

# Rubidoux Community Services District

## Board of Directors

Bernard Murphy, President  
John Skerbelis, Vice-President  
Armando Muniz  
F. Forest Trowbridge  
Hank Trueba Jr.

## General Manager

Brian R. Laddusaw



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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, February 2, 2023, at 4:00 PM

**Pursuant to Paragraph 3 of Executive Order N-29-20, executed by the Governor of California on March 17, 2020 as a response to mitigating the spread of corona virus known as COVID-19:**

During this regular meeting of the Rubidoux Community Services District Board of Directors, members of the public will have the choice to attend and address the Board in person or attend and address the Board via Zoom.

Note the following:

All persons including members of the public, Board Members, and staff attending the Board Meeting in-person are no longer required to wear a face covering while inside District Facilities if they are not vaccinated against COVID-19, although it is highly recommended by the California Department of Public Health. If you do not have a face covering, one will be provided upon request.

Members of the public wanting to attend and/or address the Board may do so by:

- Using the Zoom App or website for free at: <https://zoom.us/>
  - o Once installed ahead of the meeting, you may choose your audio source as either computer speakers/microphone or telephone.
  - o If you wish to make public comments via the Zoom platform, the Board Secretary will identify you at your time to speak.
  - o Meeting ID is **870-2519-9040**.
  
- Calling into the meeting at any one of the following numbers:  
  
+1 669 900 9128  
+1 346 248 7799

+1 301 715 8592  
+1 312 626 6799  
+1 646 558 8656  
+1 253 215 8782

Only one person at a time may speak by telephone and only after being recognized by the Secretary of the Board.

**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).

1. Call to Order – Bernard Murphy, President
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes for January 19, 2023, Regular Meeting
5. Consideration to Approve February 3, 2023, Salaries, Expenses and Transfers
6. Public Comment

Members of the public are encouraged to address the Board of Directors. Anyone who wishes to speak on an item not on the published agenda must submit a comment request card to the General Manager or designee. Each speaker should begin by identifying themselves for the record and is allowed up to three-minutes.

No one may give their time to a speaker during the public comment period of the meeting. It is requested that all present refrain from any action that might disrupt the orderly course of the meeting. Coarse, crude, profane, or vulgar language, or unsolicited comments from the audience, which disrupts or disturbs the Board meeting, may result in exclusion from the meeting.

The Ralph M. Brown Act, Government Code 54950, et. seq. prohibits members of the Board of Directors from taking formal action or discuss items not on the published agenda. As a result, immediate response to public comment may be limited.

7. Correspondence and Related Information:
8. Manager's Report (Second Meeting each Month):
  - a) Operations Report
  - b) Emergency and Incident Report
  - c) Follow up to questions at prior Board Meeting and other updates

**ACTION ITEMS:**

9. Consider Adoption of Resolution No. 2023-901, A Resolution Adopting an Unfunded Accrued Liability Pension Management Policy: **DM 2023-10**
10. Consider Adoption of Resolution No. 2023-900, A Resolution Which Amends the District's Standard Conflict of Interest Code: **DM 2023-11**
11. Consider Language to Draft Ordinance No. 2023-133, An Ordinance Establishing Board Member Stipends: **DM 2023-12**
12. Consider Riverside Local Agency Formation Commission Call for Nomination – Regular Special District Member – Western Area: **DM 2023-13**
13. Consider Expenditure of CalOES Community Power Resiliency Block Grant Funds and Reserve Funds to Purchase Generators from Quinn: **DM 2023-14**
14. **CLOSED SESSION** – Pursuant to Government Code 54956.8: Real Property Negotiations

Property: Various Parcels within Tentative Tract Map 38318 and The District at Jurupa Valley Specific Plan for District Use as Well and Water Treatment Sites  
Agency's Negotiator: Brian R. Laddusaw, General Manager, RCSD  
Developer's Negotiator: Matthew Dugally, Principal, EM Ranch Owner, LLC  
Under Negotiation: Purchase Contract Terms

15. Directors Comments - Non-action
16. Adjournment

**4. Approval of Minutes for January 19, 2023, Regular Meeting**



**MINUTES OF REGULAR MEETING**  
**January 19, 2023**  
**RUBIDOUX COMMUNITY SERVICES DISTRICT**

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

**DIRECTORS ABSENT:**

**STAFF PRESENT:** Brian Laddusaw, General Manager  
Ted Beckwith, Director of Engineering  
Martha Perez, Customer Service/Accounts Payable Mgr.  
Miguel Valdez, Director of Operations  
Melissa Trujillo, Human Resources

Call to order: the meeting of the Board of Directors of the Rubidoux Community Services District by President Murphy, at 4:00 P.M., Thursday, January 19, 2023, by teleconferencing at District Office, 3590 Rubidoux Boulevard, Jurupa Valley, California.

**ITEM 4. APPROVAL OF MINUTES**

Approval of Minutes for January 19, 2022, Board Meeting.

**Director Trueba moved, and Director Skerbelis seconded to approve the January 19, 2023, Regular Board Minutes as presented.**

**Roll call:**

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

**Noes – 0**

**Abstain – 0**

**Absent – 0**

**The motion was carried unanimously.**

**ITEM 5. Consideration to Approve the January 20, 2023, Salaries, Expenses and Transfers.**

Consideration to Approve the January 20, 2023, Salaries, Expenses and Transfers.

**Director Skerbelis moved, and Director Trueba seconded to Approve the January 20, 2023, Salaries, Expenses and Transfers.**

**Roll call:**

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

**Noes – 0**

**Abstain – 0**

**Absent – 0**

**The motion was carried unanimously.**

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

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

**ITEM 7. CORRESPONDENCE AND RELATED INFORMATION**

There was an article from Kron4.com regarding the California reservoirs rise after weeks of storms drench the state. The reservoirs are still below their historical averages, but the rain has been helpful when it comes to the prolonged drought we've been in for 15-20 years. The second article talks about some of the issues with stormwater and not being able to capture stormwater runoff. The LADWP has invested some money as part of a pilot program to try to capture that. It's an important strategy for the state of California to do that.

**ITEM 8. MANAGER'S REPORT**

**Operations Report:**

Miguel Valdez reported on the water/wastewater report for the month of December, production was an average of just under 3.3 mgd per day and an average of 1.67 mg/day was the wastewater flow to Riverside. On average 0 mg/day of water to JCSD. The projected sales to JCSD are at zero sales currently. Well No. 18 produced 2%, No. 1 produced 0.2% of the water, Well No. 2 produced 44.3%, Well No. 4 produced 24.7% and Well No. 6 produced 16.6%, Well No. 8 produced 85.7% and Well No. 18 produced 2% of the water.

**Emergency and Fire Report:**

Chief Ottoman reported the Incidents Reported for the month of December 2022 and Special District Rubidoux CSD. Station 38 had a total of 266 calls. 183 calls, 68.8% were medical aides. Additionally, there was a report for the City of Jurupa Valley. There were 24 False Alarms, 9%, 4 Other Misc, 1.5%, 11 Other Fire, 4.1%, 16 Public Service Assist, 6.0%, 3 Res Fire 1.1%, 1 Ringing Alarm 0.4%, 5 Standby, 1.9%, 17 Traffic Collisions, 6.4%, 1 Vehicle Fire, 0.4% and 43 Wildland Fires, 1.3%.

The Incidents Reported for the year of 2022 and Special District Rubidoux CSD and both (Code 2, Alpha, Omega, Code, Charlie, Delta, Bravo, Echo). Station 38 had a total of 3,368 calls. 2,218 calls, 65.9% were medical aides. There were 317 False Alarms, 9.4%, 36 Other Misc, 1.1%, 117

Other Fire, 3.5%, 279 Public Service Assist, 8.3%, 21 Res Fire 117.1%, 1 Ringing Alarm 0.4%, 5 Standby, 1.9%, 17 Traffic Collisions, 6.4%, 1 Vehicle Fire, 0.4% and 1 Wildland Fires, 1.3%.

Anyone who needs Ethics Training, please reach out to Melissa and she can help with that. At the next meeting February 2, staff will present some slides on teleconferencing, what we did when COVID happened. Some of those will go away when the State of Emergency ends at the end of February and some of them may continue. There will be more information at the next meeting. Director Trueba asked Mr. Laddusaw to distribute a pamphlet on IE Works. It's an apprenticeship program specifically designed to tackle water and wastewater agencies in the Inland Empire. There is a workshop a week from Saturday.

Ted Beckwith presented the following:

There was a statewide ban on the watering of non-functional turf (NFT) with potable water that came from the State Water Resources Control Board on June 16, 2022. The ban is effective for one year unless extended.

The NFT applies to the turf maintained by:

- Commercial, Industrial, and Institutional (CII) customers
- Common areas of Homeowners Associations
- Common Interest Developments

Non-functional turf is mowed grass that is only decorative, not regularly used by people:

- Solely ornamental
- Not regularly used for human recreational purposes or for civic or community events
- Turf with trees are exempt
- Regulation gives agencies authorization to enforce infractions  
Water suppliers and local government
- Violation of the NFT watering provision would be an infraction and subject to a fine of up to \$500

The State wants agencies to conduct customer outreach and education. Metropolitan Water District recommends an ordinance prohibiting installation and irrigation of NFT. The district is not bound to proceed with this, it is up to the Board.

NFT Options

Incentives Based

- Rewarded grant funds to be added to turf replacement incentive

Pursuing additional grant opportunities

- New water allocation methodology for drought emergency
- MWD to continue work to develop turf dashboard to assist Member Agencies in assessing NFT areas

State legislation

- Added to legislative affairs strategic plan for 2022-2023

On the District website there is a link for rebates that our customers are eligible to get through So Cal Water Smart, which is done by MWD. They can get their \$2.00 sq/ft rebate for replacing grass, there are smart sprinkler controllers, sprinkler nozzle replacements, low-flow flush toilets that are available through MWD.

Miguel Valdez gave an update on his personnel changes.

**ITEM 9. Receive and File Statement of Cash Asset Schedule Report Ending December 2022. DM 2023-04.**

**BACKGROUND**

Attached for the Board of Directors' consideration is the December 2022 Statement of Cash Asset Schedule Report for all District Fund Accounts. Our YTD interest is \$97,328.67 for District controlled accounts. With respect to District "Funds in Trust", we show \$5,087.64 which has been earned and posted. The district has a combined YTD interest earned total of \$102,416.31 as of December 31, 2022.

The District's Operating Funds (Excluding Restricted Funds and Operating Reserves), we show a balance of \$14,786,082.46 ending December 31, 2022. That's **\$5,775,896.21 MORE** than July 1, 2022, beginning balance of \$9,010,186.25.

Further, the District's Field/Admin Fund current fund balance is \$715,556.80.

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

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

**Roll call:**

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

**Noes – 0**

**Abstain – 0**

**Absent – 0**

**The motion was carried unanimously.**

**ITEM 10. Consideration to Increase Rubidoux Community Services District Board of Director's Stipend. DM 2023-05.**

**BACKGROUND**

On January 5, 2022, at the regularly scheduled meeting of the Rubidoux Community Services District ("District") Board of Directors ("Board"), District staff was directed to agendize for discussion the Board's current meeting stipends. Pursuant to Resolution No. 2020-861 (Attachment A) the Board's current stipend amount for regular, special, or emergency meetings is \$155.13 and committee meetings is \$63.81 with a maximum of (10) service days per month. In accordance with California Water Code Section 20201, to increase a Community Services District's board compensation, it must be done via Ordinance and the increase may not exceed 5% for each calendar year. The Board last increased its compensation in calendar year 2020.

Should the Board wish to increase its compensation, the maximum possible adjustments are as follows:

Calendar Year	Board Meeting	Per Mtg Increase	Committee Meeting	Per Mtg Increase
2020 (current)	\$ 155.13		\$ 63.81	
2021 (+5%)	\$ 162.89	\$ 7.76	\$ 67.00	\$ 3.19
2022 (+5%)	\$ 171.03	\$ 8.14	\$ 70.35	\$ 3.35
<b>2023 (+5%)</b>	<b>\$ 179.58</b>	<b>\$ 8.55</b>	<b>\$ 73.87</b>	<b>\$ 3.52</b>
		<u>\$ 24.45</u>		<u>\$ 10.06</u>

If the Board adjusts its compensation to the maximum allowed under California law, the maximum monthly compensation the Board could earn would increase from \$1,551.30 to \$1,795.80. Additionally, the maximum per board meeting compensation could increase \$24.45 to \$179.58 and per committee meeting \$10.06 to \$73.87.

If the Board desires to increase their meeting stipend, Staff will prepare a draft Ordinance modifying the current rates and present it for review at an upcoming Board meeting. Any adjustments are subject to Ordinance adoption requirements which include a 1<sup>st</sup> and 2<sup>nd</sup> reading, public hearing, and 60 day delayed effective date.

**After some discussion, it was decided to move forward with a Draft Ordinance to include the maximum pay increase from 2020-2023, then moving forward an automatic state allowed increase to be implemented at the beginning of each new Fiscal Year. Staff will bring the Draft Ordinance to the next meeting.**

**ITEM 11. Consider Award of Professional Services Contract with Krieger and Stewart for Design of Leland J. Thompson Water Treatment Plant Fe/Mn Filtration System Backwash Supply Pipeline. DM 2023-06.**

**BACKGROUND**

The existing Leland J. Thompson Water Treatment Plant (Plant) removes manganese from raw water conveyed to the Plant from Well 1A and Well 18. The Plant was recently expanded to include an ion exchange filtration system for removal of per-and polyfluroalkyl substances (PFAS) from Well 8 which does not require manganese removal.

The normal Plant operating pressure within the iron and manganese filtration system and ion exchange filtration system ranges between 130 psi and 170 psi, and the maximum pressure rating of the ion exchange filtration system is 175 psi. During construction of the new ion exchange filtration system, it was observed that high pressure surges within the existing iron and manganese filtration system resulted in pressure drops down to 20 psi followed by pressure spikes of 200 psi in a matter of 10 to 15 seconds. These surges are noticed throughout the water transmission and distribution system, including upstream of the iron and manganese filtration system and at the ion exchange filtration system. These high-pressure surges caused the existing 12” diameter raw water (RW) pipeline in 34<sup>th</sup> Street to move during construction of the Well 8 RW pipeline tie-in connection causing the need to shut down the system for worker safety during the tie-in procedure. Additionally, these pressure surges have caused water transmission pipeline ruptures in the Loring Ranch residential neighborhood on the west side of Mission Blvd., quite a



distance from the Plant. The high-pressure surges have also contributed to the bursting of a high-pressure relief rupture disc on one of the ion exchange filtration system vessels during commissioning of the Ion Exchange Filters. The District has spent over \$50,000 making repairs thought attributable to the pressure surges.

Each of the three existing iron and manganese filter vessels are equipped with five dual-acting pneumatically actuated (air-to-open and air-to-close) isolation valves to control the filter operation modes, including filtration, backwash, and rinse (purge) modes. Preliminary evaluation by District staff indicates the pressure surges may have been caused by the filter vessel rinse valves closing too fast after the rinse cycle is complete.

A portion of the original pneumatic actuators have been replaced since the system was placed into operation. The replacement actuators are not equipped with adjustable stops to limit the opening position of the valves and are from a different manufacturer than the original actuators. In addition, some of the actuators, including original and replacement actuators, have been equipped with air flow control valves (throttle check valves) to control the opening and closing speed of the valves. However, since the actuators are from multiple manufacturers and only some actuators are equipped with air flow control valves, it is believed that the filter isolation valves open and close at different speeds. This makes it difficult to adequately trouble shoot the pressure surge issue.

Each iron and manganese filter is equipped with an electronic, diaphragm-type effluent rate of flow control valve to limit the maximum flow rate of each filter vessel. However, the rate of flow control valves is hydraulically held in the full-open position at all times to avoid the effluent of each vessel being erroneously restricted during backwash and rinse modes of operation. The District has determined the effluent rate of flow control valves can remain in the full-open position at all times since the Plant is operating substantially below its maximum rating as each filter is rated for a maximum flow rate of 2,500 gpm.

In January 2022 under Director's Memorandum 2022-06 the board awarded a Task Order to Krieger and Stewart Engineers to perform an in-depth study of on-going pressure surge issues at the Leland Thompson Water Treatment Facility. The work product from this analysis was a Final Technical Memorandum.

The Final Technical Memorandum was issued on July 11, 2022 and included several recommendations to remedy the pressure surge issues at the plant which were presented to the District by Krieger and Stewart in a meeting towards the end of July 2022.

Several of the tasks in the memorandum were operational in nature and District Field Staff made the suggested improvements to the Plants operations. These improvements have provided an incremental improvement in the surge problems at the Plant but have not completely solved them. In section 3 of the memorandum Krieger and Stewart recommends installation of a new backwash supply pipeline to be constructed in 34<sup>th</sup> street:

“Obtaining backwash supply water from just the east distribution system pipeline will not reduce the high-pressure surges to the same extent as obtaining backwash supply water from both the west and east distribution system pipelines, but will allow filter backwash to commence while still discharging treated water from the Plant to the distribution system. Ultimately, the proposed interconnecting pipeline will provide greater operational flexibility for the various flow rate demands.”

District staff requested proposals from its primary engineering consultants Krieger & Stewart Engineering (“Krieger and Stewart”), Webb Associates (“Webb”) and TKE Engineering (“TKE”) with Krieger and Stewart providing the lowest responsible bid for \$62, 400 which also includes construction support services not included by Webb. Additionally, as Krieger and Stewart designed the Manganese Removal Plant and performed the pressure surge study, the firm is more familiar with the Plant and can bring that expertise to the District on this project.

The extent and nature of improvements and associated costs were not known during preparation of the approved FY 2022-23 Budget and no amount was funded for this project. Therefore a budget amendment is necessary to authorize this work therefore funds will need to be transferred from the Water Reserve fund and a new budget line item will need to be created. This budget line item is proposed to be: “Water Replacement Budget, Expenses, Item 10 Leland Thompson Water Treatment Pressure Surges” in the amount of \$70,000 to allow for an approximate 10% design contingency.

**Director Murphy moved to approve \$80,000, and Director Trowbridge seconded the Board of Directors authorize the General Manager to:**

- 1. Transfer \$80,000 from the Water Reserve Fund to the Water Replacement Fund.**
- 2. Issue a Task Order in a not-to-exceed amount of \$62,400 to Krieger & Stewart under Master Agreement RCSD 2022-02 to prepare the plans and documents for the installation of the Water Bypass Pipeline.**

**Roll call:**

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

**Noes – 0**

**Abstain – 0**

**Absent – 1 (Muniz)**

**The motion was carried by majority vote.**

**ITEM 12. Consider Award of Professional Services Contract with Krieger and Stewart for Design of Leland J. Thompson Water Treatment Plant Fe/Mn Filtration System Backwash Supply Pipeline. DM 2023-07.**

### **BACKGROUND**

Annually Rubidoux Community Services District (“District”) is required to prepare and distribute by July 1 of each year its Consumer Confidence Report (“CCR”) for the prior calendar year. This requirement is codified in California Code of Regulations Title 22, Chapter 15, Article 20 and California Health Code Section 116470.

The District requested Proposals from TKE Engineers (“TKE”), Webb and Associates (“Webb”) and Krieger and Stewart Engineering Consultants (“Krieger and Stewart”). Krieger and Stewart were the only consultants to provide a proposal on this work.

Krieger & Stewart for several years prepared the District's annual CCR. They are uniquely qualified as they assist District staff with oversight of the permitting, sampling, and reporting regulatory requirements associated with the District's water and sewer enterprises. Krieger & Stewart's proposal to prepare the District's 2022 CCR is in an amount not-to-exceed \$15,900.

The Board approved FY 2023 Water Fund Budget Operating Expenses includes Line 27 (Regulatory Fee/State) in the amount of \$38,000. This money is budgeted and available for this work. Typically, the District provides Krieger & Stewart a contract to do this work early each calendar year so there is plenty of time to prepare, review, and complete the CCR on or before July 1.

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

- 1. Issue Krieger & Stewart Task Order in the amount not-to-exceed \$15,900 under Master Agreement RCSD 2022-02.**
- 2. Expend up to \$15,900 of funds from the Water Fund Budget Operating Expenses Line 27 (Regulatory Fee/State) in the approved FY 2023 Budget for this work.**

**Roll call:**

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

**Noes – 0**

**Abstain – 0**

**Absent – 0**

**The motion was carried unanimously.**

**ITEM 13. Consider Award of Professional Services Contract with Pringle and Associates for Inspection and Construction Management & Oversight for the Modernization of the District's Administration Building at 5473 Mission Blvd. DM 2023-08.**

### **BACKGROUND**

In November 2022, the District closed escrow on the property at 5473 Mission Blvd. for its new Administration Building ("Building") and had previously hired Ruhnau Clarke Architects ("Ruhnau Clarke") for preparation of the design, plans and bid documents for the modernization of the building to make it better suit the District's needs. The Plans are nearly complete and specifications are being finalized. Once finished, the project will be advertised to solicit bids. Staff anticipates the construction on this project to be completed in September or October of 2023.

During the course of construction on the Building, the District must have inspection, construction management, and oversight, all of which were not included in the scope of work provided by Ruhnau Clarke as is typical for Architectural Services Contracts. These duties include but are not limited to the following:

- a) Be on-site throughout duration of the project.
- b) Attend weekly meeting, as necessary.

- c) Attend project meetings, as necessary.
- d) Prepare daily/monthly reports.
- e) Act as liaison with regulatory agencies.
- f) Document the construction progress with photographs.
- g) Inspect and verify that Contractor's As-Built documents are maintained and kept up to date.
- h) Verify Contractor's Monthly Payment Requests accurately represent the amount of work completed when billed.
- i) Inspection of work under construction for conformance with the Plans, Specifications as well as Codes and Regulations governing construction.
- j) Verify all material delivered to the site relating to the project is in accordance with the Plans, Specifications as well as Codes and Regulations governing construction.

District Staff lacks the time, expertise, and resources to perform these duties and have asked Ruhнау Clarke for assistance in this matter. Ruhнау Clarke provided the District with recommendations for inspectors certified with the State of California Division of the State Architect's ("DSA") for consideration. Staff sent emails in December 2022 to the firms provided by Ruhнау Clarke. Only one firm responded to the request, Sandy Pringle and Associates, Inc. ("Pringle"). Staff believes its prudent to have inspection and oversight in place before the project goes out to bid so the consultant providing this work will be familiar with the bidders and pre-bid requests for information and addenda.

Pringle is well qualified to perform this work and will provide an inspector on a part-time basis to provide inspection and oversight of the work. The inspector they will provide is a DSA Certified Inspector familiar with this scope of work. The proposal provided by Pringle includes inspection for up to 4 hours a day, 5 days a week during construction, which is expected to be 34 weeks (approximately 8 months) duration. Pringle's proposal is for a not-to-exceed amount of \$57,800. The loan proceeds of approximately \$1,500,000 acquired in August 2022 were not earmarked for this work and were or will be used to purchase the Building and to fund construction costs. Alternatively, the District has utilized monies available in its Field/Admin Building Fund. As of the writing of this Director's Memorandum the District's Field/Admin Building Fund has a balance of approximately \$708,000 with Ruhнау Clarke's potential remaining billings at \$272,000. This leaves available monies of \$436,000. Staff recommends the Board amend the District's FY 2022-23 Field/Admin Building Fund Budget by adding the cost of Pringle's proposal to Line 2 'Admin/Field Bldg. Proj.' adjusting the total budget amount to \$414,000. Additionally, staff recommends the Board issue Pringle a Master Consulting Agreement and associated Task Order in the amount of \$57,800 for this work.

**Director Murphy moved to approve \$65,000, and Director Trowbridge seconded the Board of Directors authorize the General Manager to:**

- 1. Issue a Master Consulting Agreement and associated Task Order in the amount not-to-exceed \$65,000 to Sandy Pringle Associates, Inc.; Read and review the bid documents again.**
- 2. Amend the FY 2022-2023 Field/Admin Building Fund Budget Line 2 'Admin/Field Bldg. Proj.' from \$356,200 to \$414,000.**

**Roll call:**

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

**Noes – 0**

**Abstain – 0**

**Absent – 0**

**The motion was carried unanimously.**

**ITEM 14. Consider Award of Professional Services Contract Webb and Associates for Due Diligence Services Related to Property Acquisitions at the District at Jurupa Valley for Future Well Sites and Expansion of the Leland Thompson Water Treatment Facility. DM 2023-09.**

### **BACKGROUND**

The 2022 Rubidoux Community Services District’s Water Master Plan (“Water Master Plan”) identifies three (3) well sites in the area long known as “Emerald Meadows” which is generally bounded by the Santa Ana River on the Southeast, the 60 Freeway on the Northeast, Rubidoux Blvd on the Northwest and 34<sup>th</sup> Street on the Southwest. This area is now under Specific Plan Development with the City of Jurupa Valley and has been renamed to “The District at Jurupa Valley” (“Project”). The area consists of mixed development ranging from multi-family, commercial and industrial speculation warehouses being developed by EM RANCH OWNER, LLC (“Developer”).

The well sites are identified as Well 22, Well 23 and Well 24 in the Water Master Plan. The Project also abuts the District’s Leland Thompson Water Treatment Facility (“Thompson Plant”) on 34<sup>th</sup> street. To develop these well sites the District will need additional land to treat the raw water and it is more efficient to treat the water at one location than at each individual well head site. Additionally, the current process for “forward flushing” the PFAS removal from the Ion Exchange Vessels requires a location for discharge of the flushing effluent. Furthermore, Well 18 needs occasional flushing to prevent fouling of the well casing. Currently, the District performs these flushing procedures on land adjacent to the Thompson Plant and owned by the Developer. Each time the District flushes it obtains a temporary access agreement from the Developer.

The Developer has available to the District two parcels of land within the Development Area and has these parcels identified on their Parcel Map (“Map”) under review by the City as a Tentative Parcel Map. The Developer also has available a parcel of land approximately one (1) acre in size which abuts the Thompson Plant. The Developer has offered to transfer title of these small well sites and larger treatment facility site upon recordation of the Map. Staff is currently drafting an agreement with the Developer to purchase these parcels when the Map records. This agreement will be presented to the Board when it is complete. It is anticipated this agreement will be presented to the board in February 2023.

These parcels are of interest to the District in they not only provide the land necessary to develop two out of the three well sites in the Water Master Plan but there is sufficient land in the parcel identified as Parcel 10 to expand the Thompson Plant which is necessary to treat raw water from these new sources and provides an area to develop a retention basin on District owned property in which to discharge the flushing water.



The Developer has included these parcels in their Map for the District to purchase and it is prudent for the District to do proper due diligence on this purchase by performing a Phase One Environmental Assessment on the project. Webb and Associates (“Webb”) has been consulting with the District on the preliminary design and hydraulics for both sewer and water and is knowledgeable on the specifics of the project. Webb provided a proposal to perform the Phase One Environmental Assessment on this project in the amount of \$16,196. A reasonable contingency of 10% is applied to this for unforeseen circumstances. Rounding this brings the total to \$18,000.

When the District’s FY 2022-23 Budget was developed in early 2022, this opportunity to obtain land for these well sites or expansion of the Thompson Plant was not foreseen therefore a budget amendment is necessary to perform due diligence on acquiring these sites. Staff requests the budget amendment and issuance of a Task Order to Webb for this work but will not execute Task Order until such time as the Developer is closer to recording the Map.

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

- 1. Amend the District’s FY 2022-2023 Water Capital Improvement Project Budget by adding a new expense as Line 12 ‘District at J.V. Wells Sites/Thompson Plant Expansion’ in an amount equal to \$18,000.**
- 2. Issue a Task Order in a not-to-exceed amount of \$16,196 to Webb and Associates under Master Agreement RCSD 2022-03 to prepare the Phase One Environmental Assessment on these parcels of land when appropriate.**

**Roll call:**

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

**Noes – 0**

**Abstain – 0**

**Absent – 0**

**The motion was carried unanimously.**

**ITEM 15. Directors Comments**

Director Murphy adjourned the meeting at 5:10 PM.

**5. Consideration to Approve February 3, 2023, Salaries, Expenses and Transfers**

RUBIDOUX COMMUNITY SERVICES DISTRICT  
 FEBRUARY 2, 2023 (BOARD MEETING)  
**FUND TRANSFER AUTHORIZATION**

<b>NET PAYROLL 2/3/23</b>	71,000.00
WIRE TRANSFER: FEDERAL PAYROLL TAXES 2/6/23	27,500.00
WIRE TRANSFER: STATE PAYROLL TAXES 2/6/23	6,500.00
WIRE TRANSFER: TO CREDIT UNION	3,000.00
WIRE TRANSFER: PERS RETIREMENT	18,152.00
WIRE TRANSFER: PERS HEALTH PREMIUMS	40,896.00
WIRE TRANSFER: PERS RETIRED HEALTH PREMIUMS AND FEES	1,729.00
WIRE TRANSFER: SECTION 125	244.00
WIRE TRANSFER: SECTION 457 AND 401(A)	1,802.00

<b>SICK BUYBACK 2/3/23</b>	32,364.00
WIRE TRANSFER: FEDERAL PAYROLL TAXES 2/6/23	2,498.00
WIRE TRANSFER: STATE PAYROLL TAXES 2/6/23	294.00

**CHECKING ACCOUNT TRANSFERS FOR ACCOUNTS PAYABLE:**

2/3/2023 WATER FUND TO GENERAL FUND-Payables	114,356.76
WATER FUND TO GENERAL FUND-Trash	216,791.85
WATER FUND TO SEWER FUND	149,258.67
 SEWER FUND TO GENERAL FUND-Payables	 179,467.76

**INTERFUND TRANSFERS:**

2/3/2023 SEWER FUND CHECKING TO LAIF SEWER OP	-
SEWER FUND CHECKING TO LAIF SEWER ML	-
SEWER FUND CHECKING TO GENERAL FUND CHECKING	-
SEWER FUND CHECKING TO WATER FUND CHECKING	-
LAIF SEWER OP TO SEWER FUND CHECKING	31,000.00
LAIF WASTEWATER REPLACEMENT TO LAIF SEWER OP	-
LAIF SEWER ML TO LAIF SEWER OP	6,774.75
LAIF SEWER ML TO SEWER FUND CHECKING	-
LAIF GENERAL TO GENERAL FUND CHECKING	-
LAIF PROPERTY TAX TO GENERAL FUND CHECKING	303,000.00
LAIF FIRE MITIGATION TO LAIF PROPERTY TAX	66,129.11
LAIF PROJECT ADMIN BLDG TO LAIF PROPERTY TAX	-
WATER FUND CHECKING TO LAIF-COP PAYBACK	32,705.99
WATER FUND CHECKING TO LAIF-W.R.	4,328.85
WATER FUND CHECKING TO GENERAL FUND CHECKING	23,545.09
WATER FUND CHECKING TO LAIF WATER RESERVE	-
WATER FUND CHECKING TO LAIF WATER OP	162,965.16
WATER FUND CHECKING TO LAIF WATER ML	-

**NOTES PAYABLE**

<u>DESCRIPTION</u>	<u>BALANCE</u>	<u>PAYMENT</u>	<u>DUE DATE</u>
U.S. Bank Trust (1998 COP's Refunding)	1,345,000 Prin.	625,000	Jun-23
U.S. Bank Trust (1998 COP's Refunding)	103,785 Intr.	50,235	Jun-23
MN Plant-State Revolving Loan	3,470,293 Prin.	137,493	Jul-23
MN Plant-State Revolving Loan	535,862 Intr.	44,605	Jul-23
2022 Obligations	3,585,000 Prin.	323,842	Jul-23
2022 Obligations	571,896 Intr.	54,671	Jul-23

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GL Date					Credit Card	CC Reference #		Total Invoice
1	AIRGAS / AIRGAS USA, LLC							9994121608 ✓
TNK RNTL		12/31/2022	N	N		01/30/2023	12/31/2022	\$0.00
02/02/2023					N			\$205.19
2	ACORN / ACORN TECHNOLOGY SERVICE							96469
JAN IT SUPT		01/01/2023	N	N		01/21/2023	01/01/2023	\$0.00
02/02/2023					N			\$4,106.03
3	AIRESPRING / AIRESPRING							169006151
PHONE CHGRS		01/16/2023	N	N		02/15/2023	01/16/2023	\$0.00
02/02/2023					N			\$491.12
4	AT&T / AT&T							19319872
PHONE CHGS		01/07/2023	N	N		02/06/2023	01/07/2023	\$0.00
02/02/2023					N			\$433.21
5	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CL20112-0267
WTR ANALYSES		12/02/2022	N	N		01/01/2023	12/02/2022	\$0.00
02/02/2023					N			\$150.00
6	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CL20272-0267
WTR ANALYSES		12/04/2022	N	N		01/03/2023	12/04/2022	\$0.00
02/02/2023					N			\$43.00
7	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CL21418-0267
LAB FEES		12/20/2022	N	N		01/19/2023	12/20/2022	\$0.00
02/02/2023					N			\$116.86
8	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CA30554-0267
WTR ANALYSES		01/10/2023	N	N		02/09/2023	01/10/2023	\$0.00
02/02/2023					N			\$81.00
9	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CA30739-0267
WTR ANALYSES		01/12/2023	N	N		02/11/2023	01/12/2023	\$0.00
02/02/2023					N			\$72.00
10	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CA30745-0267
WTR ANALYSES		01/12/2023	N	N		02/11/2023	01/12/2023	\$0.00
02/02/2023					N			\$36.00
11	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CA30881-0267
WTR ANALYSES		01/17/2023	N	N		02/16/2023	01/17/2023	\$0.00
02/02/2023					N			\$108.00
12	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CA30882-0267
WTR ANALYSES		01/17/2023	N	N		02/16/2023	01/17/2023	\$0.00
02/02/2023					N			\$180.00
13	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CA30939-0267
WTR ANALYSES		01/17/2023	N	N		02/16/2023	01/17/2023	\$0.00
02/02/2023					N			\$129.00
14	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CA30941-0267
WTR ANALYSES		01/17/2023	N	N		02/16/2023	01/17/2023	\$0.00
02/02/2023					N			\$36.00
15	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CA30945-0267
WTR ANALYSES		01/17/2023	N	N		02/16/2023	01/17/2023	\$0.00
02/02/2023					N			\$110.00
16	CORODATA SHREDDING, INC / CORODATA SHREDDII							DN 1395246
SHREDDING		12/31/2022	N	N		01/30/2023	12/31/2022	\$0.00
02/02/2023					N			\$34.00

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PO Number		Immediate GL Account	GL Account		Check #				Discount
GL Date					Credit Card	CC Reference #		Payment Date	Total Invoice
17	FERGUSON / FERGUSON ENTERPRISE INC #1350 ✓								0818654 ✓
PARTS		01/10/2023 ✓	N	N			02/09/2023 ✓	01/10/2023	\$0.00
02/02/2023 ✓					N				\$305.26 ✓
18	GRAINGER / GRAINGER ✓								9569723795 ✓
FIRST AID KIT		01/11/2023 ✓	N	N			02/10/2023 ✓	01/11/2023	\$0.00
02/02/2023 ✓					N				\$356.53 ✓
19	HARRINGTON INDUSTRIAL / HARRINGTON INDUSTRI ✓								012M1383 ✓
PARTS		11/11/2022 ✓	N	N			12/11/2022 ✓	11/11/2022	\$0.00
02/02/2023 ✓					N				\$14.82 ✓
20	INFOSEND / INFOSEND, INC ✓								227198.A ✓
DEC. 22'BILL PRINT		12/31/2022 ✓	N	N			01/30/2023 ✓	12/31/2022	\$0.00
02/02/2023 ✓					N				\$1,726.39 ✓
21	INFOSEND / INFOSEND, INC ✓								227198.B ✓
DEC. 22" POSTAGE		12/31/2022 ✓	N	N			01/30/2023 ✓	12/31/2022	\$0.00
02/02/2023 ✓					N				\$2,750.59 ✓
22	J THAYER / J THAYER COMPANY, INC ✓								1629778-0 ✓
SUPPLIES		01/12/2023 ✓	N	N			02/11/2023 ✓	01/12/2023	\$0.00
02/02/2023 ✓					N				\$29.09 ✓
23	KERNS INC A CALIFORNIA CORPORATION / KERNS IN ✓								15140000-01 ✓
HYDRNT MTR RFND		01/12/2023 ✓	N	N			02/11/2023 ✓	01/12/2023	\$0.00
02/02/2023 ✓					N				\$2,515.60 ✓
24	KH METALS / KH METALS & SUPPLY ✓								0624796-IN ✓
PARTS		01/10/2023 ✓	N	N			02/09/2023 ✓	01/10/2023	\$0.00
02/02/2023 ✓					N				\$7.05 ✓
25	MERIT OIL / MERIT OIL COMPANY ✓								753149 ✓
GASOLINE		01/04/2023 ✓	N	N			01/19/2023 ✓	01/04/2023	\$0.00
02/02/2023 ✓					N				\$2,206.44 ✓
26	MERIT OIL / MERIT OIL COMPANY ✓								754266 ✓
GASOLINE		01/10/2023 ✓	N	N			01/25/2023 ✓	01/10/2023	\$0.00
02/02/2023 ✓					N				\$1,097.85 ✓
27	REDWING / REDWING SHOES ✓								314-1-20246 ✓
BOOTS-AGUILERA		01/12/2023 ✓	N	N			02/11/2023 ✓	01/12/2023	\$0.00
02/02/2023 ✓					N				\$175.00 ✓
28	SCE / SCE ✓								23J700617778997 ✓
FIRE STN UTLITY		01/06/2023 ✓	N	N			02/05/2023 ✓	01/06/2023	\$0.00
02/02/2023 ✓					N				\$1,288.53 ✓
29	SOCAL TRUCK / SOCAL TRUCKWORKS ✓								12509 ✓
R7M TRUCK		01/09/2023 ✓	N	N			02/08/2023 ✓	01/09/2023	\$0.00
02/02/2023 ✓					N				\$95.52 ✓
30	SPECTRUM / SPECTRUM BUSINESS ✓								8245106800023130 ✓
INTERNET SVC NOV/DEC		01/06/2023 ✓	N	N			01/23/2023 ✓	01/06/2023	\$0.00
02/02/2023 ✓					N				\$700.83 ✓
31	SHRED-IT / SHRED-IT USA ✓								8003034347 ✓
SHREDDING		12/31/2022 ✓	N	N			01/30/2023 ✓	12/31/2022	\$0.00
02/02/2023 ✓					N				\$70.41 ✓
32	TEKCOLLECT / TEK COLLECT ✓								527948 ✓
COLLECTION FEE		11/30/2022 ✓	N	N			12/30/2022 ✓	11/30/2022	\$0.00
02/02/2023 ✓					N				\$100.00 ✓

\$4,476.98



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GL Date					Credit Card	CC Reference #		Total Invoice
33	TEKCOLLECT / TEK COLLECT ✓							529927 ✓
COLLECTION FEE		12/31/2022 ✓	N	N		01/30/2023 ✓	12/31/2022	\$0.00
02/02/2023 ✓					N			\$4,033.97 ✓
34	UPS / UNITED PARCEL SERVICE ✓							0000F908W2522 ✓
POSTAGE		12/24/2022 ✓	N	N		01/23/2023 ✓	12/24/2022	\$0.00
02/02/2023 ✓					N			\$2.05 ✓
35	QUADIENT / QUADIENT LEASING USA, INC ✓							N9759140 ✓
POSTAGE MTR		01/12/2023 ✓	N	N		02/11/2023 ✓	01/12/2023	\$0.00
02/02/2023 ✓					N			\$219.17 ✓
36	YO FIRE / YO FIRE ✓							2020746 ✓
PARTS		01/13/2023 ✓	N	N		02/12/2023 ✓	01/13/2023	\$0.00
02/02/2023 ✓					N			\$2,604.36 ✓
37	YO FIRE / YO FIRE ✓							2020776 ✓
PARTS		01/13/2023 ✓	N	N		02/12/2023 ✓	01/13/2023	\$0.00
02/02/2023 ✓					N			\$374.97 ✓
38	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CA31101-0267 ✓
WTR ANALYSES		01/18/2023 ✓	N	N		02/17/2023 ✓	01/18/2023	\$0.00
02/02/2023 ✓					N			\$81.00 ✓
39	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CA31102-0267 ✓
WTR ANALYSES		01/18/2023 ✓	N	N		02/17/2023 ✓	01/18/2023	\$0.00
02/02/2023 ✓					N			\$320.00 ✓
40	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CA31110-0267 ✓
WTR ANALYSES		01/18/2023 ✓	N	N		02/17/2023 ✓	01/18/2023	\$0.00
02/02/2023 ✓					N			\$203.28 ✓
41	CARQUEST AUTO PARTS / CARQUEST AUTO PARTS ✓							7456-510739 ✓
BATTERY		01/17/2023 ✓	N	N		02/16/2023 ✓	01/17/2023	\$0.00
02/02/2023 ✓					N			\$193.94 ✓
42	DEGRAVE / DEGRAVE COMMUNICATIONS ✓							667 ✓
COMM. CONSULT		12/29/2022 ✓	N	N		01/28/2023 ✓	12/29/2022	\$0.00
02/02/2023 ✓					N			\$1,000.00 ✓
43	IB CONSULT / IB CONSULTING, LLC ✓							19382 ✓
COSS		01/14/2023 ✓	N	N		02/13/2023 ✓	01/14/2023	\$0.00
02/02/2023 ✓					N			\$1,500.00 ✓
44	KH METALS / KH METALS & SUPPLY ✓							0625325-IN ✓
PARTS		01/17/2023 ✓	N	N		02/16/2023 ✓	01/17/2023	\$0.00
02/02/2023 ✓					N			\$37.28 ✓
45	LILLESTRAND / LILLESTRAND LEADERSHIP CONSUL ✓							7769 ✓
CONSULTING-BECKWITH		01/15/2023 ✓	N	N		02/16/2023 ✓	01/15/2023	\$0.00
02/02/2023 ✓					N			\$238.75 ✓
46	LOPEZ, JOSE / LOPEZ, JOSE ✓							20230106 ✓
PHYSICAL-LOPEZ		01/06/2023 ✓	N	N		02/05/2023 ✓	01/06/2023	\$0.00
02/02/2023 ✓					N			\$75.00 ✓
47	MASTER'S / MASTER'S SERVICES (GLACIER) ✓							000000651064 ✓
BTL WTR		01/18/2023 ✓	N	N		02/17/2023 ✓	01/18/2023	\$0.00
02/02/2023 ✓					N			\$63.00 ✓
48	PRECISION SIGN / PRECISION SIGN & GRAPHICS ✓							INV-6609 ✓
FIRE DEPT SIGN		01/13/2023 ✓	N	N		01/13/2023 ✓	01/13/2023	\$0.00
02/02/2023 ✓					N			\$4,304.11 ✓

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GL Date				Credit Card				
49	PRECISION SIGN / PRECISION SIGN & GRAPHICS ✓							INV-6611 ✓
DEMO FIRE DEPT SIGN	01/13/2023 ✓	N	N			01/13/2023 ✓	01/13/2023	\$0.00
02/02/2023 ✓				N				\$750.00 ✓
50	PROFUZION / PROFUZION CERTIFIED WELDING ✓							2645 ✓
R&M WATER	01/18/2023 ✓	N	N			02/17/2023 ✓	01/18/2023	\$0.00
02/02/2023 ✓				N				\$6,075.00 ✓
51	SCE / SCE ✓							23J700158802582 ✓
WTR PMP ENRGY	01/18/2023 ✓	N	N			02/17/2023 ✓	01/18/2023	\$0.00
02/02/2023 ✓				N				\$3,900.02 ✓
52	SCE / SCE ✓							23J700609292713 ✓
WTR PMP ENRGY	01/18/2023 ✓	N	N			02/17/2023 ✓	01/18/2023	\$0.00
02/02/2023 ✓				N				\$392.77 ✓
53	SCE / SCE ✓							23J700767086653 ✓
5473 UTILTY	01/18/2023 ✓	N	N			02/17/2023 ✓	01/18/2023	\$0.00
02/02/2023 ✓				N				\$142.68 ✓
54	SCE / SCE ✓							23J700044576190 ✓
SWR PM ENRGY	01/18/2023 ✓	N	N			02/17/2023 ✓	01/18/2023	\$0.00
02/02/2023 ✓				N				\$1,190.03 ✓
55	TRUSSELL TECHNOLOGIES / TRUSSELL TECHNOLO ✓							0000008839 ✓
PFAS CONSULT	01/12/2023 ✓	N	N			02/11/2023 ✓	01/12/2023	\$0.00
02/02/2023 ✓				N				\$1,350.00 ✓
56	DELL MARKETING LP / DELL MARKETING L.P. C/O DE ✓							10592200926 ✓
SONIC WALL	07/01/2022 ✓	N	N			08/01/2022 ✓	07/01/2022	\$0.00
02/02/2023 ✓				N				\$632.71 ✓
57	DELL MARKETING LP / DELL MARKETING L.P. C/O DE ✓							10602898951 ✓
SERVER WARRANTY	07/27/2022 ✓	N	N			09/10/2022 ✓	07/27/2022	\$0.00
02/02/2023 ✓				N				\$2,244.96 ✓
58	DELL MARKETING LP / DELL MARKETING L.P. C/O DE ✓							10618140524 ✓
GATEWAY SEC.	09/29/2022 ✓	N	N			11/13/2022 ✓	09/29/2022	\$0.00
02/02/2023 ✓				N				\$582.18 ✓
59	EDGEWOOD PARTNERS INS / EDGEWOOD PARTNER ✓							319761 ✓
5473 MISSION INS	01/20/2023 ✓	N	N			02/19/2023 ✓	01/20/2023	\$0.00
02/02/2023 ✓				N				\$337.00 ✓
60	JADTEC SECURITY / JADTEC SECURITY SVCS, INC. ✓							2366261 ✓
MONITORING	01/24/2023 ✓	N	N			02/11/2023 ✓	01/24/2023	\$0.00
02/02/2023 ✓				N				\$53.85 ✓
61	J THAYER / J THAYER COMPANY, INC ✓							1631744-0 ✓
SUPPLIES	01/23/2023 ✓	N	N			02/22/2023 ✓	01/23/2023	\$0.00
02/02/2023 ✓				N				\$459.65 ✓
62	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD ✓							10437 ✓
R&M ATKINSON	12/26/2022 ✓	N	N			01/25/2023 ✓	12/26/2022	\$0.00
02/02/2023 ✓				N				\$502.93 ✓
63	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD ✓							10438 ✓
R&M BELLTOWN	12/26/2022 ✓	N	N			01/25/2023 ✓	12/26/2022	\$0.00
02/02/2023 ✓				N				\$283.34 ✓
64	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD ✓							10439 ✓
R&M HUNTER	12/26/2022 ✓	N	N			01/25/2023 ✓	12/26/2022	\$0.00
02/02/2023 ✓				N				\$1,069.61 ✓

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GL Date	Immediate GL Account				Credit Card	CC Reference #	Payment Date	Total Invoice
65	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD							10440
SCADA RPR		12/26/2022	N	N			01/25/2023 12/26/2022	\$0.00
02/02/2023					N			\$212.51
66	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD							10441
R&M MSSN BOOST		12/26/2022	N	N			01/25/2023 12/26/2022	\$0.00
02/02/2023					N			\$1,343.76
67	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD							10442
R&M NO3		12/26/2022	N	N			01/25/2023 12/26/2022	\$0.00
02/02/2023					N			\$870.00
68	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD							10443
NO3 PLT PLC		12/26/2022	N	N			01/25/2023 12/26/2022	\$0.00
02/02/2023					N			\$425.01
69	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD							10445
PERRONE RADIO		12/26/2022	N	N			01/25/2023 12/26/2022	\$0.00
02/02/2023					N			\$573.77
70	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD							10446
R&M THOMPSON		12/26/2022	N	N			01/25/2022 12/26/2022	\$0.00
02/02/2023					N			\$1,713.92
71	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD							10447
R&M THOMPSON		12/26/2022	N	N			01/25/2023 12/26/2022	\$0.00
02/02/2023					N			\$1,637.08
72	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD							10448
R&M THOMPSON		12/26/2022	N	N			01/25/2023 12/26/2022	\$0.00
02/02/2023					N			\$2,615.80
73	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD							10449
R&M THOMPSON		12/26/2022	N	N			01/25/2023 12/26/2022	\$0.00
02/02/2023					N			\$3,535.82
74	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD							10450
R&M THOMPSON		12/26/2022	N	N			01/25/2023 12/26/2022	\$0.00
02/02/2023					N			\$6,496.96
75	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD							10451
R&M THOMPSON		12/26/2022	N	N			01/25/2023 12/26/2022	\$0.00
02/02/2023					N			\$201.07
76	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD							10452
R&M WATSON		12/26/2022	N	N			01/25/2023 12/26/2022	\$0.00
02/02/2023					N			\$927.95
77	RIVERSIDE CITY / RIVERSIDE CITY							00269096.A
OCT TRTMT ✓		01/17/2023	N	N			02/17/2023 01/17/2023	\$0.00
02/02/2023					N			\$118,659.75
78	RIVERSIDE CITY / RIVERSIDE CITY							00269096.B
OCT SRCHG ✓		01/17/2023	N	N			02/17/2023 01/17/2023	\$0.00
02/02/2023					N			\$20,323.70
79	SCE / SCE							23J700136714571
SWR PMP ENRGY		01/19/2023	N	N			02/08/2023 01/19/2023	\$0.00
02/02/2023					N			\$2,993.57
80	SCE / SCE							23J700179651118
SWR PMP ENRGY		01/19/2023	N	N			02/08/2023 01/19/2023	\$0.00
02/02/2023					N			\$400.57



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PO Number		Immediate GL Account	Immediate GL Account	Check #	Check #		Payment Date	Discount
GL Date				Credit Card	CC Reference #			Total Invoice
97	DURNEY DON / DURNEY, DON ✓							20230123 ✓
GRDNG WD ABATE		01/23/2023 ✓	N	N		02/22/2023 ✓	01/23/2023	\$0.00
02/02/2023 ✓				N				\$1,307.50 ✓
98	GRAINGER / GRAINGER ✓							9579357667 ✓
HAND TORCH		01/19/2023 ✓	N	N		02/18/2023 ✓	01/19/2023	\$0.00
02/02/2023 ✓				N				\$83.56 ✓
99	HACH CO. / HACH COMPANY ✓							13433038 ✓
CHEMICALS		01/23/2023 ✓	N	N		02/22/2023 ✓	01/23/2023	\$0.00
02/02/2023 ✓				N				\$809.92 ✓
100	HARRINGTON INDUSTRIAL / HARRINGTON INDUSTRI ✓							012M2459 ✓
PVC PARTS		01/19/2023 ✓	N	N		02/18/2023 ✓	01/19/2023	\$0.00
02/02/2023 ✓				N				\$94.08 ✓
101	JEFF JENKINS SERVICE TECHNICIAN / JEFF JENKINS ✓							1620 ✓
R&M WTR		01/20/2023 ✓	N	N		02/19/2023 ✓	01/20/2023	\$0.00
02/02/2023 ✓				N				\$1,339.00 ✓
102	KH METALS / KH METALS & SUPPLY ✓							0625539-IN ✓
PARTS		01/18/2023 ✓	N	N		02/17/2023 ✓	01/18/2023	\$0.00
02/02/2023 ✓				N				\$24.71 ✓
103	KH METALS / KH METALS & SUPPLY ✓							0625464-IN ✓
PARTS		01/18/2023 ✓	N	N		02/17/2023 ✓	01/18/2023	\$0.00
02/02/2023 ✓				N				\$157.78 ✓
104	KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓							47836 ✓
WTR CNSLT		01/24/2023 ✓	N	N		02/23/2023 ✓	01/24/2023	\$0.00
02/02/2023 ✓				N				\$4,150.48 ✓
105	KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓							47837 ✓
WSTE WTR CNSLT		01/24/2023 ✓	N	N		02/23/2023 ✓	01/24/2023	\$0.00
02/02/2023 ✓				N				\$199.00 ✓
106	KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓							47838 ✓
PRETRTMNT		01/24/2023 ✓	N	N		02/23/2023 ✓	01/24/2023	\$0.00
02/02/2023 ✓				N				\$6,497.01 ✓
107	KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓							47839 ✓
AGUA/COMM PK 37528		01/24/2023 ✓	N	N		02/23/2023 ✓	01/24/2023	\$0.00
02/02/2023 ✓				N				\$2,599.52 ✓
108	KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓							47840 ✓
EMRLD RDGE 36947		01/24/2023 ✓	N	N		02/23/2023 ✓	01/24/2023	\$0.00
02/02/2023 ✓				N				\$2,323.50 ✓
109	KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓							47841 ✓
AGUA COMM PARK 37528		01/24/2023 ✓	N	N		02/23/2023 ✓	01/24/2023	\$0.00
02/02/2023 ✓				N				\$32,125.08 ✓
110	KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓							47842 ✓
EMRLD RDGE 37640		01/24/2023 ✓	N	N		02/23/2023 ✓	01/24/2023	\$0.00
02/02/2023 ✓				N				\$516.50 ✓
111	KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓							47843 ✓
EMRLD RDGE OFF SITE		01/24/2023 ✓	N	N		02/23/2023 ✓	01/24/2023	\$0.00
02/02/2023 ✓				N				\$279.00 ✓
112	KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓							47844 ✓
TR 32721		01/24/2023 ✓	N	N		02/23/2023 ✓	01/24/2023	\$0.00
02/02/2023 ✓				N				\$2,501.00 ✓



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GL Date					Credit Card	CC Reference #	Payment Date	Total Invoice
113	KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓							47845 ✓
EMRLD RDGE 36947		01/24/2023 ✓	N	N		02/23/2023 ✓	01/24/2023	\$0.00
02/02/2023 ✓					N			\$5,965.00 ✓
114	KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓							47846 ✓
CATERPILLAR CT 22503		01/24/2023 ✓	N	N		02/23/2023 ✓	01/24/2023	\$0.00
02/02/2023 ✓					N			\$2,885.50 ✓
115	KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓							47847 ✓
WTR CNSLT		01/24/2023 ✓	N	N		02/23/2023 ✓	01/24/2023	\$0.00
02/02/2023 ✓					N			\$6,232.75 ✓
116	KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓							47848 ✓
VLV TRNG		01/24/2023 ✓	N	N		02/23/2023 ✓	01/24/2023	\$0.00
02/02/2023 ✓					N			\$1,589.00 ✓
117	MERIT OIL / MERIT OIL COMPANY ✓							755515 ✓
GASOLINE		01/18/2023 ✓	N	N		02/02/2023 ✓	01/18/2023	\$0.00
02/02/2023 ✓					N			\$1,799.41 ✓
118	ROYAL INDUSTRIAL / ROYAL INDUSTRIAL SOLUTIONS ✓							6441-1079191 ✓
TD FUSE		01/23/2023 ✓	N	N		02/22/2023 ✓	01/23/2023	\$0.00
02/02/2023 ✓					N			\$165.84 ✓
119	SOCAL TRUCK / SOCAL TRUCKWORKS ✓							12528 ✓
R&M TRUCK		01/13/2023 ✓	N	N		02/12/2023 ✓	01/13/2023	\$0.00
02/02/2023 ✓					N			\$86.00 ✓
120	XYLEM WATER / XYLEM WATER SOLUTIONS USA, INC ✓							3556C56871 ✓
R&M SEWER		01/11/2023 ✓	N	N		02/12/2023 ✓	01/11/2023	\$0.00
02/02/2023 ✓					N			\$20,788.76 ✓
121	AUTOMATED GATE SERVICES, INC. / AGS ✓							84576131 ✓
FENCE REPAIR		01/19/2023 ✓	N	N		02/18/2023 ✓	01/19/2023	\$0.00
02/02/2023 ✓					N			\$436.00 ✓
122	BLAIS / BLAIS & ASSOCIATES, LLC ✓							BA_4757_2022 ✓
GRNT CONSULT		01/10/2023 ✓	N	N		02/09/2023 ✓	01/10/2023	\$0.00
02/02/2023 ✓					N			\$875.00 ✓
123	DEPENDABLE SPECIAL INSPECTIONS LLC / DEPEND ✓							R38-1 ✓
INSP.FENCE PROJ		01/04/2023 ✓	N	N		02/03/2023 ✓	01/04/2023	\$0.00
02/02/2023 ✓					N			\$1,800.00 ✓
124	DEPENDABLE SPECIAL INSPECTIONS LLC / DEPEND ✓							R38-2 ✓
INSP.FENCE PROJ		01/12/2023 ✓	N	N		02/11/2023 ✓	01/12/2023	\$0.00
02/02/2023 ✓					N			\$2,700.00 ✓
125	GENESIS PRINTERS / GENESIS PRINTERS ✓							12074 ✓
RED CARDS /POLICIES		01/24/2023 ✓	N	N		02/23/2023 ✓	01/24/2023	\$0.00
02/02/2023 ✓					N			\$1,339.58 ✓
126	INLAND WATER WORKS / INLAND WATER WORKS SU ✓							S1062333.001 ✓
PARTS		01/04/2023 ✓	N	N		02/03/2023 ✓	01/04/2023	\$0.00
02/02/2023 ✓					N			\$645.14 ✓
127	OAK HILLS CONTRACTORS, INC / OAK HILLS CONTR. ✓							1691 ✓
PERIMETER FENCE FIRE		01/25/2023 ✓	N	N		02/24/2023 ✓	01/25/2023	\$0.00
02/02/2023 ✓					N			\$56,575.00 ✓
128	ZELDAS / GRISELDA RODRIGUEZ ✓							INVOICE11241 ✓
OFC.SHIRTS		12/30/2022 ✓	N	N		01/29/2023 ✓	12/30/2022	\$0.00
02/02/2023 ✓					N			\$220.82 ✓

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PO Number		Immediate GL Account			Check #				Discount	
GL Date					Credit Card	CC Reference #		Payment Date	Total Invoice	
129	SWRCB ACCOUNTING OFFICE / SWRCB - ACCOUNTI								LW-1039838.A	
	ANNL WTR SYS FEES	12/21/2022	✓ N	N			01/20/2023	✓ 12/21/2022	\$0.00	
02/02/2023	✓								\$36,289.93	
130	SWRCB ACCOUNTING OFFICE / SWRCB - ACCOUNTI								WD-0217828.A	
	ANNUALPERMT7/22-6/23	12/08/2022	✓ N	N			01/07/2023	✓ 12/08/2022	\$0.00	
02/02/2023	✓								\$3,453.00	
131	SWRCB ACCOUNTING OFFICE / SWRCB - ACCOUNTI								20230120	
	RETURN FEE PYMT	01/20/2023	✓ N	N			02/19/2023	✓ 01/20/2023	\$0.00	
02/02/2023	✓								\$25.00	
132	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC								01/11-01/25/23.A	
	COMM TRSH	01/25/2023	✓ N	N			02/24/2023	✓ 01/25/2023	\$0.00	
02/02/2023	✓								\$61,805.59	
133	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC								01/11-01/25/20.B	
	RES TRSH	01/25/2023	✓ N	N			02/24/2023	✓ 01/25/2023	\$0.00	
02/02/2023	✓								\$154,986.26	
134	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC								01/11-01/25/23.C	
	RCSD SHR COMM	01/25/2023	✓ N	N			02/24/2023	✓ 01/25/2023	\$0.00	
02/02/2023	✓								(\$8,034.73)	
135	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC								01/11-01/25/23.D	
	RCSD SHR RES	01/25/2023	✓ N	N			02/24/2023	✓ 01/25/2023	\$0.00	
02/02/2023	✓								(\$4,546.37)	
136	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC								01/11-01/25/23.E	
	BILLING FEE	01/25/2023	✓ N	N			02/24/2023	✓ 01/25/2023	\$0.00	
02/02/2023	✓								(\$3,000.00)	
<b>Grand Totals</b>										
									<b>Total Direct Expense:</b>	\$650,719.02
									<b>Total Direct Expense Adj:</b>	(\$15,581.10) ①
									<b>Total Non-Electronic Transactions:</b>	\$635,137.92 ②

*\$ 201,210.75*

*01/11-01/25/23.A ✓  
01/11-01/25/20.B ✓  
01/11-01/25/23.C ✓  
01/11-01/25/23.D ✓  
01/11-01/25/23.E ✓*

**Report Summary**

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

① 415,531.10  
 15,581.10 T.:-6  
0.00

② 4635,137.92  
 635,392.99  
255.00 Union

**6. Public Comment – This is the time for Members of The Public  
to Address the Board on any Non-Agenda matter**

7. Correspondence and Related Information:

- a.) Article from [apnews.com](http://apnews.com) – California winter storms boost water allocations for cities

U.S. News World News



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**Adam Beam**  
Adam covers California government and politics

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# California winter storms boost water allocations for cities

By ADAM BEAM January 26, 2023



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severe drought, but it will provide public water agencies serving 27 million people with much more water than the suppliers had been told to expect a month ago, state officials announced Thursday.

The Department of Water Resources said public water agencies will now get 30% of what they had asked for from the state officials had

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because for the first three weeks of January little atmospheric rivers dumped an estimated 32 trillion gallons of rain and snow on California. It was enough water to increase storage in the state's two largest reservoirs by a combined 66%.

"We're not out of drought in California, but this certainly makes a significant dent," said Karla Nemeth, director of the California Department of Water Resources.

California pumps water from its major rivers and streams and stores it in a bunch of reservoirs known as the State Water Project. State officials then deliver that water to 29 public agencies that supply the state's major population centers with drinking water and irrigate 1,151 square miles (2,981 square kilometers) of farm land.

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Years of drought have depleted many of those reservoirs to dangerously low levels, forcing significant cuts to water agencies across the state. Many agencies imposed mandatory restrictions on customers, and Gov. Gavin Newsom called on people and businesses to voluntarily reduce their water use by 15%.

The Metropolitan Water District of Southern California, which includes major population centers like Los Angeles and San Diego counties, last month declared a drought emergency for all of its 19 million customers. It has imposed mandatory restrictions on 7 million customers, meaning they can only water their lawns one day per week.

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### Acura Has Done It Again. This Year's Lineup Has Left Us Speechless

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by Taboola



“will certainly help communities hit hardest by this drought.” But he warned that “Southern California’s water challenges are far from over.”

U.S. News World New

The district gets about a third of its water from the State Water Project, a third from the Colorado River and a third from other sources. The Colorado River system has benefited from

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Southern California may “see significant reductions” from the Colorado river beginning next year.

“To replenish local storage and reduce reliance on imported supplies, we must all use water as efficiently as possible,” he said.

The U.S. Drought Monitor said Thursday that severe drought was reduced to moderate drought in most of the San Joaquin Valley and the lowest category — abnormal dryness — has replaced moderate drought on the entire central coast, including Monterey Bay.

Torrential rains chip away at California's historic drought. The rains on the 14th of February and 15th of January helped relieve some of the worst drought conditions in California. The graphic shows the state's drought conditions on the 14th and 15th of January and the 14th of February.



Recent rains have provided relief to parched California. (AP Graphic)

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Most of the state, however, remains in moderate or severe drought, with only a fraction on the far north coast entirely free of drought.

The worst categories of drought — [exceptional](#) and [extreme](#) — were eliminated from California earlier this month.

The recent storms have highlighted how difficult it is to manage water in the West, where long dry

U.S. News World New

Ocean. Environmental regulations limit the amount of water state officials can take out of rivers, making sure to protect habitat for endangered species of fish.

But when strong storms hit, like the ones that pummeled the state in January, state officials say they are limited more by outdated infrastructure than they are by environmental rules. The State Water Project has been pumping at maximum capacity the past few weeks, pulling out water at 9,500 cubic feet per second (269 cubic meters per second). Meanwhile, Nemeth said water is running into the ocean at 150,000 cubic feet per second (4,247 cubic meters per second).

California is trying to build seven new water storage projects, paid for in part by a \$7.5 billion bond voters approved in 2014. But it has taken those projects nearly a decade to get off the ground amid a long permitting and approval process.

Meanwhile, it has been 17 years since the State Water Project has delivered 100% of its water allocation. State officials say part of the problem is a climate change that causes more rain to evaporate into the warmer air and seep into the drier ground instead of flowing into the state's rivers and streams.

State officials said Thursday they're cautiously optimistic about the rest of this year. California has twice as much snow in the Sierra Nevada compared to its historical average, and Thursday's water announcement did not include the amount of water it will generate when it melts in the spring.

The intense rainfall has saturated the ground, meaning when the snow melts in the Sierra Nevada this spring less of the water will be absorbed by dry ground and more of it will flow into the state's reservoirs.

Still, even with the series of intense rainfall, it's possible California's water year — which runs from Oct. 1 to Sept. 30 — will be average.

"We can have intense dry conditions and intense wet conditions all in the same year," Nemeth said.

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

- a) Operations Report
- b) Emergency and Incident Report
- c) Follow up to questions at prior Board Meeting and other updates

9. Consider Adoption of Resolution No. 2023-901, A Resolution Adopting  
an Unfunded Accrued Liability Pension Management Policy:  
**DM 2023-10**

# Rubidoux Community Services District

## Board of Directors

Bernard Murphy, President  
John Skerbelis, Vice-President  
Armando Muniz  
F. Forest Trowbridge  
Hank Trueba Jr.



## General Manager

Brian R. Laddusaw

---

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

## DIRECTORS MEMORANDUM 2023-10

February 2, 2023

**To:** Rubidoux Community Services District  
Board of Directors

**Subject:** Consider Adoption of Resolution No. 2023-901, A Resolution Adopting an Unfunded Accrued Liability Pension Management Policy

## BACKGROUND:

The District currently has a contract ("Contract") with the California Public Employees Retirement System ("CalPERS") to provide retirement benefits for all miscellaneous and safety employees. As part of the Contract, the District is obligated to pay any unfunded accrued liability ("UAL") under each of the Pension Plans. UAL is the amount by which CalPERS is short of the amount that will be necessary, without further payments from the District, to pay benefits already earned by current and former employees covered by CalPERS (collectively, the "UAL Obligation").

To better manage the District's pension plans, staff is recommending the development of a pension management policy (the "Pension Management Policy") to, among other things, set forth the following goals and objectives:

1. Establish, attain, and maintain targeted pension plan funding levels;
2. Provide sufficient assets to permit the payment of all benefits under the Pension Plans;
3. Seek to manage and control future contribution volatility to the extent reasonably possible;
4. Set forth all possible cost mitigation measures ("Mitigation Measures") available to the District;
5. Strive to make Annual Discretionary Payments to accelerate UAL pay-down, reduce interest costs, and stabilize future payments;
6. Maintain the District's sound financial position and creditworthiness;
7. Provide guidance in making annual budget decisions;
8. Create sustainable and fiscally sound future budgets;
9. Demonstrate prudent financial management practices; and
10. Ensure that pension funding decisions protect both current and future stakeholders.



## **ADOPTION OF A PENSION MANAGEMENT POLICY**

The District's presently outstanding UAL liabilities for the District's miscellaneous pension plans are currently approximately 78% funded, while the District's safety pension plans are currently approximately 55% funded (collectively, the "Pension Plans"). However, each year, the possibility exists that CalPERS will accrue new pension liabilities due to several factors including but not limited to:

- Changes in actuarial assumptions and experience changes (e.g., changes in the discount rate, changes in demographic experience, etc.).
- Changes in actuarial gains and losses due to asset returns being higher or lower than expected.
- Changes in plan benefits.

On June 30th of each year, CALPERS completes a new actuarial valuation that will provide the District with a calculation of the District's total pension liability as of the new valuation date. Based on that annual valuation report, the District will then know whether it has developed any new UAL at that point in time.

In an effort to ensure that any future pension liabilities do not grow to unmanageable levels, staff has developed a proposed Pension Management Policy for Board consideration. If approved, the Pension Management Policy would require that any new increase or decrease in the liability resulting from the annual CalPERS actuarial valuation be explicitly identified each year during the budget cycle, and that the District consider making discretionary contributions with District resources (or other legally available resources), with the objectives of increasing each of the Pension Plan's funded status, by reducing the unfunded actuarially accrued liability, and reducing ongoing pension costs.

The Pension Management Policy will also provide guidance in making annual budget decisions, demonstrate prudent financial management practices, help create fiscally sustainable budgets for pensions in future years, and help reassure bond rating agencies and investors that the District is being proactive in the management of its fiscal affairs.

### **RECOMMENDATION:**

Staff recommends adoption of Resolution No. 2023-901, A Resolution Adopting an Unfunded Accrued Liability Pension Management Policy.

Respectfully,



BRIAN R. LADDUSAW, CPA  
General Manager

Attachment(s): Pension Management Policy (attached as Exhibit A to Resolution No. 2023-901)



**RESOLUTION NO. 2023-901**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RUBIDOUX  
COMMUNITY SERVICES DISTRICT ADOPTING AN UNFUNDED  
ACCRUED LIABILITY PENSION MANAGEMENT POLICY**

**WHEREAS**, the Board of Directors (the “Board”) of the Rubidoux Community Services District (the “District”) is obligated by the Public Employees’ Retirement Law, commencing with Section 20000 of the Government Code of the State of California, as amended (the “Retirement Law”), to make payments to the California Public Employees’ Retirement System (“CalPERS”) relating to pension benefits accruing to current and former District employees who are CalPERS members, including retired employees (the “CalPERS Obligations”); and

**WHEREAS**, the District currently has an unfunded accrued liability (the “UAL”) in respect of the CalPERS Obligations; and

**WHEREAS**, the CalPERS Obligations, including the UAL, and all other aspects of the pension plan arrangements between CalPERS and the District, is evidenced by a contract or contracts with CalPERS with respect to public safety employees of the District, as heretofore and hereafter amended from time to time (collectively, the “Pension Plans”); and

**WHEREAS**, the District is in the process of considering certain financing strategies, including the possible issuance of municipal obligations, that could generate funds to pay off a certain portion of the District’s current estimated UAL owed to CalPERS; and

**WHEREAS**, CalPERS provides the District with new actuarial valuations on an annual basis that calculates the District’s total pension liability as of the new valuation date; and

**WHEREAS**, each year it is possible that the District will incur new UAL costs if the District’s market value of plan assets are not equivalent to the actuarially determined liability amounts; and

**WHEREAS**, the District desires to establish a framework for funding new UAL costs that may arise in the future with the objective of funding the Pension Plans at certain targeted funded status levels whenever possible; and

**WHEREAS**, to facilitate payment of future UAL costs in a timely manner and to reduce the risk that future UAL costs pose to the District’s financial position, the District desires to adopt the Unfunded Accrued Liability Pension Management Policy, attached hereto (the “Pension Management Policy”); and

**NOW, THEREFORE BE IT RESOLVED AND ORDERED BY THE BOARD OF DIRECTORS OF THE RUBIDOUX COMMUNITY SERVICES DISTRICT THAT:**

**Section 1. Recitals and Findings.** The Board hereby specifically finds and declares that all of the facts set forth in the Recitals of this Resolution are true and correct.

**Section 2. Adoption of Pension Management Policy.** The Board hereby finds and declares that the Pension Management Policy, attached as Exhibit “A” hereto, is hereby approved and adopted as the official Rubidoux Community Services District Unfunded Accrued Liability Pension Management Policy to be effective February 2, 2023.

**Section 3. Authorized Official Actions.** The Board President, General Manager, Director of Finance and Administration, Board Secretary, and all other officers of the District are hereby authorized and directed, jointly and severally, to do any and all things to effectuate the purposes of this Resolution and to implement and administer the Pension Management Policy.

**Section 4. Effective Date.** This Resolution shall take effect from and after the date of its passage and adoption.

**PASSED AND ADOPTED** by the Board of Directors of the Rubidoux Community Services District at a meeting thereof on the 2<sup>nd</sup> day of February 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

BY:

\_\_\_\_\_  
Bernard Murphy, President  
Rubidoux Community Services District

(Seal)

ATTEST:

\_\_\_\_\_  
Brian Laddusaw, General Manager  
Rubidoux Community Services District

EXHIBIT A

---

**UNFUNDED ACCRUED LIABILITY  
PENSION MANAGEMENT POLICY**

---

**Rubidoux Community Services District**

**Adopted by the Board of Directors of the  
Rubidoux Community Services District**

**Pursuant to Resolution No. 2023-901**

**February 2, 2023**

**RUBIDOUX COMMUNITY SERVICES DISTRICT**  
**UNFUNDED ACCRUED LIABILITY PENSION MANAGEMENT POLICY**

**Section 1. Purpose**

The purpose of this Unfunded Accrued Liability Pension Management Policy (the “Policy”) is to strategically address the existing and any future unfunded accrued liability (the “UAL”) associated with the Rubidoux Community Services District’s (the “District”) California Public Employees’ Retirement System (CalPERS) pension plans (the “Pension Plans”). This Policy also addresses some of the principal elements and core parameters central to the policy objectives discussed in this Policy. In the development of this Policy, the District strives to reduce its UAL and the associated financing costs in the most cost-efficient and fiscally responsible manner possible.

The District is committed to fiscal sustainability by employing long-term financial planning efforts, maintaining appropriate reserve levels, and employing prudent practices in governance, management, budget administration, and financial reporting. This Policy is intended to make all relevant information readily available to decision-makers and the public to improve the quality of decisions, identify policy goals, and to demonstrate a commitment to long-term financial planning. Adherence to this Policy signals to rating agencies and capital markets that the District is well managed and able to meet its obligations in a timely manner.

The Policy is intended to reflect a reasonable and conservative approach to managing the UAL costs associated with the Pension Plans. This Policy recognizes that the Pension Plans are subject to market volatility and that actual economic and demographic experience of the plans will differ from the actuarial assumptions. Accordingly, it is intended to allow for adaptive responses to changing circumstances, providing flexibility to address such volatility in a financially sound manner. As such, the District is required to continually monitor its Pension Plans and the corresponding UAL.

**Section 2. Policy Goals and Objectives**

The overarching goals and objectives of this Policy are as follows:

- Establish, attain, and maintain targeted pension plan funding levels
- Provide sufficient assets to permit the payment of all benefits under the Pension Plans
- Seek to manage and control future contribution volatility to the extent reasonably possible
- Strive to make Annual Discretionary Payments to accelerate UAL pay-down, reduce interest costs, and stabilize future payments
- Maintain the District’s sound financial position and creditworthiness
- Provide guidance in making annual budget decisions
- Create sustainable and fiscally sound future budgets
- Demonstrate prudent financial management practices
- Ensure that pension funding decisions protect both current and future stakeholders
- Create transparency as to how and why the Pensions Plans are funded

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**Section 3. Background and Discussion**

*In General.* Each Pension Plan is a multiple-employer defined benefit pension plan administered by the California Public Employee Retirement System (“CalPERS”). All full-time and certain part-time District employees are eligible to participate in the CalPERS retirement and disability benefits, annual cost of living adjustments, and death benefits offered to plan members and their beneficiaries. CalPERS acts as a common investment and administrative agent for participating public entities within the State of California. Benefit provisions and all other requirements are established by state statute.

The financial objective of a defined benefit pension plan is to fund the long-term cost of benefits provided to the plan participants. In order to assure its financial soundness and sustainability, the plan should accumulate adequate resources in a systematic and disciplined manner to ensure sufficient resources are available to meet employee benefit requirements. This Policy outlines the practices the District will utilize to address its actuarially determined contributions to fund the long-term cost of benefits to the Pension Plan participants and annuitants.

*Pension Costs and Liabilities.* In order to fund its employees’ pension benefits, the District is required to make contributions (a portion of which may come from the employees) to CalPERS. CalPERS then invests these contributions to generate returns to help fund the pension benefits. The regular required contributions, known as the “normal cost,” are calculated as a percent of salaries and represent the annual cost of service accrual for the upcoming fiscal year for active employees. If, for any reason, the actual Pension Plan experience and investment performance fall short of the actuarial assumptions, the Pension Plan can become underfunded (i.e., the Pension Plan’s Normal Accrued Liability exceeds the Plan’s market value of assets). This shortfall is known as the Unfunded Accrued Liability (the “UAL”) and usually has to be covered by the District through a series of UAL Payments, which are above and beyond the “normal cost” contributions. The UAL Payments are calculated in total dollar amounts, not as a percent of salaries.

The UAL can be caused by multiple factors, including but not limited to, changes to CalPERS’ actuarial amortization policy, retroactive pension benefit enhancements, investment underperformance, actuarial assumption changes, demographic factors, and discount rate reductions.

*UAL is Debt.* The UAL balance at any given point in time is a debt of the District owed to CalPERS which is amortized over a set period of time with interest accruing at the then current CalPERS discount rate (the “Discount Rate”). However, this debt can be prepaid at any time without penalties. Recognizing the UAL as debt helps the District identify proper steps to address it and minimize the associated financing costs.

*Ongoing CalPERS Practices.* Every year CalPERS prepares updated actuarial valuation reports for each of the District’s Pension Plans wherein it calculates the District’s total pension liability as of the end of the prior fiscal year (each a “Valuation Report”). If the investment performance during that fiscal year was different from the Discount Rate, or if CalPERS made any changes to its actuarial assumptions, or if the actual demographic or compensation experience within the Pension Plans was different from the actuarial assumptions, new line items, or UAL amortization “bases,” may be added to the plan and result in a change to the UAL balance. Such UAL amortization bases may be positive (indicating funding shortfall for the Pension Plans) or negative (indicating funding surplus for the Pension Plans). Since CalPERS can add new UAL amortization bases every year, the Pension Plans must be monitored annually and managed continually – there is no one-time solution.



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CalPERS has adopted the UAL amortization methods that were meant to help public agencies “ease into” paying for the UAL increases. New UAL amortization bases are implemented incrementally, with a five-year ramp-up period, and at times include additional small increases in each of the subsequent years. The ramp-up period, while reducing the cash flow impact in the near term, increases the overall UAL repayment costs for the District by delaying repayment. Since the UAL balances accrue interest at the rate that is equal to the then current Discount Rate, the delayed payments prior to the commencement of the amortization and the reduced payments during the ramp-up period that do not fully cover the interest costs result in negative amortization, causing further increases to the UAL balance. To help reduce the overall costs of the UAL repayment, this Policy encourages level annual payments (i.e., no ramp-up) whenever possible.

**Section 4. Policy**

**A. Funding Level Objective.** It is the District’s policy to strive to achieve and maintain a Pension “Funded Ratio” (being the ratio by which the Market Value of Assets—as set forth in the most recently published Valuation Report--exceeds the Entry Age Normal Accrued Liability or “EANAL”—as set forth in the most recently published Valuation Report) for each Pension Plan of 85%, *but never dropping below 80%* (the “Funding Level Objective”).

**Funding Level Objective = 85%**

Achieving and maintaining the 85% Funding Level Objective ensures that the ongoing contributions of the District and its employees, and therefore the taxpayer funds, are properly and adequately funding the retirement benefits of retirees and today’s workers. This concept is commonly referred to as the intergenerational equity. Falling short of this funded level forces future Board of Directors to pay the costs of the poor planning and execution of today’s Pension Plans. The reason for a Funding Level Objective of 85% rather than 100% is to allow some cushion for the possibility that good investment returns by CalPERS in a given year might push the Funded Ratio of a Pension Plan above 100% (commonly referred to as “superfunded status”), which means that the District and its employees had contributed into the Pension Plan more than was necessary. Thus, while the District remains committed to maintaining a 100% funded level, it shall manage the 15% differential (i.e., the difference between 85% and 100%) through its own investment process by creating the “Pension Rate Stabilization Fund” discussed herein.

**Guidance:** To achieve the Funding Level Objective, this Policy provides the following guidance:

1. **Pre-Pay the Entire Annual UAL Payment by July 31<sup>st</sup> of each year.** On or before July 1st of each year, the District receives its annual CalPERS UAL invoice. The District has two payments options. The invoice can (1) be paid in equal monthly increments or (2) be fully pre-paid at the beginning of the fiscal year by July 31st. By prepaying the entire invoice amount due by July 31st, the District can concurrently save approximately 3.3% compared to making the monthly payments. As such, every effort should be made to pre-pay the UAL payment upon receipt of the annual invoice.
2. **Pre-Pay UAL from Reserves, One-Time Revenues, and Fund Surpluses.** Reserves (often invested in LAIF) regularly do not earn returns that can offset the interest rate that CalPERS charges on the outstanding UAL balance. Supplemental contributions into the Pension Plans

## RUBIDOUX COMMUNITY SERVICES DISTRICT

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from available reserves, one-time revenues, and fund surpluses can generate substantial long-term net savings. Each supplemental contribution, referred to by CalPERS as an Additional Discretionary Payment (ADP), reduces the UAL balance, the Annual Required Contributions (ARC) for future years, and the total interest costs associated with the UAL. CalPERS does not apply any prepayment penalties to ADPs. Therefore, during each budget cycle, the District staff shall review all available reserves, one-time revenues, and fund surpluses to determine whether any such funds could be used to make an ADP to pay down the UAL, keeping in mind operational and capital budgetary constraints while maintaining adequate reserves and balancing the fiscal soundness of eliminating the high-interest UAL debt. ADPs should not adversely affect the general operations and fiscal soundness of the District.

3. **Capital Financing.** When considering capital projects, staff regularly reviews and plans for reserving capital to cash fund current and future projects. When considering how to pay for current and future capital projects, staff should review the current tax-exempt market to assess if it would be more cost effective to borrow at tax-exempt rates to pay for the capital projects and redirect the reserved funding (and/or such other appropriate funds of the District) to make ADPs to CalPERS.

If there are projected cost savings by using this method, and a capital financing strategy is to be implemented, the Board of Directors would need to approve of the ADPs being paid to CalPERS prior to the financing to ensure that the annual savings generated by implementing the strategy are applied to UAL paydowns.

4. **Utilize Savings Achieved from Refunding Outstanding Non-Pension Related Debt to Pre-Pay UAL.** During each budget cycle, staff should review all outstanding long-term non-pension related debt of the District to determine whether a refunding of such debt might result in net present value (NPV) savings of greater than 3%, and if so, consider a structure and strategy that frontloads the savings from such debt refunding, which can then be used to pay down the UAL. This strategy should only be used if the interest rates on the currently outstanding debt is sufficiently below the then-current Discount Rate to ensure that overall NPV savings of greater than 3% are achieved by the District.
5. **Sources of Revenue.** All fees, rates, and charges should incorporate full allocation of pension costs for employees providing associated services. While some funds cannot contribute more than their fair share (i.e., enterprise funds), they should not contribute less than their fair share. Staff shall review allocation of labor costs to proprietary and other funds to ensure full reimbursement of the pension cost burden. Staff shall provide, or cause to be provided, consistent and well-documented methodology for pension cost allocation to all funds.
6. **Pension Obligation Financing.** The District shall consider issuing taxable municipal debt obligations (generically hereafter referred to as "Pension Obligations") to refinance the UAL, in part or in whole, if such bond obligations are expected to produce minimum cash flow savings of at least 5%, taking into account all debt service and costs of issuance associated with such bond obligations, in comparison to CalPERS' respective UAL amortization schedule and the then-current Discount Rate.



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**UNFUNDED ACCRUED LIABILITY PENSION MANAGEMENT POLICY**

Pension Obligations shall not utilize swaps or derivatives of any kind and should be structured with reasonable and flexible call provisions (with a maximum of 10-year call provision). Pension Obligations shall be used only to prepay the UAL liabilities, and shall not be used to finance normal cost payments. The issuance of Pension Obligations must be voted upon and approved by the Board of Directors.

7. **Annual Review of the CalPERS Actuarial Valuation Reports and Associated Tasks.** The District staff shall review or cause to be reviewed the annual CalPERS actuarial valuation reports within 30 days of their release by CalPERS, which usually takes place during the month of August. The review should focus on identifying the annual changes to each of the Pension Plans UAL, and quantifying the associated cost implications and the corresponding impact on the Funded Ratio. Staff should annually reach out to the District's CalPERS actuary to request a calculation of flat payments (rather than ramp-up payments) for all outstanding and new UAL amortization bases. In making ADPs, the District staff shall determine or cause to be determined the optimal application of the ADPs to the outstanding UAL amortization bases to achieve the Funding Level Objective as well as desired budgetary outcomes.
8. **ADPs Shared Between All Benefiting District Funds.** Whenever an ADP is made, the District will endeavor to ensure that all benefiting funds (the "Benefiting Funds") contribute their fair share in accordance with the District's allocation method of charging off its pension costs for each District fund.

**B. Establishment and Operation of a Pension Rate Stabilization Fund.**

1. **Establishment of a Pension Rate Stabilization Fund.** The District shall establish a Pension Rate Stabilization Fund, either self-managed or a Section 115 trust fund managed by a third-party investment manager (the "Investment Manager"). The Pension Rate Stabilization Fund will receive Sequestered Savings (defined below) and Sequestered Surplus (defined below) as well as any other funds deposited into it at the discretion of the Board of Directors, based on recommendations made by the District staff during the annual budget process. Funds in the Pension Rate Stabilization Fund should only be used to manage the District's pension benefits costs to maintain each of the Pension Plans at the Funding Level Objective in accordance with the goals and objectives set forth in this Policy.
2. **Funding the Pension Rate Stabilization Fund.**
  - (a) *Sequestered Savings.* Upon the issuance of each series of Pension Obligations, for each of the next ten (10) consecutive years (or such other period of years as deemed appropriate by the Board of Directors at the time of any subsequent issuances of Pension Obligations) following such issuance, a fixed dollar amount equal to 50% (or such other percentage as deemed appropriate by the Board of Directors at the time of any subsequent issuances of Pension Obligations) of the "Total Sequestered Savings" (as calculated in the manner set forth below) achieved by issuing Pension Obligations (the "Annual Sequestered Savings Savings"), shall be transferred from the Benefiting Funds (as established in section A8 above) and deposited into the Pension Rate Stabilization Fund until such time that the Pension Rate Stabilization Fund reaches the Pension Rate Stabilization Fund Maximum (as outlined in section B3 below), and

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**UNFUNDED ACCRUED LIABILITY PENSION MANAGEMENT POLICY**

thereafter all Sequestered Savings will be directed to a “Pension Obligation Prepayment Fund” which will be established and maintained by the District for the purpose of prepaying any outstanding Pension Obligations.

$$\text{Total Sequestered Savings} = \text{UALDS} - \text{DS}$$

$$\text{Annual Sequestered Savings} = \text{SSP} \times \left( \frac{\text{UALDS} - \text{DS}}{Y} \right)$$

SSP = Sequestered Savings Percentage

UALDS = Scheduled UAL debt service being paid off by the Pension Obligations

DS = Total principal amount of Debt Service on the Pension Obligations

Y = Number of years to pay back Sequestered Savings

**Example of Annual Sequestered Savings Calculation**

A \$5M Pension Obligation was issued in 2022 for the purpose of prepaying UAL. The total UAL debt service (UALDS) paid off with the Pension Obligation was \$8,000,000 and the total debt service (DS) on the Pension Obligation is \$7,000,000. The District elected to sequester 50% of the total savings over a 10-year period (Y), which in this example results in an Annual Sequestered Savings of \$50,000.

$$\begin{aligned} \text{Annual Seq. Savings} &= 0.5 \times \left( \frac{8,000,000 - 7,000,000}{10} \right) \\ &= \$50,000 \end{aligned}$$

(b) Sequestered Surplus. Each Fiscal Year during the District’s normal budget adoption process, beginning with the 2023-24 Fiscal year budget, a percent between 0% and 10% of any available surplus from the prior Fiscal Year (the “Sequestered Surplus”) shall be set aside, transferred and deposited into the Pension Rate Stabilization Fund so long as the Funded Level Objective has been achieved and the Pension Rate Stabilization Fund Maximum (discussed herein) has not been achieved.

3. Operation of the Pension Rate Stabilization Fund. Sequestered Surplus and Sequestered Savings (and any other amounts contributed by the District) shall be deposited in the Pension Rate Stabilization Fund and used solely for the purpose of making ADP’s (and Normal Cost payments during a Fiscal Hardship, and/or to the extent the amount therein exceeds the Pension Rate Stabilization Fund Maximum, as described below) to CalPERS for the purpose of achieving and maintaining Funding Level Objective.

With the goal of achieving and maintaining the Funding Level Objective, each year during the budget cycle, District staff shall calculate, or cause to be calculated, the upcoming Fiscal Year’s estimated Funded Ratio by taking into account the most recent Valuation Report’s statement of Funded Ratio and adjusting for the estimated UAL amortization base that will be either added

**RUBIDOUX COMMUNITY SERVICES DISTRICT**  
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or subtracted due to the prior Fiscal Year's investment result of either exceeding or falling short of the then current Discount Rate for that Fiscal Year (the "Estimated Funded Ratio"). If the Estimated Funded Ratio is estimated to be less than the Funding Level Objective, to the extent funds are available in the Pension Rate Stabilization Fund, the appropriate member of staff shall either make, or shall direct the Investment Manger to make, an ADP to CalPERS in the amount necessary to bring the Funded Ratio back up to the Funding Level Objective. Additionally, if sufficient funds are available in the Pension Rate Stabilization Fund, staff shall assess whether to fully amortize any new UAL amortization bases in order to reduce the long-term interest costs associated with the "ramping" procedures used by CalPERS.

Moneys in the Pension Rate Stabilization Fund shall not be used for normal costs until such time as the amount therein, when combined with the Market Value of Assets (as set forth in the most recently published Valuation Report) exceeds the Entry Age Normal Accrued Liability (as set forth in the most recently published Valuation Report) by 110% (the "Pension Rate Stabilization Fund Maximum"). To the extent monies in the Pension Rate Stabilization Fund on any June 31st exceed the Pension Rate Stabilization Fund Maximum (after consideration has been given to the amounts therein required to be paid to CalPERS for the ensuing Fiscal Year to maintain the Estimated Funded Ratio at or above the Funding Level Objective), any accrued surplus over 110% may be used to offset the District's Normal Cost payment made to CalPERS in such Fiscal Year, and any Sequestered Savings will then be directed to the Bond Call Fund.

4. **Fiscal Hardship.** In the event of a Fiscal Hardship (as defined below), transfers of Sequestered Savings may be abated and/or the Pension Rate Stabilization Fund may be utilized for either normal or UAL costs until the Fiscal Hardship is no longer in effect.

"Fiscal Hardship" means an economic hardship, or other unanticipated fiscal emergency, that has been declared by resolution of the Board of Directors.

**C. Transparency and Reporting.** Funding of the Pension Plans should be transparent to all stakeholders, including plan participants, annuitants, the Board of Directors, and District residents. To achieve this Policy objective, copies of the annual actuarial valuation reports for each Pension Plan shall be made available to the Board of Directors, and shall be posted on the District's website. The District's audited financial statements shall also be posted on the District's website because they include, among other things, information on the District's current and future annual Pension Plan contributions as well as the funded status of each Pension Plan.

**D. Annual Budget to Contain Policy Directed Information.** The District's annual operating budget shall consider the items specified in this Policy for inclusion in each such annual budget.

**E. Review of Policy.** Funding a defined benefit pension plan requires a long-term horizon planning approach. This Policy is intended to provide general objectives and guidelines, which will require periodic review to consider changes in the District's financial position and Pension Plan funded status over time. As such, District staff will review the policy for implementation of new best practices and will provide to Board of Directors for adoption on an as needed basis, not to exceed 5 years.

10. Consider Adoption of Resolution No. 2023-900, A Resolution Which  
Amends the District's Standard of Conflict-of-Interest Code:  
**DM 2023-11**



# Rubidoux Community Services District

## Board of Directors

Bernard Murphy, President  
John Skerbelis, Vice-President  
Armando Muniz  
F. Forest Trowbridge  
Hank Trueba Jr.

## General Manager

Brian R. Laddusaw



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

## DIRECTORS MEMORANDUM 2023-11

February 2, 2023

**To:** Rubidoux Community Services District  
Board of Directors

**Subject:** Consider Adoption of Resolution No. 2023-900, A Resolution Which Amends the District's Standard Conflict of Interest Code

### **BACKGROUND:**

In 1990, the Rubidoux Community Services District ("District") Board of Directors ("Board") adopted Resolution No. 604 which designated District employees, agents, and consultants who could make recommendations or participate in the decision-making process regarding District projects which may have a material effect on financial interests. In 2004, staff reviewed Resolution No. 604 and revised the designation to reflect current employee titles, agents and consultants. In addition, the District adopted the Fair Political Practices Commission Standard Conflict of Interest Code with Resolution No. 742.

Pursuant to the Political Reform Act, every local government agency is required to review its conflict-of-interest code biennially. A conflict-of-interest code tells public officials, governmental employees, and consultants what financial interests they must disclose on their Statement of Economic Interests (Form 700). Staff last amended the District's Conflict of Interest Code and updated its Designated Employees and Categories List in 2022 with Resolution No. 2022-892.

Based on review of the District's most recent Conflict of Interest Code by the County of Riverside's general counsel, staff was informed the Conflict of Interest Code does not adequately set forth distinct disclosure categories for the District's designated positions, titles, or functions. As a result, the County could not differentiate between designated positions with different powers and responsibilities. The County advised the District to revise its Conflict of Interest Code to address this criteria. Staff worked with the County to amend the Conflict of Interest Code to meet their request and update it accordingly.

Attached to tonight's Director's Memorandum is Resolution No. 2023-900, a resolution of the District's Board of Directors amending the District's Standard Conflict of Interest Code. If adopted, the Resolution will supersede Resolution No. 2022-892 in its entirety.

**Other Financial Considerations**

Any cost to the District would be related to staff time spent on administrative tasks associated with amending the District's Standard Conflict of Interest Code and preparing Resolution No. 2023-900.

**RECOMMENDATION:**

Staff recommends adoption of Resolution No. 2023-900, A Resolution Which Amends the District's Standard Conflict of Interest Code. Further, the adoption of Resolution No. 2023-900 will supersede Resolution No. 2022-892.

Respectfully,



BRIAN R. LADDUSAW, CPA  
General Manager

Attachment(s): Resolution No. 2023-900 with Standard Conflict of Interest Code and Appendix

**RESOLUTION NO. 2023-900**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
RUBIDOUX COMMUNITY SERVICES DISTRICT  
AMENDING THE STANDARD CONFLICT OF INTEREST CODE**

**WHEREAS**, the Fair Political Practices Commission has adopted a Standard Conflict of Interest Code pursuant to the provisions of Article 2 of Chapter 7 of the Political Reform Act, Government Code Sections 81000 et seq. and Section 18730 thereof; and

**WHEREAS**, in order to update the Conflict of Interest Code for the Rubidoux Community Services District it is necessary to adopt the Standard Conflict of Interest Code; and

**WHEREAS**, it is further necessary to adopt certain categories of designated employees pursuant to said Standard Conflict of Interest Code.

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

1. That the foregoing Recitals are true and correct.
2. That the Fair Political Practices Commission Standard Conflict of Interest Code, attached hereto, is hereby adopted as it may be amended from time to time by the Fair Political Practices Commission to conform to amendments in the Political Reform Act.
3. Appendix Part "A", listing officials who manage public investments and thus are not subject to the Standard Conflict of Interest Code; and designated positions, titles, or functions that are subject to the Standard Conflict of Interest Code including disclosure categories assigned, is also hereby adopted.
4. Appendix Part "B", identifying and describing disclosure categories one (1) to five (5), is also hereby adopted.
5. That this resolution supersedes Resolution No. 2022-892 in its entirety.

**APPROVED AND ADOPTED** this 2<sup>nd</sup> day of February, 2023 at the regular meeting of the Board of Directors of the Rubidoux Community Services District, by the following vote:



**AYES:**

**NOES:**

**ABSENT:**

**ABSTENTIONS:**

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Bernard Murphy, President  
Rubidoux Community Services District

(Seal)

**ATTEST:**

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Brian R. Laddusaw  
General Manager

**APPROVED AS TO FORM AND CONTENT:**

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John R. Harper  
District Counsel



**CONFLICT OF INTEREST CODE  
OF THE  
RUBIDOUX COMMUNITY SERVICES  
DISTRICT**

**CONFLICT OF INTEREST CODE**  
**OF THE**  
**RUBIDOUX COMMUNITY SERVICES DISTRICT**

**(Amended February 2, 2023)**

The Political Reform Act (Gov. Code § 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. § 18730) that contains the terms of a standard conflict of interest code which can be incorporated by reference in an agency's code. After public notice and hearing Section 18730 may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This incorporation page, Regulation 18730 and the attached Appendix designating positions and establishing disclosure categories, shall constitute the conflict of interest code of the **Rubidoux Community Services District** (the "District").

All officials and designated positions required to submit a statement of economic interests shall file their statements with the **Board Secretary** as the District's Filing Officer. The **Board Secretary** shall make and retain a copy of all statements filed by the Officials who manage public investments, and forward the originals of such statements to the Clerk of the Board of Supervisors. The **Board Secretary** shall retain the originals of the statements of all other designated positions and make all retained statements available for public inspection and reproduction during regular business hours. (Gov. Code Section 81008.)

**APPENDIX**  
**CONFLICT OF INTEREST CODE**  
**OF THE**  
**RUBIDOUX COMMUNITY SERVICES DISTRICT**  
**(Amended February 2, 2023)**

**PART “A”**

**OFFICIALS WHO MANAGE PUBLIC INVESTMENTS**

District Officials who manage public investments, as defined by 2 Cal. Code of Regs. § 18700.3(b), are NOT subject to the District's Code but must file disclosure statements under Government Code Section 87200 et seq. [Regs. § 18730(b)(3)] These positions are listed here for informational purposes only.

It has been determined that the positions listed below are officials who manage public investments<sup>1</sup>:

- Members of the Board of Directors
- General Manager
- Director of Finance and Administration
- Financial Consultant(s)

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<sup>1</sup> Individuals holding one of the above listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by § 87200.

**DESIGNATED POSITIONS**  
**GOVERNED BY THE CONFLICT OF INTEREST CODE**

<b><u>DESIGNATED POSITIONS'</u></b> <b><u>TITLE OR FUNCTION</u></b>	<b><u>DISCLOSURE CATEGORIES</u></b> <b><u>ASSIGNED</u></b>
Assistant General Manager	1, 2, 3, 4, 5
Director of Engineering	1, 2, 3, 4, 5
Director of Operations	1, 2, 3, 4, 5
Engineering Consultants	1, 2, 3, 4, 5
General Counsel <sup>2</sup>	1, 2, 3, 4, 5
Consultants and New Positions <sup>3</sup>	

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<sup>2</sup> The position of General Counsel is filled by an outside consultant but acts in a staff capacity.

<sup>3</sup> Individuals serving as a consultant as defined in FPPC Reg 18700.3(a) or in a new position created since this Code was last approved that makes or participates in making decisions must file under the broadest disclosure category set forth in this Code subject to the following limitation:

The General Manager may determine that, due to the range of duties or contractual obligations, it is more appropriate to assign a limited disclosure requirement. A clear explanation of the duties and a statement of the extent of the disclosure requirements must be in a written document. (Gov. Code Sec. 82019; FPPC Regulations 18219 and 18734.). The General Manager's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code. (Gov. Code Sec. 81008.)

## PART “B”

### DISCLOSURE CATEGORIES

The disclosure categories listed below identify the types of economic interests that the designated position must disclose for each disclosure category to which the designated is assigned<sup>4</sup>. Such economic interests are reportable if they are either located in or doing business in the jurisdiction, are planning to do business in the jurisdiction, or have done business during the previous two years in the jurisdiction of the District.

Category 1: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that are located in, that do business in or own real property within the jurisdiction of the District.

Category 2: All interests in real property which is located in whole or in part within, or not more than two (2) miles outside, the jurisdiction of the District, including any leasehold, beneficial or ownership interest or option to acquire property.

Category 3: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that are engaged in land development, construction or the acquisition or sale of real property within the jurisdiction of the District.

Category 4: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the District.

Category 5: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the designated position’s department, unit or division.

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<sup>4</sup> This Conflict of Interest Code does not require the reporting of gifts from outside this agency’s jurisdiction if the source does not have some connection with or bearing upon the functions or duties of the position. (Reg. 18730.1)



11. Consider Language to Draft Ordinance No. 2023-133, An Ordinance  
Establishing Board Members Stipends: **DM 2023-12**

# Rubidoux Community Services District

**Board of Directors**

Bernard Murphy, President  
 John Skerbelis, Vice-President  
 Armando Muniz  
 F. Forest Trowbridge  
 Hank Trueba Jr.



**General Manager**

Brian R. Laddusaw

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

**DIRECTORS MEMORANDUM 2023-12**

February 2, 2023

**To:** Rubidoux Community Services District  
 Board of Directors

**Subject:** Consider Language to Draft Ordinance No. 2023-133, An Ordinance Establishing Board Member Stipends

**BACKGROUND:**

The Rubidoux Community Services District (“District”) Board of Directors (“Directors”) last increased their compensation in calendar year 2020 pursuant to Resolution No. 2020-861. This set the Board’s stipend for regular, special, or emergency meetings at \$155.13 and committee meetings at \$63.81 with a maximum of ten (10) service days per month. In accordance with California Water Code Section 20201, to increase a Community Services District’s board compensation, it must be done via Ordinance and the increase may not exceed 5% for each calendar year.

Based on the annual income limiting criteria above, staff presented the following table with DM 2023-05 at the prior Board meeting for Board consideration:

Calendar Year	Board Meeting	Per Mtg Increase	Committee Meeting	Per Mtg Increase
2020 (current)	\$ 155.13		\$ 63.81	
2021 (+5%)	\$ 162.89	\$ 7.76	\$ 67.00	\$ 3.19
2022 (+5%)	\$ 171.03	\$ 8.14	\$ 70.35	\$ 3.35
<b>2023 (+5%)</b>	<b>\$ 179.58</b>	<b>\$ 8.55</b>	<b>\$ 73.87</b>	<b>\$ 3.52</b>
		\$ 24.45		\$ 10.06

At the conclusion of staff’s presentation on DM 2023-05, staff was directed by the Board to draft Ordinance No. 2023-133 with the following criteria:

1. Adjust current Board member stipend for regular, special, or emergency meetings to \$179.58 and committee meetings to \$73.87, the maximum allowed under current California Water Code.
2. Include annual automatic adjustments to the maximum allowed under the then applicable California Water Code, currently 5%, effective the beginning of each subsequent fiscal year, commencing July 1, 2024.

Attached to this Director's Memorandum is draft Ordinance No. 2023-133, which includes this criterion. Should the Board wish to proceed forward, Ordinance adoption must include a 1<sup>st</sup> and 2<sup>nd</sup> reading (minimum two weeks apart), public hearing, and 60 day delayed effective date. A potential Ordinance adoption schedule for the Board to consider is as follows:

1. February 16, 2023 – 1<sup>st</sup> Reading of Ordinance No. 2023-133
2. March 2, 2023 – 2<sup>nd</sup> Reading, **Public Hearing**, and Adoption of Ordinance No. 2023-133
3. May 1, 2023 – Effective Date of Ordinance No. 2023-133 (60 days past adoption)

### **Other Financial Considerations**

Staff is unable to definitively quantify the financial implications of the adoption of Ordinance No. 2023-133 as Board stipends are dependent on Board attendance. At the Board's request, staff can estimate the budgetary effects of this increase based on historical attendance for regular and committee meetings.

### **RECOMMENDATION:**

This is a policy issue of the Board. No recommendation is made by staff. Following the Board's deliberation, a motion, and vote on the following two items is requested by staff to proceed forward with the increase:

1. Direction from Board on draft language of Ordinance No. 2023-133.
2. Direction from Board on Ordinance No. 2023-133 adoption schedule.

Respectfully,



BRIAN R. LADDUSAW, CPA  
General Manager

Attachment(s): Ordinance No. 2023-133, An Ordinance Establishing Board Member Stipends

**ORDINANCE NO. 2023-133**

**AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE RUBIDOUX  
COMMUNITY SERVICES DISTRICT ESTABLISHING BOARD MEMBER STIPENDS**

**WHEREAS**, members of the Board of Directors of the Rubidoux Community Services District (District), while serving in their capacity as Directors, schedule and allocate time associated with their duties; and,

**WHEREAS**, Resolution No. 2020-861 presently provides \$155.13 per meeting stipend in attendance for each regular, special, or emergency meeting. Further, Resolution 2020-861 also stipulates Board Members shall receive a \$63.81 meeting stipend in attendance for each committee, ad hoc, and Board workshop meeting provided that such compensation is limited to a maximum not to exceed ten (10) service days per calendar month; and,

**WHEREAS**, Resolution 2020-861 also includes a \$155.13 per meeting stipend requiring Board President or Board Designee representation to the following organizations; County of Riverside Special District Association, Regional Advisory Committee (RAC) or other associations, groups, organizations or JPA's deemed necessary; and,

**WHEREAS**, in accordance with Division 10 of the California Water Code and pursuant to Government Code Section 61047, the Rubidoux Community Services District Board of Directors desire to increase the \$155.13 per meeting stipend 5% per annum from the effective date of Resolution 2020-861, May 4, 2020. Calculating the above, such amount equates to \$179.58 per meeting stipend. In addition, the Rubidoux Community Services District Board of Directors desire to increase the \$63.81 per committee meeting stipend 5% per annum from the effective date of Resolution 2020-

861, May 4, 2020. Calculating the above, such amount equates to \$73.87 per committee meeting stipend.

**WHEREAS**, in accordance with Division 10 of the California Water Code and pursuant to Government Code Section 61047, the Rubidoux Community Services District Board of Directors desire to maintain the maximum service days at ten (10) in any calendar month.

**WHEREAS**, in accordance with Division 10 of the California Water Code and pursuant to Government Code Section 61047, the Rubidoux Community Services District Board of Directors desire to automatically adjust the per meeting and committee meeting stipend amount to the maximum allowed under the then current California Water Code, effective the beginning of each subsequent fiscal year, commencing July 1, 2024.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE RUBIDOUX COMMUNITY SERVICES DISTRICT DOES HEREBY RESOLVE, DETERMINE AND ORDAIN AS FOLLOWS:**

1. The forgoing Recitals are true and correct.
2. Each Board Member shall receive a stipend of \$179.58 for each regular, special, continued, and emergency meeting at which the Board Member is in attendance.
3. Board President or designee shall be compensated \$179.58 for each RAC meeting, County of Riverside Special District Association annual meeting or other associations, groups, organizations, and JPA's while serving in official capacity as President or Designee.



4. Each Board Member shall receive a stipend of \$73.87 for each Standing Committee, Ad Hoc Committee, and Workshop meetings at which the Board Member is in attendance.
5. Each Board Member is limited to a maximum compensation of ten (10) service days during any calendar month for all aggregate meetings in attendance at the stipend rates stated in Sections 2, 3, and 4 herein.
6. Each Board Member's stipend amount will automatically be increased each fiscal year pursuant to the maximum allowed under the then current California Water Code, commencing July 1, 2024.
7. The adoption of Ordinance No. 2023-133 will supersede and rescind Resolution No. 2020-861 in its entirety.
8. The effective date of this ordinance shall be May 1, 2023.

**INTRODUCED** on the 16<sup>th</sup> day, February 2023, **ADOPTED AND APPROVED** on the 2<sup>nd</sup> day, March 2023, upon the following roll call vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTENTIONS:**

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Bernard Murphy, President  
Rubidoux Community Services District



**(SEAL)**

**ATTEST:**

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Brian R. Laddusaw, General Manager  
Rubidoux Community Services District

**APPROVED AS TO FORM AND CONTENT:**

---

John R. Harper, District Counsel

12. Consider Riverside Local Agency Formation Commission Call  
for Nomination – Regular Special District Member – Western  
Area: **DM 2023-13**

# Rubidoux Community Services District

## Board of Directors

Bernard Murphy, President  
John Skerbelis, Vice-President  
Armando Muniz  
F. Forest Trowbridge  
Hank Trueba Jr.



## General Manager

Brian R. Laddusaw

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

## DIRECTORS MEMORANDUM 2023-13

February 2, 2023

**To:** Rubidoux Community Services District  
Board of Directors

**Subject:** Consider Riverside Local Agency Formation Commission Call for Nomination – Regular Special District Member – Western Area

### BACKGROUND:

The Riverside Local Agency Formation Commission (“LAFCO”) has a seven-member commission comprised of two members representing the County of Riverside, two members representing Cities within Riverside County, two members representing Special Districts within Riverside County, and one member representing the Public. There is one alternative for each member type and commissioners serve four-year terms. Of the two members representing Special Districts, one comes from the western portion of the county and one comes from the eastern portion of the county. The Rubidoux Community Services District (“District”) lies within the western region.

On January 19, 2023, staff received correspondence from LAFCO indicating a vacancy of its Regular Special District Member – Western Area representative (Attachment A). The purpose of the correspondence was a call for nomination. The nomination period began Monday, January 23, 2023, and will close Tuesday, February 21, 2023. Any Board of Director (“Director”) of the District may be nominated to fill the position. The term of the western vacant position will run until May 4, 2026.

The process recommended for the Board to consider is as follows:

1. Determine which Director or Directors, if any, are interested in being considered for the western area vacancy by the District.
2. Deliberate and identify which Director from the District is to be nominated.

3. Authorize the Board President to sign on behalf of the District the Special District Selection Committee 2023 Western Region Nomination Form completed with the name of the District's selected Board Member.

The Nomination Form is due to LAFCO no later than February 21, 2023. If LAFCO receives more than one nominee, LAFCO will send out to each Special District a ballot to vote for one of the nominees.

Attachment A goes into more details regarding the process. It is recommended Board Members review this in preparation of consideration of nominating a Director at the Board's regularly scheduled Board Meeting on February 2, 2023.

**RECOMMENDATION:**

Staff recommends the Board of Directors consider interest by District Board Members for the LAFCO Special District Member – Western Area and authorize Board President Murphy to nominate a Director and sign the Special District Selection Committee 2023 Western Region Nomination Form.

Respectfully,



BRIAN R. LADDUSAW, CPA  
General Manager

Attachment(s): A - LAFCO correspondence dated January 19, 2023



via electronic mail

January 19, 2023

CALL FOR NOMINATIONS FOR TWO (2) SPECIAL DISTRICT MEMBERS  
OF THE RIVERSIDE LOCAL AGENCY FORMATION COMMISSION

To the Special District Selection Committee (Presiding Officers of Independent Special Districts of Riverside County c/o District Clerks):

As you were recently notified (see attached letter), we are commencing the appointment process for two (2) Regular Members of the Riverside Local Agency Formation Commission (LAFCO). I have determined that a physical meeting of the Special District Selection Committee (SDSC) is not feasible at this time. Therefore, selection proceedings will be conducted by electronic mail (e-mail). Specifically, the positions are as follows:

One (1) Regular Special District Member - must be a board member from a *district in the western portion of the County* (any district with the majority of its assessed value west of the intersection of Interstate 10 and Highway 111); and,

One (1) Regular Special District Member - must be a board member from a *district in the eastern portion of the County* (any district with the majority of its assessed value east of the intersection of I-10 and Highway 111).

Please see attached list for east and west districts.

Terms of LAFCO Members are generally four years and until appointment of a successor or reappointment of the incumbent. However, due to the vacancies occurring simultaneously, the term of the eastern vacant position will run until May 6, 2024. The term of the western vacant position will run until May 4, 2026.

The nomination period for the two positions will begin on Monday, January 23, 2023 and close on Tuesday, February 21, 2023. Any member of the Special District Selection Committee (presiding officer or an alternate board member designated by the governing body) may nominate a member of the legislative body of an independent special district board to fill the positions, consistent with the geographic requirements noted above.

Since there are two vacant positions, separate nomination forms are provided for potential nominations to either/or, or both vacant positions. Note that any nomination must be consistent with the east or west region and the appropriate nomination form. Refer to the list attached for the east/west districts.

All nomination forms must be signed and dated by the presiding officer, or the designee of your District Board of Directors. Once complete, please scan the signed form and email it to Rebecca Holtzclaw at [rholtzclaw@lafco.org](mailto:rholtzclaw@lafco.org). **Nominations must be received in our office by 5 p.m., Tuesday, February 21, 2023.**

Following the nomination period, ballots and voting instructions will be sent to SDSC members. However, if only one candidate is nominated for either vacant position, that candidate will be deemed selected with no further proceedings.

If you have any questions, please contact our office.

Sincerely,



Gary Thompson  
Executive Officer

cc: Special District Managers

Att.: 2023 East & West Nomination Forms  
East/West Districts List  
Copy of Election Notice\_ 1-03-2023  
Seating Process



**SPECIAL DISTRICT SELECTION COMMITTEE  
2023 WESTERN REGION NOMINATION FORM**

I, \_\_\_\_\_ of the \_\_\_\_\_  
Print Name of Presiding Officer or alternate\* Name of District

hereby nominate(s) the following individual(s) for the position of:

**Regular Special District Member of the Riverside Local Agency Formation Commission - Western Area. The term of this position will run until May 4, 2026.**

Nominee: \_\_\_\_\_

District: \_\_\_\_\_

I hereby certify that I am the presiding officer of the above-named district or alternate designated by the governing body\*.

\_\_\_\_\_  
Signature Date

\*If an alternate has been designated by the governing body, please provide a resolution or minute order documenting the action.

Note: Nomination forms are due no later than February 21, 2023. Please scan and email this form to [rholtzclaw@lafco.org](mailto:rholtzclaw@lafco.org).



**SPECIAL DISTRICT SELECTION COMMITTEE**  
**LIST OF ELIGIBLE INDEPENDENT SPECIAL DISTRICTS OF RIVERSIDE COUNTY**

	<b>Independent Special Districts</b>	<b>Region</b>
1.	Chiriaco Summit County Water District	east
2.	Citrus Pest Control District No. 2	east
3.	Coachella Valley Mosquito & Vector Control District	east
4.	Coachella Valley Public Cemetery District	east
5.	Coachella Valley Resource Conservation District	east
6.	Coachella Valley Water District	east
7.	Desert Healthcare District	east
8.	Desert Recreation District	east
9.	Desert Water Agency	east
10.	Mission Springs Water District	east
11.	Palm Springs Cemetery District	east
12.	Palo Verde Cemetery District	east
13.	Palo Verde Healthcare District	east
14.	Palo Verde Irrigation District	east
15.	Palo Verde Resource Conservation District	east
16.	Palo Verde Valley Library District	east
17.	Southern Coachella Valley Community Services District	east
18.	Valley Sanitary District	east
19.	Banning Library District	west
20.	Baumont Library District	west
21.	Baumont-Cherry Valley Recreation & Park District	west
22.	Baumont-Cherry Valley Water District	west
23.	Cabazon County Water District	west
24.	De Luz Community Services District	west
25.	Eastern Municipal Water District	west
26.	Edgemont Community Services District	west
27.	Elsinore Valley Cemetery District	west
28.	Elsinore Valley Municipal Water District	west
29.	Fern Valley Water District	west
30.	High Valleys Water District	west
31.	Home Gardens County Water District	west
32.	Home Gardens Sanitary District	west
33.	Idyllwild Fire Protection District	west
34.	Idyllwild Water District	west
35.	Jurupa Area Recreation & Park District	west
36.	Jurupa Community Services District	west
37.	Lake Hemet Municipal Water District	west
38.	Murrieta Valley Cemetery District	west
39.	Northwest Mosquito & Vector Control District	west
40.	Pine Cove Water District	west
41.	Pinyon Pines County Water District	west
42.	Rancho California Water District	west
43.	Riverside-Corona Resource Conservation District	west
44.	Rubidoux Community Services District	west
45.	San Geronio Memorial Healthcare District	west
46.	San Geronio Pass Water Agency	west
47.	San Jacinto Basin Resource Conservation District	west
48.	San Jacinto Valley Cemetery District	west
49.	Summit Cemetery District	west
50.	Temecula Public Cemetery District	west
51.	Temecula-Elsinore-Anza-Murrieta Resource Conservation District	west
52.	Temescal Valley Water District	west
53.	Tenaja Community Services District	west
54.	Valley-Wide Recreation & Park District	west
55.	Western Municipal Water District	west



via electronic mail

January 3, 2023

**Notice to all Special District Board Presiding Officers c/o District Clerks:**

Recently, both special district regular member seats for the Riverside Local Agency Formation Commission (LAFCO) became vacant, therefore necessitating an election to fill the corresponding positions. Later this month, we will begin the process of selecting the two special district regular members for Riverside LAFCO. The purpose of this letter is to inform all districts of the process in advance so each district can be prepared.

Historically, the Special District Selection Committee (SDSC) has conducted its elections at a physical meeting in conjunction with a dinner meeting hosted by the Special District Association of Riverside County. Due to cost and logistics, it was determined by the SDSC such a physical meeting is not entirely feasible. Therefore, until determined otherwise by the SDSC, all elections will be conducted by Riverside LAFCO utilizing electronic mail (e-mail), as explained below, and as was conducted for the most recent Special District Election.

Specifically, the election will be for two LAFCO position as follows: a Regular Special District Member *from the western portion of the County* (any district with the majority of its assessed value west of the intersection of I-10 and Highway 111), and a Regular Special District Member *from the eastern portion of the County* (any district with the majority of its assessed value east of the intersection of I-10 and Highway 111). Please see attached list denoting those districts that are either in the west area, or east area. Presiding officers from all Districts are eligible to vote for each position. The term of the western vacant position will run through May 4, 2026. The term of the eastern vacant position will run through May 6, 2024.

The SDSC is comprised of the presiding officers of each independent special district of Riverside County. In approximately 2 weeks, Riverside LAFCO will transmit a formal call for nominations to SDSC members, in care of each District's Clerk. The District Clerks are responsible for transmitting the nomination package to the Board Presiding Officer. Formal nominations must be submitted by SDSC members (i.e., presiding officers) or designated alternates (see below). The nomination period will be approximately 30 days. If only one candidate is nominated, that candidate will be deemed appointed. After nominations are received, an emailed ballot will be sent to the voting member, in care of the District Clerks, to cast a vote.

If the presiding officer is unable to submit a nomination or vote, the governing body of the District may designate another board member to act in place of the presiding officer. District managers or other staff members may not nominate candidates or vote. Please note that neither nominations nor votes of the presiding officer require action of the governing body. Board members designated by their governing body to vote in place of the presiding officer should provide that authorization (in the form of a resolution or minute order) to LAFCO no later than the time the ballot is cast.

**Notice to all Special District Board Presiding Officers c/o District Clerks**

January 3, 2023

Page 2

Ballots will be due approximately 30 days from receipt and will be annotated with a required submittal date.

**Note:** *there are 55 voting districts in Riverside County. To meet the 50% + 1 quorum requirement for this election, we need at least 28 ballots returned from SDSC members for the election to be valid.*

Again, in order to expedite this process, please ensure this information is passed to your Presiding Officer when received. Please contact Rebecca Holtzclaw at [rholtzclaw@lafco.org](mailto:rholtzclaw@lafco.org) with any questions or concerns.

Sincerely,



Gary Thompson  
Executive Officer

cc: District General Managers

Attachment:

Special District List by Areas

# Seating Independent Special Districts on LAFCO

## THE PROCESS

The independent special district selection committee shall consist of the presiding officer of the legislative body of each independent special district. Those districts shall include districts located wholly within the county and those containing territory within the county representing 50 percent or more of the assessed value of taxable property of the district (56332 a).

The LAFCO executive officer (EO) shall call and give written notice of all meetings of the members of the selection committee. A meeting shall be called and held under one of the following circumstances (56332 b):

- ♦ Whenever the EO anticipates that a vacancy will occur within the next 90 days among the members or alternate member (56332 b.1).
- ♦ Whenever a vacancy exists among the members or alternate member (56332 b.2).
- ♦ Upon receipt of a written request by one or more members of the selection committee (56332 b.3).
- ♦ Upon the adoption of a resolution of intention (56332 b.4).

The call for nominations, ballots, and voting instructions shall be delivered by certified mail to each eligible district. As an alternative to the delivery by certified mail, *the EO may transmit materials by electronic mail*. All notices and election materials shall be addressed to the presiding officer, in care of the clerk of the district (56332.3).

The EO shall prepare and deliver a call for nominations to each eligible district. The presiding officer, or his or her alternate as designated by the governing body, may respond in writing at least 30 days from the date on which the EO mailed the call for nominations (56332.1).

At the end of the nominating period, if only one candidate is nominated, that candidate shall be deemed appointed. If two or more candidates are nominated, the EO shall prepare and deliver one ballot and voting instructions to each eligible district. The ballot shall include the names of all nominees and the office for which each was nominated. Each presiding officer, or his or her alternate as designated by the governing body, shall return the ballot to the EO by the date specified in the voting instructions, which date shall be at least 30 days from the date on which the EO mailed the ballot to the eligible district (56332.2).

Nominations and ballots may be returned to LAFCO by electronic mail (56332.4).

Each returned nomination and ballot shall be signed by the presiding officer, or his or her alternate as designated by the governing body of the eligible district (56332.5).

The term of office of each member shall be four years. The expiration date of the term of office of each member shall be the first Monday in May in the year in which the term of the member expires. However, the length of a term of office shall not be extended more than once (56334).

13. Consider Expenditure of CalOES Community Power  
Resiliency Block Grant Funds and Reserve Funds to Purchase  
Generators from Quinn: **DM 2023-14**



# Rubidoux Community Services District

## Board of Directors

Bernard Murphy, President  
John Skerbelis, Vice-President  
Armando Muniz  
F. Forest Trowbridge  
Hank Trueba Jr., President

## General Manager

Brian R. Laddusaw



---

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

## DIRECTORS MEMORANDUM 2023-14

February 2, 2023

**To:** Rubidoux Community Services District  
Board of Directors

**Subject:** Consider Expenditure of CalOES Community Power Resiliency Block Grant Funds and Reserve Funds to Purchase Generators from Quinn

### **BACKGROUND:**

California Governor's Office of Emergency Services ("Cal OES") makes grant funds available for its Community Power Resiliency Program to help agencies mitigate power disruptions. Electrical power disruptions have become more frequent in response to fires attributed to electrical facility failures during high wind events. Now energy providers shut down power to areas where high winds are anticipated. This on one hand should help reduce the number of fires caused by downed electrical facilities, but on the other hand puts added pressure on water providers to maintain water service reliability. Rubidoux Community Services District ("District") applied for and received a grant award of \$300,000. The District was notified of this award in March of 2021. The General Manager signed and the Board ratified signing the agreement with Cal OES at the April 1, 2021 Board meeting under Director's Memorandum 2021-17. Under the terms of the grant award, among other things, required the funds be spent on power resiliency equipment, like generators, and originally required the funds be expended before October 31, 2021. Due to supply chain constraints the deadline to expend the funds was extended to March 1, 2023. If the funds are not utilized to procure the generators under the terms of the Grant, the District will have to return the funds to the State.

The District is placing generators on three sites: The Goldenwest Booster Station Site, the Well 1A Site and the Well 2 Site. Each generator has been appropriately sized for the specific electrical demands of the site on which they are placed. Of special consideration, Well 2 is located on the District's current administrative building site adjacent to the Ina Arbuckle Elementary School. South Coast Air Quality Management District ("AQMD") permit requirements do not allow placement of a diesel generator in close proximity to a school, so a natural gas generator is being specified.



The cost for all three generators using Source Well, including permitting through AQMD is as follows (invoices attached):

1.	Goldenwest Booster Station Site:	
	Generator including AQMD Permit Processing	\$99,032.32
	Sales Tax	\$7,675.01
	Sub Total	\$106,707.36
2.	Well 1A Site:	
	Generator including AQMD Permit Processing	\$166,051.61
	Sales Tax	\$12,869.00
	Sub Total	\$178,920.61
3.	Well 2 Site:	
	Generator including AQMD Permit Processing	\$133,623.48
	Sales Tax	\$10,355.82
	Sub Total	\$143,979.30
	Total:	\$429,607.27

The generator purchases are just one component of larger projects for the three aforementioned sites, which will include additional project costs at varying levels for engineering design, property acquisition, site work, concrete pads, and landscaping design per the City of Jurupa Valley's requirements. The full amount of these project costs are unknown at this time and staff will seek Board action at future meetings to appropriate these funds once known. For purposes of complying with the grant requirements, this Director's Memorandum only seeks to receive Board authorization to proceed with the generator purchases and make the appropriate budget amendments.

In the District's FY 2022|2023 Water Fund Budget, the District appropriated \$100,000 for these projects under line 76 'Cal OES: Grant Expense'. Through previous Board actions related to engineering design and feasibility efforts, of the original \$100,000, \$73,000 is unencumbered and available for use. To cover the full cost of the three generators including the money already appropriated, staff recommends the Board approve a budget amendment to the Water Fund Budget by adjusting line 76 from \$100,000 to \$460,000. The amount will cover the full cost of the generators of \$429,607.27 and work already awarded of \$27,000, rounded to \$460,000 to provide a small contingency. As the cost of the generators, \$429,607.27, exceeds the full amount of the grant award, \$300,000, staff recommend the Board authorize use of the entire grant award with the remaining generator costs covered by the Water Fund Operating Reserve. As of the writing of the Director's Memorandum, the District's Water Fund Operating Reserve has a balance of approximately \$2,780,000, which is sufficient to cover the amount of the generators not paid with grant monies.

**RECOMMENDATION:**

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

1. Amend the Fiscal Year 2022|2023 Water Fund Budget line 76 'Cal OES: Grant Expense' from \$100,000 to \$460,000.
2. Authorize the use of Cal OES grant monies in the amount of \$300,000 and Water Fund Operating Reserve monies for the remaining balance to purchase the three generators.
3. Expend a total of \$429,607.27 to Quinn for the purchase of the generators prior to March 1, 2023 in order to satisfy the terms of the grant.

Respectfully,



Brian R. Laddusaw, CPA  
General Manager

Attach:

1. DM 2021-17
2. Invoices from Quinn for Purchase of the Generators and related Permit Work

# Rubidoux Community Services District

## Board of Directors

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

**General Manager**  
Jeffrey D. Sims



---

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

**DIRECTORS MEMORANDUM 2021-17**

April 1, 2021

**To:** Rubidoux Community Services District  
Board of Directors

**Subject:** Consider Approval of Agreement With Cal Office of Emergency Services

## **BACKGROUND:**

California Governor's Office of Emergency Services ("Cal OES") makes grant funds available for its Community Power Resiliency Program to help agencies mitigate power disruptions. Electrical power disruptions have become more frequent in response to fires attributed to electrical facility failures during high wind events. Now energy providers shut down power to areas where high winds are anticipated. This on one hand should help reduce the number of fires caused by downed electrical facilities, but on the other hand puts added pressure on water providers to maintain water service reliability. Rubidoux Community Services District ("District") applied for the maximum allocation of \$300,000 and was recently notified of being a recipient. Blais and Associates assisted the District in preparation of the funding application at a cost of \$2,940.00.

The District like other water service providers relies on the electrical grid for power to run pumps, wells, and treatment systems. Power outage planning includes designing storage tanks with emergency storage, and back-up generators are installed to provide temporary power. The District evaluated where generators would be beneficial for increased system reliability and proposed in its application to Cal OES to install fixed generators at Well 1A, Well 2, and Mission Booster Station. A copy of the application submitted to Cal OES is attached and the Budget Narrative section describes the proposed use of the Cal OES funding. The total estimated cost to install the generators is \$391,700. Cal OES Funding will reimburse the District \$300,000. Staff will include these projects in the upcoming FY 2021-2022 Budget, with the anticipation total District out of pocket expense being approximately \$100,000.

Cal OES sent the District a Letter Agreement dated March 12, 2021, attached, notifying of the award. The letter outlines activities the funding can and cannot be used for, and what requirements must be met. Requirements include progress reporting, CEQA compliance, and contract compliance per all state statutes.

Staff did not receive the Letter Agreement in sufficient time to include it on the March 18, 2021 Board Agenda. The Letter Agreement includes a deadline of returning the signed Letter Agreement within 20 calendar days of March 12, 2021, or April 1, 2021. To make sure the Letter Agreement was received by Cal OES in a timely manner, the General Manager signed and returned the Letter Agreement. The purpose of this Board Action is to 1) notify the Board of the allocation of funds, and 2) ratify the General Manager's signature of the Letter Agreement.

**RECOMMENDATION:**

Staff recommends the Board of Directors ratify and authorize the General Manager's signing of the Cal OES Letter Agreement dated March 12, 2021.

Respectfully,

JEFFREY D. SIMS, P. E.  
General Manager

Attach:

1. Cal OES Letter Agreement Dated March 12, 2021
2. RCSD Application to Cal OES dated October 28, 2020

# SALE/RENTAL INVOICE



PLEASE MAKE REMITTANCE TO:  
**QUINN COMPANY**

10006 ROSE HILLS RD. / CITY OF INDUSTRY, CA 90601 / (562)463-4000

P.O. BOX 849665 LOS ANGELES, CA 90084-9665

SOLD TO  
RUBIDOUX COMMUNITY SERVICE D  
Attention: Account Payable  
3590 RUBIDOUX BLVD  
RIVERSIDE CA 92509-4525

SHIP TO  
RUBIDOUX CSD - WELL 1A  
3425 CRESTMORE RD  
JURUPA VALLEY, CA 92509  
CONTACT: MIGUEL VALDEZ

INVOICE NUMBER	INVOICE DATE	CUSTOMER NO.	CUSTOMER ORDER NUMBER	STORE	DIV	SALESMAN	TERMS	PAGE
E7230501	01-05-23	0053455	9340	E0	E	303	2	1
AGR NUMBER	DOC. DATE	PC	LC	MC	SHIP VIA		INV SEQ NO	
E72305	01-05-23			10			0000	
MAKE	MODEL	SERIAL NUMBER		EQUIPMENT NUMBER	METER READING		MACH ID NO.	
AA	C13				.00		RE05321	
QTY.	DESCRIPTION							TOTAL

\*\*\*\*\*  
\*\* PROFORMA INVOICE \*\*  
\*\*\*\*\*

CUSTOMER CONTACT: MIGUEL VALDEZ

**EQUIPMENT SALE**

1.0	CATERPILLAR INC. MODEL: C13	166051.61
	ID NO: RE05321 GENSET S/N: RE05321	
	ENGINE S/N:	
	GENERATOR S/N:	

CUSTOMER VALUE AGREEMENT - 1 YR POS CVA

FOB: JOBSITE

STATE SALES TAX 7.25 12038.74

RIVERSIDE COUNTY .5% 830.26

STANDARD FACTORY WARRANTY

SA/6214PSP/303/AL

\*\*\*\*\*  
WHEN OPERATED IN CALIFORNIA, ANY OFF-ROAD HEAVY-DUTY DIESEL VEHICLE, ALTERNATIVE-DIESEL VEHICLE,

When operated in California, any on-road heavy-duty diesel vehicle, alternative-diesel vehicle, off-road diesel vehicle, or portable diesel engine may be subject to the California Air Resources Board's Regulation to Reduce Particulate Matter and Criteria Pollutant Emissions from In-Use Heavy-Duty Diesel Vehicles, In-Use Off-Road Diesel Vehicle Regulation, or Airborne Toxic Control Measure For Diesel Particulate Matter From Portable Engines Rated At 0 Horsepower And Greater. It therefore could be subject to retrofit, exhaust retrofit, or accelerated turnover requirements to reduce emissions of air pollutants. For more information, please visit the California Air Resources Board websites at <https://www.arb.ca.gov/dieseltruck>, <https://www.arb.ca.gov/msprog/ordiesel/ordiesel.htm>, or <https://www.arb.ca.gov/portable/portable.htm>.

It is understood and agreed that title to and right of possession of any rental item(s) above shall remain vested in the seller until any indebtedness and all sums due or to become due from the customer, whether evidenced by note, book account, judgment or otherwise, shall have been fully paid, at which time ownership shall pass to the customer. Client warrants that the invoiced goods or services will be used for business or agricultural purposes and not for personal, family or household purposes.

FINANCE CHARGE OF 1.5% PER MONTH (18% PER ANNUM) will be charged on the past due balance. The past due balance represents all charges remaining unpaid on the closing date of the month following the invoice date. In the event of default in the payment of any amount due, and if the account is placed in the hands of any agency or attorney for collection or legal action, the purchaser agrees to pay finance charges equal to the cost of collection (as permitted by laws governing these transactions). When necessary, Quinn will invoke its repairman's lien pursuant to Sections 3051 and 3051a of the California Civil Code. Acceptance by the customer of the parts, service or equipment listed above is the customer's agreement to be bound by the credit and collection terms set forth above.

**PAY THIS AMOUNT** ▶

**AMOUNT CREDITED** ▶

**REPRINT**



# SALE/RENTAL INVOICE



PLEASE MAKE REMITTANCE TO:  
**QUINN COMPANY**

P.O. BOX 849665 LOS ANGELES, CA 90084-9665

10006 ROSE HILLS RD. / CITY OF INDUSTRY, CA 90601 / (562)463-4000

SOLD TO  
RUBIDOUX COMMUNITY SERVICE D  
Attention: Account Payable  
3590 RUBIDOUX BLVD  
RIVERSIDE CA 92509-4525

SHIP TO  
RUBIDOUX CSD - WELL 1A  
3425 CRESTMORE RD  
JURUPA VALLEY, CA 92509  
CONTACT: MIGUEL VALDEZ

INVOICE NUMBER	INVOICE DATE	CUSTOMER NO.	CUSTOMER ORDER NUMBER			STORE	DIV	SALESMAN	TERMS	PAGE
E7230501	01-05-23	0053455	9340			E0	E	303	2	2
AGR NUMBER	DOC. DATE	PC	LC	MC	SHIP VIA			INV SEQ NO		
E72305	01-05-23			10				0000		
MAKE	MODEL	SERIAL NUMBER			EQUIPMENT NUMBER	METER READING		MACH ID NO.		
AA	C13					.00		RE05321		
QTY.	DESCRIPTION									TOTAL

\*\*\*\*\*  
\*\* PROFORMA INVOICE \*\*  
\*\*\*\*\*

OFF-ROAD DIESEL VEHICLE, OR PORTABLE DIESEL ENGINE MAY BE SUBJECT TO THE CALIFORNIA AIR RESOURCES BOARD'S REGULATION TO REDUCE PARTICULATE MATTER AND CRITERIA POLLUTANT EMISSIONS FROM IN-USE HEAVY-DUTY DIESEL VEHICLES, IN-USE OFF-ROAD DIESEL VEHICLE REGULATION, OR AIRBORNE TOXIC CONTROL MEASURE FOR DIESEL PARTICULATE MATTER FROM PORTABLE ENGINES RATED AT 50 HORSEPOWER AND GREATER. IT THEREFORE COULD BE SUBJECT TO RETROFIT, EXHAUST RETROFIT, OR ACCELERATED TURNOVER REQUIREMENTS TO REDUCE EMISSIONS OF AIR POLLUTANTS. FOR MORE INFORMATION, PLEASE VISIT THE CALIFORNIA AIR RESOURCES BOARD WEBSITES AT [HTTPS://WWW.ARB.CA.GOV/DIESELTRUCK](https://www.arb.ca.gov/dieseltruck) , [HTTPS://WWW.ARB.CA.GOV/MSPROG/ORDIESEL/ORDIESEL.HTM](https://www.arb.ca.gov/msprog/ordiesel/ordiesel.htm)

\*\*\*\*\*

When operated in California, any on-road heavy-duty diesel vehicle, alternative-diesel vehicle, off-road diesel vehicle, or portable diesel engine may be subject to the California Air Resources Board's Regulation to Reduce Particulate Matter and Criteria Pollutant Emissions from In-Use Heavy-Duty Diesel Vehicles, In-Use Off-Road Diesel Vehicle Regulation, or Airborne Toxic Control Measure for Diesel Particulate Matter from Portable Engines Rated at 50 Horsepower and Greater. It therefore could be subject to retrofit, exhaust retrofit, or accelerated turnover requirements to reduce emissions of air pollutants. For more information, please visit the California Air Resources Board websites at <https://www.arb.ca.gov/dieseltruck>, <https://www.arb.ca.gov/msprog/ordiesel/ordiesel.htm>, or <https://www.arb.ca.gov/portable/portable.htm>.

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PAY THIS AMOUNT	▶	USD
AMOUNT CREDITED	▶	178920.61

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SALE/RENTAL INVOICE

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P.O. BOX 849665 LOS ANGELES, CA 90084-9665

SOLD TO
RUBIDOUX COMMUNITY SERVICE D
Attention: Account Payable
3590 RUBIDOUX BLVD
RIVERSIDE CA 92509-4525

SHIP TO
RUBIDOUX CSD - WELL 2
3590 RUBIDOUX BLVD
JURUPA VALLEY, CA 92509
CONTACT: MIGUEL VALDEZ

Table with columns: INVOICE NUMBER, INVOICE DATE, CUSTOMER NO., CUSTOMER ORDER NUMBER, STORE, DIV, SALESMAN, TERMS, PAGE, AGR NUMBER, DOC. DATE, PC, LC, MC, SHIP VIA, INV SEQ NO, MAKE, MODEL, SERIAL NUMBER, EQUIPMENT NUMBER, METER READING, MACH ID NO., QTY., DESCRIPTION, TOTAL

\*\*\*\*\*
\*\* PROFORMA INVOICE \*\*
\*\*\*\*\*

CUSTOMER CONTACT: MIGUEL VALDEZ

EQUIPMENT SALE

1.0 CATERPILLAR INC. MODEL: DG300-2
ID NO: RE05320 GENSET S/N:
ENGINE S/N:
GENERATOR S/N:
133623.48

FOB: JOBSITE

STATE SALES TAX 7.25 9687.70

RIVERSIDE COUNTY .5% 668.12

STANDARD FACTORY WARRANTY

SA/92136PSP/303/AL

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WHEN OPERATED IN CALIFORNIA, ANY OFF-ROAD HEAVY-DUTY DIESEL VEHICLE, ALTERNATIVE-DIESEL VEHICLE, OFF-ROAD DIESEL VEHICLE, OR PORTABLE DIESEL ENGINE MAY BE SUBJECT TO THE CALIFORNIA AIR RESOURCES BOARD'S REGULATION TO REDUCE PARTICULATE MATTER

When operated in California, any on-road heavy-duty diesel vehicle, alternative-diesel vehicle, off-road diesel vehicle, or portable diesel engine may be subject to the California Air Resources Board's Regulation to Reduce Particulate Matter and Criteria Pollutant Emissions from In-Use Heavy-Duty Diesel Engines, In-Use Off-Road Diesel Vehicle Regulation, or Airborne Toxic Control Measure For Diesel Particulate Matter From Portable Engines Rated At 0 Horsepower And Greater. It therefore could be subject to retrofit, exhaust retrofit, or accelerated turnover requirements to reduce emissions of air pollutants. For more information, please visit the California Air Resources Board websites at https://www.arb.ca.gov/dieseltruck, https://www.arb.ca.gov/msprog/ordiesel/ordiesel.htm, or https://www.arb.ca.gov/portable/portable.htm.

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AMOUNT CREDITED

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Attention: Account Payable  
3590 RUBIDOUX BLVD  
RIVERSIDE CA 92509-4525

SHIP TO  
RUBIDOUX CSD - WELL 2  
3590 RUBIDOUX BLVD  
JURUPA VALLEY, CA 92509  
CONTACT: MIGUEL VALDEZ

INVOICE NUMBER	INVOICE DATE	CUSTOMER NO.	CUSTOMER ORDER NUMBER	STORE	DIV	SALESMAN	TERMS	PAGE
E7230701	01-05-23	0053455	9340	E0	E	303	2	2
AGR NUMBER	DOC. DATE	PC	LC	MC	SHIP VIA		INV SEQ NO	
E72307	01-05-23			10			0000	
MAKE	MODEL	SERIAL NUMBER		EQUIPMENT NUMBER	METER READING		MACH ID NO.	
AA	DG300-2				.00		RE05320	
QTY.	DESCRIPTION							TOTAL

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\*\* PROFORMA INVOICE \*\*  
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AND CRITERIA POLLUTANT EMISSIONS FROM IN-USE HEAVY-DUTY DIESEL VEHICLES, IN-USE OFF-ROAD DIESEL VEHICLE REGULATION, OR AIRBORNE TOXIC CONTROL MEASURE FOR DIESEL PARTICULATE MATTER FROM PORTABLE ENGINES RATED AT 50 HORSEPOWER AND GREATER. IT THEREFORE COULD BE SUBJECT TO RETROFIT, EXHAUST RETROFIT, OR ACCELERATED TURNOVER REQUIREMENTS TO REDUCE EMISSIONS OF AIR POLLUTANTS. FOR MORE INFORMATION, PLEASE VISIT THE CALIFORNIA AIR RESOURCES BOARD WEBSITES AT [HTTPS://WWW.ARB.CA.GOV/DIESELTRUCK](https://www.arb.ca.gov/dieseltruck) , [HTTPS://WWW.ARB.CA.GOV/MSPROG/ORDIESEL/ORDIESEL.HTM](https://www.arb.ca.gov/msprog/ordiesel/ordiesel.htm)

\*\*\*\*\*

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PAY THIS AMOUNT	▶	USD
		143979.30
AMOUNT CREDITED	▶	

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10006 ROSE HILLS RD. / CITY OF INDUSTRY, CA 90601 / (562)463-4000

SOLD TO  
RUBIDOUX COMMUNITY SERVICE D  
Attention: Account Payable  
3590 RUBIDOUX BLVD  
RIVERSIDE CA 92509-4525

SHIP TO  
RUBIDOUX CSD- GOLDENWEST  
5599 GOLDENWEST RD  
JURUPA VALLEY, CA 92509  
CONTACT: MIGUEL VALDEZ

INVOICE NUMBER	INVOICE DATE	CUSTOMER NO.	CUSTOMER ORDER NUMBER	STORE	DIV	SALESMAN	TERMS	PAGE
E7230601	01-05-23	0053455	9340	E0	E	303	2	2
AGR NUMBER	DOC. DATE	PC	LC	MC	SHIP VIA			INV SEQ NO
E72306	01-05-23			10				0000
MAKE	MODEL	SERIAL NUMBER		EQUIPMENT NUMBER	METER READING		MACH ID NO.	
AA	D175				.00		RE05322	
QTY.	DESCRIPTION							TOTAL

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\*\* PROFORMA INVOICE \*\*  
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BOARD'S REGULATION TO REDUCE PARTICULATE MATTER AND CRITERIA POLLUTANT EMISSIONS FROM IN-USE HEAVY-DUTY DIESEL VEHICLES, IN-USE OFF-ROAD DIESEL VEHICLE REGULATION, OR AIRBORNE TOXIC CONTROL MEASURE FOR DIESEL PARTICULATE MATTER FROM PORTABLE ENGINES RATED AT 50 HORSEPOWER AND GREATER. IT THEREFORE COULD BE SUBJECT TO RETROFIT, EXHAUST RETROFIT, OR ACCELERATED TURNOVER REQUIREMENTS TO REDUCE EMISSIONS OF AIR POLLUTANTS. FOR MORE INFORMATION, PLEASE VISIT THE CALIFORNIA AIR RESOURCES BOARD WEBSITES AT [HTTPS://WWW.ARB.CA.GOV/DIESELTRUCK](https://www.arb.ca.gov/dieseltruck) , [HTTPS://WWW.ARB.CA.GOV/MSPROG/ORDIESEL/ORDIESEL.HTM](https://www.arb.ca.gov/msprog/ordiesel/ordiesel.htm)

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PAY THIS AMOUNT	▶	USD
AMOUNT CREDITED	▶	106707.36

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**14. CLOSE SESSION – Pursuant to Government Code 54956.8:  
Real Property Negotiations**

Property: Various Parcels within Tentative Tract Map 38318 and  
The District at Jurupa Valley Specific Plan for District Use as Well  
and Water Treatment Sites Agency's Negotiator: Brian R.  
Laddusaw, General Manager, RCSD Developer's Negotiator:  
Matthew Dugally, Principal, EM Ranch Owner, LLC Under  
Negotiation: Purchase Contract Terms

15. Directors Comments – Non - action



## 16. Adjournment