

Rubidoux Community Services District

Board of Directors

Christopher Barajas
Armando Muniz
Bernard Murphy
F. Forest Trowbridge
Hank Trueba Jr.

Secretary-Manager

David D. Lopez



Water Resource Management

Refuse Collection

Street Lights

Fire / Emergency Services

Weed Abatement

NOTICE AND AGENDA FOR THE RUBIDOUX COMMUNITY SERVICES DISTRICT BOARD MEETING 4:00 PM, November 1, 2018

1. Call to Order - Director Murphy, President
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes for October 18, 2018, Regular Board Meeting
5. Consideration to Approve November 2, 2018, 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:

ACTION ITEMS:

9. Request Authorization to Submit a Non-Binding "Letter of Interest" Requesting a 90 Day Due Diligence Period for County of Riverside Surplus Property: **DM 2018-68**
10. Consideration to Dedicate New District Well No. 1-A, Honoring Director Ruth Anderson Wilson: **DM 2018-69**
11. Consideration to Approve Rubidoux Community Services District Teleconferencing Board Meeting Policy: **DM 2018-70**
12. Directors Comments - Non-action
13. 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 OCTOBER 18, 2018,
REGULAR BOARD MEETING

**MINUTES OF REGULAR MEETING
October 18, 2018
RUBIDOUX COMMUNITY SERVICES DISTRICT**

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

DIRECTORS ABSENT:

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

Call to order: the meeting of the Board of Directors of the Rubidoux Community Services District by Director Murphy, at 4:00 P.M., Thursday, October 18, 2018, at the District Office, 3590 Rubidoux Boulevard, Jurupa Valley, California.

ITEM 4. APPROVAL OF MINUTES

Approval of Minutes for Regular Board Meeting, October 4, 2018.

Director Trueba moved and Director Trowbridge seconded to approve the October 4, 2018 Minutes.

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

The motion was carried unanimously.

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

Consideration to approve October 19, 2018, Salaries, Expenses and Transfers.

Director Barajas moved and Director Trueba seconded to Approve the October 19, 2018, Salaries, Expenses and Transfers.

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

The motion was carried unanimously.

ITEM 6. PUBLIC ACKNOWLEDGE OF NON-AGENDA MATTERS

Mr. Stamps addressed the Board. He explained that on two separate occasions in the last year the paramedic services were called out to his home to help him for medical purposes. He thanked the Board for the great response of the medical team and their services performed on him. He praised them and felt they all deserved to earn more.

ITEM 7. CORRESPONDENCE AND RELATED INFORMATION

The only piece of correspondence was the agenda for the Technical Advisory Committee which was held on October 3, 2018 at the Regional Water Quality Control Plant.

ITEM 8. MANAGER'S REPORT

Operations Report:

Well No. 8 will be winterizing soon as well as some others that will be out of production for some maintenance.

Emergency and Fire Report:

The Incident Report for September 1 – September 30, 2018 there were a total of 268 calls, in comparison to the same period in 2017, there were a total of 223 calls. The year to date total is 2,448, compared to 2,365 in 2017.

ITEM 9. Presentation of the Rubidoux Community Services District Financial Statement Ending FY June 30, 2018. DM 2018-64.

BACKGROUND

Attached for the Board of Directors' review and consideration is the annual Financial Statement Report ending June 30, 2018, for the Rubidoux Community Services District. This year's report was prepared by Rogers Anderson Malody & Scott (RAMS); CPA's and includes all revenue funds, physical assets, expenses, debt services and depreciation schedules. Staff believes it is vital for the Board of Directors to receive the annual report well in advance to tonight's meeting; consequently, the Board Members were transmitted the enclosed draft audit report with your September 20, Board packet. This affords the Board members the opportunity to review the financial information at your leisure. Further, any questions that may arise during your review may be thoughtfully drafted for response at tonight's presentation.

Mr. Scott Manno, CPA, and Partner with RAMS was one of the principal auditors and will make his presentation to the Board of Directors.

Mr. Scott Manno gave a detailed presentation of the 2017-2018 Financial Statement Report to the Board of Directors.

Director Barajas moved and Director Trueba seconded the 2017-2018 Financial Statement Report for the Rubidoux Community Services District be accepted and to receive and file it.

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

The motion was carried unanimously.

ITEM 10. Review and Comment of Key Principles for Teleconferencing Policy Compliant with Ralph M. Brown Act (Open Meeting Laws) for the Rubidoux Community Services District Board of Directors. DM 2018-65.

BACKGROUND

At the request of Director Barajas and authorization of the full Board, Staff has agenized the item to agree on key issues in the development of a Teleconferencing Policy for the Board of Directors. As presented at the last Board meeting, the Ralph M. Brown Act (AKA Open Meetings Laws) allows “a legislative body to use teleconferencing to meet, receive public comment and testimony”. Further, Teleconferencing is defined as a *“meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video or both”*. Further, specific requirements relating to teleconferencing must comply with all provisions below:

- Teleconferencing may be used for all purposes during any meeting;
- At least a quorum of the legislative body must participate from locations within the local agencies jurisdiction;
- Additional teleconferencing locations may be made available for the public;
- Each teleconferencing location must be specifically identified in the notice and agenda of the meeting, including a full address and room number, as may be applicable;
- Agendas must be posted at each teleconferencing location, even if a hotel room or a residence;
- Each teleconferencing location, including a hotel room or Residence, must be accessible to the public and have technology, such as a speakerphone, to enable the public to participate;
- The Agenda must provide the opportunity for the public to address the legislative body directly at each teleconferencing location; and,
- All votes must be by roll call.

The Board authorized Staff to develop a Teleconferencing Policy with the following stipulations:

- Teleconference limited to each Board Member to two (2) requests per calendar year;
- Directors must submit in writing a request at least seven (7) calendar days in advance of the regular scheduled Board Meeting date
- Qualifying teleconferencing request for vacation or work related departures only. Not for convenience or medical limitations or restrictions;
- Only Budget Committee Sessions Workshops Meetings held on the same day as regular Board Meeting days shall be eligible for Teleconferencing. Such meeting on the same days shall only constitute one request;
- Teleconferencing participation will be eligible for Board or Committee stipend compensation as established by District Resolutions;
- Teleconferencing equipment and cost will be the obligation of Director requesting teleconferencing meeting;
- Other considerations?

If agreeable, Staff shall develop a Teleconferencing Policy of the Rubidoux Community Services District Board of Directors and present a draft to the full Board.

Director Barajas moved and Director Trueba seconded Staff develop a Teleconferencing Policy for the Rubidoux Community Services District.

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

Noes – 0

The motion was carried unanimously.

ITEM 11. Receive and File Statement of Cash Asset Schedule Report Ending September 30, 2018. DM 2018-66.

BACKGROUND

The year-to-date Interest ending September 30, 2018 Statement of Cash Asset Schedule of Cash Asset Schedule Report for all District Fund Accounts. Our YTD interest is \$80,165.00 for District controlled accounts. With respect to District “Funds in Trust”, we show \$3,499.00 which has been earned and posted. The District has a combined YTD total of \$83,612.46 as of September 30, 2018.

With respect to the District’s Operating Funds (Excluding Operating Reserves), we show a balance of \$5,612,390.00 ending September 30, 2018. That is **\$346,437.00 LESS** than July 1, 2018, beginning balance of \$5,958,827.00.

The District’s Field/admin Fund continues to grow and current fund balance nears \$405,400.00.

Submitted for the board of directors consideration is the *September 2018, Statement of Cash Asset Schedule Report* for your review and acceptance this evening.

Director Trowbridge moved and Director Muniz seconded to Receive and File the Statement of Cash for the Month of September 2018 for the Rubidoux Community Services District.

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

Noes – 0

Motion passed unanimously.

ITEM 12. Consideration to Post Trial Transcripts on RCSD Web Site. DM 2018-67.

BACKGROUND

At the October 4, 2018, regular Board Meeting of the Rubidoux Community Services District, director Murphy provided a written request and asked to “make the trial transcripts available on our website... After the court has ruled a decision can be made if it is advisable”.

At the Direction of Director Barajas requesting legal counsel and special counsel opinion on trial transcript posting on RCSD Website, Staff provided copies of Director Murphy’s written request to Mr. Harper (attached hereto) and Mr. Bobko for response.

Mr. Harper’s response and recommendation:

“As a threshold comment, without considering any policy issues, given the volume, the posting of trial transcripts, including exhibits for this 20-day trial would be a practical impossibility. The one hundred (100) plus hours of testimony and related exhibits would be several thousand pages and, if the website has enough capacity, would be nearly impossible to review. Whether uploading from Court records, assuming such would be possible, or provided by other means, the cost would be substantial.”

“Although not a legal issue, given the long-term, on-going, relationship with Riverside, and depending upon the Court’s ruling, the Board should carefully consider the next steps going forward. It would be my recommendation that no trial transcript, nor any other comment or documents pertaining to the trial be placed on the website, if at all, until after the Court has rendered its judgment”.

Mr. Bobko’s response and recommendation:

“...no apparent advantage for Rubidoux to post the court transcripts on its website. Moreover, without the accompanying exhibits referenced during the various witness examinations the transcripts will be largely indecipherable. The sheer volume of transcripts may also present a problem for the District, particularly because there is currently no central repository where everything exists. The cost-component for putting everything onto the District’s site may also be an issue for consideration...from a practical standpoint posting trial transcripts may not be the most cost effective way to achieve it. We would recommend waiting until then (Court ruling) to put anything on the District’s website.”

Finally, the file type is in PDF for trial transcripts and the size unknown for full trial transcripts with exhibits.

RECOMMENDATION:

Director Muniz moved and Director Trueba seconded to Not post trial transcripts on District website, in concurrence with District counsel.

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

Noes – 0

Motion passed unanimously.

ITEM 13. Directors Comments.

Director Murphy adjourned the meeting at 4:53 pm.

5. CONSIDERATION TO APPROVE NOVEMBER 2, 2018 SALARIES,
EXPENSES AND TRANSFERS

RUBIDOUX COMMUNITY SERVICES DISTRICT
NOVEMBER 1, 2018 (BOARD MEETING)
FUND TRANSFER AUTHORIZATION

NET PAYROLL 11/2/18	67,800.00
WIRE TRANSFER: FEDERAL PAYROLL TAXES 11/5/18	22,800.00
WIRE TRANSFER: STATE PAYROLL TAXES 11/5/18	5,000.00
WIRE TRANSFER: TO CREDIT UNION	2,450.00
WIRE TRANSFER: PERS RETIREMENT	14,200.00
WIRE TRANSFER: PERS HEALTH PREMIUMS	193.00
WIRE TRANSFER: SECTION 125	110.00
WIRE TRANSFER: SECTION 457	3,470.00

11/2/2018 WATER FUND TO GENERAL FUND-Payables	85,185.63
WATER FUND TO GENERAL FUND-Trash	115,637.62
WATER FUND TO SEWER FUND	114,105.76
SEWER FUND TO GENERAL FUND-Payables	355,633.13

11/2/2018 SEWER FUND CHECKING TO LAIF SEWER OP	-
SEWER FUND CHECKING TO WATER FUND CHECKING	-
LAIF SEWER OP TO SEWER FUND CHECKING	245,000.00
LAIF WASTEWATER RESERVE TO LAIF SEWER OP	-
LAIF SEWER ML TO LAIF SEWER OP	-
LAIF SEWER OP TO LAIF WASTEWATER REPLACEMENT	2,830.00
LAIF SEWER OP TO LAIF WASTEWATER RESERVE	-
GENERAL FUND CHECKING TO LAIF WATER FUND	-
GENERAL FUND CHECKING TO LAIF PROP TAX	-
GENERAL FUND PROPERTY TAX TO GF CHECKING	-
GENERAL FUND PROP TAX TO GENERAL FUND CHECKING	-
LAIF GENERAL TO GENERAL FUND CHECKING	-
LAIF PROPERTY TAX TO GF CHECKING	150,000.00
WATER FUND CHECKING TO LAIF-COP PAYBACK	32,500.00
WATER FUND CHECKING TO LAIF-W.R.	4,500.00
LAIF WATER ML TO LAIF WATER REPLACEMENT	-
LAIF WATER ML TO LAIF WATER OPS	-
LAIF WATER OP TO WATER FUND CHECKING	-
LAIF WATER RESERVE TO LAIF WATER OP	-
LAIF WATER REPLACE TO LAIF WATER OP	-
LAIF WATER OP TO LAIF WATER RESERVE	-
WATER FUND CHECKING TO LAIF WATER RESERVE	-
WATER FUND CHECKING TO LAIF WATER OP	135,000.00
LAIF WATER OP TO LAIF FIELD/ADMIN BLDG	3,328.50
LAIF COP TO WATER FUND CHECKING	-
LAIF PROPERTY TAX TO LAIF SEWER OP	-

NOTES PAYABLE

<u>DESCRIPTION</u>	<u>BALANCE</u>		<u>PAYMENT</u>	<u>DUE DATE</u>
City of Riverside (Headworks Replacement)	-	Prin.	13,564	Pd in full 11/2/18
U.S. Bank Trust (1998 COP's Refunding)	4,170,000	Prin.	616,335	Dec-18
U.S. Bank Trust (1998 COP's Refunding)	1,012,101	Intr.	106,335	Dec-18
MN Plant-State Revolving Loan	4,752,815	Prin.	121,008	Jan-19
MN Plant-State Revolving Loan	1,074,319	Intr.	61,090	Jan-19

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PO Number					Check #			Discount
GL Date	Immediate GL Account				Credit Card	CC Reference #	Payment Date	Total Invoice
1	AIRGAS / AIRGAS USA, LLC							9081185497
CO2 TNKS	10/9/2018	N	N			11/8/2018	10/9/2018	\$0.00
11/1/2018				N				\$84.36
2	AIRX UTILITY / AIRX UTILITY SURVEYORS, INC							11097
LINE LOCATING SVC	10/12/2018	N	N			11/11/2018	10/12/2018	\$0.00
11/1/2018				N				\$1,560.00
3	AMERICAN SAFETY PRODUCTS / AMERICAN SAFETY							1087
NITRILE GLVS	10/15/2018	N	N			11/14/2018	10/15/2018	\$0.00
11/1/2018				N				\$103.87
4	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							BI81723-0267
WTR ANALYSES	9/18/2018	N	N			10/17/2018	9/18/2018	\$0.00
11/1/2018				N				\$75.00
5	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							BI81733-0267
WTR ANALYSES	9/18/2018	N	N			10/17/2018	9/18/2018	\$0.00
11/1/2018				N				\$170.00
6	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							BJ81350-0267
LAB FEES	10/11/2018	N	N			11/10/2018	10/11/2018	\$0.00
11/1/2018				N				\$180.00
7	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							BJ81456-0267
WTR ANALYSES	10/11/2018	N	N			11/10/2018	10/11/2018	\$0.00
11/1/2018				N				\$160.00
8	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							BJ81457-0267
WTR ANALYSES	10/11/2018	N	N			11/10/2018	10/11/2018	\$0.00
11/1/2018				N				\$80.00
9	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							BJ81465-0267
WTR ANALYSES	10/11/2018	N	N			11/10/2018	10/11/2018	\$0.00
11/1/2018				N				\$80.00
10	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							BJ81604-0267
LAB FEES	10/12/2018	N	N			11/11/2018	10/12/2018	\$0.00
11/1/2018				N				\$180.00
11	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							BJ81766-0267
WTR ANALYSES	10/16/2018	N	N			11/15/2018	10/16/2018	\$0.00
11/1/2018				N				\$100.00
12	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							BJ81804-0267
LAB FEES	10/16/2018	N	N			11/15/2018	10/16/2018	\$0.00
11/1/2018				N				\$275.00
13	BERNELL / BERNELL HYDRAULICS, INC.							0339713
PARTS	10/9/2018	N	N			11/8/2018	10/9/2018	\$0.00
11/1/2018				N				\$49.65
14	BERNELL / BERNELL HYDRAULICS, INC.							0339714
BRASS PARTS	10/9/2018	N	N			11/8/2018	10/9/2018	\$0.00
11/1/2018				N				\$17.75
15	BERNELL / BERNELL HYDRAULICS, INC.							0339721
PARTS	10/9/2018	N	N			11/8/2018	10/9/2018	\$0.00
11/1/2018				N				\$174.42
16	CARQUEST AUTO PARTS / CARQUEST AUTO PARTS							7456-393647
R&M WTR	10/10/2018	N	N			11/9/2018	10/10/2018	\$0.00
11/1/2018				N				\$10.75
17	CARQUEST AUTO PARTS / CARQUEST AUTO PARTS							7456-393966
SUPPLIES	10/15/2018	N	N			11/14/2018	10/15/2018	\$0.00
11/1/2018				N				\$7.32

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PO Number		Inv Date	Paid Out	Immediate	Check #			Discount
GL Date		Immediate GL Account			Credit Card	CC Reference #	Payment Date	Total Invoice
18	CROWN ACE HARDWARE / CROWN ACE HARDWARE							076221 ✓
FASTENERS		10/10/2018 ✓	N	N			11/9/2018 ✓ 10/10/2018	\$0.00
11/1/2018					N			\$1.03 ✓
19	CROWN ACE HARDWARE / CROWN ACE HARDWARE							076228 ✓
SUPPLIES		10/11/2018 ✓	N	N			11/10/2018 ✓ 10/11/2018	\$0.00
11/1/2018					N			\$10.75 ✓
20	CROWN ACE HARDWARE / CROWN ACE HARDWARE							076231 ✓
PVC PARTS		10/11/2018 ✓	N	N			11/10/2018 ✓ 10/11/2018	\$0.00
11/1/2018					N			\$2.55 ✓
21	FMB / FMB							42106 ✓
R&M TRK		10/11/2018 ✓	N	N			11/10/2018 ✓ 10/11/2018	\$0.00
11/1/2018					N			\$1,268.37 ✓
22	INLAND WATER WORKS / INLAND WATER WORKS SU							S1016871.001 ✓
PARTS		10/9/2018 ✓	N	N			11/8/2018 ✓ 10/9/2018	\$0.00
11/1/2018					N			\$244.69 ✓
23	KH METALS / KH METALS & SUPPLY							0451914 ✓
SUPPLIES		10/10/2018 ✓	N	N			11/9/2018 10/10/2018	\$0.00
11/1/2018					N			\$11.69 ✓
24	KH METALS / KH METALS & SUPPLY							0451919 ✓
FASTENERS		10/10/2018 ✓	N	N			11/9/2018 10/10/2018	\$0.00
11/1/2018					N			\$74.83 ✓
25	KH METALS / KH METALS & SUPPLY							0452023 ✓
FASTENERS		10/11/2018 ✓	N	N			11/10/2018 10/11/2018	\$0.00
11/1/2018					N			\$10.31 ✓
26	KH METALS / KH METALS & SUPPLY							0452037 ✓
TOOLS		10/11/2018 ✓	N	N			11/10/2018 10/11/2018	\$0.00
11/1/2018					N			\$72.97 ✓
27	KH METALS / KH METALS & SUPPLY							0452112 ✓
SAW BLADES		10/12/2018 ✓	N	N			11/11/2018 10/12/2018	\$0.00
11/1/2018					N			\$43.69 ✓
28	KUMA TIRE / KUMA TIRE & WHEEL							120877 ✓
R&M TRK		10/10/2018 ✓	N	N			11/9/2018 10/10/2018	\$0.00
11/1/2018					N			\$22.00 ✓
29	LUCE COMMUNICATIONS / LUCE COMMUNICATIONS.							1015186210000090 ✓
NOV POSTAGE		10/15/2018 ✓	N	N			11/14/2018 10/15/2018	\$0.00
11/1/2018					N			\$4,100.00 ✓
30	MERIT OIL / MERIT OIL COMPANY							480154 ✓
GASOLINE		10/10/2018 ✓	N	N			10/25/2018 10/10/2018	\$0.00
11/1/2018					N			\$1,497.33 ✓
31	R&D MECHANICAL / R&D MECHANICAL SUPPLY, INC							I1002313 ✓
6" FLANGE		10/9/2018 ✓	N	N			11/8/2018 10/9/2018	\$0.00
11/1/2018					N			\$239.25 ✓
32	R&D MECHANICAL / R&D MECHANICAL SUPPLY, INC							I1002314 ✓
STOCK		10/9/2018 ✓	N	N			11/8/2018 10/9/2018	\$0.00
11/1/2018					N			\$2,019.03 ✓
33	VERIZON WIRELESS / VERIZON WIRELESS							9815607467 ✓
CELL PHN CHGS		10/1/2018 ✓	N	N			10/24/2018 ✓ 10/1/2018	\$0.00
11/1/2018					N			\$1,447.70 ✓
34	AJIGBOTAFE / AJIGBOTAFE, OLUFEMI							10404000-01 ✓
RFND 4292 RDGWD DR		10/18/2018 ✓	N	N			11/17/2018 10/18/2018	\$0.00
11/1/2018					N			\$155.64 ✓

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PO Number		Immediate GL Account	Check #		Check #		Payment Date	Discount
GL Date			Credit Card		CC Reference #			Total Invoice
35	AQUA METRIC SALES / AQUA METRIC SALES CO							INV0071332
3/4" MTRS		10/15/2018	N	N		11/14/2018	10/15/2018	\$0.00
11/1/2018				N				\$11,637.00
36	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							BJ81893-0267
WTR ANALYSES		10/16/2018	N	N		11/15/2018	10/16/2018	\$0.00
11/1/2018				N				\$30.00
37	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							BJ81896-0297
WTR ANALYSES		10/16/2018	N	N		11/15/2018	10/16/2018	\$0.00
11/1/2018				N				\$15.00
38	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							BJ81897-0267
WTR ANALYSES		10/16/2018	N	N		11/15/2018	10/16/2018	\$0.00
11/1/2018				N				\$165.00
39	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							BJ81899-0267
WTR ANALYSES		10/16/2018	N	N		11/15/2018	10/16/2018	\$0.00
11/1/2018				N				\$490.00
40	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							BJ81902-0267
LAB FEES		10/16/2018	N	N		11/15/2018	10/16/2018	\$0.00
11/1/2018				N				\$180.00
41	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							BJ819106-0267
WTR ANALYSES		10/16/2018	N	N		11/15/2018	10/16/2018	\$0.00
11/1/2018				N				\$275.00
42	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							BJ81908-0267
WTR ANALYSES		10/16/2018	N	N		11/15/2018	10/16/2018	\$0.00
11/1/2018				N				\$75.00
43	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							BJ82042-0267
WTR ANALYSES		10/17/2018	N	N		11/16/2018	10/17/2018	\$0.00
11/1/2018				N				\$75.00
44	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							BJ82046-0267
WTR ANALYSES		10/17/2018	N	N		11/16/2018	10/17/2018	\$0.00
11/1/2018				N				\$45.00
45	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							BJ82069-0267
LAB FEES		10/17/2018	N	N		11/16/2018	10/17/2018	\$0.00
11/1/2018				N				\$240.00
46	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							BJ82216-0267
LAB FEES		10/18/2018	N	N		11/17/2018	10/18/2018	\$0.00
11/1/2018				N				\$180.00
47	BSK / BSK ASSOCIATES							R800455
WTR ANALYSES		10/16/2018	N	N		11/15/2018	10/16/2018	\$0.00
11/1/2018				N				\$80.00
48	CARQUEST AUTO PARTS / CARQUEST AUTO PARTS							7456-394156
R&M EQUIP		10/17/2018	N	N		11/16/2018	10/17/2018	\$0.00
11/1/2018				N				\$47.37
49	CROWN ACE HARDWARE / CROWN ACE HARDWARE							076278
FASTENERS		10/17/2018	N	N		11/16/2018	10/17/2018	\$0.00
11/1/2018				N				\$33.09
50	CHASE CARD SERVICES / CHASE CARD SERVICES							18N315228638795.A
OFC SUPPLIES		10/17/2018	N	N		11/11/2018	10/17/2018	\$0.00
11/1/2018				N				\$931.00
51	CHASE CARD SERVICES / CHASE CARD SERVICES							18N315228638795.B
JOB POSTING		10/17/2018	N	N		11/11/2018	10/17/2018	\$0.00
11/1/2018				N				\$200.00

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PO Number		Inv Date	Paid Out	Immediate	Check #			Discount
GL Date	Immediate GL Account				Credit Card	CC Reference #	Payment Date	Total Invoice
52	CHASE CARD SERVICES / CHASE CARD SERVICES							18N315228638795.C
RECOGNITIN WILSON	10/17/2018	N	N			11/11/2018	10/17/2018	\$0.00
11/1/2018				N				\$113.96
53	CHASE CARD SERVICES / CHASE CARD SERVICES							18N315228638795.D
CITY RVSD LUNCH	10/17/2018	N	N			11/11/2018	10/17/2018	\$0.00
11/1/2018				N				\$40.78
54	HOME DEPOT / HOME DEPOT CREDIT SERVICES							017510/8012271
SUPPLIES	10/17/2018	N	N			11/16/2018	10/17/2018	\$0.00
11/1/2018				N				\$725.78
55	INLAND WATER WORKS / INLAND WATER WORKS SU							S1016871.002
PARTS	10/16/2018	N	N			11/15/2018	10/16/2018	\$0.00
11/1/2018				N				\$171.61
56	INTERNATIONAL PAVING / INTERNATIONAL PAVING S							15100020-01
HYDRNT MTR RFND	10/18/2018	N	N			11/17/2018	10/18/2018	\$0.00
11/1/2018				N				\$1,451.25
57	KH METALS / KH METALS & SUPPLY							0452687
PARTS	10/17/2018	N	N			11/16/2018	10/17/2018	\$0.00
11/1/2018				N				\$68.25
58	LAWNMOWER CENTER / LAWNMOWER CENTER							28598
TOOL	10/17/2018	N	N			11/16/2018	10/17/2018	\$0.00
11/1/2018				N				\$326.20
59	NELCO / NELCO							6106530 RI
A/P CK STOCK	9/4/2018	N	N			10/3/2018	9/4/2018	\$0.00
11/1/2018				N				\$187.05
60	PRUDENTIAL OVERALL / PRUDENTIAL OVERALL SUP							22691364
FLOOR MTS	10/17/2018	N	N			11/16/2018	10/17/2018	\$0.00
11/1/2018				N				\$105.05
61	RELIABLE / RELIABLE WORKPLACE SOLUTIONS							AR73009
COPIER USG	10/15/2018	N	N			11/14/2018	10/15/2018	\$0.00
11/1/2018				N				\$3.39
62	RIVCOMM / RIVCOMM, INC.							17516
2 WAY RADIO RPR	10/15/2018	N	N			11/14/2018	10/15/2018	\$0.00
11/1/2018				N				\$494.31
63	SCAQMD / SCAQMD							3315418
4284 EXMR - ICE GEN	9/18/2018	N	N			10/16/2018	9/18/2018	\$0.00
11/1/2018				N				\$406.79
64	SCAQMD / SCAQMD							3317885
4284 EXMR-FLT FEE	9/18/2018	N	N			10/16/2018	9/18/2018	\$0.00
11/1/2018				N				\$138.38
65	SCE / SCE							18N2036525988
SWR PMP ENRGY	10/18/2018	N	N			11/6/2018	10/18/2018	\$0.00
11/1/2018				N				\$864.34
66	SCE / SCE							18N2317748135
SWR PMP ENRGY	10/18/2018	N	N			11/6/2018	10/18/2018	\$0.00
11/1/2018				N				\$2,401.99
67	SCE / SCE							18N2323283572
R&M SWR	10/18/2018	N	N			11/6/2018	10/18/2018	\$0.00
11/1/2018				N				\$290.72
68	SCE / SCE							18N2271820763
WTR PMP ENRGY	10/17/2018	N	N			11/5/2018	10/17/2018	\$0.00
11/1/2018				N				\$273.24

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PO Number		Immediate GL Account			Check #		Payment Date	Discount
GL Date					Credit Card	CC Reference #		Total Invoice
69	SCE / SCE							18N2352968572
WTR PMP ENRGY		10/17/2018	N	N		11/5/2018	10/17/2018	\$0.00
11/1/2018					N			\$9,661.21
70	SO CAL TRUCKWORKS / SO CAL TRUCKWORKS							7333
R&M VEHICLE		10/17/2018	N	N		11/16/2018	10/17/2018	\$0.00
11/1/2018					N			\$157.24
71	SO CAL TRUCKWORKS / SO CAL TRUCKWORKS							7340
SOLAR BATTERIES		10/18/2018	N	N		11/17/2018	10/18/2018	\$0.00
11/1/2018					N			\$1,038.18
72	STREAMLINE / STREAMLINE							98530
WEBSITE		10/18/2018	N	N		11/17/2018	10/18/2018	\$0.00
11/1/2018					N			\$400.00
73	SWH 2017 / SWH 2017-1 BORROWER LP							11543830-05
RFND 4225 MILL CRK		10/18/2018	N	N		11/17/2018	10/18/2018	\$0.00
11/1/2018					N			\$202.54
74	TRANSITION / TRANSITION PROPERTIES LP							15030200-06
RFND 2932 RUBDX BL		10/18/2018	N	N		11/17/2018	10/18/2018	\$0.00
11/1/2018					N			\$265.53
75	UPS / UNITED PARCEL SERVICE							0000F908W2418
POSTAGE		10/13/2018	N	N		11/11/2018	10/13/2018	\$0.00
11/1/2018					N			\$38.16
76	WESTERN MUNICIPAL WATER / WESTERN MUNICIPA							IN10382
AUG 18 BRINE		10/10/2018	N	N		11/9/2018	10/10/2018	\$0.00
11/1/2018					N			\$217.56
77	BPS B'S POOL SUPPLIES / B.P.S. B's POOL SUPPLIES							95922
SODIUM HYPO		10/18/2018	N	N		11/17/2018	10/18/2018	\$0.00
11/1/2018					N			\$831.80
78	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							BJ82301-0267
LAB FEES		10/19/2018	N	N		11/18/2018	10/19/2018	\$0.00
11/1/2018					N			\$90.00
79	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							BJ82409-0267
WTR ANALYSES		10/22/2018	N	N		11/21/2018	10/22/2018	\$0.00
11/1/2018					N			\$80.00
80	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							BJ82410-0267
WTR ANALYSES		10/22/2018	N	N		11/21/2018	10/22/2018	\$0.00
11/1/2018					N			\$80.00
81	BAVCO / BAVCO							877750
VALVES		10/19/2018	N	N		11/18/2018	10/19/2018	\$0.00
11/1/2018					N			\$477.47
82	BAVCO / BAVCO							877751
VALVES		10/19/2018	N	N		11/18/2018	10/19/2018	\$0.00
11/1/2018					N			\$118.66
83	CROWN ACE HARDWARE / CROWN ACE HARDWARE							076249
R&M TRK		10/12/2018	N	N		11/11/2018	10/12/2018	\$0.00
11/1/2018					N			\$4.30
84	CROWN ACE HARDWARE / CROWN ACE HARDWARE							076292
TOOLS/SUPPLIES		10/18/2018	N	N		11/17/2018	10/18/2018	\$0.00
11/1/2018					N			\$53.84
85	HACH CO. / HACH COMPANY							11172945
SILICONE TUBING		10/10/2018	N	N		11/9/2018	10/10/2018	\$0.00
11/1/2018					N			\$434.91

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PO Number					Check #			Discount
GL Date	Immediate GL Account				Credit Card	CC Reference #	Payment Date	Total Invoice
86	HACH CO. / HACH COMPANY ✓							11175817 ✓
CHEMICALS	10/12/2018 ✓	N	N			11/11/2018	10/12/2018	\$0.00
11/1/2018					N			\$723.82 ✓
87	HARRINGTON INDUSTRIAL / HARRINGTON INDUSTRI ✓							012J1987 ✓
PVC PARTS	10/19/2018 ✓	N	N			11/18/2018	10/19/2018	\$0.00
11/1/2018					N			\$231.38 ✓
88	HERCULES / HERCULES INDUSTRIES, INC ✓							104237 ✓
LOCKS	10/16/2018 ✓	N	N			11/15/2018	10/16/2018	\$0.00
11/1/2018					N			\$751.23 ✓
89	HOUSTON HARRIS / HOUSTON & HARRIS PCS, INC. ✓							18-21436 ✓
HYDRO-WSH	10/22/2018 ✓	N	N			11/21/2018	10/22/2018	\$0.00
11/1/2018					N			\$6,161.25 ✓
90	KH METALS / KH METALS & SUPPLY ✓							0452981 ✓
GLOVES	10/19/2018 ✓	N	N			11/18/2018	10/19/2018	\$0.00
11/1/2018					N			\$56.03 ✓
91	MERIT OIL / MERIT OIL COMPANY ✓							481292 ✓
GASOLINE	10/17/2018 ✓	N	N			11/1/2018	10/17/2018	\$0.00
11/1/2018					N			\$1,345.34 ✓
92	MERIT OIL / MERIT OIL COMPANY ✓							481480 ✓
DIESEL FUEL	10/17/2018 ✓	N	N			11/1/2018	10/17/2018	\$0.00
11/1/2018					N			\$324.65 ✓
93	RCSD PETTY CASH / RCSD ✓							20181023 ✓
PETTY CSH REIMBURSE	10/23/2018 ✓	N	N			11/22/2018	10/23/2018	\$0.00
11/1/2018					N			\$140.08 ✓
94	R&D MECHANICAL / R&D MECHANICAL SUPPLY, INC ✓							11002322 ✓
BRASS PARTS	10/17/2018 ✓	N	N			11/16/2018	10/17/2018	\$0.00
11/1/2018					N			\$13.05 ✓
95	R&D MECHANICAL / R&D MECHANICAL SUPPLY, INC ✓							11002323 ✓
GAUGES	10/17/2018 ✓	N	N			11/16/2018	10/17/2018	\$0.00
11/1/2018					N			\$147.90 ✓
96	R&D MECHANICAL / R&D MECHANICAL SUPPLY, INC ✓							11002324 ✓
R&M WTR	10/18/2018 ✓	N	N			11/17/2018	10/18/2018	\$0.00
11/1/2018					N			\$2,876.09 ✓
97	RIVERSIDE CITY / RIVERSIDE CITY ✓							00246017 ✓
HEADWRKS	10/17/2018 ✓	N	N			11/16/2018	10/17/2018	\$0.00
11/1/2018					N			\$13,563.86 ✓
98	RIVERSIDE CNTY DEPT ENVIRONMENTAL / RIVERSID ✓							IN0332577 ✓
PERMIT 2100 FLTWD	10/9/2018 ✓	N	N			11/8/2018	10/9/2018	\$0.00
11/1/2018					N			\$1,616.00 ✓
99	SCE / SCE ✓							18N2024179475.A
WTR PMP ENRGY	10/23/2018 ✓	N	N			11/13/2018 ✓	10/23/2018	\$0.00
11/1/2018					N			\$18,563.06 ✓
100	SCE / SCE							18N2024179475.B
FIELD OFC UTLTY	10/23/2018 ✓	N	N			11/13/2018 ✓	10/23/2018	\$0.00
11/1/2018					N			\$195.13 ✓
101	SCE / SCE							18N2024179475.C
NO3 PMP ENRGY	10/23/2018 ✓	N	N			11/13/2018 ✓	10/23/2018	\$0.00
11/1/2018					N			\$7,232.48 ✓
102	GRAINGER / GRAINGER ✓							9934274193 ✓
UNIFORMS	10/12/2018 ✓	N	N			11/11/2018	10/12/2018	\$0.00
11/1/2018					N			\$108.32 ✓

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GL Date	Immediate GL Account				Credit Card	CC Reference #	Payment Date	Total Invoice
103	GRAINGER / GRAINGER ✓							9934274201 ✓
SUPPLIES	10/12/2018 ✓	N	N			11/11/2018	10/12/2018	\$0.00
11/1/2018				N				\$16.64 ✓
104	KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓							42459 ✓
WSTEWTR CNSLT	10/22/2018 ✓	N	N			11/21/2018	10/22/2018	\$0.00
11/1/2018				N				\$306.25 ✓
105	KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓							42460 ✓
PRETRTMT	10/22/2018 ✓	N	N			11/21/2018	10/22/2018	\$0.00
11/1/2018				N				\$2,967.85 ✓
106	KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓							42461 ✓
WTR CNSLT	10/22/2018 ✓	N	N			11/21/2018	10/22/2018	\$0.00
11/1/2018				N				\$2,800.00 ✓
107	KUMA TIRE / KUMA TIRE & WHEEL ✓							120965 ✓
R&M TRK	10/23/2018 ✓	N	N			11/22/2018 ✓	10/23/2018	\$0.00
11/1/2018				N				\$382.09 ✓
108	PROACT SERVICES / PROACT SERVICES CORP. ✓							227706 ✓
RENT 10/21-11/20	10/23/2018 ✓	N	N			11/22/2018 ✓	10/23/2018	\$0.00
11/1/2018				N				\$9,697.50 ✓
109	PRUDENTIAL OVERALL / PRUDENTIAL OVERALL SUP ✓							22694720 ✓
FLR MATS	10/24/2018 ✓	N	N			11/23/2018 ✓	10/24/2018	\$0.00
11/1/2018				N				\$105.05 ✓
110	RICHARDS, WATSON, GERSHON / RICHARDS, WATSON ✓							218933 ✓
CITY RVSD LITGN	10/9/2018 ✓	N	N			11/8/2018	10/9/2018	\$0.00
11/1/2018				N				\$15,126.38 ✓
111	RIVERSIDE CITY / RIVERSIDE CITY ✓							00245835.A ✓
AUG '18 TRTMT	10/12/2018 ✓	N	N			11/11/2018 ✓	10/12/2018	\$0.00
11/1/2018				N				\$136,173.74 ✓
112	RIVERSIDE CITY / RIVERSIDE CITY ✓							00245835.B ✓
AUG '18 SURCHARGE	10/12/2018 ✓	N	N			11/11/2018 ✓	10/12/2018	\$0.00
11/1/2018				N				\$21,549.45 ✓
113	RIVERSIDE CITY / RIVERSIDE CITY ✓							00245831.A ✓
JULY '18 TRTMT	10/12/2018 ✓	N	N			11/11/2018 ✓	10/12/2018	\$0.00
11/1/2018				N				\$132,568.50 ✓
114	RIVERSIDE CITY / RIVERSIDE CITY ✓							00245831.B ✓
JULY '18 SURCHARGE	10/12/2018 ✓	N	N			11/11/2018 ✓	10/12/2018	\$0.00
11/1/2018				N				\$19,609.51 ✓
115	RUBIDOUX TIRE / RUBIDOUX TIRE ✓							2230 ✓
R&M EQUIP	10/23/2018 ✓	N	N			11/22/2018	10/23/2018	\$0.00
11/1/2018				N				\$776.84 ✓
116	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓							1010_102318.A ✓
COMM TRSH 10/10-10/23	10/24/2018 ✓	N	N			11/23/2018	10/24/2018	\$0.00
11/1/2018				N				\$29,687.74 ✓
117	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓							1010_102318.B ✓
RES TRSH 10/10-10/23	10/24/2018 ✓	N	N			11/23/2018	10/24/2018	\$0.00
11/1/2018				N				\$85,949.88 ✓
118	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓							1010_102318.C ✓
RCSD SHR COMM	10/24/2018 ✓	N	N			11/23/2018	10/24/2018	\$0.00
11/1/2018				N				(\$2,969.78) ✓
119	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓							1010_102318.D ✓
RCSD SHR RES	10/24/2018 ✓	N	N			11/23/2018	10/24/2018	\$0.00
11/1/2018				N				(\$852.36) ✓

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PO Number					Check #			Discount
GL Date		Immediate GL Account			Credit Card	CC Reference #	Payment Date	Total Invoice
120	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC							1010_102318.E
BILLING FEE		10/24/2018	N	N			11/23/2018 10/24/2018	\$0.00
11/1/2018					N			(\$3,000.00)
121	WEBB ALBERT A ASSOC / WEBB, ALBERT A. ASSOCI							184727
CITY RVSD LITGN		9/29/2018	N	N			10/28/2018 9/29/2018	\$0.00
11/1/2018					N			\$1,486.25

Grand Totals

Total Direct Expense: \$564,696.24
 Total Direct Expense Adj: (\$6,822.14)
 Total Non-Electronic Transactions: \$557,874.10
 PR AP 88,736.45

Report Summary

Report Selection Criteria

Report Type: Condensed
 Start End
 Transaction Number: Start End

\$ 646,610.55

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AP / Vendor	Date	Current	Debits	Discounts	Cash Amount
AIRGAS / AIRGAS USA, LLC	11/2/2018	84.36			84.36
AIRX UTILITY / AIRX UTILITY SURVEYORS, INC	11/2/2018	1,560.00			1,560.00
AJIGBOTAFE / AJIGBOTAFE, OLUFEMI	11/2/2018	155.64			155.64
AMERICAN SAFETY PRODUCTS / AMERICAN SAFETY PRODU	11/2/2018	103.87			103.87
AQUA METRIC SALES / AQUA METRIC SALES CO	11/2/2018	11,637.00			11,637.00
BABCOCK E S SONS INC / BABCOCK, E S & SONS, INC	11/2/2018	3,320.00			3,320.00
BAVCO / BAVCO	11/2/2018	596.13			596.13
BERNELL / BERNELL HYDRAULICS, INC.	11/2/2018	241.82			241.82
BPS B'S POOL SUPPLIES / B.P.S. B's POOL SUPPLIES	11/2/2018	831.80			831.80
BSK / BSK ASSOCIATES	11/2/2018	80.00			80.00
CALPERS 01 / CalPERS (S)	11/2/2018	8,396.88			8,396.88
CALPERS 30 / CalPERS (S) 30	11/2/2018	5,525.49			5,525.49
CALPERS PEPRA 30 / CalPERS PEPRA 30	11/2/2018	287.19			287.19
CARQUEST AUTO PARTS / CARQUEST AUTO PARTS	11/2/2018	65.44			65.44
CHASE CARD SERVICES / CHASE CARD SERVICES	11/2/2018	1,285.74			1,285.74
COLONIAL LIFE / COLONIAL LIFE & ACCIDENT INS C	11/2/2018	2,641.90			2,641.90
CROWN ACE HARDWARE / CROWN ACE HARDWARE	11/2/2018	105.56			105.56
EDD / EMPLOYMENT DEVELOPMENT DEPT	11/2/2018	4,837.57			4,837.57
FMB / FMB	11/2/2018	1,268.37			1,268.37
GRAINGER / GRAINGER	11/2/2018	124.96			124.96
HACH CO. / HACH COMPANY	11/2/2018	1,158.73			1,158.73
HARRINGTON INDUSTRIAL / HARRINGTON INDUSTRIAL PLA	11/2/2018	231.38			231.38
HERCULES / HERCULES INDUSTRIES, INC	11/2/2018	751.23			751.23
HOME DEPOT / HOME DEPOT CREDIT SERVICES	11/2/2018	725.78			725.78
HOUSTON HARRIS / HOUSTON & HARRIS PCS, INC.	11/2/2018	6,161.25			6,161.25
INLAND WATER WORKS / INLAND WATER WORKS SUPPLY CI	11/2/2018	416.30			416.30
INTERNATIONAL PAVING / INTERNATIONAL PAVING SVC, INC	11/2/2018	1,451.25			1,451.25
IRS / IRS - Federal Payroll - WH	11/2/2018	22,817.33			22,817.33
KH METALS / KH METALS & SUPPLY	11/2/2018	337.77			337.77
KRIEGER & STEWART / KRIEGER & STEWART, INC.	11/2/2018	6,074.10			6,074.10
KUMA TIRE / KUMA TIRE & WHEEL	11/2/2018	404.09			404.09
LABORER'S INTNL #777 / LABORER'S INTNL LOCAL #777	11/2/2018	225.00			225.00
LAWNMOWER CENTER / LAWNMOWER CENTER	11/2/2018	326.20			326.20
LINCOLN FINANCIAL GROUP / LINCOLN FINANCIAL GROUP	11/2/2018	3,270.00			3,270.00
LUCE COMMUNICATIONS / LUCE COMMUNICATIONS: dba AB	11/2/2018	4,100.00			4,100.00
MERIT OIL / MERIT OIL COMPANY	11/2/2018	3,167.32			3,167.32

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AP / Vendor	Date	Current	Debits	Discounts	Cash Amount
NELCO / NELCO	11/2/2018	187.05			187.05
PAYPRO / PAYPRO ADMINISTRATORS	11/2/2018	107.68			107.68
PROACT SERVICES / PROACT SERVICES CORP.	11/2/2018	9,697.50			9,697.50
PRUDENTIAL OVERALL / PRUDENTIAL OVERALL SUPPLY CO	11/2/2018	210.10			210.10
PUBLIC EMPLOYEES BENEFIT / PUBLIC EMPLOYEES BENEF	11/2/2018	37,032.50			37,032.50
R&D MECHANICAL / R&D MECHANICAL SUPPLY, INC	11/2/2018	5,295.32			5,295.32
RCSD PETTY CASH / RCSD	11/2/2018	140.08			140.08
RELIABLE / RELIABLE WORKPLACE SOLUTIONS	11/2/2018	3.39			3.39
RICHARDS, WATSON, GERSHON / RICHARDS, WATSON, GER	11/2/2018	15,126.38			15,126.38
RIVCOMM / RIVCOMM, INC.	11/2/2018	494.31			494.31
RIVERSIDE CITY / RIVERSIDE CITY	11/2/2018	323,465.06			323,465.06
RIVERSIDE CNTY DEPT ENVIRONMENTAL / RIVERSIDE CNTY	11/2/2018	1,616.00			1,616.00
RUBIDOUX TIRE / RUBIDOUX TIRE	11/2/2018	776.84			776.84
SCAQMD / SCAQMD	11/2/2018	545.17			545.17
SCE / SCE	11/2/2018	39,482.17			39,482.17
SO CAL TRUCKWORKS / SO CAL TRUCKWORKS	11/2/2018	1,195.42			1,195.42
STANDARD INSURANCE / STANDARD INSURANCE	11/2/2018	2,636.16			2,636.16
STREAMLINE / STREAMLINE	11/2/2018	400.00			400.00
SWH 2017 / SWH 2017-1 BORROWER LP	11/2/2018	202.54			202.54
TRANSITION / TRANSITION PROPERTIES LP	11/2/2018	265.53			265.53
TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC	11/2/2018	108,815.48	6,822.14		108,815.48
UPS / UNITED PARCEL SERVICE	11/2/2018	38.16			38.16
VERIZON WIRELESS / VERIZON WIRELESS	11/2/2018	1,447.70			1,447.70
VSP VISION / VSP-VISION SERVICE PLAN	11/2/2018	958.75			958.75
WEBB ALBERT A ASSOC / WEBB, ALBERT A. ASSOCIATES IN	11/2/2018	1,486.25			1,486.25
WESTERN MUNICIPAL WATER / WESTERN MUNICIPAL WATEF	11/2/2018	217.56			217.56
Grand Totals:		646,610.55	6,822.14	0.00	646,610.55

Report Summary

Report Selection Criteria

Report Type: Summary
 Transaction Date: 11/02/2018
 Use Discount Due Date: No
 Sort by AP Code: No
 Date Range: Start
 Due Date: 7/1/2018
 Vendor Number: Start
 AP Code: Start

End
 11/30/2018
 End
 End

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

7. CORRESPONDENCE AND RELATED INFORMATION

https://www.highlandnews.net/recycled-wastewater-tapped-to-cut-imports/article_a6361f64-d319-11e8-b478-7bcf000822eb.html

Recycled wastewater tapped to cut imports

Valley District will pay for local water agencies to recharge basins

James Folmer Oct 18, 2018

Handwritten note:
To copy Board Packet
@



Ground view of the Sterling Natural Resources Center.

Courtesy of the East Valley water District

plan to pay the East Valley Water District \$173 per acre-foot of recycled wastewater used to recharge San Bernardino groundwater basins was approved Tuesday by the San Bernardino Valley Municipal Water District.

The decision comes five days before the groundbreaking ceremony for the Sterling Natural Resource Center in west Highland, which is expected to recharge San Bernardino groundwater basins with up to 11 million gallons of recycled water a day after its completion in 2021.

The groundbreaking is scheduled for 10 a.m. to 1 p.m. Saturday at Del Rosa Drive between Fifth and Sixth streets.



The 20-year agreement will provide \$2 million in revenue. It was approved 4-0 by the Valley District board with Director Steve Copelan absent.

Recycled wastewater will provide nearly three-quarters of the water needed for the 352-square-mile Valley District, according to a report by Deputy General Manager Bob Tincher.

Recycled water from the Sterling center will cost \$600 per acre-foot. It will reduce the amount of water imported from Northern California, which costs \$630 per acre-foot.

(An acre-foot would fill a football field one foot deep, enough to satisfy the needs of the average California family for one or two years.)

"As our current drought continues to grip our region and the reliability of State Water Project continues to be plagued by various uncertainties, Valley District continues to look for ways to identify and implement projects that will help provide a more robust, long-term portfolio of reliable water supplies for our region," Tincher writes.

That includes a plan to capture 98 percent of the surface water from the Santa Ana River approved by the Valley District and the San Bernardino Valley Water Conservation District on Sept. 10. Surface water costs \$150 per acre-foot.

"However, development of recycled water, the so-called 'drought-proof supply,' continues to be relatively untapped in our region," Tincher said.

Five wastewater treatment plants now operate within Valley District boundaries. Two of them, one in Redlands and one in Yucaipa, are already recharging the basins. The others are operated by Colton, Rialto and San Bernardino.

The San Bernardino Water Department is designing the first phase of a wastewater recycling plant called the Clean Water Factory.

In 2011 the department, the Valley District, Riverside Public Utilities and the Western Municipal Water District began planning to use wastewater that now flows down the Santa Ana River into the ocean as a source of groundwater recharge when they signed a memorandum of understanding.

"The current drought, the reduced reliability of imported water from the State Water Project and the availability of grant funds for recycled water projects led to the conclusion that it was important to develop a regional recycled water strategy," Tincher said.

In July 2015, Valley District directors agreed to fund the "Regional Recycled Water Concept Study" along with the East Valley and Yucaipa Valley districts. Yucaipa Valley is considering expanding its recycled wastewater plant.

Also on Tuesday, Valley District directors approved \$814,500 to fund a groundwater sustainability plan for the Yucaipa basin.

With advice from the Metropolitan Water District, which operates the State Water Project, the Valley District created the Local Resources Investment Program to help finance expansion of the recycled water system.

A 2015 survey by the State Water Resources Control Board found 714,000 acre-feet per year of recycled water was beneficially used, an increase of 45,000 acre-feet per year since the last survey in 2009. The survey said 31 percent was used for agricultural irrigation, 18 percent for landscape irrigation and 16 percent for groundwater recharge.

Non-potable uses — water not meant for human consumption — accounted for about three-quarters of recycled water use. The rest was potable water. About 16 percent was used for groundwater recharge and 8 percent went to seawater intrusion barriers.

The use of potable water used for groundwater recharge increased 44 percent between 2009 and 2015. During the same period, the use of recycled water in agriculture decreased 25 percent.

However, the survey found California is not on track to meet the goals of increasing recycled water use to 1.5 million acre-feet per year by 2020 — more than twice the amount used in 2015 — and to 2.5 million by 2030.

James Folmer

[Support \(http://kunc.convio.net/form\)](http://kunc.convio.net/form)Live Radio • KUNC
The Takeaway

LOADING...



Colorado River Reservoirs Start Water Year At Lowest Point Since Filled

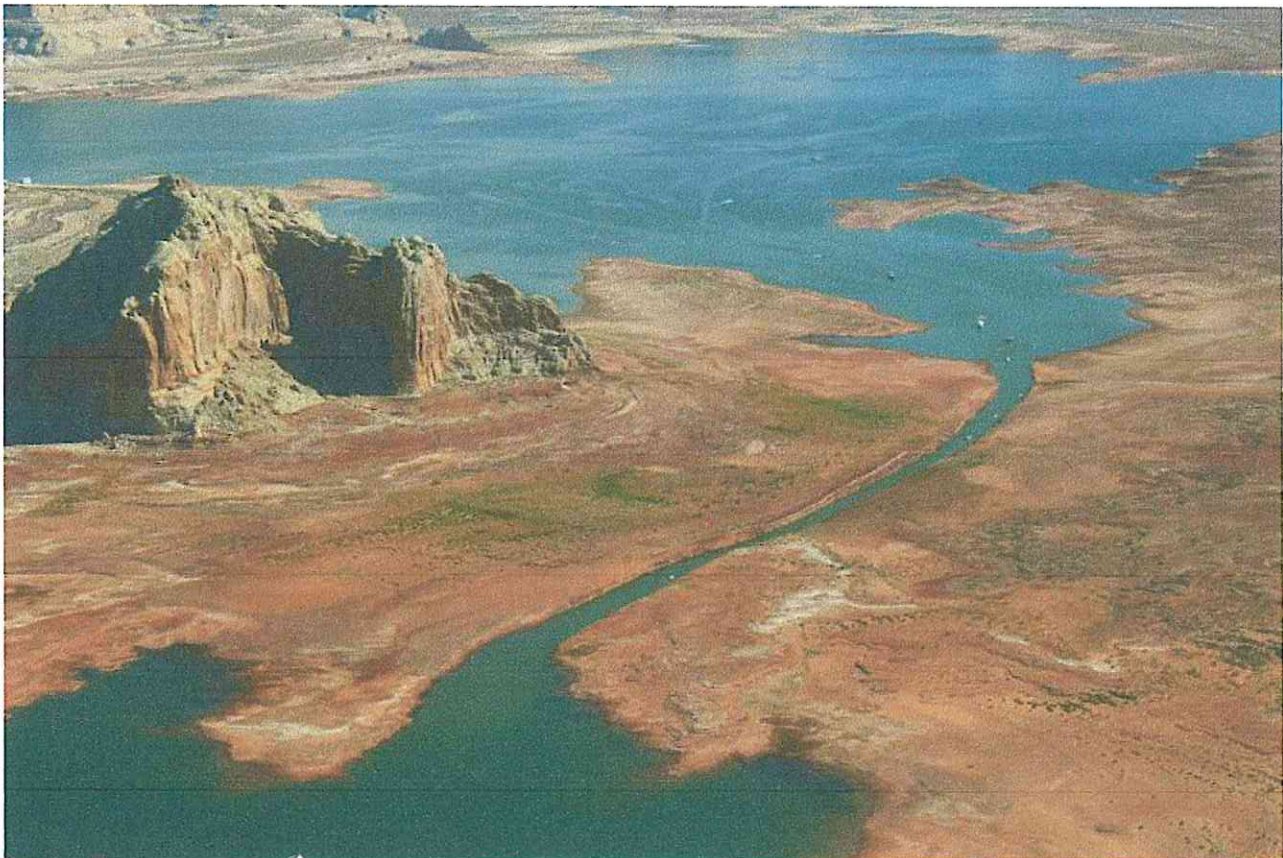
By [LUKE RUNYON \(/PEOPLE/LUKE-RUNYON\)](#) • OCT 16, 2018

[Tweet \(http://twitter.com/intent/tweet?url=http%3A%2F%2Fwww.tinyurl.com%2Fydb2bs5l&text=Colorado%20River%20Reservoirs%20Start%20Water%20Year%20At%20Lowest%20Point%20Since%20Filled\)](http://twitter.com/intent/tweet?url=http%3A%2F%2Fwww.tinyurl.com%2Fydb2bs5l&text=Colorado%20River%20Reservoirs%20Start%20Water%20Year%20At%20Lowest%20Point%20Since%20Filled)

[Share \(http://facebook.com/sharer.php?u=http%3A%2F%2Fwww.tinyurl.com%2Fydb2bs5l&t=Colorado%20River%20Reservoirs%20Start%20Water%20Year%20At%20Lowest%20Point%20Since%20Filled\)](http://facebook.com/sharer.php?u=http%3A%2F%2Fwww.tinyurl.com%2Fydb2bs5l&t=Colorado%20River%20Reservoirs%20Start%20Water%20Year%20At%20Lowest%20Point%20Since%20Filled)

[Google+ \(https://plus.google.com/share?url=http%3A%2F%2Fwww.tinyurl.com%2Fydb2bs5l\)](https://plus.google.com/share?url=http%3A%2F%2Fwww.tinyurl.com%2Fydb2bs5l)

[Email \(mailto:?subject=Colorado%20River%20Reservoirs%20Start%20Water%20Year%20At%20Lowest%20Point%20Since%20Filled&body=http%3A%2F%2Fwww.tinyurl.com%2Fydb2bs5l\)](mailto:?subject=Colorado%20River%20Reservoirs%20Start%20Water%20Year%20At%20Lowest%20Point%20Since%20Filled&body=http%3A%2F%2Fwww.tinyurl.com%2Fydb2bs5l)



(http://mediad.publicbroadcasting.net/p/kunc/files/styles/x_large/public/201810/IMG_2987.JPG)

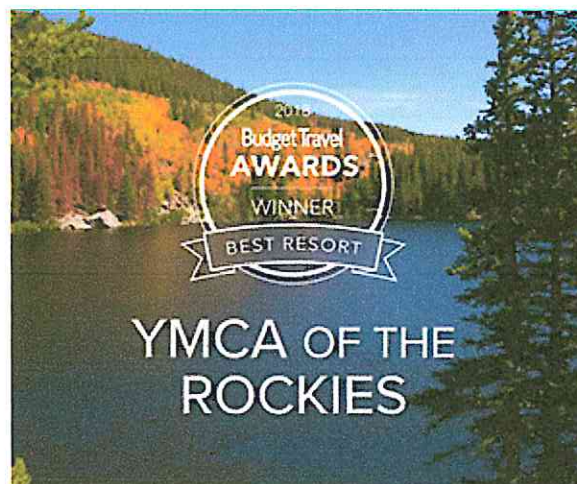
A narrow passageway allows boats to pass on the northern edge of Antelope Island in Lake Powell, one of the Colorado River's main reservoirs.

LUKE RUNYON / KUNC/LIGHTHAWK



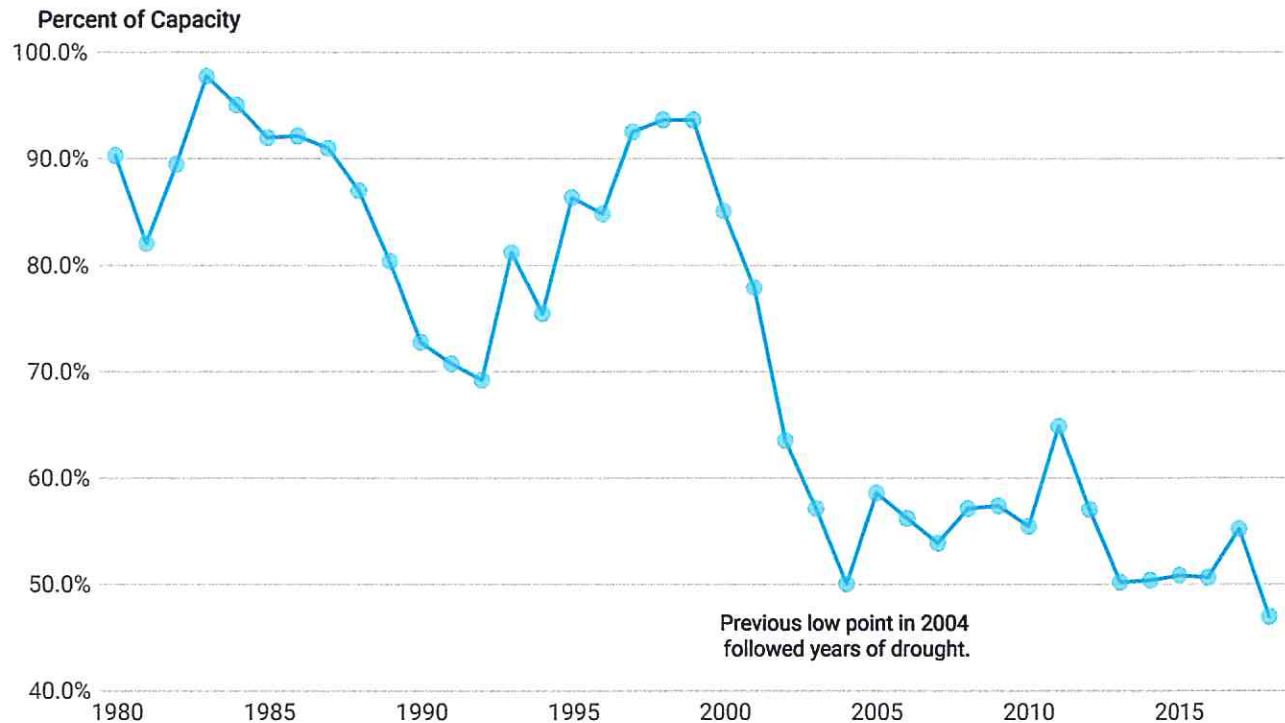
Key reservoirs along the Colorado River are collectively at their lowest point at the start of a new water year since the last one filled nearly 40 years ago.

As of Oct. 1 reservoirs that store the Colorado River's water are at just under 47 percent of their capacity, according to recently released data from the U.S. Bureau of Reclamation (<https://www.usbr.gov/lc/region/g4000/24mo.pdf>). Put another way: Reservoirs that provide water to 40 million people and irrigate 5.5 million acres of farmland in the southwest are less than half full.



Colorado River System storage through time

As of Oct. 1 reservoirs that store the Colorado River's water are at just under 47 percent of their capacity, according to recently released data from the U.S. Bureau of Reclamation. Put another way: Reservoirs that provide water to 40 million people and irrigate 5.5 million acres of farmland in the southwest are less than half full.



The previous low point for the river's collective reservoir storage was recorded in 2004 after years of dry conditions within the southwestern watershed caused the combined storage to drop to 50 percent of capacity.

A water year is used by water managers to track snowpack and runoff on an annual basis. Each water year begins Oct. 1 and ends Sept. 30, meant to coincide with the arrival of snow in the Rocky Mountains. The vast majority of the Colorado River's flow is provided by melting snow in the southern Rockies.

The combined storage figure takes into account the amount of water in ten of the river's reservoirs, many built as part of the Colorado River Storage Project:

- Fontenelle Reservoir, Wyoming
- Flaming Gorge Reservoir, Wyoming and Utah
- Blue Mesa Reservoir, Colorado
- Morrow Point Reservoir, Colorado
- Crystal Reservoir, Colorado

- Navajo Reservoir, New Mexico and Colorado
- Lake Powell, Utah and Arizona
- Lake Mead, Nevada and Arizona
- Lake Mohave, Nevada and Arizona
- Lake Havasu, California and Arizona

Dry weather and warm temperatures have reduced the amount of water (<https://agupubs.onlinelibrary.wiley.com/doi/full/10.1002/2016WR019638>) flowing into these reservoirs. But the Colorado River is also overallocated, where more water has been promised to farmers and cities than actually exists in reality. Year-to-year demands for the river's water consistently outstrip the supply.

Water managers throughout the seven states that rely on the river are currently trying to sell cities, farmers and tribal leaders on so-called drought contingency plans (<http://www.kunc.org/post/amid-climate-and-fed-pressure-colorado-river-water-managers-attempt-chart-new-course>), which are meant to cajole water users to conserve more and fill the river's reservoirs. Federal officials have given state leaders an end of year deadline to finish those plans.

This story is part of a project covering the Colorado River, produced by KUNC and supported through a Walton Family Foundation grant. KUNC is solely responsible for its editorial content.

TAGS: [TOPIC: WESTERN WATER COVERAGE \(/TERM/TOPIC-WESTERN-WATER-COVERAGE\)](#)

[COLORADO RIVER \(/TERM/COLORADO-RIVER\)](#)

[COLORADO RIVER BASIN \(/TERM/COLORADO-RIVER-BASIN\)](#) [RESERVOIRS \(/TERM/RESERVOIRS\)](#)

[BUREAU OF RECLAMATION \(/TERM/BUREAU-RECLAMATION\)](#) [SNOWPACK \(/TERM/SNOWPACK\)](#)



[Tweet \(http://twitter.com/intent/tweet?url=http%3A%2F%2Fwww.tinyurl.com%2Fydb2bs5l&text=Colorado%20River%20Reservoirs%20Start%20Water%20Year%20At%20Lowest%20Point%20Since%20Filled\)](http://twitter.com/intent/tweet?url=http%3A%2F%2Fwww.tinyurl.com%2Fydb2bs5l&text=Colorado%20River%20Reservoirs%20Start%20Water%20Year%20At%20Lowest%20Point%20Since%20Filled)



[Share \(http://facebook.com/sharer.php?u=http%3A%2F%2Fwww.tinyurl.com%2Fydb2bs5l&t=Colorado%20River%20Reservoirs%20Start%20Water%20Year%20At%20Lowest%20Point%20Since%20Filled\)](http://facebook.com/sharer.php?u=http%3A%2F%2Fwww.tinyurl.com%2Fydb2bs5l&t=Colorado%20River%20Reservoirs%20Start%20Water%20Year%20At%20Lowest%20Point%20Since%20Filled)



[Google+ \(https://plus.google.com/share?url=http%3A%2F%2Fwww.tinyurl.com%2Fydb2bs5l\)](https://plus.google.com/share?url=http%3A%2F%2Fwww.tinyurl.com%2Fydb2bs5l)



[Email \(mailto:?subject=Colorado%20River%20Reservoirs%20Start%20Water%20Year%20At%20Lowest%20Point%20Since%20Filled&body=http%3A%2F%2Fwww.tinyurl.com%2Fydb2bs5l\)](mailto:?subject=Colorado%20River%20Reservoirs%20Start%20Water%20Year%20At%20Lowest%20Point%20Since%20Filled&body=http%3A%2F%2Fwww.tinyurl.com%2Fydb2bs5l)

8. MANAGER'S REPORT

9. REQUEST AUTHORIZATION TO SUBMIT A NON-BINDING
"LETTER OF INTEREST" REQUESTING A 90 DAY DUE DILIGENCE
PERIOD FOR COUNTY OF RIVERSIDE SURPLUS PROPERTY:
DM 2018-68

Rubidoux Community Services District

Board of Directors

Christopher Barajas
Armando Muniz
Bernard Murphy
F. Forest Trowbridge
Hank Trueba Jr.

Secretary-Manager

David D. Lopez



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

DIRECTORS MEMORANDUM 2018-68

November 1, 2018

To: Rubidoux Community Services District
 Board of Directors

Subject: Authorization to Submit a Non-Binding "Letter of Interest" Requesting a 90 Day Due Diligence
 for County of Riverside Surplus Property – Fleet Services Facility (5293 Mission)

BACKGROUND:

For nine years, the Rubidoux Community Services District has contemplated the construction of a new field/main office to accommodate District staff and equipment. A design concept was reviewed and approved by the Board of Directors to build the new facility behind the existing main office on a District owned two-acre parcel. For a number of reasons, the new office project has been delayed.

In late August, the District received a letter from the County of Riverside Economic Development Agency notifying us of their intent to surplus the existing Fleet Services facility at the corner of Mission and Crestmore. A copy of the letter is attached for your review as attachment "A". Upon receipt of the letter, Staff believed this facility could lend itself as an alternate property for our intended field/main office. Staff toured the existing facility and indeed believes the property would be an ideal fit for our purposes.

PRESENTATION BY STAFF

Currently, the property is being offered to public agencies only, but if no interest is received, the County will officially surplus the property and list for sale. Based on phone conversations with Riverside County Real Estate division representatives, in order for the District to delay the County from public sale of the property they need a non-binding letter of intent to purchase the facility (included as attachment "B"). In the letter of intent, the District will specify a 90-day due diligence period to allow the District to inspect and/or secure

purchase financing. Since the letter is non-binding, the District will have the right to “walk away” from the deal at our choosing.

Given the uncertainty of the on-going litigation, a 90-day due diligence period will allow us to take a wait-and-see position.

In a presentation made to the Board in January 2017, the estimate to construct our proposed field/main office facility was almost \$11,000,000.00. The Fleet Services Facility is being offered at \$10,200,000.00.

RECOMMENDATION:

Staff recommends the Board authorize Staff to send the non-binding letter of intent to purchase the County of Riverside’s Fleet Services Facility (5293 Mission Blvd) with a 90-day due diligence period.

Respectfully,



David D. Lopez
Secretary-Manager

attach: “A” – County EDA Letter dated August 27, 2018
“B” –Draft Non-binding offer of intent to purchase

"A"



August 27, 2018

File
AUG 31 2018

David D. Lopez, General Manager
Rubidoux Community Services District
3590 Rubidoux Blvd.
Riverside, California 92509

Re: Surplus Building Notification:
Assessor Parcel Numbers 179-300-001 thru 010 and 179-300-013 thru 020

To whom it may concern:

This letter shall serve as written notice as required by Sections 54220 through 54232 of the Government Code regarding the disposition of surplus land.

The County of Riverside intends to dispose of that certain building and parcels of land identified by Assessor Parcel Numbers 179-300-001 thru 010 and 179-300-013 thru 020, which consists of an approximate 44,738 square foot office / warehouse building on a 5.48 acre site, located at 5293 Mission Blvd., Jurupa Valley CA 92509. An aerial image of the Assessor parcels are attached.

An offer to sell this surplus land pursuant to Government Code Section 54220 et seq. and in particular, Section 54222, is hereby made to your agency.

You are thusly notified that if you have any interest in this surplus land for one of the appropriate purposes set forth in Government Code Section 54222, you may notify Craig Olsen of the Riverside County Economic Development Agency, Real Estate Division, within sixty (60) days of the date of this letter, either in writing, by phone (951) 955-4840 or via email at caolsen@rivco.org.

Respectfully,

Craig A Olsen



"B"

Rubidoux Community Services District

Board of Directors

Christopher Barajas
Armando Muniz
Bernard Murphy
F. Forest Trowbridge
Hank Trueba Jr.

Secretary-Manager

David D. Lopez



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

County of Riverside
Economic Development Agency
Real Estate Division
3403 10th Street, Suite 400
Riverside, CA 92501
ATTN: Craig A. Olsen

November 2, 2018

Subject: Non-Binding Letter of Intent to Purchase

Dear Craig:

The purpose of this letter is to confirm that the Rubidoux Community Services District (Buyer) is interested in acquiring to property identified as Assessor Parcel Number's 179-300-001 thru -010 and 179-300-013 thru -020 located at 5293 Mission Blvd, Jurupa Valley, CA 92509 (Fleet Services Facility).

In accordance with the Surplus Building Notification of subject property, we, the Rubidoux Community Services District, as undersigned below, hereby offer to purchase the above referenced property for a negotiated sum (to be determined). We understand that by submitting this Non-Binding Letter of Intent to Purchase, it does not create a binding agreement between Seller and the Buyer and will not be enforceable until the offer has been accepted by the Seller and an agreement has been fully executed by both parties.

Buyer shall have ninety (90) days from the receipt and acknowledgement of this letter ("Due Diligence Period") to inspect the property, Due Diligence Materials, and obtain and secure purchase financing. In the event Buyer finds the Property unsatisfactory for any reason, Buyer at its sole discretion shall notify Seller in writing prior to expiration of the Due Diligence Period. Thereafter, Buyer and Seller shall have no obligation to each other. In addition, Seller shall have the right to terminate this Agreement without cause, prior to the expiration of the Due Diligence Period, provided Seller notifies Buyer in writing prior to such expiration date. After Seller's cancellation, Buyer and Seller shall have no obligation to each other.

Sincerely,

David D. Lopez
Secretary-Manager



Presentation to the RCSD Board:

FIELD AND HEADQUARTERS OFFICE FACILITY (County Fleet Services Option)

November 1, 2018

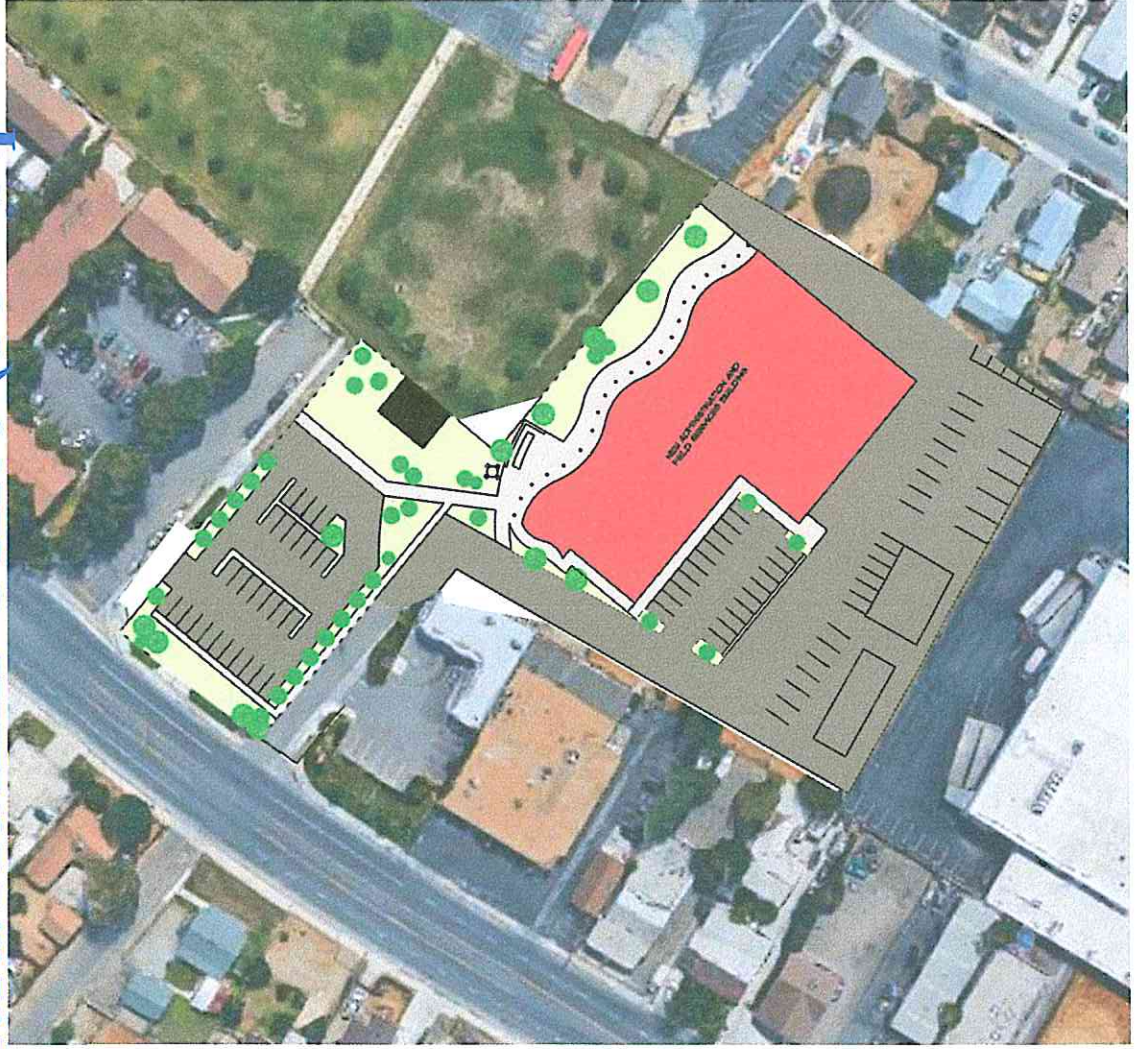


Existing RCSD Property (2 acres)



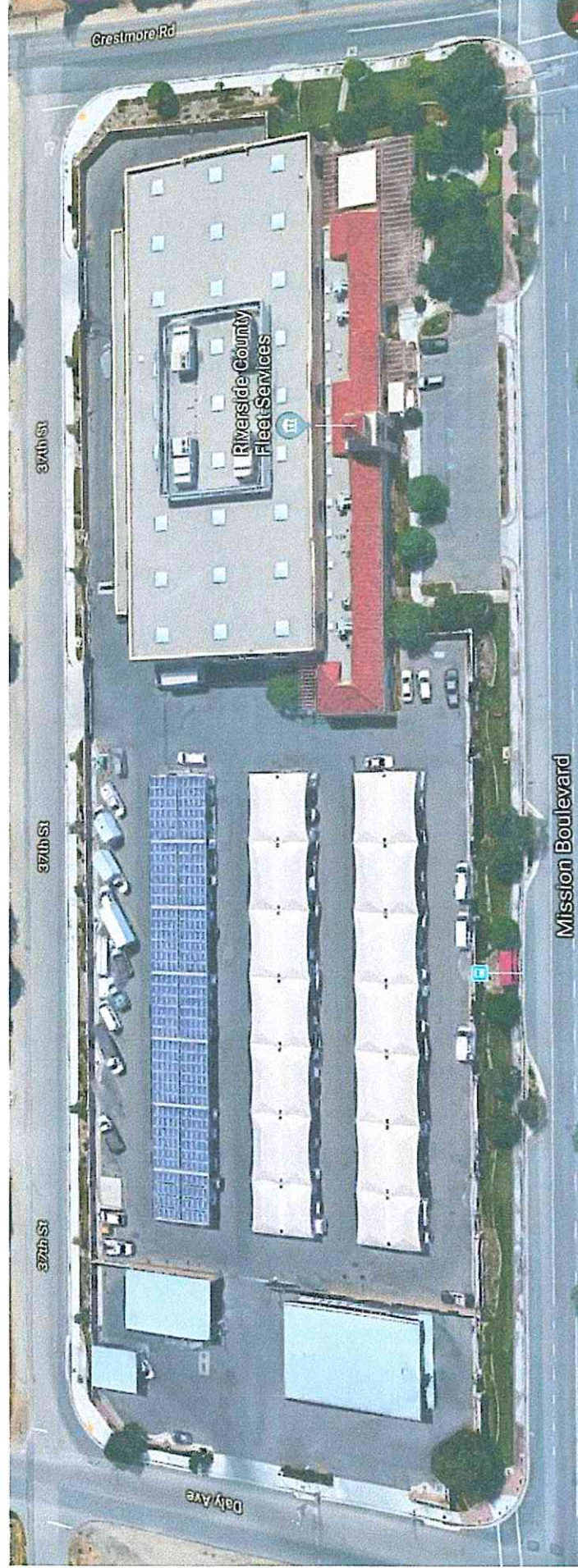


Field/Admin Office (33k sq ft office, 2 acres)





Surplus County Fleet Services Property (42k sq ft office, 5+ acres)





Lobby



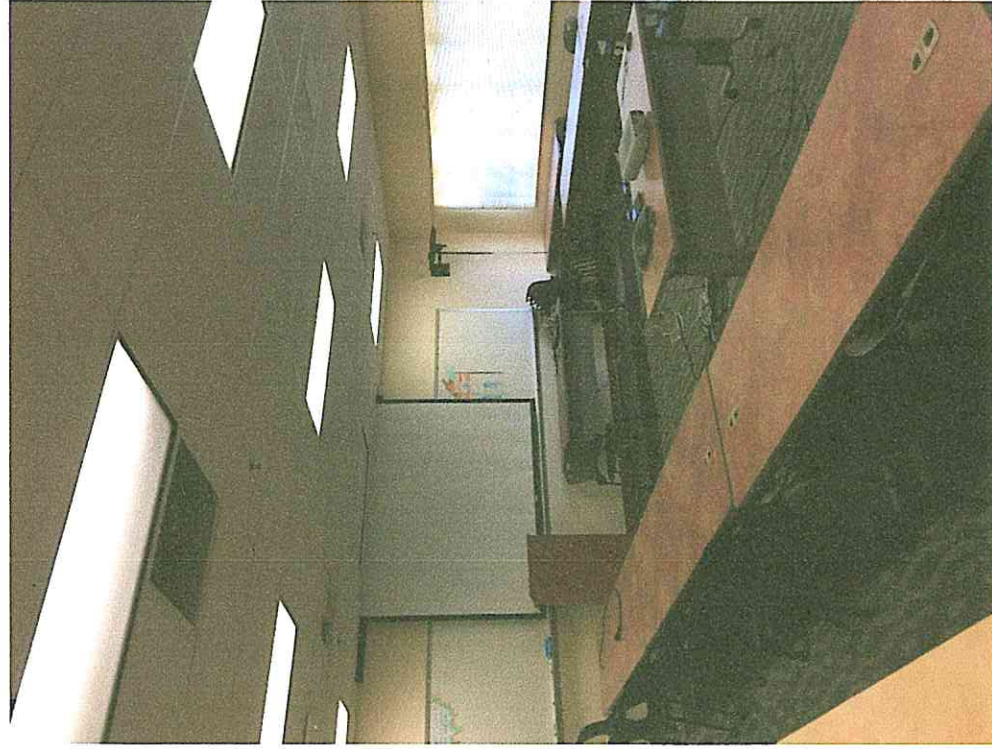
Looking South



Looking North

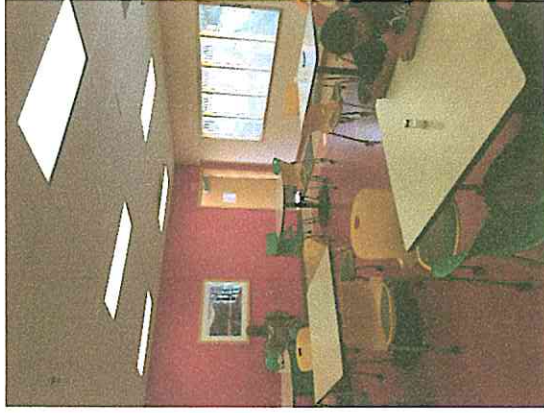


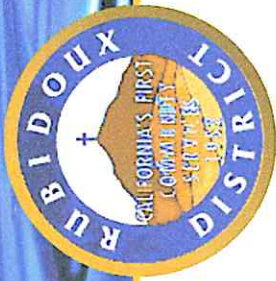
Training Room (Board Room)





Break Room/Patio





Vehicle Bay (Warehouse/Future TI)



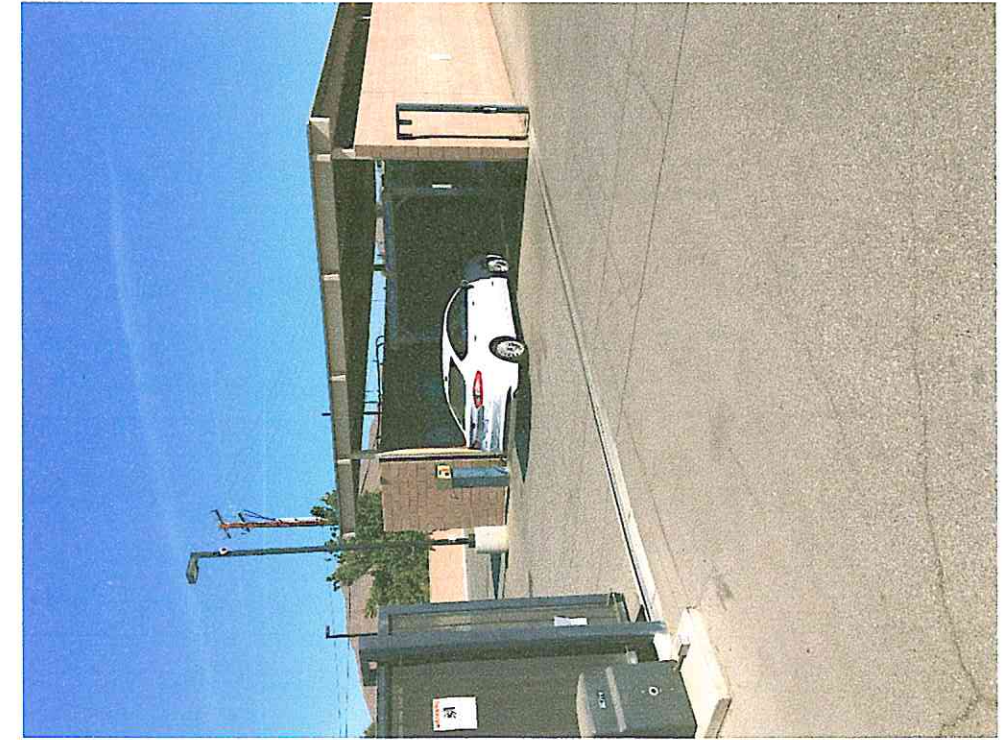


Parking Lot (Covered & Solar)





Carwash & Fuel Island





Offices





Cubicle Offices





IT/Server/Telephone Room



Hallways





Conference Room





Comments/Questions from the Board



10. CONSIDERATION TO DEDICATE NEW DISTRICT WELL
NO. 1-A, HONORING DIRECTOR
RUTH ANDERSON WILSON:
DM 2018-69

Rubidoux Community Services District

Board of Directors

Christopher Barajas
Armando Muniz
Bernard Murphy
F. Forest Trowbridge
Hank Trueba Jr.

Secretary-Manager

David D. Lopez



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

DIRECTORS MEMORANDUM 2018-69

November 1, 2018

To: Rubidoux Community Services District
Board of Directors

Subject: Consideration to Dedicate New District Well 1-A, Honoring Director Ruth Anderson Wilson

BACKGROUND:

The Rubidoux Community Services District Board of Directors has traditionally named water treatment facilities, reservoirs and potable wells after prominent Directors and Staff Members. Soon to be developed/constructed District Well 1-A, it was suggested by Director Barajas that proposed Well 1-A be named in honor of Director Wilson. Past District facilities carrying names of Directors/District Staff include, the Toney Perone Reservoir, the Jim Gould Well (Well No. 8) the Tom Watson Reservoir, the Anita B. Smith Water Treatment Plant, the La Verne Mahnke Water Treatment Facilities and the Leland J. Thomson Water Treatment Facilities.

Pursuant to Director Barajas this item is agendized for the full Board of Directors consideration this afternoon.

RECOMMENDATION:

Staff concurs with Director Barajas suggestion to recognize Ruth Anderson Wilson 19 years of service by naming well No. 1-A in her honor.

Respectfully,



David D. Lopez
Secretary-Manager

11. CONSIDERATION TO APPROVE RUBIDOUX COMMUNITY SERVICES
DISTRICT TELECONFERENCING BOARD MEETING POLICY:
DM 2018-70

Rubidoux Community Services District

Board of Directors

Christopher Barajas
Armando Muniz
Bernard Murphy
F. Forest Trowbridge
Hank Trueba Jr.

Secretary-Manager

David D. Lopez



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

DIRECTORS MEMORANDUM 2018-70

November 1, 2018

To: Rubidoux Community Services District
Board of Directors

Subject: Consideration to Review and Approve Teleconferencing Policy

BACKGROUND:

As authorized by the Rubidoux Community Services District Board of Directors and attached for your review and consideration this afternoon is a Draft Teleconferencing Policy. As a side note, Mr. John Harper, District General Counsel, has reviewed subject policy and his comment was incorporated within. The final Teleconferencing policy will be incorporated into the Rubidoux CSD Board Policy Manual

RECOMMENDATION:

Presented to the full Board for your consideration and approval this afternoon.

Respectfully,

A handwritten signature in black ink, appearing to read "David D. Lopez".

David D. Lopez
Secretary-Manager

Attachment: Draft Teleconferencing Policy

Teleconferencing Board Meeting Policy.

The Ralph M. Brown Act (AKA Open Meetings Laws) allows “a legislative body to use teleconferencing to meet, receive public comment and testimony”. Further, Teleconferencing is defined as a “**meeting of a legislative body, where the members are in different locations, connected by electronic means, through either audio or video or both**”. Directors of the Rubidoux Community Services District that have scheduled vacation plans or travel obligations for business reasons and such travel commitments which are in conflict with a Board Meeting will be allowed to participate via teleconferencing subject to following conditions:

- The Board Member must submit his/her request to participate via teleconferencing in writing at least seven (7) calendar days in advance of the scheduled meeting day and time.
- The request shall have the teleconferencing address and conference room where the remote conference meeting will be held.
- Requests shall be limited to two (2) approved requests per calendar year.
- Teleconferencing equipment, including computers, monitors, microphones, software programs and other supporting appurtenances for transmitting shall be the obligation of the requesting Director.
- Board Meeting participation via teleconferencing shall be eligible for stipend compensation as established by District Resolutions.

Finally, it is the responsibility of the requesting Board Member to comply with the following conditions as outlined by the Brown Act when participating in a teleconferencing meeting:

- Teleconferencing may be used for all purposes during any meeting;
- At least a quorum of the legislative body must participate from locations within the local agencies jurisdiction;
- Teleconferencing locations must be made available for the public;

- Each teleconferencing location must be specifically identified in the notice and agenda of the meeting, including a full address and/or room number, as may be applicable;
- Agendas must be posted at each teleconferencing location, even if a hotel room or a residence;
- Each teleconferencing location, including a hotel room or residence, must be accessible to the public and have technology, such as a speakerphone, to enable the public to participate;
- The Agenda must provide the opportunity for the public to address the legislative body directly at each teleconferencing location.

Directors should function as a part of the whole. Issues should be brought to the attention of the Board as a whole, rather than to individual members selectively.

Directors are responsible for monitoring the District's progress in attaining its goals and objectives, while pursuing its mission.

Section 8. Board Meetings

Regular Meetings of the Board of Directors shall be held on the first and third Thursday of each calendar month at 4:00 p.m. in the Board Room at 3590 Rubidoux Blvd, Jurupa Valley, CA.

Special Meetings (non-emergency) of the Board of Directors may be called by the Board President or General Manager.

All Directors, the General Manager, and District Counsel shall be notified of the special Board meeting and the purpose or purposes for which it is called. Said notification shall be in writing, delivered to them at least 72 hours prior to the meeting.

Newspapers of general circulation in the District, radio stations and television stations, organizations, and property owners who have requested notice of special meetings in accordance with the Ralph M. Brown Act shall be notified by at least 72 hours prior to the meeting.

An agenda shall be prepared and shall be delivered to those specified above.

Special Meetings (emergency). In the event of an emergency situation involving matters upon which prompt action is necessary due to the disruption or threatened disruption of public facilities, the Board of Directors may hold an emergency special meeting without complying with the 72-hour notice required, above. An emergency situation means a crippling disaster which severely impairs public health, safety, or both, as determined by the General Manager, Board President or Vice President in the President's absence.

Newspapers of general circulation in the District, radio stations and television stations which have requested notice of special meetings in accordance with the Ralph M. Brown Act shall be notified by at least one hour prior to the emergency special meeting. In the event that telephone services are not functioning, the notice requirement of one hour is waived, but the General Manager, or his/her designee, shall notify such newspapers, radio stations, or television stations of the fact of the holding of the emergency special meeting, and of any action taken by the Board, as soon after the meeting as possible.

No closed session may be held during an emergency special meeting, and all other rules governing special meetings shall be observed with the exception of the 72-hour notice. The minutes of the emergency special meeting, a list of persons the General Manager or designee notified or attempted to notify, a copy of the roll call vote(s), and any actions taken at such meeting shall be posted for a minimum of ten days in the District office as soon after the meeting as possible.

Adjourned Meetings. A majority vote by the Board of Directors may terminate any Board meeting at any place in the agenda to any time and place specified in the order of adjournment, except that if no Directors are present at any regular or adjourned regular meeting, the General Manager may declare the meeting adjourned to a stated time and

place, and he/she shall cause a written notice of adjournment to be given to those specified above.

Teleconferenced Meetings. The Ralph M. Brown Act (AKA Open Meetings Laws) allows "a legislative body to use teleconferencing to meet, receive public comment and testimony". Further, Teleconferencing is defined as a "***meeting of a legislative body, where the members are in different locations, connected by electronic means, through either audio or video or both***". Directors of the Rubidoux Community Services District that have scheduled vacation plans or travel obligations for business reasons and such travel commitments which are in conflict with a Board Meeting will be allowed to participate via teleconferencing subject to following conditions:

- The Board Member must submit his/her request to participate via teleconferencing in writing at least seven (7) calendar days in advance of the scheduled meeting day and time.
- The request shall have the teleconferencing address and conference room where the remote conference meeting will be held.
- Requests shall be limited to two (2) approved requests per calendar year.
- Teleconferencing equipment, including computers, monitors, microphones, software programs and other supporting appurtenances for transmitting shall be the obligation of the requesting Director.
- Board Meeting participation via teleconferencing shall be eligible for stipend compensation as established by District Resolutions.

Finally, it is the responsibility of the requesting Board Member to comply with the following conditions as outlined by the Brown Act when participating in a teleconferencing meeting:

- Teleconferencing may be used for all purposes during any meeting;
- At least a quorum of the legislative body must participate from locations within the local agencies jurisdiction;
- Teleconferencing locations must be made available for the public;
- Each teleconferencing location must be specifically identified in the notice and agenda of the meeting, including a full address and/or room number, as may be applicable;
- Agendas must be posted at each teleconferencing location, even if a hotel room or a residence;
- Each teleconferencing location, including a hotel room or residence, must be accessible to the public and have technology, such as a speakerphone, to enable the public to participate;

- The Agenda must provide the opportunity for the public to address the legislative body directly at each teleconferencing location.

Annual Organizational Meeting. The Board of Directors shall hold an annual organizational meeting at its regular meeting in December. At this meeting the Board will elect a President and Vice President from among its members to serve during this coming calendar year. At this meeting the new President may also appoint members to the Standing Committees (see Section 16).

Section 9. Use of Confidential Information and Closed Sessions

A Board Member is not authorized to disclose information that qualifies as confidential information under applicable provisions of law to a person not authorized to receive it, that (1) has been received for, or during, a closed session meeting of the Board, (2) is protected from disclosure under the attorney/client or other evidentiary privilege, (3) is not required to be disclosed under California Public Record Act or (4) approved for disclosure by the Board as an appropriate response under the circumstances of a particular case (*Government Code Section 54963*).

This section does not prohibit any of the following: (1) making a confidential inquiry or complaint to a district attorney or grand jury concerning a perceived violation of law, including disclosing facts to a district attorney or grand jury that are necessary to establish the alleged illegality of an action taken by the District, an elected official or employee, (2) expressing an opinion concerning the propriety or legality of actions taken by the Board in closed session, including disclosure of the nature and extent of the allegedly illegal action, or (3) disclosing information acquired by being present in a closed session that is not confidential information.

A Board Member who intends to disclose confidential information from closed session may be subject to a court injunction to prevent such disclosure, and a willful disclosure of such information without Board approval may be referred to the Riverside County Grand Jury (*Government Code Section 54963*).

Furthermore, a Board Member who willfully and knowingly discloses for pecuniary gain confidential information received by him or her in the course of his or her official duties may be guilty of a misdemeanor (*Government Code Section 1098*).

Section 10. Attendance at Meetings

Members of the Board of Directors shall attend all regular and special meetings of the Board unless there is good cause for absence.

A vacancy shall occur if any Board Member ceases to discharge the duty of his/her office for the period of three consecutive months, except as authorized by the Board of Directors.

Section 11. Board President

The President of the Board of Directors shall serve as President at all Board meetings. He/she shall have the same rights as the other members of the Board in voting,

12. DIRECTORS COMMENTS – NON ACTION

13. ADJOURNMENT