

**RUBIDOUX COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS**

**MINUTES OF REGULAR MEETING
Thursday, April 4, 2024**

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

DIRECTORS VIA ZOOM: Armando Muniz

STAFF PRESENT: Brian Laddusaw, General Manager
Ted Beckwith, Director of Engineering
Miguel Valdez, Director of Operations
Martha Perez, Customer Service/Accounts Payable
Manager
Melissa Trujillo, HR Generalist/Safety and Facilities
Coordinator
Kirk Hamblin, Director of Finance and Administration

VISITORS (SIGNED IN): Robin Griffin, Dir Planning, Jurupa Unified School District
Paula Ford, Asst. Supt., Jurupa Unified School District
Trenton Hansen, Supt., Jurupa Unified School District
William Otterman, Chief, Fire Station 38

ITEM 1. CALL TO ORDER

The meeting of the Board of Directors of the Rubidoux Community Services District by President Skerbelis, at 4:00 P.M., Thursday, April 4, 2024, in-person and by teleconferencing at the District's Administrative Office, 3590 Rubidoux Boulevard, Jurupa Valley, California.

*****Late Agenda Addition DM 2024-29 to ITEM 9B. ACTION/DISCUSSION ITEMS.**

ACTION:

The Board of Directors voted to add the Late Agenda Addition DM 2024-29 to ITEM 9B. ACTION/DISCUSSION ITEMS. Director Murphy moved, and Director Trowbridge seconded the addition to the agenda:

Roll call:

Ayes – 5

Noes – 0

Abstain – 0

Absent – 0

The motion was carried 5-0-0-0.

ITEM 2. PLEDGE OF ALLEGIANCE – General Manager

ITEM 3. ROLL CALL – General Manager

ITEM 4. PUBLIC COMMENTS

No public comments were provided during the meeting.

ITEM 5. PRESENTATION- Jurupa Unified School District

The Jurupa Unified School District (“JUSD”) personnel presented to the Board of Directors on the, “Facility Update and Potential November 2024 Local Bond.” The presenters included Robin Griffin, Director of Planning, and Paula Ford, Assistant Superintendent. Trenton Hansen, Superintendent, accompanied them. The presentation included an update on the 2014 JUSD Local Bond Measure “EE.” On November 14, 2014, voters approved the district’s \$144 million measure “EE” bonds funds, issued by the district in three phases over multiple years, were used at various school sites to upgrade career training and instructional technology, improve vocational facilities, science, and computer labs, improve school safety and security, repair aging classrooms, roofs, restrooms, and electrical systems. The measure EE bond project goals include the upgrade career training and instructional technology, improve vocational facilities, science and computer labs for modern careers and skilled trades, improve school safety and security and repair aging classrooms, roofs, restrooms, and electrical systems.

ITEM 6. CONSENT CALENDAR

- A. Approval of Minutes for March 21, 2024, Regular Meeting
- B. Consideration to Approve April 5, 2024, Salaries, Expenses and Transfers
- C. **DM 2024-27:** Consider Assignment of Participation Agreement for Tract 33617 (Stockdale Court) from JRC Rubidoux Industrial Landowner, LLC (“Developer”) to Birtcher Anderson Davis Associates Incorporated
- D. **DM 2024-28:** Consider Approval of ERS Environmental Services (“ERS”) Quote for the Repair of Manganese Filter #3 at the Leland Thompson Water Treatment Plant (“Thompson Plant”)

ACTION:

Director Murphy moved, and Director Trowbridge seconded to approve the Consent Calendar:

Roll call:

Ayes – 5
Noes – 0
Abstain – 0
Absent – 0

The motion was carried 5-0-0-0.

ITEM 7. CORRESPONDENCE AND RELATED INFORMATION

No information to report to the Board of Directors (“Board”).

ITEM 8. REPORTS

- A. Operations Report (Second Meeting Each Month)**
- B. Emergency and Incident Report (Second Meeting Each Month)**
- C. General Manager and Staff Reports / Updates**

GM Laddusaw commented on the Jurupa Valley Unified School District first ever State of the District scheduled for Thursday, April 18, 2024. The program is scheduled for 5 pm -7 pm and the reception from 7 pm -8 pm. He also commented on the cancellation of the Jurupa Community Services District Heli Hydrant Ribbon Cutting ceremony scheduled for Friday, April 5, 2024, at 10 am due to the weather conditions. He informed the Board of the upcoming Meet the Machines scheduled for Saturday, April 13th from 9 am- 1 pm. He also commented on the 12th Annual Mayor’s Breakfast on May 2nd from 7:30 am – 9:30 am. Lastly, he reminded the Board of the City of Jurupa Valley Public Works Department Open House scheduled for Saturday, May 18, 2024 from 8 am – 12 pm at the Jurupa Valley Operations Center.

D. Committee Reports

No information to report to the Board.

ITEM 9. ACTION/DISCUSSION ITEMS.

- A. DM 2024-30: Consider Amendment to the 2005 Design and Construction Manual to add Advanced Meter Infrastructure ("AMI") Meters to the Approved Material Specifications**

BACKGROUND:

The Rubidoux Community Services District (“District”) Board of Directors adopted the 1997 Design and Construction Manual (“Manual”) by Resolution 665 on June 5, 1997. The Manual was further updated in 2005 by staff via the Assistant General Manager / District Engineer at the time to bring the Manual to then current standards in the industry. The Manual is currently being revised and updated with a completely new Manual to keep it current with today’s standards,

practices, materials and products. The Manual update is expected to be completed by early 2025 and then brought to the Board of Directors for adoption. The 2005 edition of the Design and Construction Manual is available on the District's website at <https://www.rcsd.org/documents-plans>.

The current Manual has material specifications listing those materials to be used within the District. The purpose of having approved materials is to provide consistency for design of system improvements by consultants and developers, and by field staff during maintenance and repair of the water and sewer system. However, the current Manual does not have specifications for water meters ("meters") in the Approved Materials List.

In 2023, the District was awarded a Drought Resiliency Grant ("Grant") from the United States Bureau of Reclamation ("USBR") to convert existing District meters to AMI meters. This Grant is in the amount of \$1,500,000 and these funds need to be utilized by the end of 2026 to replace the meters covered in the Grant. The Grant requires a 50% cost share; thus, the District will need to accumulate a project cost of \$3,000,000 to utilize all \$1,500,000 of the Grant funds. The Grant will only pay for approximately 5,000 of the District's approximate 7,000 meters. This is Phase 1 of the overall meter replacement program. The District intends to apply for another USBR grant, Phase 2, for the balance of the meters in October 2024.

The District's current meters are mechanical meters using a paddle wheel to measure the amount of water flowing through the meter. The existing meters are either read at the meter itself or via a radio head which is read by the meter reader using a wand tapped on the meter to get the read. Some of the more recent meters installed by the District use a technology called Automatic Meter Reading ("AMR") which transmits a signal that is picked up by a receiver as the meter reader drives or walks down the street near the meters. After data collection, the meter data is transferred to a database where the District can bill customers based on actual consumption.

Paddle wheel meters are prone to read slow over time until they eventually stop reading altogether. This is due to internal mechanical parts wearing down. When meters read slowly, more water passes through the meter than what the meter reads, resulting in the customer being billed less than what they used. This creates two problems. First, the customer does not know how much water they are actually using which can lead to water being wasted.. Second, since the meter is reading less water than actually being used, the District is not billing its customers for the actual water used. Since every meter reads slightly differently as it ages each customer is not being billed in a fair and consistent manner. Those customers with newer meters are being fully billed versus customer with an older meter as those with older meters are not reading all the water passing through it.

AMI meters use electronic pulse in a magnetic field to read water flows which is known as a "Mag Meter". They have radio heads and a wireless communication system to provide continuous meter reads and transmit data to a central receiving point making near real time reads possible. This system is an integrated system of water meters, communication networks and data management systems that enables two-way communication between meter endpoints and the District. Unlike AMR, AMI doesn't require a meter reader to collect the data. Instead, the system automatically transmits the data directly to the utility at predetermined intervals.

As the meter data is sent to utilities via a fixed communication network the District can use the data to improve operational efficiencies and sustainability by effectively monitoring water usage and system efficiency, detecting malfunctions, and recognizing irregularities. AMI meters and the associated communication network can also provide data to the District's customers to

inform them of potential leaks the same day their usage goes outside of their normal usage rather than up to six weeks later when the customer receives a bill indicating excess water use. This helps reduce water waste, and it also lowers the customer's frustration level when looking at their bill weeks later, which has spiked due to a leak they may not be aware of.

With a fixed network, the District must work with a specific vendor to get the infrastructure and technologies up and running. This vendor will develop and build the communication network and provide the water meters that work with the network.

Staff has reviewed and interviewed AMI meter manufacturers for this project to determine the best meter for the District and narrowed the selection to Sensus and Neptune meters. After reviewing submittal information provided by Sensus and Neptune, staff has decided to use Neptune Meters. Some of the important and distinguishing Characteristics of the Neptune meter include the following:

- Neptune is the only manufacturer who has their own brass foundry in the USA located in Tallassee, Alabama. This is key for the "Buy American" requirements of the USBR Drought Resiliency Grant.
- Neptune is capable of an immediate backup mobile reading, with no reprogramming, if in an emergency situation where the AMI infrastructure went down. No other AMI vendor is capable of this.
- Neptune has a proven design of an integrated Radio and Register (R900i) which eliminates small wires and keeps the system performing at its highest levels.
- Neptune has a proven history of backwards compatibility leaving no customer left behind. Radios installed over 20 years ago can transmit through Neptune's current AMI network.
- Neptune Mach10 has the highest sampling rate in the industry at 4x per second.
- Neptune has local presence and support. Offices are located in Riverside, CA.
- Neptune has proven AMI systems with surrounding utilities. East Valley, Redlands, Western Water, Victorville, Fontana Water, San Gabriel, Indio Water Authority, Corona, Mission Springs.
- Neptune has the ability to meet the Grant schedule.

ACTION:

Director Trowbridge moved, and Director Murphy seconded to approve the:

Authorization to the General Manager, or his designee, to amend the 2005 Design and Construction Manual to include in the Approved Materials List the Neptune Mach 10 Meter and to add the updated specification for the meters.

Roll call:

Ayes – 5
Noes – 0
Abstain – 0
Absent – 0

The motion was carried 5-0-0-0.

B. Late Agenda Addition DM 2024-29: Acceptance of Landscape Design Indemnification and Hold Harmless Agreement between Rubidoux Community Services District (“District”) and Western Municipal Water District (“Western Water”)

BACKGROUND:

On October 13, 2023, Governor Newsom signed Assembly Bill 1572 (“AB 1572”) into law, amending Water Code sections 10540, 10608.12, and 10608.22, and adding Water Code section 110. The new law prohibits public agencies, restaurants, corporate campuses, industrial parks, and certain other property owners from watering “nonfunctional turf” using potable water. Nonfunctional turf is defined as ornamental and not used for recreation. The law does not impose restrictions on residential yards, cemeteries, parks, golf courses, and sports fields, and permits the use of potable water to the extent it is necessary to ensure the health of trees or other perennial non-turf plants. Noncompliance by a person or entity shall be subject to civil liability and penalties. This law closely resembles the State Water Resources Control Board’s (“SWRCB”) June 10, 2022, emergency regulation prohibiting the use of potable water to irrigate nonfunctional turf. The effective date for compliance with this law for local government agencies is January 1, 2027.

The District has at its Administration Office site nearly 5,000 square feet of non-functional turf and is moving towards removing it and replacing it with drought tolerant landscape. Currently, rebates of \$4.00 per square foot of turf removal are available from Western Water and the Metropolitan Water District of Southern California (“MWD”) to replace the turf with drought tolerant landscaping. This is expected to increase to \$5.00 per square foot in May 2024. To qualify for the rebate, the District needs to submit a landscaping plan to MWD for acceptance. The preparation of the plan involves some effort and staff time or the hiring of an outside landscape designer. Western Water has an assistance program to provide for the design and is paying for the design of the landscaping at no cost to the District. The design is being done by Alison Loukeh, owner of ALWaterwise. It should be noted that after this project is completed, the District intends to perform turf removal and replacement at the Fire Station Property at Avalon and Mission Blvd.

Although the effective date for compliance with this law is a few years away, the funding for preparing the plans and the rebates for removal of the turf and replacing it with drought tolerant landscaping is available now and the District has the opportunity to demonstrate to the public that drought tolerant landscaping can be done in a way that not only saves water but also has great aesthetic value with most of the cost covered by the financial assistance from Western Water and the rebate for turf removal. Additionally, AB 1573 invokes the penalties of Water Code Section 1846 which are \$500 per day of violation.

As part of this program Western Water requires the recipient to indemnify Western Water for any liability resulting from errors in the design. The design is relatively simple showing the

location, type, and quantity of plants as well as other landscape features. The District’s exposure to loss is expected to be minimal as the plans will be reviewed by MWD for compliance with the rebate program and the landscape designer will correct any comments made by MWD before it will be accepted.

ACTION:

Director Murphy moved, and Director Trowbridge seconded to authorize the:

1. The General Manager, or his designee, to sign the Landscape Design Indemnification and Hold Harmless Agreement.
2. Director Murphy requested District staff to source additional literature “SoCal Yard Transformation: A Step-by-Step Guide to Get the Yard You Want.” from Western Water District to include at the Office front counter and the District website.

Roll call:

Ayes – 5

Noes – 0

Abstain – 0

Absent – 0

The motion was carried 5-0-0-0.

ITEM 10. DIRECTOR’S COMMENTS AND REQUESTS

Director Murphy commented on the past droughts the state of California was experiencing. He stated the bias in the articles available to read when the state has wet years vs the years it was experiencing a drought. Director Trueba commented GM Laddusaw did a great job presenting at the District 5 Town Hall meeting. Director Muniz apologized for not attending the meeting in person. Director Skerbelis and Director Trowbridge had no comment.

ITEM 11. NEXT MEETING

Thursday, April 18, 2024, at 4:00 P.M.

ITEM 11. ADJOURNMENT

President Skerbelis adjourned the meeting at 4:52 P.M.