

**MINUTES OF REGULAR MEETING**  
**March 17, 2022**  
**RUBIDOUX COMMUNITY SERVICES DISTRICT**

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

**DIRECTORS ABSENT:**

**STAFF PRESENT:** Jeffrey Sims, General Manager  
Brian Laddusaw, Finance Director  
Ted Beckwith, District Engineer  
Brian Jennings, Customer Service Manager  
Miguel Valdez, Operations Manager

Call to order: the meeting of the Board of Directors of the Rubidoux Community Services District by President Trueba, at 4:00 P.M., Thursday, March 17, 2022, by teleconferencing at District Office, 3590 Rubidoux Boulevard, Jurupa Valley, California.

**ITEM 4. APPROVAL OF MINUTES**

Approval of Minutes for March 3, 2022, Board Meeting.

**Director Skerbelis moved, and Director Muniz seconded to approve the March 3, 2022, Regular Board Minutes as presented.**

**Roll call:**

**Ayes – 5 (Muniz, Murphy, Skerbelis, Trowbridge, Trueba)**

**Noes – 0**

**Abstain – 0**

**Absent – 0**

**The motion was carried unanimously.**

**ITEM 5. Consideration to Approve the March 18, 2022, Salaries, Expenses and Transfers.**

Consideration to Approve the March 18, 2021, Salaries, Expenses and Transfers.

**Director Muniz moved, and Director Skerbelis seconded to Approve the March 18, 2022, Salaries, Expenses and Transfers.**

**Roll call:**

**Ayes – 5 (Muniz, Murphy, Skerbelis, Trowbridge, Trueba)**

**Noes – 0**

**Abstain – 0**

**Absent – 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**

There was nothing to offer for correspondence and related information.

**ITEM 8. MANAGER’S REPORT**

**Operations Report:**

Miguel Valdez reported on the water/wastewater report for the month of February. Potable water averaged 3.77 mgd per day. Wastewater deliveries to the City of Riverside averaged 1.66 mgd.

Well No. 18 produced 50.1%, Well No. 1 produced 2% of the water, Well No. 4 produced 8.3%, Well No. 6 produced 12.9%, and Well No. 8 produced 26.7% of the water.

**Emergency and Fire Report:**

Chief Veik reported the Incidents Reported for the month of February 2022. Station 38 had a total of 221 calls. Of the total calls 148 calls, 67%, were medical aides.

We are in a drought. We got all our average rainfalls for this rain season in the beginning of January and haven’t had a drop since. Inspector Joe Lewis has to date done 765 weed abatement inspections. There will be a series of second inspections. He’s done 19 annual visit inspections trying to keep our community safe and protecting the 911 alarm from going off.

There was a 5-alarm palate yard fire on Sunday (March 13) in the Belltown area of the District. There was significant damage. Jake Jones and the code enforcement team had already been out there with several citations on electrical codes and there was still a significant incident. Palate yards are an extreme challenge in the City of Jurupa Valley and RCSD. Many of them are operating without a business license. It will not be fixed overnight, but the pressure will stay high. There was also a 4-alarm fire in Jurupa Valley in the Pedley area off 54<sup>th</sup> Street. 18 horses were killed in the incident.

Director Skerbelis inquired if the chipping and grinding businesses are regulated. Chief Veik’s response was, “Yes, every business is regulated in our city with city code enforcements”.

Mr. Sims added that there was a meeting with all the city/county partners today with Chief Weiser. There will be some cost impacts to the budget. The changes to the annual County Fire Contract will be impacted due to pass through costs from the state. The state made changes to their CalPers benefits, and they will be included in the upcoming budget discussions. There was also a request that the fire inspector's vehicle needs replacement. Likely a new vehicle purchase shared between Eastvale, Jurupa and RCSD will happen in the upcoming FY 2023 Budget.

There were some requests from Director Murphy at a previous meeting. They have been addressed. Mr. Laddusaw provided the salary tables from the MOU's. Mr. Sims followed up with the City of Jurupa Valley on the status of the abatement of the encampment behind the fire station. The city has actively been working to get an abatement order legally through the court system, but the court system has been impacted due to COVID. As soon as they get the abatement order they are going to do whatever they need to do to get the property abated.

**ITEM 9. Receive and File Statement of Cash Asset Schedule Report Ending February 2022. DM 2022-20.**

**BACKGROUND**

Attached for the Board of Directors' consideration is the February 2022 Statement of Cash Asset Schedule Report for all District Fund Accounts. Our YTD interest is \$34,195.97 for District controlled accounts. With respect to District "Funds in Trust", we show \$1,507.18 which has been earned and posted. The District has a combined YTD interest earned total of \$35,703.15 as of February 28, 2022.

The District's Operating Funds (Excluding Restricted Funds and Operating Reserves), we show a balance of \$7,078,972.39 ending February 28, 2022. That's **\$1,039,074.58 LESS** than July 1, 2021, beginning balance of \$8,118,046.97.

Further, the District's Field/Admin Fund current fund balance is \$698,944.35.

Submitted for the Board of Directors consideration is the *February 2022, Statement of Cash Asset Schedule Report* for your review and acceptance this afternoon.

**Director Trowbridge moved, and Director Muniz seconded to Receive and File the Statement of Cash for the Month of February 2022 for the Rubidoux Community Services District.**

**Roll call:**

**Ayes – 5 (Muniz, Murphy, Skerbelis, Trowbridge, Trueba)**

**Noes – 0**

**Abstain – 0**

**Absent – 0**

**The motion was carried unanimously.**

## **ITEM 10. Consider Grant Support Services Proposal with Webb Associates. DM 2022-21.**

### **BACKGROUND**

Rubidoux Community Services District (“District”) has like most public agencies more projects it would like to complete than readily available funding. Exacerbating this funding issue for the District was the expenditure of over \$5 million of reserves over the last twenty-four months to plan, design, and install treatment equipment on all District wells to remove PFAS contaminants. Although this effort was successful, there are still many projects needing funding such as:

1. Water tank refurbishment
2. AMR/AMI water meter replacement
3. Water distribution system improvements – valve replacements and pipeline replacements
4. Refurbishment of sewer lift stations (electrical and wet well coating)
5. West Valley Water District Intertie
6. Refurbishment of water treatment plants to increase reliability
7. Drying beds to dewater debris from sewer system cleaning (lift stations and pipelines)
8. Building enhancements
9. New Golden West Pump Station
10. Extension of transmission main in Limonite going west for enhanced fire flow

The cost of this list of projects is in the tens of millions and realistically needs to be programmed into the District’s budgeting for many years to come.

Although the District does not have the funding to do these projects now, the plan for the next 2-3 years is to plan, design, and obtain CEQA clearances for known needed projects. Doing this accomplishes several things – 1) it refines the actual scope of the work needing to be done and enables better prioritization, 2) with design and CEQA completed the projects are “shovel ready” making them more competitive for grant funding, and 3) design and CEQA work are not as costly as construction and can be worked on with current District funding.

Blais Associates has been assisting the District with grant applications and doing a good job. Webb Associates is currently working on updates to the District’s Water Master Plan and Sewer Master Plan, Urban Water Master Plan, Water Shortage Contingency Plan, AWIA Documentation, and Emergency Response Plan. They also are actively engaged in supporting staff with technical issues related to most development activities within the District. With Webb having significant technical knowledge about the District, staff believes they can be useful in providing technical support to the District and Blais Associates in preparation of various grant funding applications. Like with Blais, Webb would look for grant funding and when opportunities arise staff would use Blais and Webb to make District applications as competitive as possible.

Webb has provided staff a proposal for on call grant support services dated March 4, 2022, attached. The proposed cost is \$3,000 and would be expended on a time and material basis. Should a funding opportunity arise, staff will obtain specific proposals from both Webb and Blais to prepare the application for the funding sought.

Staff firmly believes investing funds to seek grant funding is a good way to leverage resources benefiting the District’s customers. Competition for limited local, state, and federal funding never ends and takes constant effort to be successful in receiving funding. Funding for this is available

in the approved FY 2022 Budget under Water Fund Operating Expense Line 38 – Water Supply Projects.

**Director Muniz moved, and Director Trowbridge seconded the Board of Directors authorize the General Manager to:**

- 1. Issue Webb Associates a Task Order in the amount of \$3,000 for On Call Grant Support Services using funding from Water Fund Operating Expense Line 38 – Water Supply Projects.**

**Roll call:**

**Ayes – 5 (Muniz, Murphy, Skerbelis, Trowbridge, Trueba)**

**Noes – 0**

**Abstain – 0**

**Absent – 0**

**The motion was carried unanimously.**

**ITEM 11. Consider Amendment No. 1 to Inter-Agency Operating Agreement between RCSD and JCSD. DM 2022-22.**

### **BACKGROUND**

In 2013 Rubidoux Community Services District (“District”) and Jurupa Community Services District (“Jurupa”) collaborated in leveraging grant funding for the design and construction of the Jewel Street Booster Station and interconnecting pipelines. The Jewel Street Facility enables delivery of potable water between the two agencies on an emergency basis and when there are available surplus supplies. Water from Jurupa’s 1100’ pressure zone (“PZ”) to the District’s 1066’ PZ flows through a pressure reducing valve at a maximum rate of 2,700 gallons per minute (“GPM”). Water to Jurupa requires pumping from the District’s 1066’ PZ to Jurupa’s 1100’ PZ with a maximum flow rate of 4,500 GPM.

With construction of this inter-agency potable water intertie, the two agencies then entered into an agreement entitled “Inter-Agency Operating Agreement for Use of the JCSD-RCSD Jewel Street Booster Station and Pipeline Interconnection,” (Agreement”) dated July 28, 2014. This Agreement memorialized the terms regarding the exchange of water between the two agencies, including pricing (Attachment No. 1).

Jurupa ceased taking deliveries of water from the District through the Jewel Street Facility in 2018 due to water quality issues. Since then, the District has expended over \$5 million on added treatment systems to remove 1,2,3-TCP and PFAS contaminants from pumped groundwater.

Jurupa is constructing the Granite Hills Pipeline in phases to enable transmission of high-quality Chino Basin Desalter Water or other available supplies to customers in the easterly portions of its service area without added pumping. Once fully built, the terminus of the Granite Hill Pipeline will be close to the Jewel Street Facility enabling Jurupa to deliver water to the District with low concentration of total dissolved solids (“TDS”). Jurupa through long-term water supply master planning efforts has identified its ultimate potable water demand exceeds its available local

groundwater supply. To meet future ultimate demands Jurupa is evaluating various alternatives such as increasing use of recycled water to offset use of potable water for non-potable purposes, use of Chino Desalter Water, purchase of water from Western Municipal Water District, and supplies from MWD through arrangements with other entities.

Due to the ambient TDS concentration in its local groundwater along with a desire to diversify its water supply portfolio, the District continues to collaborate with various water agencies, including Jurupa, on water supply issues. Recently the District signed an agreement with four other agencies to have access to up to 2,000 acre-feet per year of low TDS imported water. This Metropolitan Water District water (“Imported Water”) is available to the District as a retail agency of Western Municipal Water District via wheeling through existing San Bernardino Valley Municipal Water District and West Valley Water District systems.

The District has surplus local groundwater production and treatment capabilities and access to Imported Water beyond what it currently needs to meet potable demands and can deliver surplus water to Jurupa. Looking into the future, the District anticipates the ability to receive surplus low TDS water from Jurupa on a regular basis through the Granite Hill Pipeline once connected to the Jewel Street facility.

Now with water available to move to Jurupa, Jurupa and the District have revisited the Agreement and have determined an addendum is necessary to reflect modifications to the pricing terms. The modifications are necessary to account for:

1. Inflationary pressure: There has been increase to unit pricing since 2018 and since then costs for energy, labor, and chemicals have been increased.
2. Addition of treatment facilities: the District has expended over \$5 million to add treatment systems to remove contaminates and the cost of those facilities is factored into the unit cost of water whether used by District retail customers or Jurupa as a wholesale customer.
3. Addition of Imported Water: the cost of Imported Water to the District is higher than the cost of locally produced and treated supply. The District intends to minimize the purchase of Imported Water, however, once the City of Riverside mandates the District to physically lower its TDS concentration in sewage delivered to the City of Riverside for treatment the District will have to buy a certain volume of Imported Water to use as diluent for TDS in its local groundwater supply. Once this begins all potable water, whether going to a District customer or to Jurupa, will have to be a blend of District local groundwater and Imported Water. Making this blend with Imported Water to meet TDS concentration requirements adds cost to the unit price of water.
4. Jurupa buys more Imported Water than needed by the District: Jurupa may want to purchase Imported Water above what the District needs to dilute its groundwater to meet necessary TDS concentrations. In this scenario this water would be at the full cost the District has to pay for Imported Water.
5. Jurupa has CDA Water for delivery to the District: When Jurupa has surplus water other than locally produced and treated groundwater like CDA Water, Jurupa will make this available to the District at the cost Jurupa has to pay for the water.

Addendum No. 1 (Attachment No. 2) to the Agreement reflects the collaborative efforts of staff at the District and Jurupa. The goal of this Addendum No. 1 is to continue with the principle of equivalent pricing for local groundwater and equitable sharing in costs for Imported Water or other supplies purchased and used by the parties.

The District can produce and treat approximately 13,000 AFY of water at 100% runtime. To account for maintenance, basin level rest, and outages, staff plans to limit production to approximately 60% of the maximum available production and treatment capabilities. This equates to about 7,800 AFY. This amount is sufficient to meet the Districts' customer demands and sales to Jurupa. Based on District customer demand for Calendar Year 2021, the District anticipates needing approximately 5,000 AF for CY 2022, leaving approximately 2,500 AF available for use by Jurupa.

Financially the pricing in Addendum No. 1 will benefit the District and Jurupa. The District benefits by being able to spread fixed costs over a great amount of production, which includes recovery of capital expenses associated with added treatment systems. Jurupa benefits by having access to more potable water supply at a cost approximating what it costs them to produce and treat groundwater, which is less than the cost for supply from CDA or Western Municipal Water District.

Chandler Letulle from JCSD spoke in favor of the partnership. They are looking forward to working with RCSD again. They can make use of the water connection, especially in the next three to five years while they are building more infrastructure. There is a mutual understanding that in no point in time is the intent for either organization to create problems for the other. If there are price changes or cost escalators that need to be considered, they understand that and they will work together to make sure the costs are covered.

**Director Skerbelis moved, and Director Trowbridge seconded the Board of Directors to authorize the General Manager to:**

- 1. Sign Addendum No. 1 to the agreement entitled "Inter-Agency Operating Agreement for Use of the JCSD-RCSD Jewel Street Booster Station and Pipeline Interconnection".**

**Roll call:**

**Ayes – 5 (Muniz, Murphy, Skerbelis, Trowbridge, Trueba)**

**Noes – 0**

**Abstain – 0**

**Absent – 0**

**The motion was carried unanimously.**

**ITEM 12. Receive and File Report on Reduced Water Sampling Cost Savings. DM 2022-23.**

### **BACKGROUND**

In February 2020 Rubidoux Community Services District ("District") was advised by the State of California Department of Drinking Water ("DDW") the Notification and Response Limits for

PFAS contaminants PFOA and PFOS were being lowered. Due to the proximity of the District's potable water wells to the closed County of Riverside Landfill, DDW issued an Order requiring the District to take quarterly samples for PFOA and PFOS and if the average of the quarterly samples exceeded the Response Limit, the District would be required to notify each customer in writing of the exceedance. This put the District under a deadline to have treatment processes in place so the annual average of the quarterly samples would be met on or before June 30, 2021.

The District successfully added treatment processes at all potable wells prior to the deadline, avoided the notifications, and currently meeting all DDW requirements. As part of the work in satisfying DDW requirements for the newly added treatment systems, the District hired Trussell Technologies, Inc. ("Trussell") to prepare Operational Plans for the Smith Plant and Thompson Plant. The Operational Plans are documents outlining specifics of the treatment operation and used by staff to generate standard operating procedures, and by DDW to amend existing permits.

As part of their effort preparing the Operational Plans, Trussell reviewed DDW water sampling requirements for each of the District's wells. Trussell's review indicated there was a potential to discuss reducing sampling requirements with DDW. On February 23, 2022, staff and Trussell met with DDW and DDW indicates they plan to approve a reduction in sampling requirements. The reduced monitoring/sampling requirements will save the District approximately \$119,000 annually. This savings can increase to approximately \$172,000 annually if DDW further approves bed volume (BV) based sampling for Wells 4 & 6 at the Smith Plant versus the current time-based sampling. BV based sampling is essentially a methodology where sampling intervals is based on the volume of water passing through each of the treatment vessels. Time-based sampling is based on time rather than volume of water. Why this is important is because staff plans to operate Wells 4 & 6 at the Smith Plant as little as possible due to the high unit cost (\$/AF) to produce treated water. As such there will be a relatively low volume of water passing through the media between current sampling time intervals. If sampling continues based on time as currently required, the actual volume of water passing between samples is relatively low with little change in the effectiveness of the treatment media. If changed to BV sampling the sampling will coincide with actual volumes of water passing through the vessels thus extending the time between samplings. DDW may consider a change to BV sampling after a year or two of operation of the new treatment systems on Wells 4 & 6. Attached Trussell Memo dated March 4, 2022 – "Estimated Cost Savings from Reduced Sampling", attached, provides more detail regarding this matter.

The District contracted with Trussell to prepare the Operational Plans for \$89,900. Savings in one year recovers this expense and thereafter, the District will enjoy this recurrent permits, and provides the base information needed for staff to generate standard operating procedures for use by District System Operators.

**Director Trowbridge moved, and Director Muniz seconded the Board of Directors receive and file this report on reduced water sampling cost savings.**

**Roll call:**

**Ayes – 5 (Muniz, Murphy, Skerbelis, Trowbridge, Trueba)**

**Noes – 0**

**Abstain – 0**

**Absent – 0**

**The motion was carried unanimously.**



## **ITEM 13. Purchase and Install Flow Meters for PFAS Treatment Vessels. DM 2022-24.**

### **BACKGROUND**

Rubidoux Community Services District (“District”) has added PFAS treatment equipment on all the District’s potable water sources using different processes for each site dependent on space constraints. The Leland Thompson Plant uses an ion exchange process (“IX process”) due to the lack of physical space, whereas wells 2, 4 and 6 use activated carbon to remove PFAS contaminants. The Leland Thompson Plant IX process has three treatment trains in a lead-lag “series” configuration. Each vessel has flow meters to track the volume of water treated by each vessel. Wells 2, 4, and 6 are treated using granular activated carbon (“GAC”) in vessels configured in “parallel” and do not have flow meters installed on each vessel, only having flow meters on the wells themselves.

Being able to track the volume of water treated by each vessel enables District Operations staff to accurately calibrate the flow of water through each vessel with a goal of extending the life of the GAC to reduce the operational cost of treatment. As indicated in DM 2022-23, staff hired Trussell Technologies (Trussell) to assist in reducing the frequency of sampling associated with the treatment process as an additional way to reduce recurrent operational costs. Staff met with the Division of Drinking Water (“DDW”) on February 23, 2022, and during this meeting Trussell proposed revised testing protocols and frequencies. The DDW indicated it would be advantageous to have flow meters on each vessel to better analyze the change to a Bed Volume (BV) testing frequency as opposed to the current time-based testing frequency.

Using vessel flow meters will increase the length of time GAC can be used in treatment by balancing the flow rate of water across the media. Additionally, as mentioned in Trussell’s Technical Memo, “The change that DDW is not ready to approve is the request to switch from a time-based vessel monitoring approach to a bed volume (BV)-based monitoring approach. DDW will reconsider this request once complete breakthrough curves can be developed for the Well 4 and 6 GAC vessels, vessel-level flow meters are installed, and vessel-level flow data is including in the monthly reports.” This should be construed to also mean Well 2 because the treatment process is the same. Installing flow meters on each vessel will enable the District to generate analytical information useful for DDW to consider reducing the testing intervals for the media. This will eventually reduce operating costs for PFAS treatment. Trussell estimates once DDW approves bed volume-based monitoring, sampling costs would reduce an additional \$52,000 per year.

The District uses McCrometer Flow Meters in all its operations. To maintain consistency staff obtained a quote from McCrometer to purchase meters for each vessel for a total of 6 flow meters. There are installation costs for the meters, which includes electrical work, welding, flanges, gaskets, and bolts. The total installation costs for the flow meters for all vessels is \$76,492. Staff proposes a budget amendment to move \$80,000 from the Water Fund Reserves to the Water Fund Capital Improvement Budget to fund this effort. Once DDW approves the bed volume-based sampling methodology, the recurrent savings in reduced sampling costs will payback this expense in less than two years. The pay back may even be less given it is anticipated the GAC should last longer in each vessel with the ability to measure and control flow.

**Director Skerbelis moved, and Director Muniz seconded the Board of Directors to authorize the General Manager to:**

- 1. Amend the District FY 2022 Budget to move \$80,000 from the Water Fund Reserves to the Water Fund Capital Improvement Budget.**
- 2. Purchase Flow Meters, appurtenances associated with the installation thereof as well as electrical work and welding necessary to complete the installation.**

**Roll call:**

**Ayes – 5 (Muniz, Murphy, Skerbelis, Trowbridge, Trueba)**

**Noes – 0**

**Abstain – 0**

**Absent – 0**

**The motion was carried unanimously.**

**ITEM 14. CLOSED SESSION – Pursuant to Government Code 54956.8: Real Property Negotiations: DM 2022-25**

**Property: 5473 Mission Blvd., Jurupa Valley, CA**

**Agency Negotiator: Jeff Sims, General Manager**

**Under Negotiation: Purchase/no purchase, price, and terms**

**ITEM 15. Directors Comments**

Director Murphy informed the board about the trash committee meeting. They heard from Burrtec. In Burrtec's proposed rates there's a rate stabilization fee. This rate stabilization fee impacts commercial customers, which means that the rates should be going down, but they're going to keep it at the proposed rate due upcoming costs associated with SB 1383.

Secondly, the recycling of organic material. This would be food waste put in the green waste bin (in a plastic bag). This all goes to a MRP (separating center). To meet the reporting requirement, they're introducing plastic to compost piles which should not be mixed in. For us to keep records that the state wants, we are going to introduce something we don't want – which is plastic. From a flier that went out in November, the customers were told not to put food waste in the green barrel. When this goes through, there will be another flier that says the exact opposite. It would be nice if we could be consistent in what we are asking people to do so they can do it. The city said they're looking to get a contract to pick some things up. Director Murphy ask a man to get a rate from the trash company for picking up debris on the side of the road. He will be getting those.

Director Trueba adjourned the meeting at 6:00 PM.