

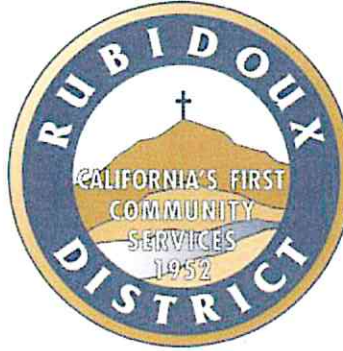
# Rubidoux Community Services District

## Board of Directors

Armando Muniz  
Hank Trueba Jr.  
Bernard Murphy  
John Skerbelis  
F. Forest Trowbridge

## General Manager

Steven W. Appel



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Water Resource Management    Refuse Collection    Street Lights    Fire / Emergency Services    Weed Abatement

## NOTICE AND AGENDA FOR THE RUBIDOUX COMMUNITY SERVICES DISTRICT BOARD MEETING

Thursday, April 2, 2020 at 4:00 PM

**Note: Board Meeting may be accessed via audio conference at (425) 436-6338, access code: 864332. Public access area remains the same.**

1. Call to Order – Armando Muniz, President
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes for the March 19, 2020, Regular Meeting.
5. Consideration to:
  - A) Ratify March 24, 2020, Salary and Retirement Pay
  - B) Approve April 3, 2020, Salaries, Expenses and Transfers
6. Acknowledgements - Members of the Public May Address the Board at this Time on Any Non-agenda Matter.
7. Correspondence and Related Information

8. Manager's Report (Second Meeting each Month):

- a) Operations Report
- b) Emergency and Incident Report

**ACTION ITEMS:**

- 9. Consider Award of a professional services contract to Blais & Associates for Grant Support Services: **DM 2020-20**
- 10. Consider Setting Prop 218 for Trash Rate Increase for FY 2020-21: **DM 2020-21**
- 11. Consider Weed Abatement Contractor Fulfillment: **DM 2020-22**
- 12. **CLOSED EXECUTIVE SESSION** – Pursuant to Government Code Section 54956.9: Legal Counsel Status on Litigation Case No. CIVDS 1310520, City of Riverside vs. Rubidoux Community Services District
- 13. Directors Comments - Non-action
- 14. Adjournment

Closed Session: At any time during the regular session, the Board may adjourn to a closed executive session to consider matter of litigation, personnel, negotiations, or to deliberate on decisions as allowed and pursuant with the open meetings laws. Discussion of litigation is within the Attorney/Client privilege and may be held in closed session.

Authority: Government code 11126-(a) (d) (q).

4. APPROVAL OF MINUTES FOR MARCH 19, 2020, REGULAR  
MEETING

**MINUTES OF REGULAR MEETING**  
**March 19, 2020**  
**RUBIDOUX COMMUNITY SERVICES DISTRICT**

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

**DIRECTORS ABSENT:**

**STAFF PRESENT:** Jeffrey Sims, Asst. General Manager/District Engineer  
Brian Laddusaw, Director of Finance  
Brian Jennings, Manager Budgeting & Accounting  
Miguel Valdez – Operations 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, March 19, 2020, by teleconferencing at District Office, 3590 Rubidoux Boulevard, Jurupa Valley, California.

**Emergency Item:**

There was an Emergency Item brought to the table to modify the agenda to strike Agenda Item 14 and to add a new **Agenda Item 14, DM 2020-19**, an Emergency Resolution.

**Director Skerbelis moved and Director Trueba seconded to approve the modification of the agenda by striking Agenda Item 14 and to add a new Agenda Item 14 – DM 2020-19, an Emergency Resolution.**

**Roll call:**

**Ayes – 4 (Murphy, Skerbelis, Trowbridge, Trueba)**

**Noes – 0**

**Abstain – 0**

**The motion was carried unanimously.**

**ITEM 4. APPROVAL OF MINUTES**

Approval of Minutes for March 5, 2020, Special Board Meeting.

**Director Skerbelis moved and Director Trueba seconded to approve the March 19, 2020 Regular Meeting Minutes.**

**Roll call:**

**Ayes – 4 (Murphy, Skerbelis, Trowbridge, Trueba)**

**Noes – 0**

**Abstain – 0**

**The motion was carried unanimously.**

**ITEM 5. Consideration to Approve the March 20, 2020 the Salaries, Expenses and Transfers.**

Consideration to Approve the March 20, 2020 the Salaries, Expenses and Transfers.

**Director Trowbridge moved and Director Skerbelis seconded to Approve the March 20, 2020 Salaries, Expenses and Transfers.**

**Roll call:**

**Ayes – 4 (Murphy, Skerbelis, Trowbridge, Trueba,)**

**Noes – 0**

**Abstain – 0**

**The motion was carried unanimously.**

**ITEM 6. PUBLIC ACKNOWLEDGE OF NON-AGENDA MATTERS**

There was no one in the audience to address the board.

**ITEM 7. CORRESPONDENCE AND RELATED INFORMATION**

The first article was information on COVID-19 Guidance for Wastewater Workers. It is recommended that wastewater workers use their PPE when working with the wastewater. Another article was on the PFAS compounds and how to remove them from the drinking water.

**ITEM 8. MANAGER'S REPORT**

**Operations Report:**

Operations Manager Miguel Valdez reported that the contractors were finishing the Jurupa Hills lift station. The reservoir samples were also completed and the reports should be in soon.

## **Emergency and Fire Report:**

Station 38 had a total of 267 calls. The difference being calls outside the District service area. Of those 191 calls, 71.5% were medical aides. Additionally, there was a report for the City of Jurupa Valley. For the city, there was a total of 876 calls. There were 71.1% medical aide calls.

## **ITEM 9. Memorandum of Understanding with Jurupa Community Services District Regarding Cooperative Water Supply Alternatives. DM 2020-14.**

### **BACKGROUND**

Rubidoux Community Services District (“Rubidoux”) and Jurupa Community Services District (“Jurupa”) provide water service to customers within their respective service boundaries. Currently both agencies are 100% reliant on groundwater pumped out of local groundwater basins to meet customer potable water demands.

Although a common goal of the agencies is to maximize the beneficial use of local groundwater supplies, there are limitations on groundwater. Reliability of groundwater fluctuates on many factors such as:

- Groundwater basin recharge. Extended drought conditions impact volume of water recharged and made available for future pumping.
- Quality degradation. Independent of the volume of water available to pump, the water must meet all State of California Department of Drinking Water (“DDW”) requirements prior to delivery to customers. Emerging contaminants of concern present threats to supply. An example of this are PFAS Compounds. DDW has recently lowered Notification Limits and Response Limits for PFAS Compounds which has impacted many water utilities throughout the state. Both Jurupa and the District are significantly impacted by this.
- Historical pumping rights. Many basins have fixed pumping rights for extractor agencies limiting the physical amount of water that can be pumped on an annual basis.

Through master planning efforts, Jurupa has identified it will need approximately 10,000 acre-feet per year (“AFY”) of additional water supply to meet projected ultimate water demands within its service boundary. This additional supply need is exacerbated by reduction of current groundwater supply removed from service in response to DDW’s recent lowering of the Notification and Response Limits for PFAS compounds. Rubidoux pumps out of the Riverside South Basin which has and continues to be very reliable in terms of volume of water, but the quality of water require treatment for a variety of contaminants. Besides the recent complications raised with PFAS compounds, total dissolved solids (“TDS”) or commonly referred to as salts, presents issues with the concentration of TDS in sewer sent to the City of Riverside for treatment and disposal. The City of Riverside’s NPDES Discharge Permit has a 650 mg/l limit for TDS. Rubidoux’s potable water supply has an ambient TDS concentration of approximately 530 to 540 mg/l. With a customer use of the potable water, TDS is added raising the TDS concentration in the sewer delivered to the City of riverside from Rubidoux to

approximately 730 to 750 mg/l. This is above the City of Riverside's TDS limit of 650 mg/l.

Given both agencies have common water supply issues and are geographically adjacent to one another, staff at both agencies have discussed cooperatively working together to evaluate potential water supply alternatives. To that end the attached *Memorandum of Understanding Regarding Cooperative Efforts to Expand and Improve Water Supply Availability* ("MOU") has been drafted for consideration by both agency Board of Directors. The MOU proposes the agencies will coordinate and collaborate in studies, preliminary engineering, understanding of institutional issues, regulatory requirements and environmental criteria associated with various potable water supply projects such as:

- Increased groundwater supply from Riverside Basin
- Imported water supply from Metropolitan Water District facilities
- Increased water supply from Chino Basin
- Reuse of recycled water benefiting groundwater recharge or otherwise offsetting potable water demands

Cost sharing is contemplated as being shared equally for preliminary efforts. Costs sharing for preliminary efforts performed under this MOU will be brought to the Board for approval. As project or projects are identified to move beyond initial preliminary efforts with this MOU and require additional expenses, the agencies will enter into future agreements refining cost sharing and allocation of project benefits.

Viable water supply projects from this effort would be included into Rubidoux's Water and Sewer Masterplan updates. The updated masterplans would then serve as a basis for staff to develop a revenue strategy to support implementation of the water supply projects.

Chris Berch, General Manager of JCSD, participated via teleconference and indicated the JCSD Engineering Committee reviewed and supports the MOU. The Engineering Committee recommended the JCSD Board of Directors approve the MOU at its March 23, 2020 Board Meeting.

**Director Skerbelis moved and Director Trowbridge seconded the Board of Directors authorize the Assistant General Manager to take the sign the *Memorandum of Understanding regarding Cooperative Efforts to Expand and Improve Water Supply Availability* between Jurupa and Rubidoux.**

**Roll call:**

**Ayes – 4 (Murphy, Skerbelis, Trowbridge, Trueba)**

**Noes – 0**

**Abstain – 0**

**The motion was carried unanimously.**

**ITEM 10. Notice of Completion for the Raye Street Portion of the Avalon – SR 60 Sewer Main Improvement Project. DM 2020-15.**

**BACKGROUND**

At the November 21, 2019, regular meeting of the Rubidoux Community Services District (District), the Board approved DM 2019-63, awarding the construction of the Raye Street Portion of the Future Avalon Street Sewer Main Improvement Project to Trautwein Construction in the amount of \$58,000.00.

The improvements added approximately 70 LF of new sewer main, one manhole, and the reconnection of a mobile home park lateral.

The work performed by Trautwein is now complete. There were no Change Orders to the contract resulting in the same contract cost of \$58,000.00. Trautwein completed the work in a safe and efficient manner and in accordance with District specifications.

To date, the contractor has been paid \$55,100.00. This amount represents 100% of the contract less \$2,900.00 retention.

A final step in the construction process is for the District to accept the work as completed and file/record a Notice of Completion (NOC) with the County of Riverside. Once executed and recorded, the NOC starts a 35-day period before the District pays the remaining held contract retention of \$2,900.00.

**Director Trowbridge moved and Director Skerbelis seconded the Board of Directors:**

- 1. Accept the work performed by Trautwein Construction for the construction of the Raye Street portion of the future Avalon Street Sewer Main Improvement Project as complete and conforming to District specifications.**
- 2. Authorize the execution and filing of the Notice of Completion for the project in the amount of \$58,000.00 which starts the 35-day lien period for the contractor (Trautwein Construction).**

**Roll call:**

**Ayes – 4 (Murphy, Skerbelis, Trowbridge, Trueba)**

**Noes – 0**

**Abstain – 0**

**The motion was carried unanimously.**



**ITEM 11. Engineering Services for Rehabilitation of Well No. 18. DM 2020-16.**

**BACKGROUND**

At the September 19, 2019 Board Meeting staff requested authorization to hire Krieger & Stewart Engineering Consultants to provide initial engineering services related to rehabilitation of Well 18. This included review of historical data on the well and input from subconsultant Water Systems Engineering on water chemistry. From that effort it was concluded there is a reasonable expectation Well 18 can be rehabilitated and achieve an approximate production rate of 1,500 gpm.

It is anticipated PFAS compound treatment will be consolidated at the Leland Thompson Water Treatment Plant (“Thompson Plant”) for Wells 1A, 8, and 18 based on available space. Treatment for PFAS compounds is done by flowing water through pressure vessels filled with granulated activated carbon or resins. This type of treatment best operates when ran continuously. Since customer demand fluctuates throughout the year, it is good to have multiple wells to turn on and off so demand can be met while keeping the PFAS compound treatment running continuously. Since customer demand fluctuates throughout the year, it is good to have multiple wells to turn on and off so demand can be met while keeping the PFAS compound treatment running continuously. Rehabilitation of Well 18 adds flow variability to assist in meeting treatment continuity. It will also increase overall water supply, which increases supply redundancy.

To proceed with rehabilitating Well 18 the next step is to prepare bidding documents to hire a contractor to do the rehabilitation work. Krieger & Stewart Engineering Consultants has provided the District the attached proposal for the work. The work will include meetings, preparation of the bidding documents and assisting staff with advertising, bidding and evaluation of bids. The cost for this work is \$21,800. The estimated project cost for Well 18 rehabilitation is estimated as follows:

<b>Work</b>	<b>Consultant/Contractor</b>	<b>Cost</b>	<b>Status</b>
Feasibility of Well 18 rehabilitation	Kreiger & Stewart	\$ 24,800.00	Approved September 19, 2019
Bidding document preparation and Bid evaluation	Kreiger & Stewart	\$ 21,800.00	This request
Well rehabilitation contract	Contractor	\$ 80,000.00	estimated
Staff effort	staff	\$ 5,000.00	estimated
Project Cost		<b>\$131,600.00</b>	

Well 18 rehabilitation costs were budgeted in the approved FY 2019-020 Budget within the Water Capital Improvement Project (CIP) Fund. CIP Budget funding is generated with payment by new customers of system capacity fees. Since Well 18 is an existing facility being rehabilitated, staff recommends rehabilitation costs to come from the Water

Replacement Project Fund rather than the CIP Fund. To align the funding, a budget amendment is necessary.

**Director Skerbelis moved and Director Trowbridge seconded the Rubidoux Community Services District Board of Directors approve the General Manager to:**

- 1. Amend the FY 2019-2020 Budget by moving the Well 18 Rehabilitation Project funding of \$60,000 from the CIP Fund to the Water Replacement Fund.**
- 2. Adjust prior approval made at the September 19, 2019 Board Meeting to fund Krieger & Stewart work in the amount of \$24,800 from the CIP Fund to the Water Replacement Fund.**
- 3. Approve a contract with Krieger & Stewart, Inc. in the amount of \$21,800 to perform work per attached proposal using Water Replacement Funds.**

**Roll Call:**

**Ayes – 4 (Murphy, Skerbelis, Trowbridge, Trueba)**

**Noes – 0**

**Abstain – 0**

**The motion was carried unanimously.**

**\*Director Muniz joined the teleconference meeting.**

**ITEM 12. Receive and File Statement of Cash Asset Report for all District Funds Ending February 2020. DM 2020-17.**

**BACKGROUND**

Attached for the Board of Directors' consideration is the February 2020 Statement of Cash Asset Schedule Report for all District Fund Accounts. Our YTD interest is \$314,112.10 for District controlled accounts. With respect to District "Funds in Trust", we show \$13,833.84 which has been earned and posted. The District has a combined YTD interest earned total of \$327,945.94 as of February 29, 2019.

With respect to the District's Operating Funds (Excluding Restricted Funds and Operating Reserves), we show a balance of \$6,811,411.93 ending February 29, 2019. That's **\$165,902.07 LESS** than July 1, 2018, beginning balance of \$6,139,000.30.

Further, the District's Field/Admin Fund current fund balance is \$550,821.92.

Submitted for the Board of Directors consideration is the *February 2020, Statement of Cash Asset Schedule Report* for your review and acceptance this afternoon.

**Director Trowbridge moved and Director Skerbelis seconded to Receive and File the Statement of Cash for the Month of February 2020 for the Rubidoux Community Services District.**

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

**Noes – 0**

**Abstain – 0**

**The motion was carried unanimously.**

**ITEM 13. Receive and File the Budget to Actual Report for the Six Months Ended December 31, 2019. DM 2020-18.**

### **BACKGROUND**

At the June 20, 2019 Board Meeting, the Board of Directors adopted a two (2) year budget for FY 2019-2020 and FY 2020-2021. Prior to this, it had been District practice to adopt single year budgets. A two (2) year budget was adopted for FY 2019-2020 and FY 2021 to minimize the amount of staff time used year-over-year on the budget setting process. This decision is to improve efficiency of the overall budgeting process, as many times repetitive decisions are made during an annual budgeting process, thus freeing up staff for other activities. Although staff does its best during the budgeting process, to ensure the budget is as accurate as possible, certain unforeseen items, regulations, etc. affect the District during the course of a fiscal year that cannot be budgeted. For example, the lowering of PFAS contaminant level, additional required sampling, increased vendor costs, etc. As the Directors are aware, when District funds need to be encumbered and spent outside of our approved budgeted amounts, staff will routinely recommend budget amendments through Board letters.

As we have passed the halfway point in year one (1) of the biennial budget, staff felt it was important to update the Board with actual revenue and expense information compared to budgeted amounts for the six months ended December 31, 2019. Going forward, it will be District practice to update the Board with the same budget vs. actual analysis on a quarterly basis until the next budgeting cycle begins in early 2021. Staff feels these updates are important to keep the Board as informed as possible as to why revenues/expenses versus their budgeted amounts are either favorable/unfavorable. Also, this analysis is important from a staff level, as it helps identify which budgeted amounts, if any, need to be amended to incorporate adjusted costs.

Attached for the Board of Directors' consideration is the Budget vs. Actual Report for the Six Months Ended December 31, 2019, as it applies to the FY 2019-2020 budget. Please keep in mind when reviewing the budget, the information is prepared on the cash basis of accounting. This is historically consistent with District practice over the course of a fiscal year until year-end, when the necessary cash-to-accrual adjustments are made to the General Ledger in anticipation of the year-end audit.

**Director Murphy moved and Director Muniz seconded the Board of Directors “Receive and File” the Budget vs. Actual Report for the Six Months Ended December 31, 2019 to the Rubidoux Community Services District.**

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

**Noes – 0**

**Abstain – 0**

**The motion was carried unanimously.**

**ITEM 14. Consider Resolution No. 2020-862; a Resolution Proclaiming a Local Health Emergency. DM 2020-19.**

### **BACKGROUND**

On December 2019, an outbreak of respiratory illness due to a novel coronavirus (a disease now known as COVID-19), was first identified in Wuhan City, Hubei Province, China, and has spread outside of China, impacting more than 75 countries, including the United States. Since the federal Centers for Disease Control and Prevention (“CDC”) confirmed the first possible case of community spread of COVID-19 in the United States on February 26, 2020, there has been a significant escalation of United States domestic cases and deaths from COVID-19.

On March 4, 2020, Gavin Newsom, Governor of the state of California, proclaimed a state of emergency to exist in California due to the spread of COVID-19.

On March 11, 2020 the World Health Organization declared the COVID-19 outbreak to be a pandemic. On March 12, 2020, Governor Newsom issued Executive Order No. N-25-20 making certain findings and issuing emergency orders to deal with COVID-19 pandemic.

On March 13, 2020, President Trump determined that the ongoing Coronavirus Disease 2019 (COVID-19) pandemic is of sufficient severity and magnitude to warrant an emergency determination under section 501(b) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. 5121-5207.

### **Declaration of Local Emergency**

Government Code 8630 provides that the Board of Directors of the Rubidoux Community Services District (“District”) may proclaim the existence of a local emergency.

The declaration of a local emergency under these laws enables the District to take whatever actions are necessary to address the emergency. The mobilization of local resources, ability to coordinate interagency response, accelerate procurement of vital supplies, use mutual aid, and allow for future reimbursement by the state and federal governments will be critical to successfully responding to COVID-19.

The recommended Resolution No. 2020-862 makes necessary findings required to declare the local emergency and establishes the broader authority of the General Manager to address the emergency.

**Public-Official Participation by Teleconference**

As a result of the waivers in Governor Newsom's Executive Order N-25-20, the Brown Act now permits full participation by officials in meetings through video or audio teleconference provided the remote participation location(s) must be connected to the main meeting through telephone, video, or both.

**Director Trowbridge moved and Director Skerbelis seconded the Board of Directors adopt Resolution No. 2020-862, a Resolution of the Board of Directors of the Rubidoux Community Services District Proclaiming a Local Health Emergency as well as authorizing a moratorium on water shut offs.**

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

**Noes – 0**

**Abstain – 0**

**The motion was carried unanimously.**

**ITEM 14. Directors Comments.**

Director Muniz adjourned the meeting at 4:50 pm.

5. CONSIDERATION TO:

A) RATIFY MARCH 24, 2020, SALARY AND  
RETIREMENT PAY

B) APPROVE APRIL 3, 2020, SALARIES,  
EXPENSES AND TRANSFERS

RUBIDOUX COMMUNITY SERVICES DISTRICT  
APRIL 2, 2020 (BOARD MEETING)  
FUND TRANSFER RATIFICATION

<b>NET PAYROLL 3/24/20 - SALARY &amp; RETIREMENT</b>	16,858.00
WIRE TRANSFER: PAYROLL TAXES 3/25/20	19,135.00
WIRE TRANSFER: SECTION 457	22,000.00

RUBIDOUX COMMUNITY SERVICES DISTRICT  
 APRIL 2, 2020 (BOARD MEETING)  
**FUND TRANSFER AUTHORIZATION**

<b>NET PAYROLL 4/3/20</b>	56,642.00
WIRE TRANSFER: FEDERAL PAYROLL TAXES 4/6/20	24,372.00
WIRE TRANSFER: STATE PAYROLL TAXES 4/6/20	4,705.00
WIRE TRANSFER: TO CREDIT UNION	2,386.00
WIRE TRANSFER: PERS RETIREMENT	17,029.00
WIRE TRANSFER: PERS REPLACEMENT BENEFIT	-
WIRE TRANSFER: PERS HEALTH PREMIUMS	34,334.00
WIRE TRANSFER: PERS RETIRED HEALTH PREMIUMS AND FEES	1,283.00
WIRE TRANSFER: SECTION 125	-
WIRE TRANSFER: SECTION 457	3,169.00

**CHECKING ACCOUNT TRANSFERS FOR ACCOUNTS PAYABLE:**

4/3/2020 WATER FUND TO GENERAL FUND-Payables	66,711.55
WATER FUND TO GENERAL FUND-Trash	137,050.41
WATER FUND TO SEWER FUND	110,410.44
SEWER FUND TO GENERAL FUND-Payables	190,154.44
SALARIES/BENEFITS REIMB WTR FUND TO GENERAL FUND FYQ2	599,809.54
SALARIES/BENEFITS REIMB SWR FUND TO GENERAL FUND FYQ2	32,690.62
SALARIES/BENEFITS REIMB ADJUSTMENT 17/18, 18/19, 19/20	
WATER FUND TO GENERAL FUND	1,485,191.16
SEWER FUND TO GENERAL FUND	82,280.80

**INTERFUND TRANSFERS:**

4/3/2020 SEWER FUND CHECKING TO LAIF SEWER OP	-
SEWER FUND CHECKING TO LAIF SEWER ML	-
SEWER FUND CHECKING TO WATER FUND CHECKING	-
LAIF SEWER OP TO SEWER FUND CHECKING	194,000.00
LAIF WASTEWATER REPLACEMENT TO LAIF SEWER OP	1,260.00
LAIF SEWER ML TO LAIF SEWER OP	-
GENERAL FUND CHECKING TO LAIF SEWER ML	-
GENERAL FUND CHECKING TO LAIF PROP TAX	1,994,000.00
GENERAL FUND CHECKING TO LAIF FIRE MITIGATION	-
LAIF PROPERTY TAX TO GENERAL FUND CHECKING	-
WATER FUND CHECKING TO LAIF-COP PAYBACK	31,600.00
WATER FUND CHECKING TO LAIF-W.R.	4,400.00
WATER FUND CHECKING TO GENERAL FUND CHECKING	-
LAIF WATER ML TO LAIF WATER REPLACEMENT	-
LAIF WATER ML TO LAIF WATER OPS	-
LAIF WATER OP TO WATER FUND CHECKING	1,974,000.00
LAIF WATER RESERVE TO LAIF WATER OP	-
LAIF WATER REPLACE TO LAIF WATER OP	468.00
LAIF WATER OP TO LAIF WATER RESERVE	-

**NOTES PAYABLE**

<u>DESCRIPTION</u>	<u>BALANCE</u>	<u>PAYMENT</u>	<u>DUE DATE</u>
U.S. Bank Trust (1998 COP's Refunding)	3,125,000 Prin.	-	Jun-20
U.S. Bank Trust (1998 COP's Refunding)	494,190 Intr.	79,688	Jun-20
MN Plant-State Revolving Loan	4,259,372 Prin.	127,350	Jul-20
MN Plant-State Revolving Loan	839,371 Intr.	54,748	Jul-20





**AP Enter Bills Edit Report**  
**Rubidoux Community Services District (RCSACT)**  
 Batch: AAAAIW

3/25/2020 4:23:24 PM

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Tr. #	Vendor	Inv Date	Paid Out	Immediate	Credit Card Vendor	Due Date	Discount Date	Invoice #
PO Number		Inv Date	Immediate	Immediate	Check #	Due Date	Discount Date	Discount
GL Date	Immediate GL Account	Immediate GL Account			Credit Card	CC Reference #	Payment Date	Total Invoice
18	CROWN ACE HARDWARE / CROWN ACE HARDWARE ✓							080239 ✓
SUPPLIES		3/13/2020 ✓	N	N		4/12/2020 ✓	3/13/2020	\$0.00
4/2/2020 ✓					N			\$6.01 ✓
19	CROWN ACE HARDWARE / CROWN ACE HARDWARE ✓							080268 ✓
SUPPLIES		3/18/2020 ✓	N	N		4/17/2020 ✓	3/18/2020	\$0.00
4/2/2020 ✓					N			\$5.92 ✓
20	CROWN ACE HARDWARE / CROWN ACE HARDWARE ✓							080270 ✓
R&M OFC		3/18/2020 ✓	N	N		4/17/2020 ✓	3/18/2020	\$0.00
4/2/2020 ✓					N			\$26.38 ✓
21	ELECTRONICS WAREHOUSE / ELECTRONICS WARE ✓							T-221336 ✓
CONNECTOR		3/10/2020 ✓	N	N		4/9/2020 ✓	3/10/2020	\$0.00
4/2/2020 ✓					N			\$19.58 ✓
22	ELECTRONICS WAREHOUSE / ELECTRONICS WARE ✓							T-221777 ✓
UPS BATTERY		3/18/2020 ✓	N	N		4/17/2020 ✓	3/18/2020	\$0.00
4/2/2020 ✓					N			\$52.09 ✓
23	FIRST CHOICE PLUMBING / FIRST CHOICE PLUMBING ✓							62589 ✓
R&M OFC		3/17/2020 ✓	N	N		4/16/2020 ✓	3/17/2020	\$0.00
4/2/2020 ✓					N			\$133.00 ✓
24	HARRINGTON INDUSTRIAL / HARRINGTON INDUSTRI ✓							012K2749 ✓
PVC PARTS		3/19/2020 ✓	N	N		4/18/2020 ✓	3/19/2020	\$0.00
4/2/2020 ✓					N			\$570.43 ✓
25	HOUSTON HARRIS / HOUSTON & HARRIS PCS, INC. ✓							20-22593 ✓
HYDRO-WSH		3/19/2020 ✓	N	N		4/18/2020 ✓	3/19/2020	\$0.00
4/2/2020 ✓					N			\$1,831.00 ✓
26	HOUSTON HARRIS / HOUSTON & HARRIS PCS, INC. ✓							20-22608 ✓
HYDRO-WSH		3/19/2020 ✓	N	N		4/18/2020 ✓	3/19/2020	\$0.00
4/2/2020 ✓					N			\$1,737.50 ✓
27	INFOSEND / INFOSEND, INC ✓							168256.A ✓
FEB BILL PRNT/MAIL		2/28/2020 ✓	N	N		3/29/2020 ✓	2/28/2020	\$0.00
4/2/2020 ✓					N			\$1,079.89 ✓
28	INFOSEND / INFOSEND, INC ✓							168256.B ✓
FEB POSTAGE		2/28/2020 ✓	N	N		3/29/2020 ✓	2/28/2020	\$0.00
4/2/2020 ✓					N			\$2,891.27 ✓
29	KH METALS / KH METALS & SUPPLY ✓							0508875-IN ✓
TOOL		3/11/2020 ✓	N	N		4/10/2020 ✓	3/11/2020	\$0.00
4/2/2020 ✓					N			\$71.89 ✓
30	KH METALS / KH METALS & SUPPLY ✓							0508988-IN ✓
SUPPLIES		3/12/2020 ✓	N	N		4/11/2020 ✓	3/12/2020	\$0.00
4/2/2020 ✓					N			\$20.55 ✓
31	KH METALS / KH METALS & SUPPLY ✓							0509573-IN ✓
TOOL/GLVS		3/18/2020 ✓	N	N		4/17/2020 ✓	3/18/2020	\$0.00
4/2/2020 ✓					N			\$81.87 ✓
32	MCCROMETER / MCCROMETER INC. ✓							535579 RI ✓
FLW MTR RPR 6"		3/13/2020 ✓	N	N		4/12/2020 ✓	3/13/2020	\$0.00
4/2/2020 ✓					N			\$2,406.64 ✓
33	MCCROMETER / MCCROMETER INC. ✓							535588 RI ✓
FLW MTR RPRS 5X		3/13/2020 ✓	N	N		4/12/2020 ✓	3/13/2020	\$0.00
4/2/2020 ✓					N			\$3,061.52 ✓
34	MORENO, PAUL / MORENO, PAUL ✓							20200318 ✓
DOT PHYSCL		3/18/2020 ✓	N	N		4/17/2020 ✓	3/18/2020	\$0.00
4/2/2020 ✓					N			\$169.00 ✓

\$3,971.16

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GL Date					Credit Card	CC Reference #		Total Invoice
35	PIP PRINTING / PIP PRINTING ✓	3/19/2020 ✓	N	N				381019 ✓
BADGES						4/18/2020 ✓	3/19/2020	\$0.00
4/2/2020 ✓					N			\$141.22 ✓
36	QUADIENT / QUADIENT LEASING USA, INC. ✓	3/9/2020 ✓	N	N				N8203634 ✓
PSTG MACHINE						4/10/2020 ✓	3/9/2020	\$0.00
4/2/2020 ✓					N			\$404.74 ✓
37	R&D MECHANICAL / R&D MECHANICAL SUPPLY, INC ✓	3/9/2020 ✓	N	N				11003369 ✓
VALVE						4/8/2020 ✓	3/9/2020	\$0.00
4/2/2020 ✓					N			\$252.30 ✓
38	R&D MECHANICAL / R&D MECHANICAL SUPPLY, INC ✓	3/3/2020 ✓	N	N				11003379 ✓
PVC PARTS						4/2/2020 ✓	3/3/2020	\$0.00
4/2/2020 ✓					N			\$191.84 ✓
39	R&D MECHANICAL / R&D MECHANICAL SUPPLY, INC ✓	3/18/2020 ✓	N	N				11003395 ✓
R&M WTR						4/17/2020 ✓	3/18/2020	\$0.00
4/2/2020 ✓					N			\$732.48 ✓
40	RELIABLE / RELIABLE WORKPLACE SOLUTIONS ✓	3/9/2020 ✓	N	N				AR91311 ✓
PRINTER INK						4/8/2020 ✓	3/9/2020	\$0.00
4/2/2020 ✓					N			\$8.95 ✓
41	SCE / SCE ✓	3/20/2020 ✓	N	N				20A2323283572 ✓
SWR PMP ENRGY						4/8/2020 ✓	3/20/2020	\$0.00
4/2/2020 ✓					N			\$253.86 ✓
42	SCE / SCE ✓	3/19/2020 ✓	N	N				20A2352968572 ✓
WTR PMP ENRGY						4/7/2020 ✓	3/19/2020	\$0.00
4/2/2020 ✓					N			\$350.11 ✓
43	SCE / SCE ✓	3/20/2020 ✓	N	N				20A2036525988 ✓
SWR PMP ENRGY						4/8/2020 ✓	3/20/2020	\$0.00
4/2/2020 ✓					N			\$595.62 ✓
44	SCE / SCE ✓	3/19/2020 ✓	N	N				20A2271820763 ✓
WTR PMP ENRGY						4/7/2020 ✓	3/19/2020	\$0.00
4/2/2020 ✓					N			\$127.55 ✓
45	SCE / SCE ✓	3/20/2020 ✓	N	N				20A2317748135 ✓
SWR PMP ENRGY						4/8/2020 ✓	3/20/2020	\$0.00
4/2/2020 ✓					N			\$2,592.85 ✓
46	STREAMLINE / STREAMLINE ✓	3/18/2020 ✓	N	N				104176 ✓
WEBSITE						4/17/2020 ✓	3/18/2020	\$0.00
4/2/2020 ✓					N			\$400.00 ✓
47	USPS (NEOPOST) / U.S. POSTAL SERVICE (NEOPOST) ✓	3/19/2020 ✓	N	N				20200319 ✓
POSTG MTR						4/18/2020 ✓	3/19/2020	\$0.00
4/2/2020 ✓					N			\$400.00 ✓
48	SCAQMD / SCAQMD ✓	3/3/2020 ✓	N	N				3599920 ✓
ICE/GEN 1 MORAGA						5/1/2020 ✓	3/3/2020	\$0.00
4/2/2020 ✓					N			\$421.02 ✓
49	SCAQMD / SCAQMD ✓	3/3/2020 ✓	N	N				3599922 ✓
ICE/GEN 5288 BELL						5/1/2020 ✓	3/3/2020	\$0.00
4/2/2020 ✓					N			\$421.02 ✓
50	SCAQMD / SCAQMD ✓	3/3/2020 ✓	N	N				3602644 ✓
FLT FEE 1 MORAGA						5/1/2020 ✓	3/3/2020	\$0.00
4/2/2020 ✓					N			\$136.40 ✓
51	SCAQMD / SCAQMD ✓	3/3/2020 ✓	N	N				3602647 ✓
FLT FEE 5288 BELL						5/1/2020 ✓	3/3/2020	\$0.00
4/2/2020 ✓					N			\$136.40 ✓

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GL Date					Credit Card	CC Reference #		Total Invoice
52	SOCAL TRUCK / SOCAL TRUCKWORKS ✓							9188 ✓
R&M TRK		3/12/2020 ✓	N	N		4/11/2020 ✓	3/12/2020	\$0.00
4/2/2020 ✓								\$65.68 ✓
53	SOCAL TRUCK / SOCAL TRUCKWORKS ✓							9192 ✓
R&M TRK		3/13/2020 ✓	N	N		4/12/2020 ✓	3/13/2020	\$0.00
4/2/2020 ✓								\$65.68 ✓
54	SOCAL TRUCK / SOCAL TRUCKWORKS ✓							9196 ✓
R&M TRK		3/13/2020 ✓	N	N		4/12/2020 ✓	3/13/2020	\$0.00
4/2/2020 ✓								\$68.93 ✓
55	TKE ENGINEERING / TKE ENGINEERING, INC. ✓							2020-23 ✓
JURUPA LIFT RPLCMT		3/17/2020 ✓	N	N		4/16/2020 ✓	3/17/2020	\$0.00
4/2/2020 ✓								\$1,260.00 ✓
56	TLG / TLG PAVING COMPANY, INC. ✓							80150 ✓
ASPHALT RPRS		3/12/2020 ✓	N	N		4/11/2020 ✓	3/12/2020	\$0.00
4/2/2020 ✓								\$19,997.00 ✓
57	TRAUTWEIN CONST. / TRAUTWEIN CONSTRUCTION ✓							15110150-17 ✓
HYDRNT MTR RFND		2/28/2020 ✓	N	N		3/29/2020 ✓	2/28/2020	\$0.00
4/2/2020 ✓								\$2,742.07 ✓
58	BPS B'S POOL SUPPLIES / B.P.S. B's POOL SUPPLIES ✓							102248 ✓
SODIUM HYPO		3/17/2020 ✓	N	N		4/16/2020 ✓	3/17/2020	\$0.00
4/2/2020 ✓								\$837.18 ✓
59	GRAINGER / GRAINGER ✓							9472942482 ✓
TRANSDUCER		3/12/2020 ✓	N	N		4/11/2020 ✓	3/12/2020	\$0.00
4/2/2020 ✓								\$439.58 ✓
60	CHASE CARD SERVICES / CHASE CARD SERVICES ✓							20A7704975.A ✓
WINDSHIELD		3/17/2020 ✓	N	N		4/11/2020 ✓	3/17/2020	\$0.00
4/2/2020 ✓								\$210.00 ✓
61	CHASE CARD SERVICES / CHASE CARD SERVICES ✓							20A7704975.B ✓
JOB POSTINGS		3/17/2020 ✓	N	N		4/11/2020 ✓	3/17/2020	\$0.00
4/2/2020 ✓								\$466.67 ✓
62	CHASE CARD SERVICES / CHASE CARD SERVICES ✓							20A7704975.C ✓
WRKNG LNCH		3/17/2020 ✓	N	N		4/11/2020 ✓	3/17/2020	\$0.00
4/2/2020 ✓								\$33.35 ✓
63	CHASE CARD SERVICES / CHASE CARD SERVICES ✓							20A7704975.D ✓
HR DUES/WEBINAR		3/17/2020 ✓	N	N		4/11/2020 ✓	3/17/2020	\$0.00
4/2/2020 ✓								\$284.00 ✓
64	CHASE CARD SERVICES / CHASE CARD SERVICES ✓							20A7704975.E ✓
R&M RSVOR		3/17/2020 ✓	N	N		4/11/2020 ✓	3/17/2020	\$0.00
4/2/2020 ✓								\$264.15 ✓
65	CHASE CARD SERVICES / CHASE CARD SERVICES ✓							20A7704975.F ✓
DVD WRITER		3/17/2020 ✓	N	N		4/11/2020 ✓	3/17/2020	\$0.00
4/2/2020 ✓								\$27.14 ✓
66	CHASE CARD SERVICES / CHASE CARD SERVICES ✓							20A7704975.G ✓
JOB POSTINGS		3/17/2020 ✓	N	N		4/11/2020 ✓	3/17/2020	\$0.00
4/2/2020 ✓								\$933.33 ✓
67	HOME DEPOT / HOME DEPOT CREDIT SERVICES ✓							020753/8044563 ✓
SUPPLIES/TOOLS		3/20/2020 ✓	N	N		4/19/2020 ✓	3/20/2020	\$0.00
4/2/2020 ✓								\$49.42 ✓
68	J THAYER / J THAYER COMPANY, INC ✓							1442771-0 ✓
SUPPLIES		3/18/2020 ✓	N	N		4/17/2020 ✓	3/18/2020	\$0.00
4/2/2020 ✓								\$591.81 ✓

*Handwritten note:* \$2,218.64

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GL Date		Immediate GL Account			Credit Card	CC Reference #	Payment Date	Total Invoice
69	KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓							44212 ✓
WSTE WTR CNSLT		3/20/2020 ✓	N	N		4/19/2020 ✓	3/20/2020	\$0.00
4/2/2020 ✓								\$568.75 ✓
70	KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓							44213 ✓
PRETRTMT		3/20/2020 ✓	N	N		4/19/2020 ✓	3/20/2020	\$0.00
4/2/2020 ✓								\$3,086.82 ✓
71	KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓							44214 ✓
WTR CNSLT		3/20/2020 ✓	N	N		4/19/2020 ✓	3/20/2020	\$0.00
4/2/2020 ✓								\$4,431.25 ✓
72	KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓							44215 ✓
WELL 18 REHB		3/20/2020 ✓	N	N		4/19/2020 ✓	3/20/2020	\$0.00
4/2/2020 ✓								\$468.00 ✓
73	MERIT OIL / MERIT OIL COMPANY ✓							569685 ✓
GASOLINE		3/11/2020 ✓	N	N		3/26/2020 ✓	3/11/2020	\$0.00
4/2/2020 ✓								\$931.74 ✓
74	MERIT OIL / MERIT OIL COMPANY ✓							570924 ✓
GASOLINE		3/18/2020 ✓	N	N		4/2/2020 ✓	3/18/2020	\$0.00
4/2/2020 ✓								\$1,289.50 ✓
75	RICHARDS, WATSON, GERSHON / RICHARDS, WATSON ✓							225850 ✓
CITY RVSD LTGN		3/11/2020 ✓	N	N		4/10/2020 ✓	3/11/2020	\$0.00
4/2/2020 ✓								\$1,230.00 ✓
76	RING BENDER / RING BENDER LLP ✓							09592 ✓
CITY RVSD LTGN		3/19/2020 ✓	N	N		4/18/2020 ✓	3/19/2020	\$0.00
4/2/2020 ✓								\$46,832.78 ✓
77	RIVERSIDE CITY / RIVERSIDE CITY ✓							00254156.A ✓
JAN '20 TRTMT		3/18/2020 ✓	N	N		4/18/2020 ✓	3/18/2020	\$0.00
4/2/2020 ✓								\$91,839.72 ✓
78	RIVERSIDE CITY / RIVERSIDE CITY ✓							00254156.B ✓
JAN '20 TRTMT		3/18/2020 ✓	N	N		4/18/2020 ✓	3/18/2020	\$0.00
4/2/2020 ✓								\$19,345.97 ✓
79	SCE / SCE ✓							20A2024179475.A ✓
WTR PMP ENRGY		3/25/2020 ✓	N	N		4/13/2020 ✓	3/25/2020	\$0.00
4/2/2020 ✓								\$16,431.81 ✓
80	SCE / SCE ✓							20A2024179475.B ✓
FLD OFC UTLTY		3/25/2020 ✓	N	N		4/13/2020 ✓	3/25/2020	\$0.00
4/2/2020 ✓								\$120.24 ✓
81	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓							0311_032420.A ✓
COMM TRSH 3/11-3/24		3/25/2020 ✓	N	N		4/24/2020 ✓	3/25/2020	\$0.00
4/2/2020 ✓								\$39,300.55 ✓
82	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓							0311_032420.B ✓
RES TRSH 3/11-3/24		3/25/2020 ✓	N	N		4/24/2020 ✓	3/25/2020	\$0.00
4/2/2020 ✓								\$97,749.86 ✓
83	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓							0311_032420.C ✓
RCSD SHR COMM		3/25/2020 ✓	N	N		4/24/2020 ✓	3/25/2020	\$0.00
4/2/2020 ✓								(\$3,930.06) ✓
84	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓							0311_032420.D ✓
RCSD SHR RES		3/25/2020 ✓	N	N		4/24/2020 ✓	3/25/2020	\$0.00
4/2/2020 ✓								(\$873.39) ✓
85	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓							0311-032420.E ✓
BILLING FEE		3/25/2020 ✓	N	N		4/24/2020 ✓	3/25/2020	\$0.00
4/2/2020 ✓								(\$3,000.00) ✓

\$ 111,185.69

\$ 16,552.05

\$ 129,246.96

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GL Date					Credit Card	CC Reference #	Payment Date	Total Invoice
86	XYLEM WATER / XYLEM WATER SOLUTIONS USA, INC	3/18/2020	N	N			4/17/2020	3556B13476
SWR PMP RBLD							3/18/2020	\$0.00
4/2/2020					N			\$17,038.62

Grand Totals

Total Direct Expense: \$393,707.54  
 Total Direct Expense Adj: (\$7,803.45) ①  
 Total Non-Electronic Transactions: \$385,904.09 ②

Report Summary

Report Selection Criteria  
 Report Type: Condensed  
 Transaction Number: Start End  
 Start End

① 7,803.45  
7,803.45 Tri-Co  
 .00

② 385,904.09  
397,976.93  
12,072.84

PR 4/3/20  
 + Ron  
 Retirement

2,477.25 Colonial  
 255.00 Union  
 3,169.00 Lincoln  
 2,427.39 SDRMA  
 2,718.15 Standard  
1,006.05 VSP  
12,072.84  
.00

MM  
 3.31.20

6. ACKNOWLEDGEMENTS – MEMBERS OF THE PUBLIC MAY  
ADDRESS THE BOARD AT THIS TIME ON ANY NON-AGENDA  
MATTER

## 7. CORRESPONDENCE AND RELATED INFORMATION



**BREAKING NEWS**

Coronavirus: 3 new COVID-19 deaths in Santa Clara County, 375 total cases

News > **Health** • News

## Coronavirus: Worker at San Jose wastewater plant tests positive; 17 quarantined

Incident highlights vulnerability for key public health infrastructure



The San Jose-Santa Clara Regional Wastewater Facility treats sewage and wastewater of 1.5 million people in eight cities. (Photo: City of

San Jose)

By **PAUL ROGERS** | [progers@bayareanewsgroup.com](mailto:progers@bayareanewsgroup.com) | Bay Area News Group  
PUBLISHED: March 23, 2020 at 3:14 p.m. | UPDATED: March 24, 2020 at 3:36 a.m.

This story is available to all readers in the interest of public safety. Please consider supporting our coverage of the coronavirus outbreak by subscribing to The Mercury News. Only 99¢ for a 3-month trial.

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Highlighting the threat that coronavirus poses to basic public health systems around California and the nation, a worker at San Jose's wastewater treatment plant — a facility that treats the sewage from 1.5 million people in San Jose and seven other cities — has tested positive for COVID-19.

The employee is a janitor working as part of a contract company. The massive plant, located in Alviso, has 17 employees in self-quarantine as a result and is running at about 70% staffing. ←

“The staff is continuing with business as usual, although at a lower head count,” said Kerrie Romanow, director of environmental services for the city of San Jose. “We are continuing to treat wastewater.”

Romanow said Monday that plant operators — employees who have state licenses and who run pumps, filters, chlorination equipment and other systems to treat 100 million gallons of wastewater a day before releasing it into San Francisco Bay — are working in shifts so that they aren't all together at the same place and time.

“It put a scare in everybody,” said one city employee familiar with the plant operations. “Several people decided they would self quarantine, which was advisable. And we came up with plans of how to do minimum staffing.”

Wastewater plants around the bay have been in regular contact with each other, checking to see if they can provide help to fill gaps from coronavirus problems.

San Jose also is in discussion with some retirees to come back to assist, and has brought in at least one licensed worker from a private company and another from San Jose's municipal water department as a backup. No other employees at the wastewater plant have tested positive.

"As long as we don't all get sick and there's no catastrophic equipment failure, we're holding the fort down," Romanow said.

There are more than 40 sewage treatment plants around San Francisco Bay. Built at a cost of billions of dollars over generations, they take the wastewater from the toilets, showers, sinks and other sources of 7 million residents, disinfect and filter it, and release millions of gallons every hour into San Francisco Bay and the Pacific Ocean.

So far, state officials who oversee those plants say they are unaware of workers in other Bay Area sewage treatment facilities who have been sidelined with COVID-19.

"The wastewater agencies are doing very well so far. Crossing my fingers that it stays that way," said Newsha Ajami, a Stanford University research engineer and member of the the Bay Area Regional Water Quality Control Board, which regulates wastewater plants. "But no one knows where this is going. It eventually could impact the health of the bay."

So far, no cases have been detected at the wastewater plant in Oakland run by the East Bay Municipal Utilities District.

In a worst case scenario, Romanow and Ajami said, if COVID-19 became more rampant across the Bay Area and triggered shortages of wastewater treatment plant operators, it's unlikely that sewage would back up into homes and businesses. That's because many systems, like San Jose's, are gravity fed, where the sewage moves toward the plant without needing to be pumped. Rather, it would be treated to lower standards, or perhaps not at all and released into San Francisco Bay.

Until the 1960s, when state laws and then the federal Clean Water Act took effect, many cities released raw sewage or barely treated sewage into the bay. The practice killed fish, wiped out oyster beds, and caused public health problems. It also created large, stinking dead zones of sewage and rotting fruit cannery waste in the South Bay in the 1940s and 1950s, where the water is less than 10 feet deep in many places and has much less circulation than other parts of the bay that are closer to the currents of the Golden Gate.

“So many vital services and workers we usually take for granted are affected by this pandemic,” said David Lewis, executive director of Save the Bay, an environmental group in Oakland that has worked to clean and protect the bay since the 1960s. “It shows how investing in public health is crucial for people and the environment.”

In the San Jose incident, city officials were notified last Monday that the janitorial worker tested positive. Romanow sent an email the next day notifying the wastewater plant staff. They brought in a new cleaning company, cleaned the areas where the ill custodian had worked, and quickly investigated those who had come into contact with her or worked in the areas she cleaned.

The last day the worker was at the plant was March 11, Romanow said. That means starting Wednesday, plant workers on self-quarantine will have gone two weeks since potential exposure and should be able to begin returning to work. Those workers include licensed operators, instrument technicians and maintenance employees.

The plant also received a new shipment Friday of gloves, hand sanitizer and disinfectant, she said. Some engineers and financial analysts are working from home. Capital projects at the plant that are part of a 30-year, \$2 billion modernization project have been put on hold.

The plant has been in existence since the 1950s. It treats sewage and wastewater from San Jose, Santa Clara, Campbell, Cupertino, Los Gatos, Saratoga, Monte Sereno. The facility uses tertiary sewage treatment, which removes 99% of impurities, then chlorinates the water, neutralizes the chlorine so it won't hurt fish and wildlife, and releases it into the bay. About 13% of the wastewater is recycled and used for irrigation.

“Most of us have planned for natural disasters like earthquakes and floods,” Romanow said of the plant’s 200 employees. “What we haven’t planned for is not being able to work together. That’s the nuance that changes all of this. Normally you all pull together, but now it’s let’s stay 6 feet apart.”

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$$\frac{17}{200} = \underline{\underline{8.5\%}}$$



SPONSORED CONTENT

## 8. MANAGER'S REPORT

- a) Operations Report
- b) Emergency and Incident Report

9. CONSIDER AWARD OF A PROFESSIONAL SERVICES  
CONTRACT TO BLAIS & ASSOCIATES FOR GRANT SUPPORT  
SERVICES:  
**DM 2020-20**

# Rubidoux Community Services District

## Board of Directors

Hank Trueba Jr  
Armando Muniz  
Bernard Murphy  
John Skerbelis  
F. Forest Trowbridge



## General Manager

Steven W. Appel

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Water Resource Management    Refuse Collection    Street Lights    Fire / Emergency Services    Weed Abatement

## DIRECTORS MEMORANDUM 2020-20

April 2, 2020

To:     Rubidoux Community Services District  
         Board of Directors

Subject: Grant Support Services – Blais & Associates

### **BACKGROUND:**

Rubidoux Community Services District (“District”) is faced with the prospect of expending significant funds in the future related to its water and sewer operations. Examples include:

1.     Addition of treatment processes to mitigate PFAS Compounds in the District’s drinking water wells. Recent reduction of the Response Limits for PFOA and PFOS by the State Water Resources Control Board creates a situation where the District must add treatment within the next 12 to 18 months. Estimated cost for this is estimated from \$2 to \$4 million.
2.     Addition of treatment processes to mitigate total dissolved solids (“TDS”) in the District’s drinking water wells. Due to relatively high ambient TDS levels in the District’s drinking water wells, sewer discharged to the City of Riverside has a TDS concentration above the City limit of 650 mg/l. Options to remove TDS is through reverse osmosis treatment or to blend with imported low TDS water. Either of these options will have significant expense.

A strategy to mitigate expenses on major projects is to seek and obtain approval for grants and low interest loans through local, state, and federal programs. Given competition for grant funding is high, it is advisable to obtain professional support with expertise in research and preparation of grant/loan applications. Staff has discussed its’ situation with Blais & Associates (“Blais”). Blais is a specialty consulting firm with expertise in researching disadvantaged community status, looking for and researching various grant/loan programs, and application development.

Blais has provided the District with a time and materials proposal, attached. Tasks 1 through 3 are more research and guidance related with a cost of \$5,250. Task 4 in the amount of \$8,400, is an estimated amount for assistance

in the development and preparation of grant/loan application(s). The total is \$13,650. Staff is recommending approval for the entire amount, but initially authorizing Blais for Tasks 1 -3 (\$5,250), with Task 4 authorized after a viable grant/loan opportunity is identified and the District decides to apply.

Funding for this work is proposed to come from Water Fund Reserves.

**RECOMMENDATION**

Staff recommends the Board of Directors authorize the Assistant General Manager to:

1.     Execute a professional services agreement with Blais and Associates in the amount of \$13,650 for grant/loan support services.
2.     Amend the FY 2019/2020 District Budget by allocating \$13,650 for this effort to the District's Water Capital Improvement Project Fund for a new line item under Operating Expenses entitled –“Water Supply Projects.”

Respectfully,



JEFFREY D. SIMS, PE  
Assistant General Manager

Attch:

1. Blais and Associates Proposal dated March 18, 2020



March 18, 2020

Mr. Jeff Sims  
Rubidoux Community Services District  
3590 Rubidoux Blvd.  
Jurupa Valley, CA 92509

Subject: Blais & Associates Proposal for the Provision of Grant Support Services for  
Rubidoux Community Services District

Dear Mr. Sims:

Per your discussions with Andrea Owen, Blais & Associates, Inc. (B&A) is pleased to provide a brief letter proposal for the provision of specific grant research and support services for the Rubidoux Community Services District (RCSD). B&A provides services on a cafeteria basis that are tailored to meet the needs of our clients, which means that you will never pay for unneeded services.

As I am sure Andrea told you, B&A is a professional grant consulting firm that works almost exclusively with local municipal clients. B&A has a strong record of success, winning over 75% of the applications we developed since 2014. This success translated into nearly \$300 million in funding for our clients. We are proud to note that our clients experience a return on investment of anywhere between \$20 and \$75. This means that for every \$1 in grant consulting fees paid to B&A, we have been able to return \$20 to \$75 in grant funds.

Based on your discussions, the following services are proposed:

- Task 1)** Research into the Disadvantaged Community (DAC) Status and development of a summary of the service area for RCSD. It is anticipated that our research team will need about five (5) hours to research and compile the results of the DAC status, **or about \$525.00.**
- Task 2)** Research and development of a summary of the available grant and loan programs that might fund the future drinking water project. B&A's research team will review all known grant and loan programs to identify those that might be able to fund part or all of the program. B&A estimates that it will take about 20 hours to conduct this modified Needs Assessment, **or about \$2,100.**
- Task 3)** Consultation and guidance related to the results of the aforementioned research, and discussion of additional projects. Following the completion of Task 1 and Task 2, B&A proposes to provide 25 hours of on-call consultation as needed over the course 12 months, **or about \$2,625.00.**

Mr. Jeff Sims  
Rubidoux Community Services District



**Task 4)** Grant application development services on an as needed basis. B&A will provide a Not-to-Exceed quote for each project allowing RCSD to manage the budget related to the grant pursuit effort. For some level of reference, a mid-level grant application will have about 25 pages of narrative and forms. The project effort includes all interactions with the client for project understanding, narrative development, budget development, Letters of Support, and provision of 80% and 100% drafts to the client, and formal submission. This effort typically takes about 80 hours or about \$8,400. Some applications are far more simple, and others can be far more complex. This is why B&A provides the NTE quote prior to starting work.

We look forward to continuing working with the Rubidoux Community Services District and will work hard to bring funding to key projects. Should you have any questions about the proposal, please do not hesitate to contact me at (949) 322-3055. I look forward to your feedback.

Sincerely,

A handwritten signature in blue ink that reads 'Neil C. Blais'. The signature is fluid and cursive, with a long horizontal stroke at the end.

Neil C. Blais  
President and CEO

/NB

10. CONSIDER SETTING PROP 218 FOR TRASH RATE INCREASE  
FOR FY 2020-21:  
**DM 2020-21**

# Rubidoux Community Services District

## Board of Directors

Hank Trueba Jr  
Armando Muniz  
Bernard Murphy  
John Skerbelis  
F. Forest Trowbridge

## General Manager

Steven W. Appel



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Water Resource Management    Refuse Collection    Street Lights    Fire / Emergency Services    Weed Abatement

## DIRECTORS MEMORANDUM 2020-21

April 2, 2020

To:     Rubidoux Community Services District  
         Board of Directors

Subject: Consideration to Approve and Authorize Staff to Prepare and Set Solid Waste Hearing Pursuant to Prop 218

### **BACKGROUND:**

The Solid Waste (“Trash”) Committee of the Board (Directors Trueba and Skerbelis) has met with staff and a representative of Burrtec Industries (“Burrtec”) to discuss Burrtec proposed rate increases to the trash rates.

Burrtec proposes a rate increase for District trash services for the upcoming FY 2020/21. Burrtec attributes the bulk of the increase to:

1. Continued uncertainty and instability related to disposition of recyclables
2. Increases to tipping fees by the County of Riverside for solid waste and greenwaste that are being passed through without markup
3. Annual inflator consistent with the District’s agreement with Burrtec negotiated in 2008

The District is not proposing an increase to its Administrative Fee of \$0.25/month per customer.

With respect to the residential solid waste rates, a 7.04% rate increase is proposed for 90-gallon customers. This results in a \$1.97 per month increase for District customers that have 90-gallon barrels for FY 2020/2021. Customers with 90-gallon barrels represent the bulk of the District’s Trash customers. Commercial customers will see increases based on their level of service (bin size and pickup frequency).

Below is a breakdown showing the current and proposed rates by cost component for 90-gallon customers:

Cost Component	Current (\$)	Proposed (\$)	Change (\$)	Change (%)
CPI	\$ 16.41	\$ 16.88	\$ 0.47	2.86%
Landfill tipping fee	\$ 7.07	\$ 7.67	\$ 0.60	8.49%
Recycling	\$ 0.99	\$ 1.91	\$ 0.92	92.93%
Greenwaste	\$ 3.26	\$ 3.24	\$ (0.02)	-0.61%
RCSD Admin Fee	\$ 0.25	\$ 0.25	\$ -	0.00%
<b>Total</b>	<b>\$ 27.98</b>	<b>\$ 29.95</b>	<b>\$ 1.97</b>	<b>7.04%</b>

If authorized, the following rate increase implementation schedule is proposed:

- April 2, 2020 – Board consideration to authorize staff to initiate Prop 218 process for increase in trash rates
- April 3, 2020 – Prepare Prop 218 Notice & Rates and update property tax ownership rolls
- No later than April 3, 2020 – Mail Prop 218 Notices to property owners and renters
- May 1, 2020 - Draft Resolution available at the District Office and on the District website
- June 18, 2020 (Board Meeting) – Protest Election and Hearing for the proposed solid waste rates
- June 18, 2020 (Board Meeting) – Adopt the Rate Adjustment Resolution
- July 1, 2020 – New solid waste rates in effect.

Staff has evaluated the impact if customer rates are not adjusted consistent with the proposed Burrtec rate increases. In the absence of adjusting customer rates, the District would experience an approximate \$9,500 per month deficit of revenue versus monthly billing from Burrtec for services provided. Built into the current rate structure is an approximate \$100,000 transfer from the Trash Fund to the General Fund. This transfer covers expenses the District incurs to provide trash service to its customers. For example – billing, responding to customer concerns, managing the Burrtec contract, postage, etc. Any prolonged implementation of increasing the trash rates may result in other enterprise funds subsidizing the Trash Fund, which is not recommended.

**RECOMMENDATION:**

The Solid Waste Committee and staff recommend the Board authorize staff to prepare and set the solid waste Protest Hearing pursuant to Proposition 218 for consideration of increased solid waste customer rates.

Respectfully,

A handwritten signature in blue ink, appearing to read "Jeff Sims", with a small dot at the end of the signature.

JEFFREY D. SIMS, P.E.  
Assistant General Manager

Attachments

1. Proposed Rate Increase worksheets - Burrtec

**RUBIDOUX COMMUNITY SERVICES DISTRICT  
PROPOSED RATE INCREASE**

Service Type	Current 2019 Rate	Proposed 2020 Rate	
<b><u>Residential Barrel</u></b>			
Size			
90g	\$27.98	\$29.95	
60g	\$25.40	\$27.16	
Extra Barrel - Trash	\$9.23	\$9.89	
Extra Barrel - Recycling	\$1.23	\$1.27	
Extra Barrel - Greenwaste	\$5.69	\$5.74	
Extra Pick-up	\$15.22	\$15.66	
Recycling Contamination	\$41.22	\$42.41	
Exchange (first exchange free)-charge does not apply for graffiti or damaged barrels.	n/a	\$16.61	pending
Replacement (charged for customer damaged barrels)	n/a	\$71.56	pending
<b><u>Roll-Offs (Trash)</u></b>			
40 yard (6 tons)	\$654.78	\$675.91	
20 yard (8 tons)	\$793.43	\$819.34	
10 yard (8 tons)	\$793.43	\$819.34	
40 yard compactor (8 tons)	\$818.52	\$845.16	
40 yard (6 tons) -Temporary, 7 days	\$679.87	\$701.72	
20 yard (8 tons) - Temporary, 7 days	\$843.62	\$870.98	
10 yard (8 tons) - Temporary, 7 days	\$843.62	\$870.98	
Excess disposal-per ton	\$56.66	\$58.68	
Rental Fee (per day)	\$25.58	\$26.31	
Relocation Fee	\$72.28	\$74.37	
Dry Run Fee	\$78.24	\$80.50	
Liner for Roll-Off	n/a	\$111.11	
<b><u>Roll-Offs Recycling</u></b>			
40 yard (Plus applicable disposal)	\$230.31	\$236.96	
<b><u>Commercial Barrel Service</u></b>			
40-gallon barrel	\$17.33	\$17.87	
60-gallon barrel	\$23.97	\$24.70	
90-gallon barrel	\$29.47	\$30.39	
90-gallon recycling barrel	\$19.34	\$21.02	
Extra Pick-up	\$25.58	\$26.31	
Exchange (first exchange free)-charge does not apply for graffiti or damaged barrels.	n/a	\$16.61	pending
Replacement (charged for lost or stolen barrels)	n/a	\$71.56	pending

**RUBIDOUX COMMUNITY SERVICES DISTRICT  
PROPOSED RATE INCREASE**

Service Type		Current 2019 Rate	Proposed 2020 Rate
<b>Commercial/Residential Trash Bins</b>			
Size	Freq		
2	1	\$93.90	\$96.74
2	2	\$157.91	\$162.74
2	3	\$221.88	\$228.69
2	4	\$285.91	\$294.71
2	5	\$349.86	\$360.63
2	6	\$413.84	\$426.61
3	1	\$123.62	\$127.39
3	2	\$224.47	\$231.34
3	3	\$316.16	\$325.88
3	4	\$407.83	\$420.40
3	5	\$499.50	\$514.91
3	6	\$591.14	\$609.40
4	1	\$153.01	\$157.70
4	2	\$275.83	\$284.34
4	3	\$398.66	\$410.98
4	4	\$521.51	\$537.66
4	5	\$644.32	\$664.29
4	6	\$767.17	\$790.94
Extra Pick-up		\$41.23	\$42.42
Temporary Bins (3yd, 7 days)		\$114.85	\$118.00
Temp. Bins - Dump & Return		\$101.96	\$104.76
<b>Commingled Recyclables</b>			
Size	Freq		
1.5	1	\$71.81	\$76.11
1.5	2	\$113.72	\$121.48
1.5	3	\$155.59	\$166.80
1.5	4	\$197.52	\$212.19
1.5	5	\$239.38	\$257.48
1.5	6	\$281.27	\$302.82
3	1	\$108.72	\$116.33
3	2	\$174.37	\$188.37
3	3	\$240.08	\$260.44
3	4	\$305.79	\$332.52
3	5	\$371.50	\$404.60
3	6	\$437.21	\$476.70
Extra Pick-up		\$41.23	\$42.42



**RUBIDOUX COMMUNITY SERVICES DISTRICT  
PROPOSED RATE INCREASE**

Service Type	Current 2019 Rate	Proposed 2020 Rate	
<b>Green Waste</b>			
Size	Freq		
1.5	1	\$95.61	
1.5	2	\$161.33	
1.5	3	\$227.01	
1.5	4	\$292.77	
1.5	5	\$358.42	
1.5	6	\$424.12	
3	1	\$156.33	
3	2	\$269.61	
3	3	\$382.93	
3	4	\$496.26	
3	5	\$609.59	
3	6	\$722.92	
Green Waste Contamination		\$56.68	\$58.31
<b>Food Waste</b>			
Size	Freq		
65g	1	\$66.32	\$71.91
65g	2	\$121.06	\$131.88
65g	3	\$172.07	\$188.03
65g	4	\$223.40	\$244.52
65g	5	\$281.89	\$308.34
65g	6	\$325.54	\$356.93
2	1	\$225.58	\$243.37
2	2	\$407.27	\$441.58
2	3	\$574.86	\$625.28
2	4	\$743.67	\$810.26
2	5	\$939.59	\$1,023.10
2	6	\$1,079.33	\$1,178.16
Food Waste Contamination		\$56.68	\$58.31
<b>Applies to all Bin Types:</b>			
Exchange (first exchange free)-charge does not apply for graffiti or damaged bins.	n/a	\$83.06	pending
Replacement + actual bin cost (charged for lost or stolen bins)	n/a	\$92.00	pending
<b>Other</b>			
Bus Stops (District)	\$27.17	\$27.95	
Tilthopper	\$38.00	\$39.10	
Steam Clean (compactor box)	\$155.27	\$159.75	
Locking Bin	\$16.28	\$16.75	
<b>Certificate of Destruction</b>			
Taken to Burrtec MRF - per load	n/a	\$114.32	
Taken to Riverside County Landfill (per ton)	n/a	\$61.87	
Taken to San Bernardino County Landfill (per ton)	n/a	\$115.56	

Residential Rate Adjustment  
 July 1, 2020

Bin Size	8/1/19 Current Components							7/1/20 Proposed Components						
	CPI Jan Index 3.05% Service	\$50.99 per ton Landfill	\$ 35.02 per ton Recycling	\$50.08 per ton Greenwaste	Admin Fee	Total Rate	Net to Burrtec	CPI Annual Index 2.89% Service	\$52.81 per ton Landfill	\$ 67.83 per ton Recycling	\$51.60 per ton Greenwaste	Admin Fee	Total Rate	Net to Burrtec
90 gal can	16.41	7.07	0.99	3.26	0.25	\$27.98	\$27.73	16.88	7.67	1.91	3.24	0.25	\$29.95	\$29.70
60 gal can	16.26	4.64	0.99	3.26	0.25	\$25.40	\$25.15	16.73	5.03	1.91	3.24	0.25	\$27.16	\$26.91
<u>Extra Barrels</u>														
Refuse	2.16	7.07	0.00	0.00	0.00	\$9.23	\$9.23	2.22	7.67	0.00	0.00	0.00	\$9.89	\$9.89
Recycling	1.23	0.00	0.00	0.00	0.00	\$1.23	\$1.23	1.27	0.00	0.00	0.00	0.00	\$1.27	\$1.27
Greenwaste	2.43	0.00	0.00	3.26	0.00	\$5.69	\$5.69	2.50	0.00	0.00	3.24	0.00	\$5.74	\$5.74

Note:

Recycling rebates are adjusted one year in arrears based on actual composition of the material, processing and residue costs, offset by the value of the recovered material. Refuse barrel count (Burrtec data) of 5,812 used to calculate lbs per week.

Notes:

1. Used annual index for 2020 proposal. For 2019 proposal the annual calculation was not available as it was a new index.
2. Due to the 1-month late implementation in the 7/1/19 rates (effective 8/1/19), BWI forfeited \$8,421 in residential revenue & \$2,742 in commercial revenue.
3. Recycling rebates are adjusted one year in arrears based on actual composition

*Burrtec Utility*  
*County (Landfill + Transfer)*

*- 30% decrease in recycled plastic Community Volume*

Commercial Rate Adjustment  
 July 1, 2020

		8/1/19 Current Components						7/1/20 Proposed Components					
		CPI Jan Index 3.05%	Fee per Yard \$0.15	12.78%				CPI Annual Index 2.89%	Fee per Yard \$0.15	3.57%			
Bin Size	Freq	Service	Compliance Fee to Burrtec	\$50.99 per ton Landfill	10.00% Franchise Fee	Total Rate	Net to Burrtec	Service	Compliance Fee to Burrtec	\$52.81 per ton Landfill	10.00% Franchise Fee	Total Rate	Net to Burrtec
40 gal can	1	10.27	0.46	4.87	1.73	\$17.33	\$15.60	10.57	0.46	5.05	1.79	\$17.87	\$16.08
60 gal can	1	13.80	0.46	7.31	2.40	\$23.97	\$21.57	14.20	0.46	7.57	2.47	\$24.70	\$22.23
90 gal can	1	15.10	0.46	10.96	2.95	\$29.47	\$26.52	15.54	0.46	11.35	3.04	\$30.39	\$27.35
2	1	60.01	1.30	23.20	9.39	\$93.90	\$84.51	61.74	1.30	24.03	9.67	\$96.74	\$87.07
2	2	93.12	2.60	46.40	15.79	\$157.91	\$142.12	95.81	2.60	48.06	16.27	\$162.74	\$146.47
2	3	126.19	3.90	69.60	22.19	\$221.88	\$199.69	129.83	3.90	72.09	22.87	\$228.69	\$205.82
2	4	159.32	5.20	92.80	28.59	\$285.91	\$257.32	163.92	5.20	96.12	29.47	\$294.71	\$265.24
2	5	192.37	6.50	116.00	34.99	\$349.86	\$314.87	197.92	6.50	120.15	36.06	\$360.63	\$324.57
2	6	225.46	7.80	139.20	41.38	\$413.84	\$372.46	231.97	7.80	144.18	42.66	\$426.61	\$383.95
3	1	74.51	1.95	34.80	12.36	\$123.62	\$111.26	76.66	1.95	36.04	12.74	\$127.39	\$114.65
3	2	128.52	3.90	69.60	22.45	\$224.47	\$202.02	132.23	3.90	72.08	23.13	\$231.34	\$208.21
3	3	174.29	5.85	104.40	31.62	\$316.16	\$284.54	179.32	5.85	108.12	32.59	\$325.88	\$293.29
3	4	220.05	7.80	139.20	40.78	\$407.83	\$367.05	226.40	7.80	144.16	42.04	\$420.40	\$378.36
3	5	265.80	9.75	174.00	49.95	\$499.50	\$449.55	273.47	9.75	180.20	51.49	\$514.91	\$463.42
3	6	311.53	11.70	208.80	59.11	\$591.14	\$532.03	320.52	11.70	216.24	60.94	\$609.40	\$548.46
4	1	88.71	2.60	46.40	15.30	\$153.01	\$137.71	91.27	2.60	48.06	15.77	\$157.70	\$141.93
4	2	150.25	5.20	92.80	27.58	\$275.83	\$248.25	154.59	5.20	96.12	28.43	\$284.34	\$255.91
4	3	211.79	7.80	139.20	39.87	\$398.66	\$358.79	217.90	7.80	144.18	41.10	\$410.98	\$369.88
4	4	273.36	10.40	185.60	52.15	\$521.51	\$469.36	281.25	10.40	192.24	53.77	\$537.66	\$483.89
4	5	334.89	13.00	232.00	64.43	\$644.32	\$579.89	344.56	13.00	240.30	66.43	\$664.29	\$597.86
4	6	396.45	15.60	278.40	76.72	\$767.17	\$690.45	407.89	15.60	288.36	79.09	\$790.94	\$711.85

105.00 lbs. per yard.

105.00 lbs. per yard.

+3.77

3.04%

Burrtec Waste Industries, Inc.  
 Rubidoux Community Service District

*no change bills attached  
 4/1/2019 to 2/3 franchise  
 6/1/20*

**Rolloff Rate Adjustment  
 July 1, 2020**

Size	Maximum Tonnage	8/1/19 Current Components					7/1/20 Proposed Components				
		CPI Jan Index 3.05% Service	Fee per Load \$2.75 Compliance Fee to Burrtec	12.78% \$50.99 Landfill	10.00% Franchise Fee	Total Rate	CPI Annual Index 2.89% Service	Fee per Load \$2.75 Compliance Fee to Burrtec	3.57% \$52.81 Landfill	10.00% Franchise Fee	Total Rate
<b><u>Permanent</u></b>											
40 Yard	6	280.61	2.75	305.94	65.48	\$654.78	288.71	2.75	316.86	67.59	\$675.91
20 Yard	8	303.42	2.75	407.92	79.34	\$793.43	312.18	2.75	422.48	81.93	\$819.34
10 Yard	8	303.42	2.75	407.92	79.34	\$793.43	312.18	2.75	422.48	81.93	\$819.34
40 Yard Compactor	8	326.00	2.75	407.92	81.85	\$818.52	335.41	2.75	422.48	84.52	\$845.16
<b><u>Temporary</u></b>											
40 Yard	6	303.19	2.75	305.94	67.99	\$679.87	311.94	2.75	316.86	70.17	\$701.72
20 Yard	8	348.59	2.75	407.92	84.36	\$843.62	358.65	2.75	422.48	87.10	\$870.98
10 Yard	8	348.59	2.75	407.92	84.36	\$843.62	358.65	2.75	422.48	87.10	\$870.98
<b><u>Recycling</u></b>											
10/20/40 Yard		207.28		Actual	23.03	\$230.31	213.26		Actual	23.70	\$236.96
<b><u>Disposal</u></b>											
Excess Refuse		0.00		50.99	5.67	\$56.66	0.00		52.81	5.87	\$58.68
Green Waste		0.00		50.08	5.56	\$55.64	0.00		51.60	5.73	\$57.33
Wood - Blonde		0.00		21.83	2.43	\$24.26	0.00		26.93	2.99	\$29.92
Wood - Mfg		0.00		46.73	5.19	\$51.92	0.00		50.63	5.63	\$56.26
Inert		0.00		30.71	3.41	\$34.12	0.00		33.50	3.72	\$37.22
C&D		0.00		61.37	6.82	\$68.19	0.00		71.40	7.93	\$79.33
Liner Roll Off							100.00			11.11	\$111.11

Burrtec Waste Industries, Inc.  
 Rubidoux Community Service District

**Commercial Recycling Bin Rate Adjustment**  
**July 1, 2020**

		8/1/19 Current Components					7/1/20 Proposed Components				
		CPI Jan Index 3.05%					CPI Annual Index 2.89%				
Bin Size	Freq	Service	\$40.56 Per Ton Processing	10.00% Franchise Fee	Total Rate	Net to Burrtec	Service	\$59.44 Per Ton Processing	10.00% Franchise Fee	Total Rate	Net to Burrtec
90 g Recy	1	15.10	2.31	1.93	\$19.34	\$17.41	15.54	3.38	2.10	\$21.02	\$18.92
1.5	1	60.01	4.62	7.18	\$71.81	\$64.63	61.74	6.76	7.61	\$76.11	\$68.50
1.5	2	93.12	9.23	11.37	\$113.72	\$102.35	95.81	13.52	12.15	\$121.48	\$109.33
1.5	3	126.19	13.84	15.56	\$155.59	\$140.03	129.83	20.29	16.68	\$166.80	\$150.12
1.5	4	159.32	18.45	19.75	\$197.52	\$177.77	163.92	27.05	21.22	\$212.19	\$190.97
1.5	5	192.37	23.07	23.94	\$239.38	\$215.44	197.92	33.81	25.75	\$257.48	\$231.73
1.5	6	225.46	27.68	28.13	\$281.27	\$253.14	231.97	40.57	30.28	\$302.82	\$272.54
3	1	88.62	9.23	10.87	\$108.72	\$97.85	91.18	13.52	11.63	\$116.33	\$104.70
3	2	138.48	18.45	17.44	\$174.37	\$156.93	142.48	27.05	18.84	\$188.37	\$169.53
3	3	188.39	27.68	24.01	\$240.08	\$216.07	193.83	40.57	26.04	\$260.44	\$234.40
3	4	238.30	36.91	30.58	\$305.79	\$275.21	245.18	54.09	33.25	\$332.52	\$299.27
3	5	288.21	46.14	37.15	\$371.50	\$334.35	296.53	67.61	40.46	\$404.60	\$364.14
3	6	338.13	55.36	43.72	\$437.21	\$393.49	347.89	81.14	47.67	\$476.70	\$429.03

35.00 lbs. per yard.

35.00 lbs. per yard.

\$ 7.41

7%

Burrtec Waste Industries, Inc.  
 Rubidoux Community Service District

**Green Waste Bin Rate**  
**July 1, 2020**

8

		8/1/19 Current Components					7/1/20 Proposed Components				
		CPI Jan Index 3.05%					CPI Annual Index 2.89%				
Bin Size	Freq	Service	\$50.08 per ton Landfill	10.00% Franchise Fee	Total Rate	Net to Burrtec	Service	\$51.60 per ton Landfill	10.00% Franchise Fee	Total Rate	Net to Burrtec
1.5	1	60.01	26.04	9.56	\$95.61	\$86.05	61.74	26.83	9.84	\$98.41	\$88.57
1.5	2	93.12	52.08	16.13	\$161.33	\$145.20	95.81	53.66	16.61	\$166.08	\$149.47
1.5	3	126.19	78.12	22.70	\$227.01	\$204.31	129.83	80.50	23.37	\$233.70	\$210.33
1.5	4	159.32	104.17	29.28	\$292.77	\$263.49	163.92	107.33	30.14	\$301.39	\$271.25
1.5	5	192.37	130.21	35.84	\$358.42	\$322.58	197.92	134.16	36.90	\$368.98	\$332.08
1.5	6	225.46	156.25	42.41	\$424.12	\$381.71	231.97	160.99	43.66	\$436.62	\$392.96
→ 3	1	88.62	52.08	15.63	\$156.33	\$140.70	91.18	53.66	16.09	\$160.93	\$144.84
3	2	138.48	104.17	26.96	\$269.61	\$242.65	142.48	107.33	27.76	\$277.57	\$249.81
3	3	188.39	156.25	38.29	\$382.93	\$344.64	193.83	160.99	39.42	\$394.24	\$354.82
3	4	238.30	208.33	49.63	\$496.26	\$446.63	245.18	214.66	51.09	\$510.93	\$459.84
3	5	288.21	260.42	60.96	\$609.59	\$548.63	296.53	268.32	62.76	\$627.61	\$564.85
3	6	338.13	312.50	72.29	\$722.92	\$650.63	347.89	321.98	74.43	\$744.30	\$669.87

160.00 lbs. per yard.

160.00 lbs. per yard.

Burrtec Waste Industries, Inc.  
 Rubidoux Community Service District

1 customer

5

**Food Waste Bin Rate**  
**July 1, 2020**

		8/1/19 Current Components					7/1/20 Proposed Components				
		CPI Jan Index 3.05%					CPI Annual Index 2.89%				
Bin Size	Freq	Service	\$76.77 per ton Landfill	10.00% Franchise Fee	Total Rate	Net to Burrtec	Service	\$86.79 per ton Landfill	10.00% Franchise Fee	Total Rate	Net to Burrtec
65 g	1	27.26	32.43	6.63	\$66.32	\$59.69	28.05	36.67	7.19	\$71.91	\$64.72
	2	44.08	64.87	12.11	\$121.06	\$108.95	45.35	73.34	13.19	\$131.88	\$118.69
	3	57.56	97.30	17.21	\$172.07	\$154.86	59.22	110.01	18.80	\$188.03	\$169.23
	4	71.33	129.73	22.34	\$223.40	\$201.06	73.39	146.68	24.45	\$244.52	\$220.07
	5	91.53	162.17	28.19	\$281.89	\$253.70	94.17	183.34	30.83	\$308.34	\$277.51
	6	98.39	194.60	32.55	\$325.54	\$292.99	101.23	220.01	35.69	\$356.93	\$321.24
2	1	103.22	99.80	22.56	\$225.58	\$203.02	106.20	112.83	24.34	\$243.37	\$219.03
	2	166.95	199.59	40.73	\$407.27	\$366.54	171.77	225.65	44.16	\$441.58	\$397.42
	3	217.98	299.39	57.49	\$574.86	\$517.37	224.27	338.48	62.53	\$625.28	\$562.75
	4	270.12	399.18	74.37	\$743.67	\$669.30	277.92	451.31	81.03	\$810.26	\$729.23
	5	346.65	498.98	93.96	\$939.59	\$845.63	356.65	564.14	102.31	\$1,023.10	\$920.79
	6	372.63	598.77	107.93	\$1,079.33	\$971.40	383.38	676.96	117.82	\$1,178.16	\$1,060.34

300.00 lbs. per yard.

300.00 lbs. per yard.

Burrtec Waste Industries, Inc.  
 Rubidoux Community Service District

**Additional Services**  
 July 1, 2020

Service	Aug. 1, 2019 Current Rate	July 1, 2020 Proposed Rate	
<u>Barrel</u>			
Residential Extra Pick-Up	\$15.22	\$15.66	
Commercial Extra Pick-Up	\$25.58	\$26.31	
Barrel Exchange (first exchange free) charge does not apply to graffiti or damaged barrels		\$16.61	pending approval
Barrel Replacement resdl-customer damaged comm-lost or stolen		\$71.58	pending approval
<u>Roll Off</u>			
Rental Fee per day (7 day min.)	\$25.58	\$26.31	
Relocation Fee	\$72.28	\$74.37	
Dry Run Fee	\$78.24	\$80.50	
<u>Bin Services</u>			
Extra Pick-Up	\$41.23	\$42.42	
Bin Exchange (first exchange fee) charge does not apply to graffiti or damaged bins		\$83.06	pending approval
Bin Replacement + actual cost of bin comm-lost or stolen		\$92.00	pending approval
<u>Temporary Bin</u>			
3 cubic yard - 7 days use	\$114.85	\$118.00	
Dump and return	\$101.96	\$104.76	
<u>Recycling Contamination</u>			
	\$41.22	\$42.41	
<u>Green Waste Contamination - bins/barrels</u>			
	\$56.68	\$58.31	
<u>Food Waste Contamination - bins/barrels</u>			
	\$56.68	\$58.31	
<u>Other</u>			
Bus Stops (District)	\$27.17	\$27.95	
Tilthopper	\$38.00	\$39.10	
Steam Clean (compactor box)	\$155.27	\$159.75	
Locking Bin	\$16.28	\$16.75	
<u>Certificate of Destruction</u>			
Taken to Burrtec MRF - per Load		\$114.32	
Taken to Riverside County Landfill (per ton)		\$61.87	
Taken to San Bernardino County Landfill (per ton)		\$115.56	

CPI Annual Index 2.89%
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11. CONSIDER WEED ABATEMENT CONTRACTOR  
FULFILLMENT:  
**DM 2020-22**

# Rubidoux Community Services District

## Board of Directors

Hank Trueba Jr  
Armando Muniz  
Bernard Murphy  
John Skerbelis  
F. Forest Trowbridge

## General Manager

Steven W. Appel



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Water Resource Management    Refuse Collection    Street Lights    Fire / Emergency Services    Weed Abatement

## DIRECTORS MEMORANDUM 2020-22

April 2, 2020

To:        Rubidoux Community Services District  
              Board of Directors

Subject: Weed Abatement Contractor Fulfillment

### **BACKGROUND:**

The District contracts with County of Riverside (County), on behalf of the Fire Department, through its Cooperative Fire Programs Fire Protection Reimbursement Agreement ("Agreement"). The Agreement is in effect until June 30, 2021.

This Agreement provides fire protection, hazardous materials mitigation, technical rescue response, fire marshal, medical emergency services and public service assists.

The Fire Marshal has an assigned Fire Prevention Technician (Weed Abatement Officer) for the District. See attached Exhibit "A".

The Weed Abatement Officer duties for the District include but are not limited to, weed abatement contractor fulfillment, noticing parcel owners of violation(s), direction and oversight of weed abatement contractor(s), inspections and re-inspections, weed abatement contractor invoice review, and reporting to County Assessor Office parcel assessments to tax roll for weed abatement efforts undertaken due to non-response by the property owner.

### **CONTRACTOR FULFILMENT:**

Historically, each February/March the Weed Abatement Officer prepares a Weed Abatement Bid package for soliciting abatement contractors. A Public Notice is published in the Press Enterprise. As the Board is aware, contractor participation has been limited, at best, often with only one contractor submitting a bid. This year, District staff reached out to the Fire Marshal office for assistance with this process.

The County of Riverside Fire Marshal has indicated they can provide Weed Abatement Contractor Service on the District's behalf using bidding process the County of Riverside undertook in 2016 to secure County wide weed abatement services. Staff contacted District Counsel, John Harper to confirm if this would be acceptable for the District as an alternative to conducting its own Weed Abatement Contractor bidding process. Mr. Harper indicated the District can utilize weed abatement contractor(s) identified through the County's bidding process.

In 2016, County Contracts department opened and completed the bidding process for Weed Abatement Contractor services. The County currently has a five (5) year Service Agreement effective June 1, 2017 through June 30, 2022.

The County Weed Abatement Agreement has one (1) primary and four (4) secondary On-Call contractors available. Of the listed bidders, it's noted that Scott Tractor and Inland Empire Property Services have provided weed abatement services for the District in the past.

Exhibit "B" is the On-Call contractor list and Unit Pricing schedule.

The Fire Marshal office indicated the District's unit pricing would be based on "Area 3" of the pricing schedule. The Unit Price for the Primary, 2<sup>nd</sup> and 3<sup>rd</sup> contractors are all in line with District pricing from the past.

Going forward County Fire Marshal will provide Weed Abatement Contractor Services on behalf of the District.

**RECOMMENDATION:**

Receive and File, no action required.

Respectfully,



JEFFREY D. SIMS P.E.  
Assistant General Manager

**Attachments:**

- A. Exhibit "A" to the Fire Cooperative Agreement
- B. Exhibit "B" - County of Riverside On-Call Weed Abatement Services Unit Pricing Schedule

**EXHIBIT "A"**

TO THE COOPERATIVE AGREEMENT  
TO PROVIDE FIRE PROTECTION, FIRE PREVENTION, RESCUE  
AND MEDICAL EMERGENCY SERVICES FOR  
THE RUBIDOUX COMMUNITY SERVICES DISTRICT  
ESTIMATE DATED MAY 3, 2018 FOR FY 2020/2021

*\*See notation below for estimate assumptions*

	CAPTAIN'S	CAPTAIN'S	ENGINEER'S	ENGINEER	FF II'S	FF II	TOTALS
STA #38	MEDICS	MEDICS		MEDICS		MEDICS	
Medic Engine	252,334 1		221,183 1	246,444 1	582,486 3	433,688 2	1,736,135 8
SUBTOTALS	252,334		221,183	246,444	582,486	433,688	1,736,135
SUBTOTAL STAFF	1		1	1	3	2	8
ESTIMATED ADDITIONAL UNPLANNED OVERTIME							25,180
FIRE PREVENTION TECHNICIAN (Weed Abatement Officer; PCN 00006913)							53,649 0.5
SUBTOTAL							<u>\$78,830 8.5</u>
<b>ESTIMATED SUPPORT SERVICES</b>							
Administrative/Operational				25,195	per assigned Staff **		208,366 8.27
Volunteer Program				8,341	Per Entity Allocation		8,341 1.0
Medic Program					Medic FTE/Defib Basis		30,654 3.0
Battalion Chief Support				86,011	.27 FTE per Station		86,011 1.0
Fleet Support				69,336	per Fire Suppression Equip		69,336 1.0
ECC Support					Calls/Station Basis		113,951
Comm/IT Support					Calls/Station Basis		222,724
Facility Support					Assigned Staff/Station Basis		12,210
Hazmat Support							20,541
<b>ESTIMATED SUPPORT SERVICES SUBTOTAL</b>							<u>772,135</u>
<b>ESTIMATED DIRECT CHARGES</b>							
FIRE ENGINE USE AGREEMENT				25,800	each engine		47,373 1
<b>TOTAL STAFF COUNT</b>							<b>8.5</b>
<b>TOTAL ESTIMATED RCSD BUDGET</b>							<u><u>\$2,660,273</u></u>

8.0 Assigned Staff  
0.27 Battalion Chief Support  
\*\* 8.27 Total Assigned Staff

**SUPPORT SERVICES**

Administrative & Operational Services  
Finance  
Training  
Data Processing  
Accounting  
Personnel

Procurement  
Emergency Services  
Fire Fighting Equip.  
Office Supplies/Equip.

1 Fire Stations  
2,972 Number of Calls  
3 Assigned Medic FTE  
1 Monitors/Defibs  
1 Hazmat Stations  
9 Number of Hazmat Calls

Volunteer Program - Support staff, Workers Comp, and Personal Liability Insurance.

Medic Program - Support staff, Training, Certification, Case Review & Reporting, Monitor/Defibrillator replacement cycle.

Battalion Chief Support - Pooled BC coverage for Cities/Agencies that do not include BC staffing as part of their contracted services.

Fleet Support - Support staff, automotive costs, vehicle/engine maintenance, fuel costs.

Emergency Command Center Support - Dispatch services costs.

# EXHIBIT "B"

RFQ #FPARC-320 - On-Call Weed Abatement Services  
 Bid Close Date: May 18, 2017

Item Name	Qty	Unit	Primary CAL Dreamscape Landscape Co., Inc. Unit Price	2nd A1 Weed Abatement Unit Price	3rd Scott Tractor Unit Price	4th DBI Services Unit Price	5th Ace Weed Abatement, Inc. Unit Price	6th Inland Empire Property Unit Price
Area 1	Tractor Work (Mowing)	1	ACRE	\$ 130.00	\$ 150.00	\$ 160.00	\$ 245.00	\$ 300.00
Area 1	Tractor Work (Disking)	1	ACRE	\$ 130.00	\$ 150.00	\$ 160.00	\$ 245.00	\$ 225.00
Area 1	Hand Work/Clearing, Light Grass	1	SqFt	\$ 0.02	\$ 0.05	\$ 0.06	\$ 0.085	\$ 0.10
Area 1	Hand Work/Clearing, Medium Brush (4 feet and under)	1	SqFt	\$ 0.03	\$ 0.08	\$ 0.08	\$ 0.095	\$ 1.00
Area 1	Hand Work/Clearing, Heavy Brush (over 4 feet)	1	SqFt	\$ 0.04	\$ 0.10	\$ 0.10	\$ 0.105	\$ 2.00
Area 1	Extremely Heavy Brush	1	SqFt	\$ 0.10	\$ 0.15	\$ 0.15	\$ 1.25	\$ 4.00
Area 1	Over and Above Work. Fixed Price Hourly Rate	1	HOUR	\$ 95.00	\$ 50.00	\$ 120.00	\$ 73.00	\$ 375.00
Area 2	Tractor Work (Mowing)	1	ACRE	\$ 135.00	\$ 150.00	\$ 160.00	\$ 245.00	\$ 300.00
Area 2	Tractor Work (Disking)	1	ACRE	\$ 135.00	\$ 150.00	\$ 160.00	\$ 245.00	\$ 225.00
Area 2	Hand Work/Clearing, Light Grass	1	SqFt	\$ 0.02	\$ 0.05	\$ 0.06	\$ 0.085	\$ 0.10
Area 2	Hand Work/Clearing, Medium Brush (4 feet and under)	1	SqFt	\$ 0.03	\$ 0.08	\$ 0.08	\$ 0.095	\$ 1.00
Area 2	Hand Work/Clearing, Heavy Brush (over 4 feet)	1	SqFt	\$ 0.04	\$ 0.10	\$ 0.10	\$ 0.105	\$ 2.00
Area 2	Extremely Heavy Brush	1	SqFt	\$ 0.12	\$ 0.50	\$ 0.15	\$ 1.25	\$ 4.00
Area 2	Over and Above Work. Fixed Price Hourly Rate	1	HOUR	\$ 95.00	\$ 50.00	\$ 120.00	\$ 73.00	\$ 375.00
Area 3	Tractor Work (Mowing)	1	ACRE	\$ 135.00	\$ 150.00	\$ 150.00	\$ 245.00	\$ 300.00
Area 3	Tractor Work (Disking)	1	ACRE	\$ 135.00	\$ 150.00	\$ 150.00	\$ 245.00	\$ 225.00
Area 3	Hand Work/Clearing, Light Grass	1	SqFt	\$ 0.02	\$ 0.05	\$ 0.06	\$ 0.085	\$ 0.10
Area 3	Hand Work/Clearing, Medium Brush (4 feet and under)	1	SqFt	\$ 0.03	\$ 0.08	\$ 0.08	\$ 0.095	\$ 1.00
Area 3	Hand Work/Clearing, Heavy Brush (over 4 feet)	1	SqFt	\$ 0.04	\$ 0.10	\$ 0.10	\$ 0.105	\$ 2.00
Area 3	Extremely Heavy Brush	1	SqFt	\$ 0.12	\$ 0.15	\$ 0.15	\$ 1.25	\$ 4.00
Area 3	Over and Above Work. Fixed Price Hourly Rate	1	HOUR	\$ 95.00	\$ 50.00	\$ 120.00	\$ 73.00	\$ 375.00
Area 4	Tractor Work (Mowing)	1	ACRE	\$ 135.00	\$ 150.00	\$ 160.00	\$ 245.00	\$ 300.00
Area 4	Tractor Work (Disking)	1	ACRE	\$ 135.00	\$ 150.00	\$ 160.00	\$ 245.00	\$ 225.00
Area 4	Hand Work/Clearing, Light Grass	1	SqFt	\$ 0.02	\$ 0.05	\$ 0.06	\$ 0.085	\$ 0.10
Area 4	Hand Work/Clearing, Medium Brush (4 feet and under)	1	SqFt	\$ 0.03	\$ 0.08	\$ 0.08	\$ 0.095	\$ 1.00
Area 4	Hand Work/Clearing, Heavy Brush (over 4 feet)	1	SqFt	\$ 0.04	\$ 0.10	\$ 0.10	\$ 0.105	\$ 2.00
Area 4	Extremely Heavy Brush	1	SqFt	\$ 0.12	\$ 0.15	\$ 0.15	\$ 1.25	\$ 4.00
Area 4	Over and Above Work. Fixed Price Hourly Rate	1	HOUR	\$ 95.00	\$ 50.00	\$ 120.00	\$ 73.00	\$ 375.00
Area 5	Tractor Work (Mowing)	1	ACRE	\$ 150.00	\$ 150.00	\$ 185.00	\$ 245.00	\$ 400.00
Area 5	Tractor Work (Disking)	1	ACRE	\$ 150.00	\$ 150.00	\$ 185.00	\$ 245.00	\$ 225.00
Area 5	Hand Work/Clearing, Light Grass	1	SqFt	\$ 0.03	\$ 0.05	\$ 0.08	\$ 0.085	\$ 0.10
Area 5	Hand Work/Clearing, Medium Brush (4 feet and under)	1	SqFt	\$ 0.04	\$ 0.08	\$ 0.10	\$ 0.095	\$ 1.00
Area 5	Hand Work/Clearing, Heavy Brush (over 4 feet)	1	SqFt	\$ 0.05	\$ 0.10	\$ 0.12	\$ 0.105	\$ 2.00
Area 5	Extremely Heavy Brush	1	SqFt	\$ 0.15	\$ 0.15	\$ 0.15	\$ 1.25	\$ 4.00
Area 5	Over and Above Work. Fixed Price Hourly Rate	1	HOUR	\$ 110.00	\$ 50.00	\$ 150.00	\$ 73.00	\$ 375.00

SUMMARY-The County reserves the right to reject any or all offers, to waive any discrepancy or technicality and to split or make the award in any manner determined by the County to be most advantageous to the County.

**12. CLOSED EXECUTIVE SESSION – PURSUANT TO  
GOVERNMENT CODE SECTION 54956.9: LEGAL COUNSEL  
STATUS ON LITIGATION CASE NO. CIVDS 1310520, CITY OF  
RIVERSIDE VS. RUBIDOUX COMMUNITY SERVICES DISTRICT**

13. DIRECTORS COMMENTS – NON-ACTION

## 14. ADJOURNMENT