

DIRECTORS ABSENT: Christopher Barajas

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 General Manager, Dave Lopez, at 4:00 P.M., Thursday, December 6, 2018, at the District Office, 3590 Rubidoux Boulevard, Jurupa Valley, California.

ITEM 4. Consideration for the Annual Reorganization of the Rubidoux Community Services District Board of Directors. DM 2018-74

BACKGROUND:

The 2018 General Election has been concluded and yet to be certified by the Registrar of Voter, County of Riverside. Consequently, results are not official but, it's safe to conclude that Director Barajas' 2.5% lead over Mr. Henderson for the City of Jurupa Valley Council District 5 will hold and his position at RCSD Director will come to an end. We thank Director Barajas for his leadership and service on the RCSD Board! Further, Congratulations to Directors Trueba and Trowbridge for uncontested elections.

Since 1991, Rubidoux Community Services District Board of Directors has practiced the custom of yearly rotating the Vice President into the President's position. Last December, Vice President Murphy was affirmed President for 2018 and Director Trueba was nominated and elected Vice President for 2018. Director Trueba's term as President will commence at No Objection of the Board.

Now that the Board has confirmed Director Trueba as President, I will turn the gavel over to the President to preside over the remainder of this afternoon's meeting. The newly elected President must turn your attention to the nomination and election of a Vice President for calendar year 2019.

Director Trueba nominated and Director Murphy seconded election of Director Muniz as Vice President for the calendar year of 2019.

Ayes – 4 (Murphy, Trueba, Muniz, Trowbridge)

Noes - 0

The motion was carried unanimously.

ITEM 5. APPROVAL OF MINUTES

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

Director Muniz moved and Director Murphy seconded to approve the November 15, 2018 Minutes.

Ayes – 4 (Murphy, Trueba, Muniz, Trowbridge)

Noes – 0

The motion was carried unanimously.

ITEM 6. Consider to approve the Salaries, Expenses and Transfers.

Consideration to approve December 7, 2018, Salaries, Expenses and Transfers.

Director Trowbridge moved and Director Muniz seconded to Approve the December 7, 2018, Salaries, Expenses and Transfers.

Ayes – 4 (Murphy, Trueba, Muniz, Trowbridge)

Noes - 0

The motion was carried unanimously.

ITEM 7. PUBLIC ACKNOWLEDGE OF NON-AGENDA MATTERS

There were no members of the public to address the Board.

ITEM 8. CORRESPONDENCE AND RELATED INFORMATION

The only item of correspondence was an article from the California Water News Daily regarding the announcement of Todd Corbin as the new General Manager of Public Utilities for the City of Riverside.

ITEM 9. 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 10. Review Jurupa CSD’s Letter Requesting the Formation of a Joint Task Force to Explore and Evaluate the Benefits of Creating a New CSD Serving Our Combined Territories. DM 2018-75.

BACKGROUND

Attached for the Board of Directors consideration is a letter from Mr. Todd Corbin, Jurupa CSD, requesting the formation of a “Taskforce” between our respective agencies to explore the benefits of consolidation. As outlined in Mr. Corbin’s letter, this taskforce makeup would include two (2) Board Members from each agency with appropriate Staff members. Further, the taskforce would evaluate, but not limited to, the benefits of a centralized administration, economies of scale and benefits, enhanced service delivery, representation, governance and legal.

Be advised, the formation of such a taskforce does not commit either agency to the notion of consolidation.

Should the Board of Directors act in the affirmative to form a “Taskforce” it should be stipulated the Jurupa CSD take a similar Board Action at a regular Board meeting.

Director Murphy moved to deny any action on the request to form a Joint Task Force to Explore and Evaluate the Benefits of Creating a New CSD Serving combined territories to for the Rubidoux Community Services District. There was no second on the motion, the motion dies.

Director Trueba moved and Director Muniz seconded a 2nd motion for a Joint Task Force.

Roll Call:

Ayes – 2 (Trueba, Muniz)

Noes – 2 (Murphy, Trowbridge)

The motion was not approved.

Director Muniz moved for a 3rd motion and Director Trowbridge seconded that the JCSD letter be reintroduced where the Rubidoux Community Services District has all five (5) voting Directors seated.

**Ayes – 4 (Murphy, Trueba, Muniz, Trowbridge)
Noes - 0**

The motion was carried unanimously.

ITEM 11. Consideration to Schedule Annual End-of-Year RCSD Employees Luncheon. DM 2018-76.

BACKGROUND

About five (5) years ago the Rubidoux Community Services District employees resurrected their end –of-year luncheon. This renewed interest was jump started by the front office Staff. As the Board is aware, ***NO public funds are used for the luncheon.*** Consequently, the employees’ annual luncheon is only made possible through the generous donations made by the Board of Directors and Employees. Directors traditionally donate about \$50.00 toward the annual luncheon. Your donation generally goes towards the purchase of main entrees, beverages, desserts, decorations, plates and cups.

For budget setting, Staff will contact each Director of their intention to donate this year. **This is voluntary.** Furthermore, it is also the purpose of this DM to advise and invite the Board of Directors to the December 19, 2018, (Wednesday), luncheon scheduled for 12:00 PM. Employees and Directors are invited.

No action necessary.

ITEM 12. Request Authorization to Approve Acquisition and Recordation of an Easement for the Jurupa Hills Sewage Lift Station. DM 2018-77.

BACKGROUND

In order to facilitate the rehabilitation and replacement of the existing 50-year old Jurupa Hills Lift Station, the district must acquire an easement for the new lift station must be constructed adjacent to the existing property rather than the same location. The existing lift station is located in a remote area of the Jurupa Hills Golf Course.

Since we do not have the legal right to construct the new lift station on private property without permission, staff is requesting authorization to seek an easement from the private property owner, in this case Mr. Chuck Cox (the owner of the Jurupa Hills Country Club). Staff has already contacted Mr. Cox and he is willing to grant the additional easement at no cost to the District. An Additional factor in this transaction is the fact that no easement document has been found for the existing lift station. Accordingly, this easement will cover the existing property as well as the additional required.

Attached to this Director's Memorandum is a draft copy of the easement document we will have Mr. Cox sign. The legal description and plat map which will be attached to the easement have not been finalized by our Land Surveyor but will be included at the time Mr. Cox signs the easement.

Director Trowbridge moved, and Director Muniz seconded the Rubidoux Community Services Board of Directors:

- 1. Authorize staff to present the easement document to Mr. Chuck Cox for his execution; and,**
- 2. Accept the easement for recordation purposes following signature from Mr. Cox.**

Ayes – 4 (Murphy, Trueba, Muniz, Trowbridge)

Noes – 0

The motion was carried unanimously.

ITEM 12. Directors Comments.

Director Murphy commented on a bill from a fence company for the water tank. He went up there to look at the repair, however he was unable to look at the repair because there have been so many repairs out there. He noted that there was a lot of debris up there. He had a recommended solution that he stated was somewhat controversial. The tank in question is at La Canada. He suggested community service hours from prison labor or high school students to help clean up the area. After some discussion it was decided to drop the idea. Director Murphy's second item was to put on an agenda for 2019 entitled RCSD Boundaries and show the plots.

President Trueba adjourned the meeting at 4:29 pm.