

# Rubidoux Community Services District

## Board of Directors

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

## General Manager

Jeffrey D. Sims



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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, December 15, 2022, 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 – Hank Trueba Jr., President
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes for December 1, 2022, Regular Meeting
5. Consideration to Approve December 16, 2022, 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:
  - a) Article from California Water News Daily – State Water Project Initial Allocation
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. **PUBLIC PROTEST HEARING** – Proposition 218 Protest Hearing on 5-Year Water, Water Conservation, and Wastewater Rates: **DM 2022-105**
10. Receive and File Statement of Cash Asset Schedule Report Ending November 2022: **DM 2022-106**
11. Consideration to Approve Amended Salary Schedule for FY 2022-2023: **DM 2022-107**
12. Consider Approval of Consulting Services with MV Engineering Service, Inc.: **DM 2022-108**
13. Consider Approval of Increased Billing Rate For District Attorney Services: **DM 2022-109**
14. Consider Annual Board of Directors Reorganization for Calendar Year 2023: **DM 2022-110**
15. **CLOSED EXECUTIVE SESSION** – Conference with Labor Negotiators Pursuant to Government Code Section 54957.6: Article XXIV of MOU
16. **CLOSED EXECUTIVE SESSION** – Conference with Labor Negotiators Pursuant to Government Code Section 54957.6: Article XV of MOU
17. Directors Comments - Non-action
18. Adjournment

4. Approval of Minutes for December 1, 2022, Regular Meeting

**MINUTES OF REGULAR MEETING  
December 1, 2022  
RUBIDOUX COMMUNITY SERVICES DISTRICT**

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

**DIRECTORS ABSENT:**

**STAFF PRESENT:** Jeff Sims, General Manager  
Brian Laddusaw, Finance Director  
Martha Perez, Accounts Payable Manager  
Miguel Valdez, Director of Operations

Call to order: the meeting of the Board of Directors of the Rubidoux Community Services District by President Trueba, at 4:00 P.M., Thursday, December 1, 2022, by teleconferencing at District Office, 3590 Rubidoux Boulevard, Jurupa Valley, California.

**ITEM 4. APPROVAL OF MINUTES**

Approval of Minutes for November 17, 2022, Board Meeting.

**Director Muniz moved, and Director Skerbelis seconded to approve the November 17, 2022, Regular Board Minutes as presented.**

**Roll call:**

**Ayes – 5 (Muniz, Murphy, Skerbelis, Trowbridge, Trueba)  
Noes – 0  
Abstain – 0  
Absent – 0**

**The motion was carried unanimously.**

**ITEM 5. Consideration to Approve the December 2, 2022, Salaries, Expenses and Transfers.**

Consideration to Approve the December 2, 2022, Salaries, Expenses and Transfers.

**Director Murphy moved, and Director Muniz seconded to Approve the December 2, 2022, Salaries, Expenses and Transfers.**

**Roll call:**

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

**Noes – 0**

**Abstain – 0**

**Absent – 0**

**The motion was carried unanimously.**

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

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

## **ITEM 7. CORRESPONDENCE AND RELATED INFORMATION**

There was nothing to present at this time.

## **ITEM 8. MANAGER’S REPORT**

### **Operations Report:**

Presented at the second board meeting of the month.

### **Emergency and Fire Report:**

We have two new Battalion Chiefs to replace Chief Kitty and Chief Danson. Both of the new Chiefs promoted in October. Chief Chris Tate has a military background. He was in the Marines for 4 years and 8 years in the Army Reserves. He has been a with CalFire firefighter for 23 years. He is Battalion 14A. Chief Alex Paul is the other Battalion Chief. He is Battalion 14B. Chief Paul also became a firefighter in the early 2000’s. He was in the Navy for 4 years. He was a shipboard firefighter there.

### **Manager’s Report:**

Jeff and Brian are going to the City of Jurupa Valley council meeting tonight with a presentation. The purpose of attendance is because on December 15<sup>th</sup> staff will be coming to the board with the public hearings for the consideration of the water and sewer rate adjustment. Staff held a virtual town hall meeting, went through the process, and no one showed up. Tonight, we will be presenting and advising why we are doing the adjustments and inviting them to the meeting on the 15<sup>th</sup>. There will be another virtual townhall meeting on the 7<sup>th</sup>. Staff will be working with counsel Harper to prepare a script for the public hearing for the board president to stay on point.

Brian Laddusaw added that the next virtual townhall meeting will be in the evening. The new HR person will be starting on December 12. Claudia, is now a full-time employee for the District, replacing Martha’s position. One of Miguel’s crew transitioned over to the systems operator position. There is now an opening for that position.

**ITEM 9. Consider Supporting 2023 Metropolitan Water District Legislative Priorities. DM 2022-103.**

**BACKGROUND**

Rubidoux Community Services District (“District”) is a retail water agency within Western Municipal Water District’s (“Western”) General District. Western is one of the twenty-six member agencies of Metropolitan Water District (“MWD”). Although the District currently does not receive any imported water supply from MWD through Western, as part of Western the District is eligible to access imported MWD water supply.

Currently the District is 100% reliant on local groundwater supply and desires having an imported water supply for supply redundancy and water quality enhancements. Over the past year or so the District has collaborated with Western, MWD, West Valley Water District, and San Bernardino Valley MWD on an agreement to wheel up to 2,000 acre-feet per year of imported MWD water through West Valley Water District to the District. The five-party agreement to accomplish this was approved by all involved agencies except due to concerns about drought impacts on MWD’s overall water supply portfolio. It is anticipated MWD will revisit approval of the agreement withing the next 2-4 month based on recent conversations with Craig Miller, Western’s General Manager.

At the Metropolitan Water District (“MWD”) Communication and Legislative Committee meeting on November 7, 2022, legislative priorities, and principles for 2023 was presented (attached) and recommended for approval by the MWD Board at its December 2022 meeting. The top legislative priorities of MWD for 2023 include the following:

1. Continue support for imported water supply resiliency and reliability, including progress on the Delta Conveyance Project, Sites Reservoir Project, Voluntary Agreements, and protecting critical elevations in Lake Powell and Lake Mead.
2. Conserve existing water supplies and prepare for climate change by supporting demand management and water use efficiency, long-term non-functional turf conversion, and a federal tax exemption for water conservation rebates.
3. Advance Pure Water Southern California and other water recycling projects and long-term supply reliability improvements.
4. Protect drinking water quality and ensure access to safe and reliable drinking water for all Californians, including upholding the polluter pays principle and ensuring the continued cleanup of sites along the Colorado River.
5. Support adaptive management for ecosystem restoration in the Bay-Delta and Colorado River watersheds that takes into consideration evolving climate conditions, risk analyses, and best available science.
6. Implement Metropolitan’s Climate Action Plan to reduce Metropolitan’s greenhouse gas emissions and reach carbon neutrality by 2045.

On behalf of the agencies within its service area Western has advocated for MWD to adopt priorities consistent with the reason it was originally formed – avail southern California with access to imported water through the Colorado River Aqueduct and State Water Project Systems.

These systems were built decades ago and have performed in an excellent manner absent significant investment in their expansion. However, due to population growth and environmental impacts on supply, the Colorado River Aqueduct and State Water Project systems help for southern California's water supply reliability. Western has strongly advocated MWD must do more than just call for conservation and support statewide water project investments.

Western has requested all retail water provider agencies within its service area to submit a letter to MWD supporting MWD's proposed 2023 Legislative Priorities. Attached for the Boards consideration is the requested support letter for signature by Board President Trueba.

**Director Muniz moved, and Director Trowbridge seconded to Support Metropolitan Water District's proposed 2023 Legislative Priorities.**

**Roll call:**

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

**Noes – 1 (Murphy)**

**Abstain – 0**

**Absent – 0**

**The motion was carried with a vote of 4 Ayes and 1 No.**

**ITEM 10. Consideration to Schedule Employees' Retirement and Annual End-of-Year Luncheons. DM 2022-104.**

### **BACKGROUND**

Later this month, three integral members of the Rubidoux Community Services District ("District") staff are retiring. They include:

- Fausto Canal – Utility Maintenance Worker I – 20+ years' service
- Brian Jennings – Customer Service/Accounts Payable Manager – 21+ years' service
- Jeff Sims – General Manager – 3+ years' service

District staff wishes to recognize their dedication and commitment to the District for their combined 44 years of service. As part of this recognition, District staff plan to hold a catered retirement luncheon for the three employees and their close family on Wednesday December 7 from 1pm – 3pm. Those invited include, recent District retirees, Board Members and a select few from Fire Station 38. District staff expects to expend no public funds towards the retirement luncheon and instead will redeem credit card points accumulated over time to offset the charge of the food and decorations.

Additionally, for many years District staff have participated in a year-end pot-luck luncheon. As the Board is aware, no public funds are used for the luncheon. In recent years, the Board has been asked to voluntarily contribute money toward the luncheon. This year no monetary contributions from the board are required. However, since the luncheon is a pot-luck event, the Board is welcome to bring desserts or sides if they so choose.



To not interfere and diminish the retirement luncheon, the year-end pot-luck luncheon will be Wednesday December 21 from 12pm – 2pm. All District employees and Directors are invited.

**No action, information item only.**

#### **ITEM 11. Directors Comments**

Director Murphy commented regarding the letter received from the general manager. He responded to the general manager with an email letter. Director Murphy is firm in his belief that the number the district should be using is the number published by the federal government. They periodically publish these numbers. The next number they are going to publish is for November and it will be published on December 13<sup>th</sup>. He will send an email link to the other board members so they can see what it looks like when it comes out. He thinks it's a bad idea for the district to be calculating a number when we can rely on a number published by the federal government. He would like input from staff what their intention is.

Sims: I think there should be a personnel committee. You'll be the board President and you can establish a personnel committee. You can determine exactly what you interpret the MOU wording to be and there has to be an amendment; if the language in the current MOU doesn't match, or isn't clear enough, then I agree there should be one interpretation and the personnel committee should make that decision, bring it to the full board for a recommendation and then present it. There will have to be an opener to the represented staff and if there's concurrence then add that amendment. That's what it is.

Director Trueba adjourned the meeting at 4:28 PM.

5. Consideration to Approve December 16, 2022, Salaries, Expenses and Transfers

RUBIDOUX COMMUNITY SERVICES DISTRICT  
 DECEMBER 15, 2022 (BOARD MEETING)  
**FUND TRANSFER AUTHORIZATION**

<b>NET PAYROLL 12/23/22</b>	77,000.00
WIRE TRANSFER: FEDERAL PAYROLL TAXES 12/27/22	29,000.00
WIRE TRANSFER: STATE PAYROLL TAXES 12/27/22	6,500.00
WIRE TRANSFER: TO CREDIT UNION	3,000.00
WIRE TRANSFER: PERS RETIREMENT	18,082.00
WIRE TRANSFER: SECTION 125	127.00
WIRE TRANSFER: SECTION 457 AND 401(A)	3,807.00
<b>RETIREMENTS (VACATION/SICK/HOLIDAY)</b>	247,301.00
WIRE TRANSFER: FEDERAL PAYROLL TAXES	37,837.00
WIRE TRANSFER: STATE PAYROLL TAXES	2,720.00

**CHECKING ACCOUNT TRANSFERS FOR ACCOUNTS PAYABLE:**

12/16/2022 WATER FUND TO GENERAL FUND-Payables	111,210.56
WATER FUND TO GENERAL FUND-Trash	194,641.88
WATER FUND TO SEWER FUND	128,122.78
 SEWER FUND TO GENERAL FUND-Payables	 1,691.18

**INTERFUND TRANSFERS:**

12/16/2022 SEWER FUND CHECKING TO LAIF SEWER OP	125,800.00
SEWER FUND CHECKING TO LAIF SEWER ML	5,200.00
SEWER FUND CHECKING TO GENERAL FUND CHECKING	-
GENERAL FUND CHECKING TO LAIF PROP TAX	185.00
GENERAL FUND CHECKING TO LAIF FIRE MITIGATION	815.00
GENERAL FUND PROP TAX TO GENERAL FUND CHECKING	-
GENERAL FUND CHECKING TO SEWER FUND CHECKING	5,200.00
GENERAL FUND CHECKING TO WATER FUND CHECKING	7,300.00
LAIF PROPERTY TAX TO GENERAL FUND CHECKING	431,000.00
LAIF FIRE MITIGATION TO LAIF PROPERTY TAX	-
LAIF PROJECT ADMIN BLDG TO LAIF PROPERTY TAX	1,650.00
WATER FUND CHECKING TO LAIF-COP PAYBACK	1,000.00
WATER FUND CHECKING TO LAIF-W.R.	-
WATER FUND CHECKING TO GENERAL FUND CHECKING	36,283.95
WATER FUND CHECKING TO LAIF WATER RESERVE	-
WATER FUND CHECKING TO LAIF WATER OP	200.00
WATER FUND CHECKING TO LAIF WATER ML	6,800.00
LAIF WATER OP TO WATER FUND CHECKING	26,000.00
LAIF FIELD/ADMIN BLDG TO LAIF WATER OP	36,283.95

**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	3,606,041 Prin.	135,748	Jan-23
MN Plant-State Revolving Loan	582,212 Intr.	46,350	Jan-23

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Tr. #	Vendor	Inv Date	Paid Out	Immediate	Credit Card Vendor	Due Date	Discount Date	Invoice #
PO Number		Immediate GL Account	Immediate GL Account		Check #		Payment Date	Discount
GL Date					Credit Card	CC Reference #		Total Invoice
1	AKELA / AKELA PEST CONTROL INC ✓	11/29/2022 ✓	N	N				013129870 ✓
	PEST CONTROL					12/30/2022 ✓	11/29/2022	\$0.00
12/15/2022 ✓					N			\$174.00 ✓
2	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	11/22/2022 ✓	N	N				CK21749-0267 ✓
	WTR ANALYSES					12/22/2022 ✓	11/22/2022	\$0.00
12/15/2022 ✓					N			\$75.00 ✓
3	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	11/23/2022 ✓	N	N				CK21784-0267 ✓
	WTR ANALYSES					12/23/2022 ✓	11/23/2022	\$0.00
12/15/2022 ✓					N			\$900.00 ✓
4	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	11/23/2022 ✓	N	N				CK21785-0267 ✓
	WTR ANALYSES					12/23/2022 ✓	11/23/2022	\$0.00
12/15/2022 ✓					N			\$300.00 ✓
5	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	11/23/2022 ✓	N	N				CK21786-0267 ✓
	WTR ANALYSES					12/15/2022 ✓	11/23/2022	\$0.00
12/15/2022 ✓					N			\$67.00 ✓
6	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	11/23/2022 ✓	N	N				CK21790-0267 ✓
	WTR ANALYSES					12/23/2022 ✓	11/23/2022	\$0.00
12/15/2022 ✓					N			\$43.00 ✓
7	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	11/23/2022 ✓	N	N				CK21792-0267 ✓
	WTR ANALYSES					12/23/2022 ✓	11/23/2022	\$0.00
12/15/2022 ✓					N			\$60.00 ✓
8	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	11/23/2022 ✓	N	N				CK21793-0267 ✓
	WTR ANALYSES					12/23/2022 ✓	11/23/2022	\$0.00
12/15/2022 ✓					N			\$1,350.00 ✓
9	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	11/28/2022 ✓	N	N				CK21823-0267 ✓
	WTR ANALYSES					12/28/2022 ✓	11/28/2022	\$0.00
12/15/2022 ✓					N			\$300.00 ✓
10	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	11/28/2022 ✓	N	N				CK21826-0267 ✓
	WTR ANALYSES					12/28/2022 ✓	11/28/2022	\$0.00
12/15/2022 ✓					N			\$225.00 ✓
11	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	11/28/2022 ✓	N	N				CK21875-0267 ✓
	LAB FEES					12/28/2022 ✓	11/28/2022	\$0.00
12/15/2022 ✓					N			\$36.00 ✓
12	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	11/28/2022 ✓	N	N				CK21936-0267 ✓
	WTR ANALYSES					12/28/2022 ✓	11/28/2022	\$0.00
12/15/2022 ✓					N			\$150.00 ✓
13	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	11/28/2022 ✓	N	N				CK21938-0267 ✓
	LAB FEES					12/28/2022 ✓	11/28/2022	\$0.00
12/15/2022 ✓					N			\$30.00 ✓
14	CARQUEST AUTO PARTS / CARQUEST AUTO PARTS ✓	11/23/2022 ✓	N	N				7456-507510 ✓
	R&M TRUCK					12/23/2022 ✓	11/23/2022	\$0.00
12/15/2022 ✓					N			\$109.10 ✓
15	COUGAR / COUGAR MTN SOFTWARE ✓	11/23/2022 ✓	N	N				2013 ✓
	20 HR.SUPPORT					12/23/2022 ✓	11/23/2022	\$0.00
12/15/2022 ✓					N			\$1,800.00 ✓
16	EMERSON / EMERSON AUTOMATION, US LP ✓	11/22/2022 ✓	N	N				1001543 ✓
	CONDUCTIVITY SENSOR					12/22/2022 ✓	11/22/2022	\$0.00
12/15/2022 ✓					N			\$2,173.89 ✓

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Tr. #	Vendor	Inv Date	Paid Out	Immediate	Credit Card Vendor	Due Date	Discount Date	Invoice #
PO Number		Inv Date	Immediate GL Account		Check #			Discount
GL Date		Immediate GL Account			Credit Card	CC Reference #	Payment Date	Total Invoice
17	EVERSOFT / EVERSOFT ✓							R2312667 ✓
STFNR RNTL		12/01/2022 ✓	N	N		12/31/2022 ✓	12/01/2022	\$0.00
12/15/2022 ✓					N			\$807.44 ✓
18	FERGUSON / FERGUSON ENTERPRISE INC #1350 ✓							0816667 ✓
PARTS		11/28/2022 ✓	N	N		12/28/2022 ✓	11/28/2022	\$0.00
12/15/2022 ✓					N			\$1,975.91 ✓
19	FILTRONICS / FILTRONICS, INC ✓							420212 ✓
GASKETS		11/28/2022 ✓	N	N		12/28/2022 ✓	11/28/2022	\$0.00
12/15/2022 ✓					N			\$441.68 ✓
20	HARRINGTON INDUSTRIAL / HARRINGTON INDUSTRI ✓							012M1588 ✓
PVC PARTS		11/28/2022 ✓	N	N		12/28/2022 ✓	11/28/2022	\$0.00
12/15/2022 ✓					N			\$50.11 ✓
21	HARRINGTON INDUSTRIAL / HARRINGTON INDUSTRI ✓							012M1612 ✓
PARTS		11/29/2022 ✓	N	N		12/29/2022 ✓	11/29/2022	\$0.00
12/15/2022 ✓					N			\$134.78 ✓
22	J THAYER / J THAYER COMPANY, INC ✓							1623817-0 ✓
SUPPLIES		11/29/2022 ✓	N	N		12/29/2022 ✓	11/29/2022	\$0.00
12/15/2022 ✓					N			\$58.48 ✓
23	J THAYER / J THAYER COMPANY, INC ✓							1623960-0 ✓
SUPPLIES		11/29/2022 ✓	N	N		12/29/2022 ✓	11/29/2022	\$0.00
12/15/2022 ✓					N			\$363.91 ✓
24	KH METALS / KH METALS & SUPPLY ✓							0620927-IN ✓
PARTS		11/28/2022 ✓	N	N		12/28/2022 ✓	11/28/2022	\$0.00
12/15/2022 ✓					N			\$396.71 ✓
25	KH METALS / KH METALS & SUPPLY ✓							0621128-IN ✓
PARTS		11/29/2022 ✓	N	N		12/29/2022 ✓	11/29/2022	\$0.00
12/15/2022 ✓					N			\$324.15 ✓
26	KH METALS / KH METALS & SUPPLY ✓							0621190-IN ✓
PARTS		11/29/2022 ✓	N	N		12/29/2022 ✓	11/29/2022	\$0.00
12/15/2022 ✓					N			\$341.58 ✓
27	MASTER'S / MASTER'S SERVICES (GLACIER) ✓							0000000614652 ✓
BTL WTR		11/23/2022 ✓	N	N		12/23/2022 ✓	11/23/2022	\$0.00
12/15/2022 ✓					N			\$63.00 ✓
28	MERIT OIL / MERIT OIL COMPANY ✓							745538 ✓
GASOLINE		11/22/2022 ✓	N	N		12/07/2022 ✓	11/22/2022	\$0.00
12/15/2022 ✓					N			\$1,038.63 ✓
30	ZELDAS / GRISELDA RODRIGUEZ ✓							INVOICE11228 ✓
UNIFORMS		11/28/2022 ✓	N	N		11/28/2022 ✓	11/28/2022	\$0.00
12/15/2022 ✓					N			\$112.23 ✓
31	STREAMLINE_DIGITAL / STREAMLINE ✓							B89E97D4-0025 ✓
DEC.WEBSITE		12/01/2022 ✓	N	N		12/31/2022 ✓	12/01/2022	\$0.00
12/15/2022 ✓					N			\$400.00 ✓
32	ALEXANDERS / ALEXANDER'S METER READING SOL ✓							11029 ✓
ROUTE MRG/PROBE SUPT		11/17/2022 ✓	N	N		12/17/2022 ✓	11/17/2022	\$0.00
12/15/2022 ✓					N			\$2,279.00 ✓
33	ALEXANDERS / ALEXANDER'S METER READING SOL ✓							11033 ✓
PROBE SUPT		11/18/2022 ✓	N	N		12/18/2022 ✓	11/18/2022	\$0.00
12/15/2022 ✓					N			\$520.00 ✓

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Tr. #	Vendor	Inv Date	Paid Out	Immediate	Credit Card Vendor	Due Date	Discount Date	Invoice #
PO Number		Immediate GL Account	GL Account	Check #	CC Reference #	Payment Date	Discount	Total Invoice
GL Date				Credit Card				
34	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	11/30/2022 ✓	N	N		12/30/2022 ✓	11/30/2022	CK22205-0267 ✓
WTR ANALYSES								\$0.00
12/15/2022 ✓				N				\$1,800.00 ✓
35	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	11/30/2022 ✓	N	N		12/30/2022 ✓	11/30/2022	CK22208-0267 ✓
WTR ANALYSES								\$0.00
12/15/2022 ✓				N				\$1,350.00 ✓
36	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	11/30/2022 ✓	N	N		12/30/2022 ✓	11/30/2022	CK22268-0267 ✓
WTR ANALYSES								\$0.00
12/15/2022 ✓				N				\$75.00 ✓
37	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	11/30/2022 ✓	N	N		12/30/2022 ✓	11/30/2022	CK22269-0267 ✓
WTR ANALYSES								\$0.00
12/15/2022 ✓				N				\$43.00 ✓
38	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	11/30/2022 ✓	N	N		12/30/2022 ✓	11/30/2022	CK22270-0267 ✓
WTR ANALYSES								\$0.00
12/15/2022 ✓				N				\$55.00 ✓
39	EAGLE / EAGLE ROAD SVC & TIRE ✓	11/30/2022 ✓	N	N		12/30/2022 ✓	11/30/2022	1-195991 ✓
R&M TRUCK								\$0.00
12/15/2022 ✓				N				\$34.77 ✓
40	INLAND WATER WORKS / INLAND WATER WORKS SU ✓	11/29/2022 ✓	N	N		12/29/2022 ✓	11/29/2022	S1059276.001 ✓
PARTS								\$0.00
12/15/2022 ✓				N				\$2,195.65 ✓
41	J THAYER / J THAYER COMPANY, INC ✓	11/28/2022 ✓	N	N		12/28/2022 ✓	11/28/2022	1623739-0 ✓
SUPPLIES								\$0.00
12/15/2022 ✓				N				\$605.93 ✓
42	KH METALS / KH METALS & SUPPLY ✓	11/30/2022 ✓	N	N		12/30/2022 ✓	11/30/2022	0621324-IN ✓
PARTS								\$0.00
12/15/2022 ✓				N				\$25.96 ✓
43	RELIABLE / RELIABLE WORKPLACE SOLUTIONS ✓	11/24/2022 ✓	N	N		12/24/2022 ✓	11/24/2022	221124-0002 ✓
COPIER USG								\$0.00
12/15/2022 ✓				N				\$402.64 ✓
44	RELIABLE / RELIABLE WORKPLACE SOLUTIONS ✓	11/24/2022 ✓	N	N		12/24/2022 ✓	11/24/2022	221124-0003 ✓
COPIER USG								\$0.00
12/15/2022 ✓				N				\$3.13 ✓
45	RELIABLE / RELIABLE WORKPLACE SOLUTIONS ✓	11/24/2022 ✓	N	N		12/24/2022 ✓	11/24/2022	221124-0004 ✓
PRINTER USG								\$0.00
12/15/2022 ✓				N				\$34.26 ✓
46	RUHNAU / RUHNAU CLARKE ARCHITECTS ✓	11/30/2022 ✓	N	N		12/30/2022 ✓	11/30/2022	15963 ✓
5473 SVCS.								\$0.00
12/15/2022 ✓				N				\$36,283.95 ✓
47	SOCAL JCB / SOCAL JCB ✓	11/30/2022 ✓	N	N		12/30/2022 ✓	11/30/2022	W05564 ✓
R & M BACKHOE								\$0.00
12/15/2022 ✓				N				\$197.95 ✓
48	SCE / SCE ✓	11/28/2022 ✓	N	N		12/28/2022 ✓	11/28/2022	22NA700456862263 ✓
WTR PMP ENRGY								\$0.00
12/15/2022 ✓				N				\$14,432.80 ✓
49	SCE / SCE ✓	11/29/2022 ✓	N	N		12/29/2022 ✓	11/29/2022	22NB700456862263 ✓
1624.16								\$0.00
12/15/2022 ✓				N				\$1,624.16 ✓

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GL Date					Credit Card	CC Reference #		Total Invoice
50	SCE / SCE ✓							
WTR PMP ENRGY		11/28/2022 ✓	N	N		12/28/2022 ✓	11/28/2022	22N700456862263A ✓
12/15/2022 ✓								\$0.00
51	SCE / SCE ✓							
NO3 PLT PMP ENRGY		11/28/2022 ✓	N	N		12/28/2022 ✓	11/28/2022	22N700456862263B ✓
12/15/2022 ✓								\$0.00
52	SCE / SCE ✓							
FLD OFC UTLTY		11/28/2022 ✓	N	N		12/28/2022 ✓	11/28/2022	22N700456862263C ✓
12/15/2022 ✓								\$0.00
53	TRUSSELL TECHNOLOGIES / TRUSSELL TECHNOLO ✓							
SOP'S		11/30/2022 ✓	N	N		12/30/2022 ✓	11/30/2022	0000008749 ✓
12/15/2022 ✓								\$0.00
54	MERIT OIL / MERIT OIL COMPANY ✓							
DIESEL		11/23/2022 ✓	N	N		12/08/2022 ✓	11/23/2022	745871 ✓
12/15/2022 ✓								\$0.00
55	A-CHECK / A-CHECK GLOBAL, INC ✓							
TRUJILLO BKGRD		11/30/2022 ✓	N	N		12/30/2022 ✓	11/30/2022	59-0694516 ✓
12/15/2022 ✓								\$0.00
56	AT&T / AT&T ✓							
PHONE CHGS		12/07/2022 ✓	N	N		01/07/2023 ✓	12/07/2022	000019180119 ✓
12/15/2022 ✓								\$0.00
57	ALADDIN / ALADDIN CLEANING SVC INC ✓							
DEC CLNG SVC		12/01/2022 ✓	N	N		01/01/2023 ✓	12/01/2022	RUBIDOUX1222 ✓
12/15/2022 ✓								\$0.00
58	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							
WTR ANALYSES		12/02/2022 ✓	N	N		12/31/2022 ✓	12/02/2022	CL20111-0267 ✓
12/15/2022 ✓								\$0.00
59	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							
WTR ANALYSES		12/04/2022 ✓	N	N		01/03/2023 ✓	12/04/2022	CL20273-0267 ✓
12/15/2022 ✓								\$0.00
60	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							
WTR ANALYSES		12/05/2022 ✓	N	N		01/04/2023 ✓	12/05/2022	CL20380-0267 ✓
12/15/2022 ✓								\$0.00
61	BAVCO / BAVCO ✓							
3/4 BYPASS		11/30/2022 ✓	N	N		12/30/2022 ✓	11/30/2022	188660 ✓
12/15/2022 ✓								\$0.00
62	CALIFORNIA UNDERGROUND / CALIF UNDERGROUN ✓							
UNDERGROUND SFTY BD		12/01/2022 ✓	N	N		12/31/2022 ✓	12/01/2022	22-2301937 ✓
12/15/2022 ✓								\$0.00
63	CARQUEST AUTO PARTS / CARQUEST AUTO PARTS ✓							
SUPPLIES		11/30/2022 ✓	N	N		12/30/2022 ✓	11/30/2022	7456-507870 ✓
12/15/2022 ✓								\$0.00
64	DEGRAVE / DEGRAVE COMMUNICATIONS ✓							
MARKETING		12/01/2022 ✓	N	N		12/31/2022 ✓	12/01/2022	657 ✓
12/15/2022 ✓								\$0.00
65	FERGUSON / FERGUSON ENTERPRISE INC #1350 ✓							
GASKET		11/29/2022 ✓	N	N		12/29/2022 ✓	11/29/2022	0816889 ✓
12/15/2022 ✓								\$0.00
								\$486.57 ✓

*\$48,439.04*

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GL Date					Credit Card	CC Reference #		Total Invoice
66	FERGUSON / FERGUSON ENTERPRISE INC #1350 ✓	12/01/2022 ✓	N	N				0817058 ✓
PARTS						12/31/2022 ✓	12/01/2022	\$0.00
12/15/2022 ✓					N			\$193.26 ✓
67	GEOTAB / GEOTAB USA, INC ✓	11/30/2022 ✓	N	N				IN322500 ✓
NOV. TRK TRCKER						01/14/2023 ✓	11/30/2022	\$0.00
12/15/2022 ✓					N			\$415.00 ✓
68	HARPER & ASSOC / HARPER & ASSOCIATES ENG, IN ✓	12/01/2022 ✓	N	N				12012022.A ✓
OCT.LGL SVC						12/31/2022 ✓	12/01/2022	\$0.00
12/15/2022 ✓					N			\$652.50 ✓
69	HARPER & ASSOC / HARPER & ASSOCIATES ENG, IN ✓	12/01/2022 ✓	N	N				12012022.B ✓
CITY RVSD APPEAL						12/31/2022 ✓	12/01/2022	\$0.00
12/15/2022 ✓					N			\$217.50 ✓
70	HOME DEPOT / HOME DEPOT CREDIT SERVICES ✓	12/02/2022 ✓	N	N				002179/1544514 ✓
SUPPLIES						01/01/2023 ✓	12/02/2022	\$0.00
12/15/2022 ✓					N			\$426.23 ✓
71	HOSE MAN / HOSE-MAN, INC ✓	12/01/2022 ✓	N	N				6242243-0001-06 ✓
PARTS						12/31/2022 ✓	12/01/2022	\$0.00
12/15/2022 ✓					N			\$77.46 ✓
72	IB CONSULT / IB CONSULTING, LLC ✓	12/05/2022 ✓	N	N				19366 ✓
COSS						01/04/2023 ✓	12/05/2022	\$0.00
12/15/2022 ✓					N			\$630.00 ✓
73	KH METALS / KH METALS & SUPPLY ✓	12/01/2022 ✓	N	N				0621464-IN ✓
PARTS						12/31/2022 ✓	12/01/2022	\$0.00
12/15/2022 ✓					N			\$71.37 ✓
74	LILLESTRAND / LILLESTRAND LEADERSHIP CONSUL ✓	11/30/2022 ✓	N	N				7749 ✓
CONSULTING-BECKWITH						12/30/2022 ✓	11/30/2022	\$0.00
12/15/2022 ✓					N			\$238.75 ✓
75	LITTLER MENDELSON, PC / LITTLER MENDELSON, PI ✓	11/30/2022 ✓	N	N				5787142 ✓
OCT 22 LGL SVC						12/30/2022 ✓	11/30/2022	\$0.00
12/15/2022 ✓					N			\$58.00 ✓
76	MASTER'S / MASTER'S SERVICES (GLACIER) ✓	11/22/2022 ✓	N	N				0000000614644 ✓
BTL WTR						12/22/2022 ✓	11/22/2022	\$0.00
12/15/2022 ✓					N			\$48.00 ✓
77	MANRIQUE, BENNY / MANRIQUE, BENNY ✓	12/01/2022 ✓	N	N				20221201 ✓
EDU-MANRIQUE						12/31/2022 ✓	12/01/2022	\$0.00
12/15/2022 ✓					N			\$305.00 ✓
78	OCCUPATIONAL HLTH CNTRS OF CA / OCCUPATIONA ✓	11/29/2022 ✓	N	N				77484742 ✓
PHYSCL-TRUJILLO						12/29/2022 ✓	11/29/2022	\$0.00
12/15/2022 ✓					N			\$145.00 ✓
79	SALAS / SALAS, MARCOS ✓	12/06/2022 ✓	N	N				20221201 ✓
EDU-SALAS						01/05/2023 ✓	12/06/2022	\$0.00
12/15/2022 ✓					N			\$457.00 ✓
80	SCE / SCE ✓	12/05/2022 ✓	N	N				22D600000522796 ✓
STRT LIGHTS						12/27/2022 ✓	12/05/2022	\$0.00
12/15/2022 ✓					N			\$13,409.96 ✓
81	SCE / SCE ✓	12/01/2022 ✓	N	N				22D700244764992 ✓
STRT LIGHTS						12/21/2022 ✓	12/01/2022	\$0.00
12/15/2022 ✓					N			\$128.61 ✓

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PO Number		Immediate GL Account	GL Account	Check #	CC Reference #	Payment Date	Discount	Total Invoice
GL Date				Credit Card				
82	SCG / THE GAS COMPANY ✓	12/06/2022 ✓	N	N		12/28/2022 ✓	12/06/2022	22D05925730565 ✓
	FIRE STN UTLTY							\$0.00
12/15/2022 ✓				N				\$146.96 ✓
83	SCG / THE GAS COMPANY ✓	12/06/2022 ✓	N	N		12/28/2022 ✓	12/06/2022	22D17882256005 ✓
	MAIN OFC UTLTY							\$0.00
12/15/2022 ✓				N				\$91.33 ✓
84	SCG / THE GAS COMPANY ✓	12/06/2022 ✓	N	N		12/28/2022 ✓	12/06/2022	22D01302181001 ✓
	FIELD OFC UTLTY							\$0.00
12/15/2022 ✓				N				\$15.29 ✓
85	UNDERGROUND SERVICE ALERT / UNDERGROUND ✓	12/01/2022 ✓	N	N		12/31/2022 ✓	12/01/2022	1120220573 ✓
	DIG ALERT							\$0.00
12/15/2022 ✓				N				\$92.25 ✓
86	USPS (NEOPOST) / U.S. POSTAL SERVICE (NEOPOST) ✓	12/01/2022 ✓	N	N		12/31/2022 ✓	12/01/2022	20221201 ✓
	POBOX 3098							\$0.00
12/15/2022 ✓				N				\$364.00 ✓
87	VALDEZ, MIGUEL / VALDEZ, MIGUEL ✓	12/02/2022 ✓	N	N		01/01/2023 ✓	12/02/2022	221201 ✓
	CLASS A-VALDEZ							\$0.00
12/15/2022 ✓				N				\$75.00 ✓
88	VALLEY CITIES FENCE CO / Valley Cities Fence Co ✓	10/27/2022 ✓	N	N		11/26/2022 ✓	10/27/2022	346 ✓
	5473 FENCING							\$0.00
12/15/2022 ✓				N				\$1,650.00 ✓
89	WESTERN MUNICIPAL WATER / WESTERN MUNICIPA ✓	12/01/2022 ✓	N	N		12/31/2022 ✓	12/01/2022	RI4485 ✓
	DEC 22' BRINE							\$0.00
12/15/2022 ✓				N				\$749.94 ✓
90	WATER RESOURCES / WATER RESOURCES ECONOM ✓	12/04/2022 ✓	N	N		01/03/2023 ✓	12/04/2022	0000142 ✓
	NOV.COSS							\$0.00
12/15/2022 ✓				N				\$2,231.23 ✓
91	ACORN / ACORN TECHNOLOGY SERVICE ✓	12/01/2022 ✓	N	N		12/21/2022 ✓	12/01/2022	96394 ✓
	DEC.IT SUPT							\$0.00
12/15/2022 ✓				N				\$6,986.72 ✓
92	HARRINGTON INDUSTRIAL / HARRINGTON INDUSTRI ✓	12/06/2022 ✓	N	N		01/05/2023 ✓	12/06/2022	012M1772 ✓
	PVC PARTS							\$0.00
12/15/2022 ✓				N				\$175.51 ✓
93	HARRINGTON INDUSTRIAL / HARRINGTON INDUSTRI ✓	12/06/2022 ✓	N	N		01/05/2023 ✓	12/06/2022	012M1773 ✓
	PVC PARTS							\$0.00
12/15/2022 ✓				N				\$151.13 ✓
94	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓	12/06/2022 ✓	N	N		01/05/2023 ✓	12/06/2022	1123-120622.A ✓
	COMM TRSH 11/23-12/0							\$0.00
12/15/2022 ✓				N				\$50,297.21 ✓
95	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓	12/06/2022 ✓	N	N		01/05/2023 ✓	12/06/2022	1123-120622.B ✓
	RES TRSH							\$0.00
12/15/2022 ✓				N				\$144,344.67 ✓
96	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓	12/06/2022 ✓	N	N		01/05/2023 ✓	12/06/2022	1123-120622.C ✓
	RCSD COMM							\$0.00
12/15/2022 ✓				N				(\$6,538.64) ✓
97	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓	12/06/2022 ✓	N	N		01/05/2023 ✓	12/06/2022	1123-120622.D ✓
	RCSD RES 11/23-1206							\$0.00
12/15/2022 ✓				N				(\$3,759.64) ✓

4,184,343.60



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PO Number		Immediate GL Account			Check #			Discount
GL Date					Credit Card	CC Reference #	Payment Date	Total Invoice
98	VERIZON WIRELESS / VERIZON WIRELESS ✓	12/01/2022 ✓	N	N			12/24/2022 ✓ 12/01/2022	9921838902 ✓
	CEL PHN CHRGS							\$0.00
12/15/2022 ✓					N			\$610.34 ✓
99	EAGLE / EAGLE ROAD SVC & TIRE ✓	12/07/2022 ✓	N	N			01/06/2023 ✓ 12/07/2022	1-196144 ✓
	R&M TRUCK							\$0.00
12/15/2022 ✓					N			\$34.77 ✓
100	VARNER / VARNER & BRANDT LLP ✓	11/30/2022 ✓	N	N			12/30/2022 ✓ 11/30/2022	20221130 ✓
	NOV. LEGL CNSLT							\$0.00
12/15/2022 ✓					N			\$633.60 ✓
101	RCSD PETTY CASH / RCSD ✓	12/07/2022 ✓	N	N			01/06/2023 ✓ 12/07/2022	20221207 ✓
	PETTY CASH REIMBURSE							\$0.00
12/15/2022 ✓					N			\$168.68 ✓

Grand Totals

Total Direct Expense: \$373,697.44  
 Total Direct Expense Adj: (\$10,298.28) ①  
 Total Non-Electronic Transactions: \$363,399.16 ②

Report Summary

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

① \$10,298.28  
 10,298.28 Tri-6  
5.00

② \$363,399.16  
 372,653.35  
9,254.19

PR 12/19/22

2,297.58 Colerick  
 255.00 Union  
 2,533.63 SDRMA  
 3,033.56 Standard  
 1,079.42 VSP  
9,254.19  
5.00

MS  
 12/8/22

6. Acknowledgements – 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 California Water News Daily  
– State Water Project Initial Allocation



## STATE WATER PROJECT INITIAL ALLOCATIONS SET FOR JUST 5 PERCENT

👤 California Water News Daily 🕒 December 5, 2022

The Department of Water Resources (DWR) on Dec. 1 announced an initial State Water Project (SWP) allocation of 5 percent of requested supplies for 2023. The SWP provides water to 29 public water agencies that serve 27 million Californians.

As the state prepares for a fourth dry year and continued extreme drought conditions in California, DWR will also assess requests for additional water that may be necessary for health and safety including minimum domestic, sanitation, and fire suppression needs.

“This early in California’s traditional wet season, water allocations are typically low due to uncertainty in hydrologic forecasting. But the degree to which hotter and drier conditions are reducing runoff into rivers, streams and reservoirs means we have to be prepared for all possible outcomes,” said DWR Director Karla Nemeth.

Lake Oroville, the State Water Project’s largest reservoir, ended Water Year 2022 about 400,000 acre-feet higher than the previous year, which was the lowest storage level on record. However, Oroville remains just 55 percent of average for this time of year.

DWR is conserving existing storage in Lake Oroville in the event dry conditions continue. The initial 5 percent allocation would be met by flows from winter storms entering the Delta as well as stored water in

San Luis Reservoir. If storage levels in Lake Oroville improve as the wet season progresses, DWR will consider increasing the allocation if warranted. DWR is also working closely with senior water rights holders on the Feather River downstream of Lake Oroville to monitor conditions and assess water supply availability should dry weather persist.

“We are in the dawn of a new era of State Water Project management as a changing climate disrupts the timing of California’s hydrology, and hotter and drier conditions absorb more water into the atmosphere and ground. We all need to adapt and redouble our efforts to conserve this precious resource,” said Nemeth.

California traditionally receives half its rain and snow by the end of January. Water managers will reassess conditions monthly throughout the winter and spring. Starting in February, the assessments will incorporate snowpack data and runoff forecasts. For the second year in a row, DWR is broadening the deployment of more sophisticated technologies, such as aerial snow surveys, that can collect snow measurements farther upslope of the Sierra Nevada. This will improve forecasts of spring runoff into reservoirs.

Water managers will be monitoring how the wet season develops and whether further actions may be necessary later in the winter. If dry conditions persist, DWR may also pursue submission of a Temporary Urgency Change Petition (TUCP) and re-installation of the West False River Emergency Drought Salinity Barrier in the Sacramento-San Joaquin Delta.

Each year, DWR provides the initial State Water Project allocation by December 1 based on available water storage, projected water supply, and water demands. Allocations are updated monthly as snowpack and runoff information is assessed, with a final allocation typically determined in May or June.

The lowest initial SWP allocation was zero percent on December 1, 2021, with limited water designated only for any unmet human health the safety needs. Last year’s final allocation was 5 percent plus unmet health and safety needs. Four of the 29 State Water Contractors ultimately requested and received additional health and safety water supply.

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

## Water and Wastewater Production Comparison

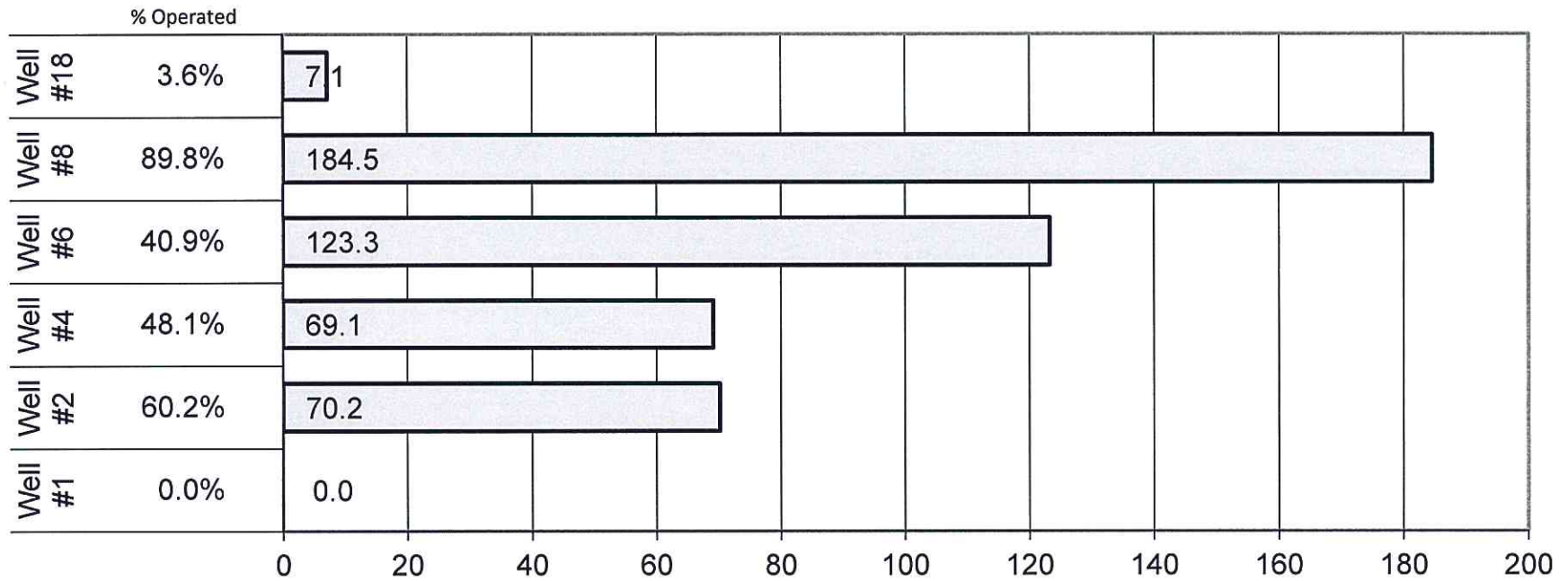
Date	TOTAL WELL PRODUCTION in Million Gallons					Consumption to JURUPA C.S.D.	WASTEWATER FLOW TO RIVERSIDE
	Purchased	Potable Wells	Potable Total	Non-Potable Wells	Total	(Million Gallons)	(Million Gallons)
11/1/2022	0.00	6.55	6.55	0.04	6.58	2.16	1.65
11/2/2022	0.00	5.68	5.68	0.02	5.70	2.17	1.61
11/3/2022	0.00	5.81	5.81	0.44	6.25	2.18	1.68
11/4/2022	0.00	5.91	5.91	0.44	6.35	2.18	1.62
11/5/2022	0.00	5.71	5.71	0.08	5.78	2.18	1.70
11/6/2022	0.00	5.95	5.95	0.02	5.97	2.18	1.78
11/7/2022	0.00	4.01	4.01	0.01	4.02	2.18	1.74
11/8/2022	0.00	4.98	4.98	0.01	5.00	2.18	1.90
11/9/2022	0.00	5.71	5.71	0.01	5.72	2.13	1.70
11/10/2022	0.00	3.08	3.08	0.05	3.13	0.56	1.63
11/11/2022	0.00	3.32	3.32	0.01	3.33	0.00	1.68
11/12/2022	0.00	3.82	3.82	0.44	4.26	0.00	1.67
11/13/2022	0.00	2.87	2.87	0.01	2.88	0.00	1.74
11/14/2022	0.00	4.87	4.87	0.47	5.33	1.40	1.68
11/15/2022	0.00	5.94	5.94	0.00	5.95	1.40	1.70
11/16/2022	0.00	5.09	5.09	0.44	5.53	1.40	1.67
11/17/2022	0.00	2.85	2.85	0.36	3.21	0.00	1.67
11/18/2022	0.00	4.93	4.93	0.35	5.28	0.00	1.61
11/19/2022	0.00	4.47	4.47	0.00	4.47	0.00	1.65
11/20/2022	0.00	3.81	3.81	0.43	4.24	0.00	1.69
11/21/2022	0.00	4.74	4.74	0.36	5.09	0.00	1.69
11/22/2022	0.00	5.76	5.76	0.13	5.89	1.45	1.68
11/23/2022	0.00	5.55	5.55	0.33	5.88	1.45	1.67
11/24/2022	0.00	5.47	5.47	0.34	5.81	1.45	1.77
11/25/2022	0.00	5.29	5.29	0.33	5.62	1.45	1.52
11/26/2022	0.00	5.41	5.41	0.00	5.42	1.45	1.63
11/27/2022	0.00	5.77	5.77	0.34	6.10	1.45	1.73
11/28/2022	0.00	5.31	5.31	0.00	5.31	1.45	1.67
11/29/2022	0.00	4.72	4.72	0.41	5.12	0.24	1.70
11/30/2022	0.00	3.15	3.15	0.01	3.17	0.00	1.67
MINIMUM	0.00	2.85	2.85	0.00	2.88	0.00	1.52
AVERAGE	0.00	4.88	4.88	0.20	5.08	1.16	1.68
MAXIMUM	0.00	6.55	6.55	0.47	6.58	2.18	1.90
TOTAL	0.00	146.51	146.51	5.86	152.37	34.66	50.50



**RUBIDOUX COMMUNITY SERVICES DISTRICT**  
**MONTHLY WELL PRODUCTION**  
(Million Gallons)

DATE	POTABLE WATER							NONPOTABLE WATER					TOTALS		TOTAL PROD. (MG)
	JURUPA TIE-IN (MG)	GAC Plt TROYER Well #2 (MG)	Nitrate Removal Plt		Thompson WTF			28th ST. Well #3 (MG)	DALY Well #7 (MG)	CLEMENT Well #11 (MG)	46th ST. Well #14 (MG)	Mission Wells #19 & #20 (MG)	POTABLE (MG)	NON POTABLE (MG)	
			FLEETWOOD Well #4 (MG)	SKOTTY Well #6 (MG)	Well #1A (MG)	GOULD Well #8A (MG)	Well #18 (MG)								
11/1/2022	0.00	1.23	0.42	1.19	0.00	1.92	1.80	0.00	0.00	0.03	0.00	0.01	6.55	0.04	6.58
11/2/2022	0.00	1.25	1.03	1.38	0.00	2.04	0.00	0.00	0.00	0.00	0.00	0.02	5.68	0.02	5.70
11/3/2022	0.00	1.22	0.92	1.67	0.00	2.00	0.00	0.00	0.00	0.42	0.00	0.02	5.81	0.44	6.25
11/4/2022	0.00	1.23	0.93	1.67	0.00	2.08	0.00	0.00	0.00	0.43	0.00	0.01	5.91	0.44	6.35
11/5/2022	0.00	1.18	0.90	1.62	0.00	2.01	0.00	0.00	0.00	0.07	0.00	0.01	5.71	0.08	5.78
11/6/2022	0.00	1.35	0.89	1.61	0.00	2.10	0.00	0.00	0.00	0.00	0.00	0.02	5.95	0.02	5.97
11/7/2022	0.00	0.49	0.00	2.66	0.00	0.86	0.00	0.00	0.00	0.00	0.00	0.01	4.01	0.01	4.02
Subtotal	0.00	7.95	5.08	11.78	0.00	13.01	1.80	0.00	0.00	0.94	0.00	0.10	39.61	1.04	40.65
11/8/2022	0.00	1.19	0.62	1.11	0.00	2.06	0.00	0.00	0.00	0.00	0.00	0.01	4.98	0.01	5.00
11/9/2022	0.00	1.24	0.75	1.35	0.00	2.11	0.28	0.00	0.00	0.00	0.00	0.01	5.71	0.01	5.72
11/10/2022	0.00	0.38	0.35	0.64	0.00	1.71	0.00	0.00	0.00	0.04	0.00	0.01	3.08	0.05	3.13
11/11/2022	0.00	1.10	0.04	0.07	0.00	2.12	0.00	0.00	0.00	0.00	0.00	0.01	3.32	0.01	3.33
11/12/2022	0.00	1.30	0.03	0.06	0.00	2.42	0.00	0.00	0.00	0.42	0.00	0.02	3.82	0.44	4.26
11/13/2022	0.00	0.96	0.05	0.09	0.00	1.77	0.00	0.00	0.00	0.00	0.00	0.01	2.87	0.01	2.88
11/14/2022	0.00	1.21	0.65	1.18	0.00	1.83	0.00	0.00	0.00	0.45	0.00	0.02	4.87	0.47	5.33
Subtotal	0.00	7.37	2.50	4.49	0.00	14.02	0.28	0.00	0.00	0.91	0.00	0.08	28.65	0.99	29.64
11/15/2022	0.00	0.97	0.80	1.79	0.00	2.39	0.00	0.00	0.00	0.00	0.00	0.00	5.94	0.00	5.95
11/16/2022	0.00	0.89	0.84	1.16	0.00	2.19	0.00	0.00	0.00	0.44	0.00	0.00	5.09	0.44	5.53
11/17/2022	0.00	0.10	0.53	0.96	0.00	1.20	0.05	0.00	0.00	0.36	0.00	0.00	2.85	0.36	3.21
11/18/2022	0.00	0.00	0.70	1.26	0.00	2.97	0.00	0.00	0.00	0.35	0.00	0.00	4.93	0.35	5.28
11/19/2022	0.00	0.00	0.82	1.47	0.00	2.18	0.00	0.00	0.00	0.00	0.00	0.00	4.47	0.00	4.47
11/20/2022	0.00	0.00	0.63	1.14	0.00	2.04	0.00	0.00	0.00	0.42	0.00	0.00	3.81	0.43	4.24
11/21/2022	0.00	0.44	0.83	1.47	0.00	2.00	0.00	0.00	0.00	0.35	0.00	0.00	4.74	0.36	5.09
Subtotal	0.00	2.41	5.15	9.26	0.00	14.96	0.05	0.00	0.00	1.93	0.00	0.01	31.82	1.94	33.76
11/22/2022	0.00	0.56	1.26	1.94	0.00	2.00	0.00	0.00	0.00	0.13	0.00	0.00	5.76	0.13	5.89
11/23/2022	0.00	0.57	0.94	1.70	0.00	2.15	0.19	0.00	0.00	0.33	0.00	0.00	5.55	0.33	5.88
11/24/2022	0.00	0.59	1.00	1.80	0.00	2.09	0.00	0.00	0.00	0.33	0.00	0.00	5.47	0.34	5.81
11/25/2022	0.00	0.59	0.96	1.73	0.00	2.01	0.00	0.00	0.00	0.33	0.00	0.00	5.29	0.33	5.62
11/26/2022	0.00	0.57	0.99	1.78	0.00	2.07	0.00	0.00	0.00	0.00	0.00	0.00	5.41	0.00	5.42
11/27/2022	0.00	0.60	1.04	1.87	0.00	2.25	0.00	0.00	0.00	0.33	0.00	0.00	5.77	0.34	6.10
11/28/2022	0.00	0.56	1.03	1.85	0.00	1.88	0.00	0.00	0.00	0.00	0.00	0.00	5.31	0.00	5.31
11/29/2022	0.00	0.58	0.74	1.33	0.00	2.08	0.00	0.00	0.00	0.39	0.00	0.01	4.72	0.41	5.12
11/30/2022	0.00	0.52	0.36	0.65	0.00	1.63	0.00	0.00	0.00	0.00	0.00	0.01	3.15	0.01	3.17
Subtotal	0.00	5.14	8.32	14.64	0.00	18.14	0.19	0.00	0.00	1.85	0.00	0.04	46.43	1.89	48.31
<b>TOTAL</b>	<b>0.000</b>	<b>22.860</b>	<b>21.040</b>	<b>40.170</b>	<b>0.000</b>	<b>60.131</b>	<b>2.304</b>	<b>0.000</b>	<b>0.000</b>	<b>5.627</b>	<b>0.000</b>	<b>0.233</b>	<b>146.505</b>	<b>5.860</b>	<b>152.365</b>

# TOTAL WATER PRODUCED w/ % Operated November 2022

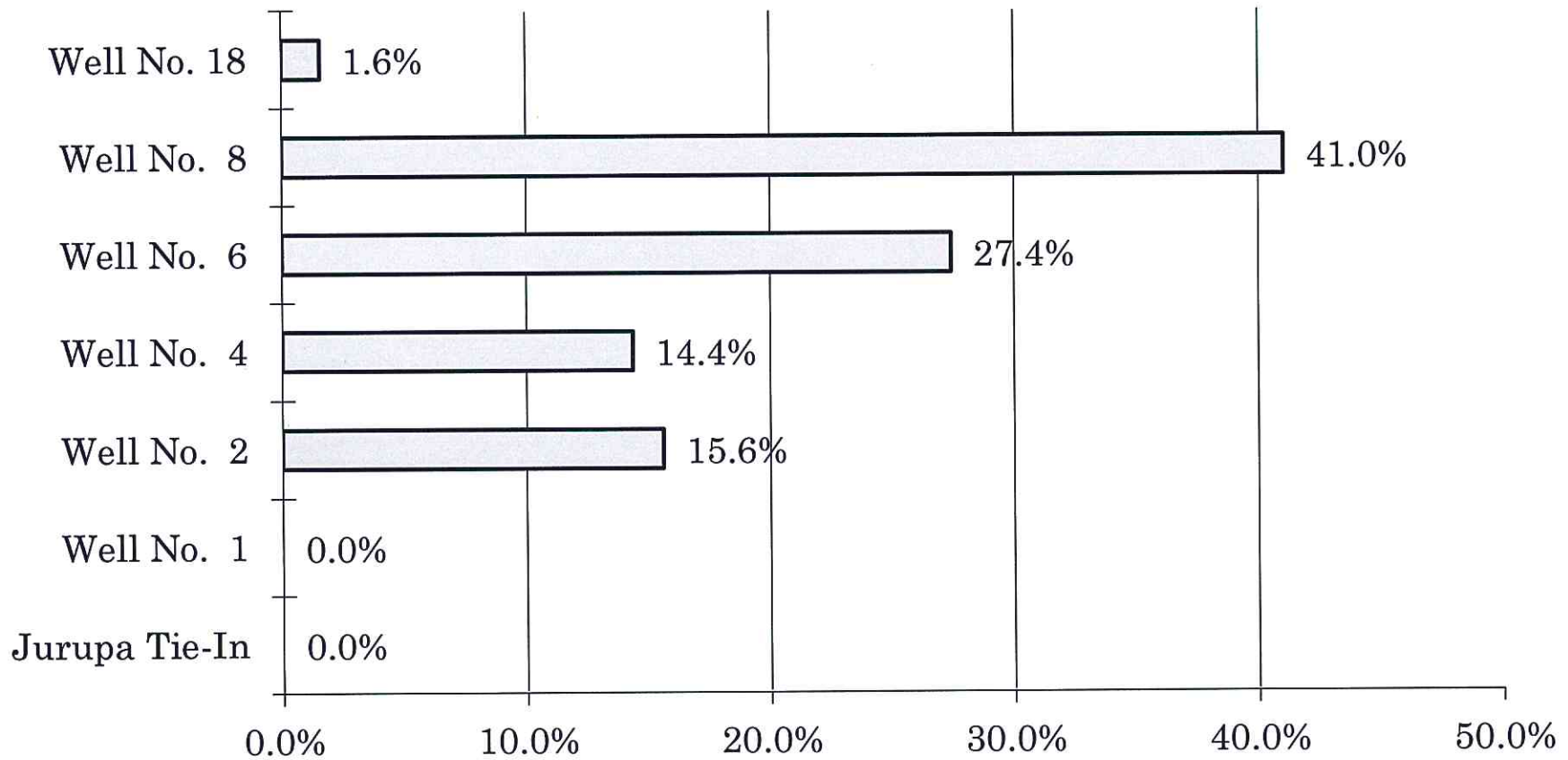


Max Production      **1171.4 AF**  
 Monthly Production    **454.2 AF**  
 Reserve Production    **717.2 AF**

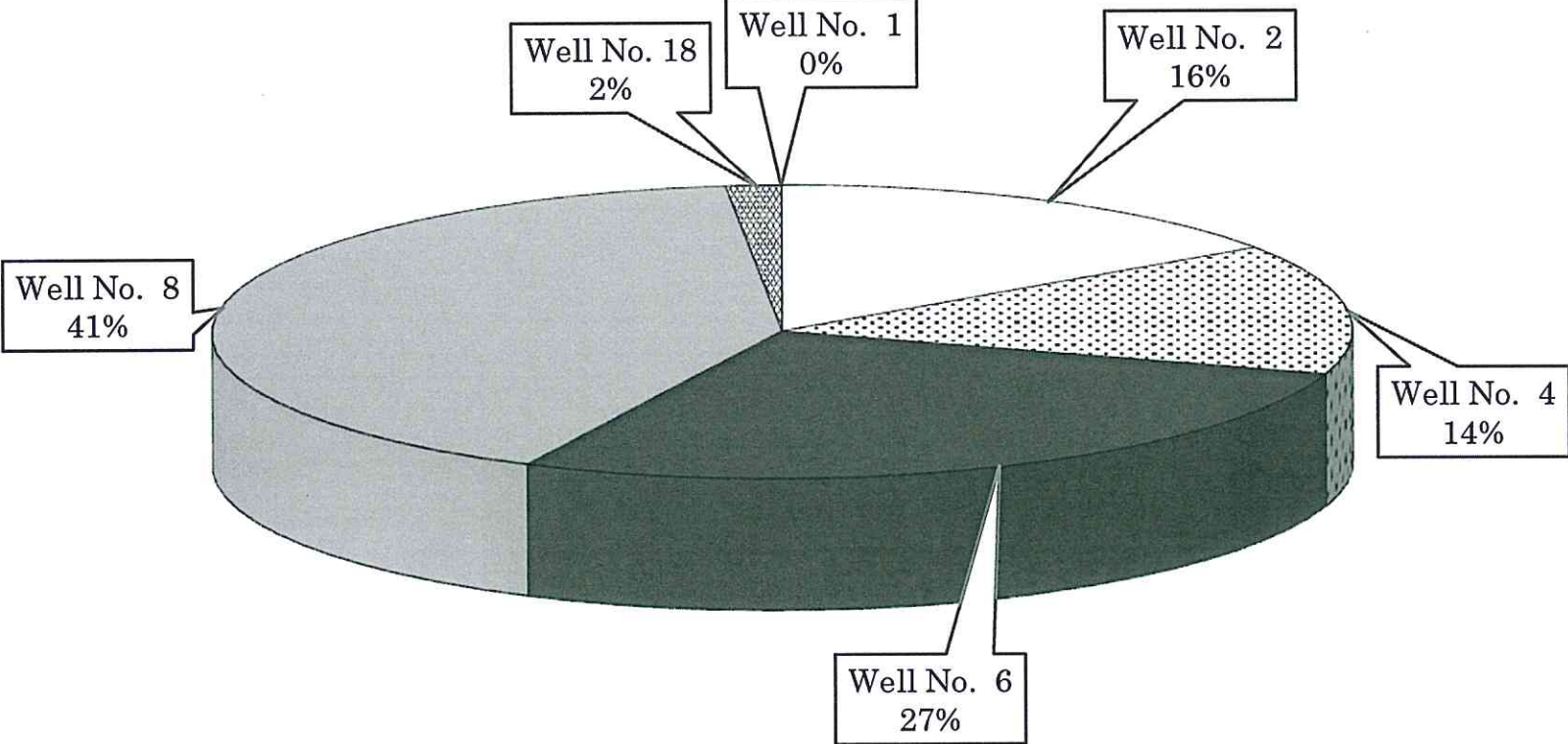
**ACRE FEET**

1 Acre Foot = 43,560 Cubic Feet = 325,829 Gallons

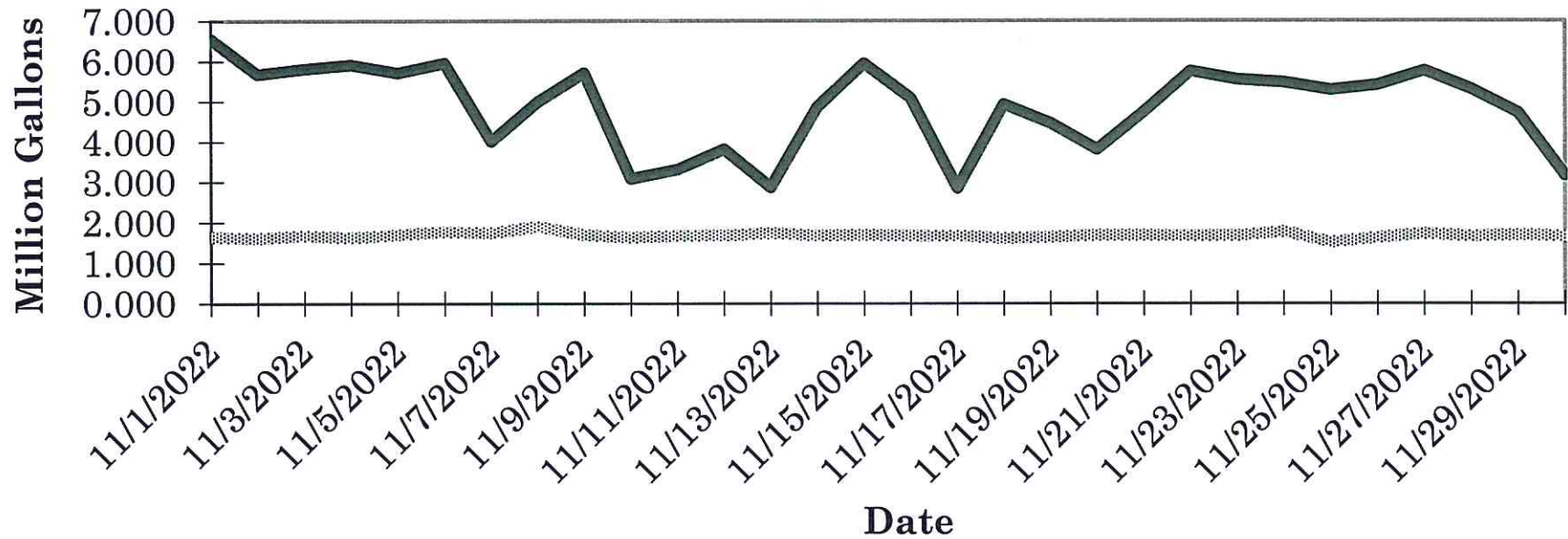
## Source Potable Production Comparison November 2022



# Source Potable Production Comparison November 2022

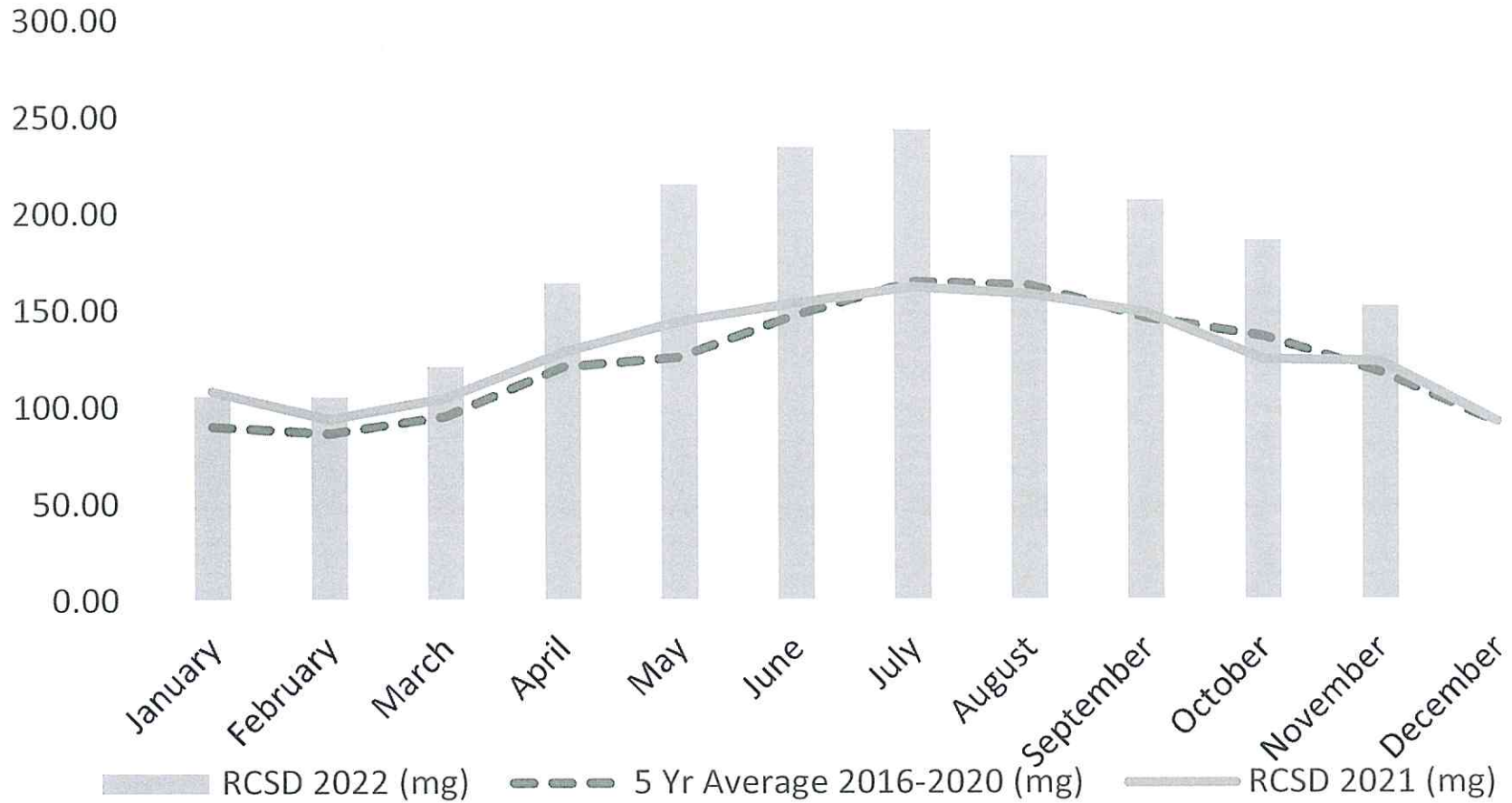


# Potable Water & Wastewater Comparison November 2022



— Potable Water Prod.      ..... Wastewater Prod.

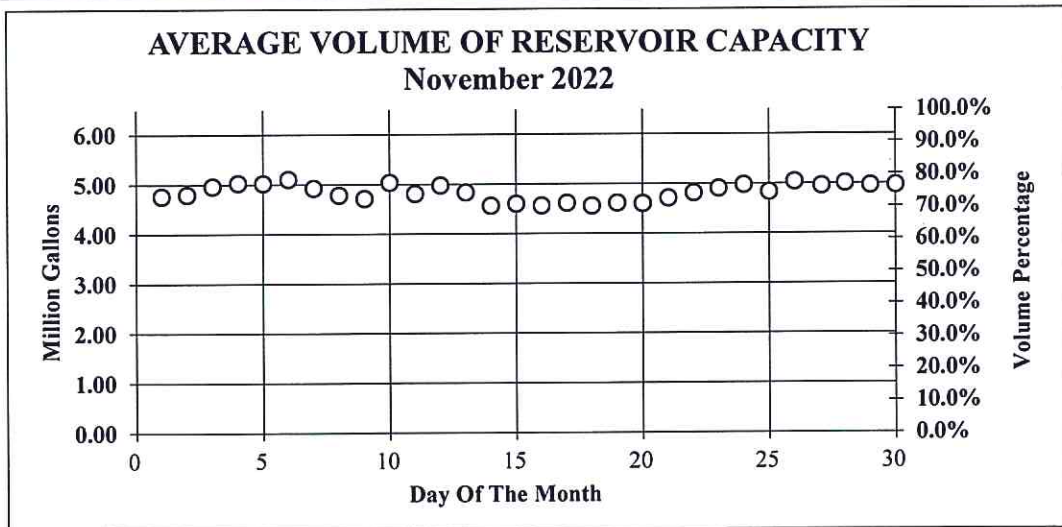
# Potable Water Production Year 2022



# RUBIDOUX COMMUNITY SERVICES DISTRICT

## Reservoir Capacity Report

CAPACITY	ATKINSON SYSTEM		HUNTER SYSTEM		WATER AVAILABLE (Gallons)*	PERCENTAGE OF TOTAL CAPACITY
	2,000,000	3,000,000	425,000	1,000,000		
DATE	ATKINSON	WATSON	HUNTER 1	PERRONE		
11/1/2022	73.7	71.8	80.2	79.7	4,766,296	74.2%
11/2/2022	74.8	73.0	80.4	77.3	4,799,921	74.7%
11/3/2022	77.2	76.1	81.7	79.3	4,967,468	77.3%
11/4/2022	79.0	77.6	79.5	78.4	5,029,096	78.3%
11/5/2022	79.6	77.9	78.7	75.9	5,022,724	78.2%
11/6/2022	79.6	78.3	82.6	81.7	5,107,996	79.5%
11/7/2022	76.6	77.1	78.6	75.0	4,927,709	76.7%
11/8/2022	72.5	73.5	82.1	77.8	4,782,831	74.4%
11/9/2022	72.7	71.2	82.2	77.9	4,716,819	73.4%
11/10/2022	80.3	76.7	82.4	78.0	5,037,123	78.4%
11/11/2022	76.9	72.1	81.4	77.2	4,811,311	74.9%
11/12/2022	80.7	74.9	81.0	77.2	4,977,823	77.5%
11/13/2022	77.5	72.5	80.7	77.0	4,837,545	75.3%
11/14/2022	70.0	67.7	81.7	78.7	4,565,143	71.1%
11/15/2022	69.7	69.0	81.6	79.5	4,606,325	71.7%
11/16/2022	70.3	69.1	78.8	75.3	4,565,817	71.1%
11/17/2022	70.2	68.9	81.7	80.2	4,620,099	71.9%
11/18/2022	70.1	68.5	78.7	77.4	4,563,589	71.0%
11/19/2022	71.3	69.5	79.8	76.5	4,616,061	71.8%
11/20/2022	69.2	68.1	82.6	82.3	4,602,849	71.6%
11/21/2022	74.7	72.1	75.7	73.6	4,714,593	73.4%
11/22/2022	74.4	73.6	79.1	78.5	4,816,211	75.0%
11/23/2022	77.7	75.8	77.2	75.5	4,909,575	76.4%
11/24/2022	76.9	77.0	79.8	79.1	4,976,761	77.5%
11/25/2022	76.1	74.5	77.5	75.0	4,834,994	75.3%
11/26/2022	78.4	77.6	81.1	80.3	5,045,442	78.5%
11/27/2022	78.5	77.1	77.1	74.6	4,957,117	77.2%
11/28/2022	77.8	77.3	80.4	79.6	5,011,061	78.0%
11/29/2022	78.8	76.3	79.1	76.3	4,962,949	77.2%
11/30/2022	79.0	75.0	81.8	79.6	4,973,747	77.4%



\* The total capacity of all District reservoirs is 6,425,000 gallons.

# **CAL FIRE/Riverside County Fire Department**

## **Emergency Incident Statistics**

**November 2013 - November 2022**



# **Rubidoux Community Service District**





## Total Calls for Rubidoux CSD November 2013-2022



<u>Month/Year</u>	<u>Total Calls for Station 38</u>	<u>Total Calls for District</u>
November 2013	205	217
November 2014	210	222
November 2015	195	207
November 2016	220	234
November 2017	253	273
November 2018	207	220
November 2019	227	244
November 2020	245	265
November 2021	269	282
November 2022	250	271

## **CAL FIRE/Riverside County Fire Department**

### **Emergency Incident Statistics**



**Bill Weiser**

**Fire Chief**

12/1/2022

**Report Provided By: Riverside County Fire Department**

**Communications and Technology Division**

**GIS Section**

**Please refer to Map and Incident by Battalion, Station, Jurisdiction**

Incidents Reported for the month of November 2022 and Special District Rubidoux CSD And Both (Code 2, Alpha, Omega, Code 3, Charlie, Delta, Bravo, Echo)  
\*Incidents are shown based on the primary response area for the incident location. This does not represent total response times for all units only the first unit in.

### Response Activity

**Incidents Reported for the month of November 2022 and Special District Rubidoux CSD And Both (Code 2, Alpha, Omega, Code 3, Charlie, Delta, Bravo, Echo)**



False Alarm	28	10.3%
Medical	171	63.1%
Other Fire	12	4.4%
Other Misc	3	1.1%
Public Service Assist	10	3.7%
Res Fire	3	1.1%
Rescue	2	0.7%
Ringing Alarm	1	0.4%
Standby	6	2.2%
Traffic Collision	29	10.7%
Vehicle Fire	3	1.1%
Wildland Fire	3	1.1%
<b>Total:</b>	<b>271</b>	<b>100.0%</b>

False Alarm	28
Medical	171
Other Fire	12
Other Misc	3
Public Service Assist	10
Res Fire	3
Rescue	2
Ringing Alarm	1
Standby	6
Traffic Collision	29
Vehicle Fire	3
Wildland Fire	3
<b>Incident Total:</b>	<b>271</b>

#### Average Enroute to Onscene Time\*

Enroute Time = When a unit has been acknowledged as responding. Onscene Time = When a unit has been acknowledge as being on scene. For any other statistic outside Enroute to Onscene please contact the IT Help Desk at 951-940-6900

<5 Minutes	+5 Minutes	+10 Minutes	+20 Minutes	Average	% 0 to 5 min
182	87	13	2	4.9	67.2%

\*CODE 3 and CODE 2 incidents are included in the total count of incidents and the average Enroute to Onscene Time.

**Incidents by Battalion, Station and Jurisdiction**

			False Alarm	Medical	Other Fire	Other Misc	Public Service Assist	Res Fire	Rescue	Ringling Alarm	Standby	Traffic Collision	Vehicle Fire	Wildland Fire	Total
<b>Battalion 14</b>	Station 16 Pedley	City of Jurupa Valley	0	2	0	0	0	0	0	0	0	0	0	0	2
		<b>Station Total</b>	0	2	0	0	0	0	0	0	0	0	0	0	2
	Station 18 West	City of Jurupa Valley	2	13	1	0	0	1	0	0	0	2	0	0	19
		<b>Station Total</b>	2	13	1	0	0	1	0	0	0	2	0	0	19
	Station 38 Rubidoux	City of Jurupa Valley	26	156	11	3	10	2	2	1	6	27	3	3	250
		<b>Station Total</b>	26	156	11	3	10	2	2	1	6	27	3	3	250
		<b>Battalion Total</b>	28	171	12	3	10	3	2	1	6	29	3	3	271
<b>Grand Total</b>			28	171	12	3	10	3	2	1	6	29	3	3	271

**Incidents by Jurisdiction**

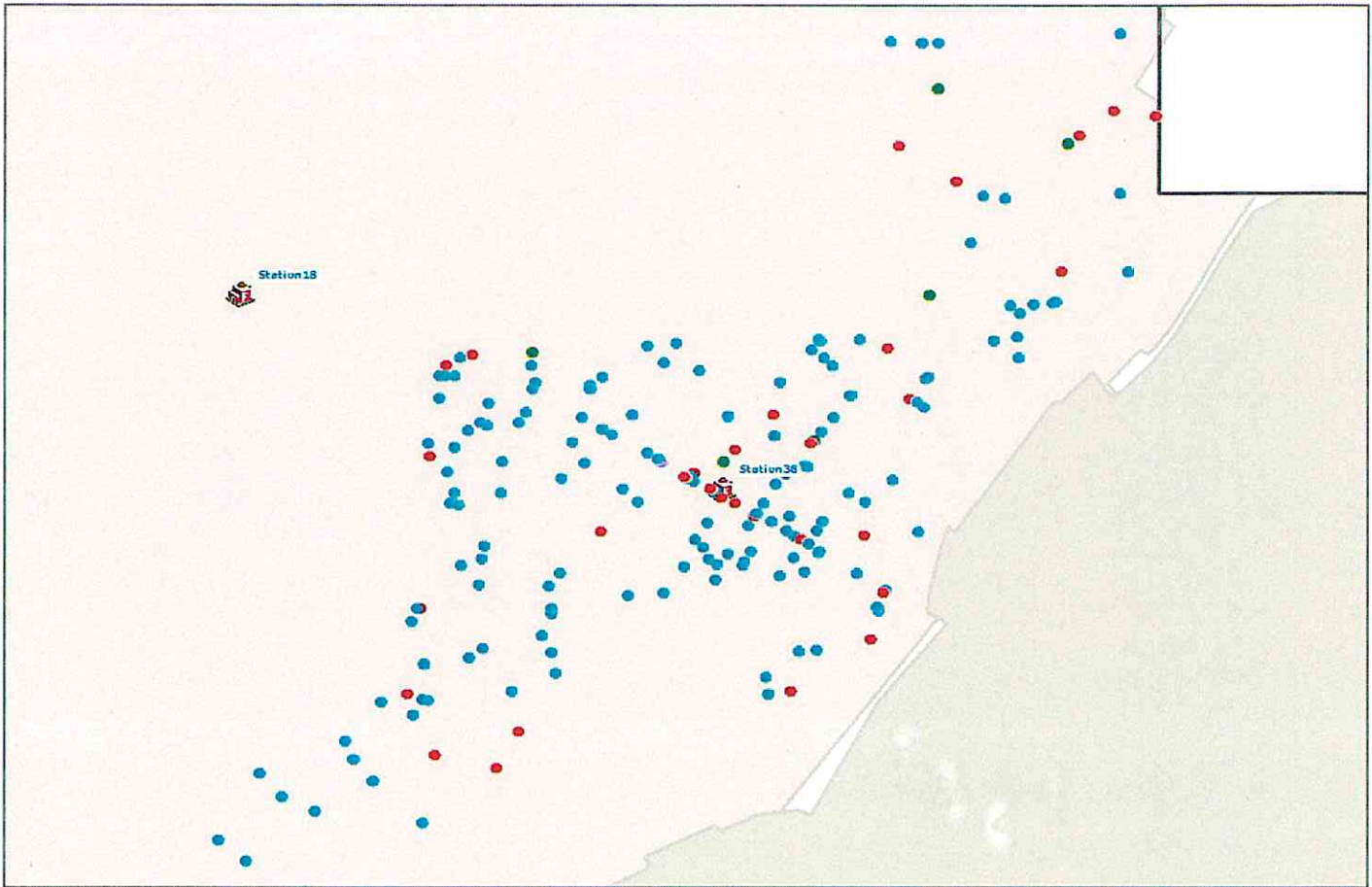
	False Alarm	Medical	Other Fire	Other Misc	Public Service	Res Fire	Rescue	Ring Alarm	Standby	Traffic Collision	Vehicle Fire	Wildland Fire	Total
City of Jurupa Valley	28	171	12	3	10	3	2	1	6	29	3	3	271
<b>Grand Total</b>	<b>28</b>	<b>171</b>	<b>12</b>	<b>3</b>	<b>10</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>6</b>	<b>29</b>	<b>3</b>	<b>3</b>	<b>271</b>

\*Incidents are shown based on the primary response area for the incident location. This does not represent total response times for all units only the first unit in.

**Incidents by Supervisorial District - Summary**

	<b>DISTRICT 2 KAREN SPIEGEL</b>	<b>Grand Total</b>
False Alarm	28	28
Medical	171	171
Other Fire	12	12
Other Misc	3	3
Public Service Assist	10	10
Res Fire	3	3
Rescue	2	2
Ringin Alarm	1	1
Standby	6	6
Traffic Collision	29	29
Vehicle Fire	3	3
Wildland Fire	3	3
<b>Total</b>	<b>271</b>	<b>271</b>

MONTH = 11 and YEAR = 2022 and SPECIAL= 'Rubidoux CSD'



Legend

- |         |            |                  |              |
|---------|------------|------------------|--------------|
| Fire    | Medical    | Riverside County | Fire Station |
| Hazard  | Other Misc | Reservations     | Casinos      |
| Haz Mat | PSA        |                  |              |



Riverside County Fire GIS

Last Updated 12/1/2022 2:

\*Incidents are shown based on the primary response area for the incident location. This does not represent total response times for all units only the first unit in.



Riverside County Fire Department  
Office of the Fire Marshal  
Rubidoux Community Services District  
3590 Rubidoux Blvd  
Rubidoux, CA 92509  
Bus (951) 684-7580



## Monthly Activity Report November 2022

<b>Activity</b>	<b>Total</b>
Total Number of Plan Reviews Completed	0
Plan Review Turnaround Time <i>(Goal is 15 Days)</i>	0
Total Number of Construction Inspections Conducted	0
Inspection Turnaround Time <i>(Goal is within 3 Days of Contact)</i>	0
Total Number of Annual Fire Inspections Conducted <i>(Including Reinspections)</i>	2
Number of Weed Abatement Inspections Performed	0
Planning & Development Meetings Attended	0
Planning & Development Cases Reviewed	0
Special Event Meetings	0
Special Event Inspections	0



9. PUBLIC PROTEST HEARING – Proposition 218 Protest Hearing on  
5-Year Water, Water Conservation, and Wastewater Rates: **DM**  
**2022-105**

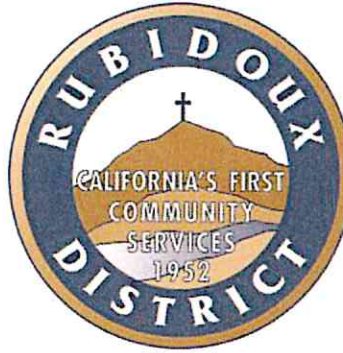
# Rubidoux Community Services District

## Board of Directors

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

## General Manager

Jeffrey D. Sims



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

**DIRECTORS MEMORANDUM 2022-105**

December 15, 2022

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

**Subject:** **PUBLIC PROTEST HEARING** – Proposition 218 Protest Hearing on a 5-Year Water, Water Conservation, and Wastewater Rate Plan

## BACKGROUND:

In May 2019, the Rubidoux Community Services District (“District”) Board of Directors (“Board”) approved and adopted a 5-year water and wastewater rate plan pursuant to the conditions of Proposition No. 218 and compliant with the requirements of AB 3030. Since the adoption of this plan, the District has seen significant changes to the operating environment of its Water and Wastewater Enterprises.

### Water Enterprise

In August 2019, the District was given approximately 2-years to respond and mitigate the emergence of the presence of PFAS contaminants in the groundwater pumped for potable supplies. Meeting this new state of California regulatory mandate was accomplished by implementing new treatment processes at the Anita B. Smith and Leland Thompson Water Treatment Facilities. The total project costs for mitigating these contaminants were approximately \$5 million, all of which was funded through various District reserve accounts. In September 2021, the District successfully achieved non-detect in its potable water for PFAS contaminants.

Along with these new capital improvements has come additional routine operating costs, most notable the periodic change-out of media (GAC and resin) held in the pressure vessels of the new PFAS treatment process, and additional energy costs and sampling, among other costs. The District estimates these new costs will add approximately \$1,200,000 to the annual water enterprise operating expenses.

The District’s water enterprise assets are starting to show their age. The District’s four (4) potable water tanks (Hunter 1, Atkinson, Watson, Perone) are 20+ years old. In December 2019, the Board of Directors authorized a professional services contract with Harper & Associates to inspect the tanks with specific emphasis on - 1)

corrosion evaluation, 2) structural/seismic, and 3) safety evaluation. The results of the Harper & Associates assessment confirmed given the age and usage of the tanks the tanks will require substantial structural and safety upgrades to meet AWWA and OSHA regulations. The cost of refurbishing these tanks is approximately \$4 to \$5 million.

### Wastewater Enterprise

The District collects wastewater generated by residential and business customers of the District and conveys it through District owned facilities to the City of Riverside Wastewater Treatment Plant for treatment and disposal. Once treated and discharged back into the environment, the recycled water provides beneficial use as a water supply to the Santa Ana River. The level of treatment given to its wastewater is subject to both State and Federal regulations. The District is a Partner in the City of Riverside's Regional Wastewater Treatment Plant.

The District is required by state law and District policy to collect revenues sufficient to cover the costs of operating its Wastewater Enterprise. Costs recovered through rate revenue include energy, mechanical equipment and supplies, infrastructure maintenance, and salaries and benefits for Wastewater Enterprise staff. Other Wastewater Enterprise costs include the City of Riverside's Regional Wastewater Treatment Plant charges for wastewater treatment and disposal which have risen significantly over the years and are expected to continue to rise in the future.

Additionally, with respect to both the Water and Wastewater Enterprises, supply chain issues on various District parts/chemical/materials/etc., combined with the rising cost of inflation has put significant financial constraints on the District's operating budget.

### District Wide

Until FY 2021|2022, there had not been an emphasis by the District to develop a preventative maintenance program. During the previous year, the District hired a consultant to develop a valve turning program, which is currently in-process. A valve turning program is an important preventative maintenance technique to ensure the District's water system continues to operate in a smooth and efficient manner. Ideally, when the District is presented with a leak in its water system, being able to isolate the leaky pipe through valve shutoffs is paramount to minimize customer inconvenience and complaints and maintain a level of trust and reliability. When valves are not exercised on a regular basis, over time the valves can become stuck or become harder to open, sometimes resulting in failure. This requires District employees to shut down more of the water system, making the overall operation inefficient and more costly. Once the program design is completed, the District will incur implementation costs. These will include staff training and a specialty valve turning truck and equipment. This is just one example of the more programmatic approaches the District is emphasizing moving forward. Other foreseeable items include a meter replacement program as meters tend to "run" slower over time resulting in inaccurate billings and less revenues for the District for the same amount of water usage. This "water loss" is reported by District staff on an annual basis during the preparation of the Water Loss Audit required by the State of California Department of Water Resources.

The above financial impacts in the water and wastewater system are new to the District and are not captured in the District's current 5-year rate plan adopted in May 2019. In January 2022, the District began a Comprehensive Cost of Services Study ("COSS") with its consultant to confirm the adequacy of revenues to operate, maintain, and replace system assets to meet current and long-term needs of the District.

The District's COSS is now complete and it was determined the existing rates approved with the 2019 5-year rate plan are not adequate to meet the District's future financial obligations. In October 2022, staff distributed to the Board the draft Administrative Record Report ("Report") prepared by the District's rate consultants, IB Consulting. The Report is the nexus for establishing a new 5-year defensible rate plan to meet the District's future financial obligations to ensure safe and reliable water supplies and wastewater conveyance and treatment are available 24 hours a day – 365 days per year.

Staff and the District's consultant, Sanjay Gaur, reviewed the draft Report and provided comments and corrections to the rate consultants. The comments and corrections provided were non-substantive in nature and include clarifications/additions, formatting, and spelling corrections. No changes were made to the underlying methodology and assumptions nor the proposed 5-year water, water conservation, and wastewater rates. Changes between the draft Report and the final Report include the following:

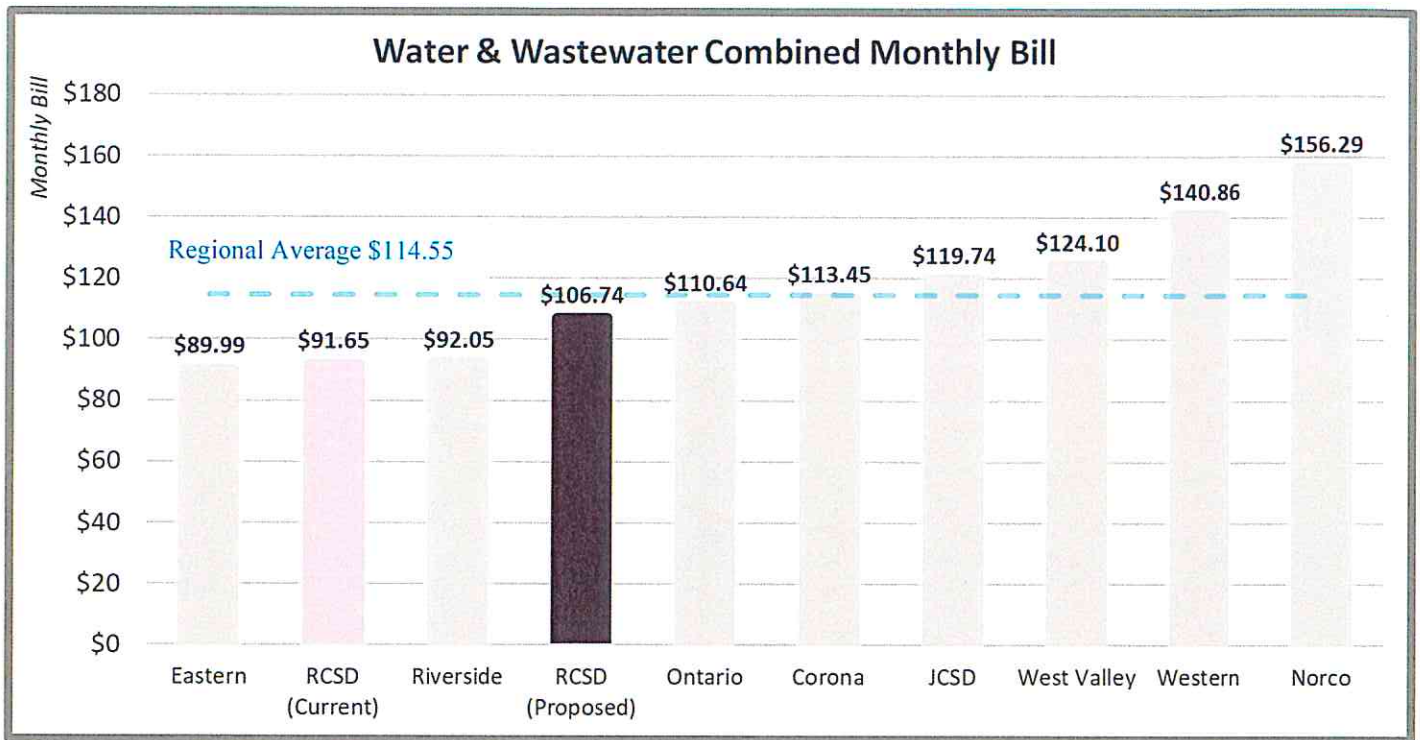
1. Expansion of '*Table 9: Assumptions for Forecasting Revenues*' to include the current tiers by customer class.
2. New '*Table 16: Water – Undesignated Reserves Activity through FY 2028*' which summarizes the projected undesignated reserve activity for the District's various reserve accounts for each fiscal year beginning FY 2023 through FY 2028.
3. Expansion of '*Table 36: Wastewater Billable Units by Customer Class*' to show meter number and additional dwelling unit count by meter size.
4. New '*Table 45: Wastewater – Undesignated Reserves Activity through FY 2028*' which summarizes the projected undesignated reserve activity for the District's various reserve accounts for each fiscal year beginning FY 2023 through FY 2028.

Additionally, during distribution of the Report to the Board in October, staff suggested the Board read the Report and provide comments to staff or directly to IB Consulting. As of the writing of this Director's Memorandum, staff has received a comment from a Director requesting if the Report referenced the District's existing senior citizens discount rate, commonly referred to as the Lifeline Rate, which is addressed separately below. Due to the noted changes, the final draft Report is attached to this Director's Memorandum (Attachment A). The draft Report can also be viewed on the District's website or in person at the District's administrative office.

#### Proposed 5-Year Rate Adjustments

The proposed rate adjustments will have varying effects on the District's customers depending on customer class and meter size. Some customers may experience a reduction in monthly water and wastewater charges while others will see an increase. One of the District's largest customers, the Jurupa Area Recreation & Parks District, estimates they will save a few hundred dollars a month based on the new rate structure.

If the proposed rate adjustments are approved, a typical District customer with a 5/8" meter using 18 units of water and with wastewater service would see a monthly increase of \$15.09, or approximately \$.50 per day. With the proposed adjustments for water and wastewater services going into effect on July 1, 2023, the District rates will continue to remain as some of the lowest rates in the region for similar services as shown in the graph on the next page.



The purpose of adopting a five-year rate plan allows the District flexibility to adjust rates as necessary to cover future operating costs, and major maintenance and asset replacement, while also maintaining its target reserve balances. If adopted, rates will not automatically be adjusted every July 1 to the noticed rate amounts. The noticed rates are the maximum allowable rates under Proposition 218 the District may charge its customers. On an annual basis, staff will perform the necessary financial analysis to determine if a rate adjustment is necessary. During this analysis, staff may determine whether the District can achieve its financial targets with a rate adjustment less than the maximum allowed rates or alternatively, delay the date of implementation.

#### Lifeline Rate

In October 2012, the Board approved Ordinance No. 2012-113, which allowed for qualified senior residents/customers to receive a 20% discount on the District's fixed monthly water rate and a 20% discount on the District's variable water rates for units consumed between 1-29 units. One unit is 748 gallons of water. Any water units consumed in exceedance of 29 would be billed at the District's then current rate schedule. As the discount represents a flat percentage of the District's rates, as the District's rates have increased, qualified lifeline customers have maintained their 20% discount.

The current qualifications of an eligible lifeline customer as established by Ordinance No. 2012-113 include the following:

1. Must be 62 or over of age.
2. Receive Social Security Benefits.
3. Must have no more than two individuals living per household.
4. Eligible seniors must not have supplemental income(s).
5. Must not receive supplemental retirement or benefits.

6. Multi-family complexes such as mobile home parks, condos, and apartment buildings shall be limited to a maximum of thirty (30) lifeline adjustments per complex.
7. Accounts must have a water meter measuring the household's water consumption.

Additionally, Ordinance No. 2012-113 limits the number of participants to two hundred (200). Customer participation in the Lifeline program varies year-to-year as eligibility changes, house ownership turns over, or there is new development. Historically, the District has active yearly participation in the Lifeline program from 10-30 customers.

The establishment of the District's Lifeline program was an administrative directive by the Board 10 years ago and was not included in IB Consultants' scope of work. Should the Board wish to expand or modify the District's current Lifeline program, the Board would need to provide direction to staff to do so. Without modifications to Ordinance No. 2012-113, staff will continue to administer the program as adopted. Any Lifeline customer currently receiving a discounted rate will continue to receive the same discount percentage (20%) should the Board adjust water rates in the future.

The requirements of Proposition 218 disallows the District from offering a program like its Lifeline rate without a proper funding mechanism as water customers cannot subsidize other water customers. Thus, any discounts realized by the District's current Lifeline rate participants must be covered by the District's property tax revenues. This could be calculated and estimated by staff should the Board choose to modify this program in the future.

### **PROPOSITION 218 AND PUBLIC PROTEST HEARING**

As authorized by the Board of Directors at the October 20, 2022 regular meeting, staff prepared and mailed the proposed 5-year water, water conservation, and wastewater rate adjustments pursuant to the conditions of Proposition 218 and compliant with the requirements of AB 3030. Those conditions are as follows:

- All effected property owners as well as tenants received the Proposition 218 notification (Attachment B).
- Proposition 218 notifications were mailed on October 31, 2022, at least 45 days before the public protest hearing date. See attached US mail certification (Attachment C).
- The Proposition 218 notice was compliant with AB 3030 with not-to-exceed amounts for water, water conservation, and wastewater rates for a period of 5 years beginning July 1, 2023 and allowing for adjustment ever subsequent July 1 through July 1, 2027.
- Although not a requirement, the notice was published in English and Spanish and sent to property owners as well as tenants; and
- Identified the Public Protest Hearing location, time and date affording all parties the ability to file their protests up to this evening.

After the Proposition 218 notifications were mailed to effected property owners, staff noted an error on the water rate mailing as it relates to the multi-family residential ("MFR") tier thresholds. The original Proposition 218 mailing shows MFR Tier 1 as 1-7 units and Tier 2 as 8+ units. The appropriate MFR tier structure, which aligns with the District's draft Report, should be Tier 1 as 1-8 units and Tier 2 as 9+ units. Staff notes this is more of a benefit to MFR customers as their 8<sup>th</sup> unit of water would now be charged at Tier 1 rates instead of the more

expensive Tier 2 rates. Due to the nature of the adjustment, and to align with proper Proposition 218 procedures, District staff consulted with the District's General Counsel who advised this adjustment is allowable and a new Proposition 218 mailing is not necessary nor required due to the beneficial outcome it provides to MFR customers. Thus, at the conclusion of the Public Protest Hearing, should the protest fail, staff will recommend the Board approve the draft final Report which includes the proper tier thresholds for MFR customers.

After the Proposition 218 notifications were mailed in October 2022, the District performed the following additional outreach to its constituents:

- November 10 and 20, 2022 - Provided bill stuffer in the November billing highlighting the need for water and wastewater rate adjustments. (Attachment D)
- November 30, 2022 - Virtual Townhall
- December 1, 2022 - City of Jurupa Valley City Council Meeting presentation
- December 7, 2022 – Virtual Townhall

The purpose of the outreach events and mailings was to provide transparency to all effected property owners and tenants about the proposed rate adjustments and afford them various opportunities to contact staff for a better understanding of the adjustments.

Before the Board can consider and adopt a new 5-year rate plan, the District must conduct a Public Protest Hearing for all property owners and tenants of real property who are directly liable to pay water and wastewater bills. For the proposed rates to not be considered by the Board and therefore "not take effect" a majority (50% + 1) of the property owners and tenants of real property must submit a written protest to the Board by the end of the Public Hearing. A protest must contain a description of the property owned or being rented sufficient to identify the property. There may only be one protest per parcel owned or rented.

On October 31, 2022, the District mailed 14,830 notices. Of the 14,830 mailed notices, 5,375 were considered duplicates. Additionally, the District received 779 non-deliverable notices from the post office. This results in net mailings of 8,676. For the Public Protest Hearing to be successful, the District must receive 4,339 written protests by the end of the Public Protest Hearing. As of the writing of this Director's Memorandum, the District has received four (4) written protests (Attachment E).

**RECOMMENDATION:**

At the conclusion of tonight's Public Protest Hearing, should the Protest fail, staff recommends the Board:

1. Approve the 5-year water and wastewater rate schedule for FY 2024-2028.
2. Receive and file the draft Administrative Record Report prepared by IB Consulting.

Respectfully,



JEFFREY D. SIMS, P. E.  
General Manager

Attachment: Attachment A – Draft Administrative Record Report  
Attachment B – Sample Water and Wastewater Proposition 218 Mailing (English and Spanish)  
Attachment C – United States Postal Service Mail Certification  
Attachment D – Sample Bill Stuffer  
Attachment E – Public Protest Hearing Tally and Written Protests



Public Hearing  
December 15, 2022

*Comprehensive Cost-of-Service  
Utility Rate Study*



**B** CONSULTING

IB Consulting, LLC

31938 Temecula Parkway, Suite A #350

Temecula, CA. 92592

# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

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ATTACHMENT A

# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

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# Rubidoux CSD – *Comprehensive Cost-of-Service Utility Rate Study*

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## Executive Summary

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The Rubidoux Community Services District (District) periodically reviews its rates to determine if adjustments are required to meet its operational costs, system improvements, and to adequately fund reserves based on adopted reserve policies. Historically, the District has updated its rates internally and, for this most recent update, went through a request for proposals (RFP) process to hire a rate consultant to perform an independent third-party review of its rates. After proposal evaluations, the District hired IB Consulting to conduct a comprehensive cost-of-service update to its water and wastewater rates. This study uses industry rate-setting principles, including the base-extra capacity methodology for water, outlined in the American Water Works Association (AWWA) M1 Manual (Base-Extra Capacity Methodology). For wastewater, we used the cost-causation approach endorsed by the Water Environment Federation (WEF) rate-setting manual Financing and Charges for Wastewater Systems (MOP 27). In addition to following generally accepted industry standards, this report provides a basis for developing and implementing cost-based water and wastewater rates in compliance with California Constitution Article XIII D, section 6 (Proposition 218).

The District also adopted a Water Shortage Contingency Plan with six different conservation stages reflecting reduced water usage. The District Board may enact conservation surcharges during water shortage events to maintain appropriate revenue recovery to fund water system operations from a reduced volume of water sold. Therefore, conservation surcharges are included in Appendix A for each conservation stage. This report provides proposed financial plans for the District's water and wastewater utilities from Fiscal Year (FY) 2024 through FY 2028 (Financial Plan Period) and corresponding rates for each fiscal year.

### Water Utility

Updating the water utility's long-term financial plan and performing a comprehensive cost-of-service analysis is a prudent business practice to ensure the District can fully fund its revenue needs through FY 2028 and beyond. As part of reviewing and updating water rates, the first step is to thoroughly check the financial health of the District's water utility. Based on a financial review of the water utility at current rates and approved rates for FY 2024, the District will cover operating expenses through FY 2025. However, net operating income is limited, and an operating deficit would occur in FY 2026 and beyond. In addition, capital spending towards repair & replacement would require the use of reserves as the primary funding source, which is not sustainable. Therefore, the proposed financial plan covers operating expenses and generates sufficient net income for capital spending while maintaining healthy reserves.

The District's water rate structure includes a monthly fixed charge based on meter size, an Additional Dwelling Unit (ADU) charge, and a five-tiered variable rate structure charged in Hundred Cubic Feet<sup>1</sup> (HCF) increments. The cost-of-service analysis includes adjustments to the existing rate structure. Single-Family Residential tiers will reduce to a 3-tiered rate structure reflecting water usage characteristics throughout the year (Tier 1 = winter average, Tier 2 = summer average, and Tier 3 = greater than Tier 2). Multi-Family Residential will adjust to a 2-tiered rate structure based on usage characteristics (Tier 1 = winter average and Tier 2 = usage above Tier 1). Due to the broad spectrum of land uses, the Non-Residential rate structure will reflect a uniform rate to ensure equity between accounts within the customer class. Fixed charges by meter size and an ADU charge will continue and be updated based on the proposed financial plan and cost-of-service analysis. The proposed financial plan within this report projects 5.5% revenue adjustments over the Financial Plan Period

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<sup>1</sup> 1 HCF = 748 gallons

## Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

for each year from FY 2024 through FY 2028. In addition, the District will continue its lifeline discount for customers that qualify, which is funded by property taxes from the general fund.

By adopting the proposed financial plan and approving rates through FY 2028, the utility will generate positive net income above operating expenses, increase its system reinvestments and maintain healthy reserve balances. The proposed rates have been incorporated into a Proposition 218 Notice and mailed to each customer. A Public Hearing is scheduled for December 15, 2022, on the proposed rates identified in Table 1 through Table 3. If there's not a majority protest, proposed rates for FY 2024 will go into effect on July 1, 2023, with subsequent adjustments occurring each July 1st thereafter.

*Table 1: Proposed Monthly Fixed Charges by Meter Size*

Fixed Meter Charges (\$/Month)					
Meter Size	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
5/8"	\$34.33	\$36.22	\$38.22	\$40.33	\$42.55
3/4"	\$39.97	\$42.17	\$44.49	\$46.94	\$49.53
1"	\$51.24	\$54.06	\$57.04	\$60.18	\$63.49
1 1/2"	\$79.41	\$83.78	\$88.39	\$93.26	\$98.39
2"	\$113.22	\$119.45	\$126.02	\$132.96	\$140.28
3"	\$220.29	\$232.41	\$245.20	\$258.69	\$272.92
4"	\$378.07	\$398.86	\$420.80	\$443.95	\$468.37
6"	\$755.61	\$797.17	\$841.02	\$887.28	\$936.09

*Table 2: Proposed Monthly Additional Dwelling Unit Charge*

Fixed ADU Charges (\$/Month)					
ADU	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
ADU	\$23.06	\$24.33	\$25.67	\$27.09	\$28.58

*Table 3: Proposed Variable Rates*

Variable Rates (\$/HCF)						
Customer Class	Tier Definitions	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Single-Family Residential						
Tier 1	0 - 13	\$2.37	\$2.51	\$2.65	\$2.80	\$2.96
Tier 2	14 - 24	\$2.41	\$2.55	\$2.70	\$2.85	\$3.01
Tier 3	> 24	\$2.60	\$2.75	\$2.91	\$3.08	\$3.25
Multi-Family Residential						
Tier 1	0 - 8	\$2.39	\$2.53	\$2.67	\$2.82	\$2.98
Tier 2	> 8	\$2.45	\$2.59	\$2.74	\$2.90	\$3.06
Non-Residential						
	Uniform	\$2.42	\$2.56	\$2.71	\$2.86	\$3.02

# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

## Wastewater Utility

This study also includes the wastewater utility and reflects a comprehensive wastewater cost-of-service analysis. Based on a financial review of the wastewater utility at current rates and approved rates for FY 2024, the District will cover operating expenses and generate positive net income for each fiscal year over the Financial Plan Period. However, net annual operating income alone cannot cover the recommended increase in capital spending for system reinvestment up to the wastewater system's annual depreciation amount. Therefore, reserves would cover the shortfall in capital reinvestment and cause the District not to meet its minimum reserve requirements. The proposed financial plan and recommended adjustments would generate sufficient revenue for capital spending while maintaining healthy reserves.

The District's existing wastewater rate structure consists of flat monthly fixed charges to residential customers for each dwelling unit and fixed charges to Non-Residential customers based on meter size. The proposed wastewater rates derived within this report include a restructuring of Non-Residential rates. The proposed Non-Residential wastewater rates would move away from charging by meter size as meter capacity ratios reflect the maximum safe yield of the meter and not necessarily the return wastewater flow from the Non-Residential account. Therefore, the proposed rates would include a fixed monthly charge per account equal to the Residential charge and flow rates based on water usage. Because the Residential flat charge includes a projected flow of 7 HCF, the Non-Residential variable rate is applied against usage above 7 HCF. The recommended wastewater rates are included within the Proposition 218 Notice, and a Public Hearing is scheduled for December 15, 2022, on the proposed rates identified in Table 4. If there's not a majority protest, proposed rates for FY 2024 will go into effect on July 1, 2023, with subsequent adjustments occurring each July 1st thereafter.

Table 4: Proposed Wastewater Rates

Wastewater Rates						
Customer Class	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	
<i>Fixed Charges (\$/month)</i>						
Residential	\$29.55	\$31.62	\$33.84	\$36.21	\$38.75	
Non-Residential	\$29.55	\$31.62	\$33.84	\$36.21	\$38.75	
<i>Variable Rates (\$/HCF)</i>						
Non-Residential > 7 HCF	\$2.38	\$2.55	\$2.73	\$2.93	\$3.14	

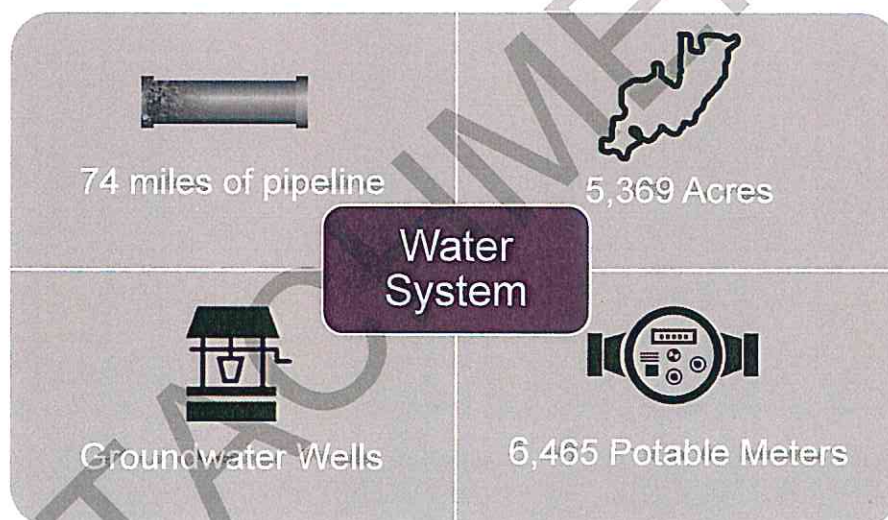
# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

## Water Utility

### Water System

The District is located primarily in Riverside County with a small unincorporated area of south San Bernardino County. The District serves the communities of Rubidoux, Belltown, and Crestmore Heights, representing a population of just under 37,000. The District's service area encompasses approximately 5,369 acres and serves 6,465 active potable meters and four non-potable meters through contracts<sup>2</sup>. Of the approximately 5,369 acres, 123 are located in San Bernardino County. The District's water supply is 100% groundwater, and in future years, the District plans to purchase imported water for water basin recharge and groundwater blending. The water system includes six wells, with one non-potable well serving the Jurupa Hills Golf Course through a contract. The distribution system spans approximately 74 miles of pipelines (transmission and distribution) ranging from 1" to 24", with the vast majority of water mains comprised of 6" and 8" pipelines.

Figure 1: District Water System



The District recently adopted a new Water Master Plan that identified capital projects in the near-term, mid-term, and long-term, with estimates of \$19.0M, \$8.8M, and \$12.4M, respectively. Over the past three years, the District has averaged \$515k in capital spending, which includes PFAS treatment improvements in FY 2022 of \$2.4M. Excluding the PFAS project, the District's last three years of capital spending is only \$165k, which is well below the water system's annual depreciation of \$988,822.

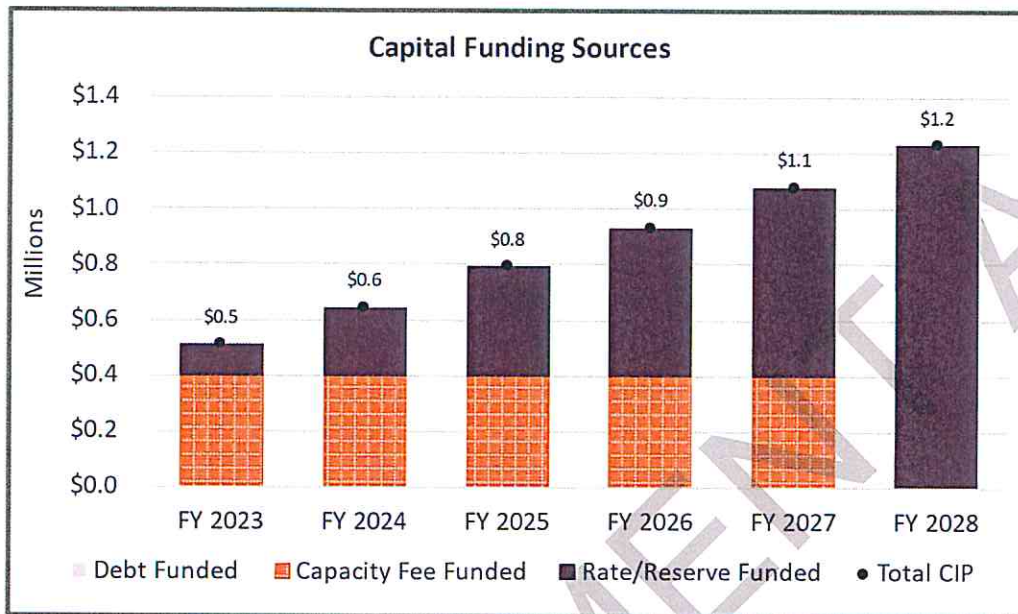
Therefore, the Capital Improvement Plan (CIP) included within this Financial Plan Period increases capital spending to equal the water system's depreciation value by FY 2028 (starting in FY 2023 at 50% of depreciation and increasing by 10% each year, reaching 100% by FY 2028). Figure 2 shows the District's CIP spending through FY 2028 with funding sources.

<sup>2</sup> Non-potable contract revenues are shown under Operating Revenues and are a revenue offset to potable meters



# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

Figure 2: Water Capital Improvement Plan



## Customers

The District serves 6,465 potable meters, with over 90% of accounts classified as Residential. Table 5 provides a summary of meters by meter size. Table 6 summarizes the number of Additional Dwelling Units (ADUs) within the District's service area, which are charged a separate ADU charge<sup>3</sup>.

Table 5: Potable Water Meters by Meter Size

Meter Size	Single-Family Residential	Multi-Family Residential	Lifeline	Non-Residential	Number of Accounts
5/8"	4,937	124	5	150	5,216
3/4"	889	7	8	67	971
1"	66	1	0	58	125
1 1/2"	3	1	0	60	64
2"	4	0	0	75	79
3"	0	0	0	2	2
4"	0	0	0	5	5
6"	0	0	0	3	3
<b>Total</b>	<b>5,899</b>	<b>133</b>	<b>13</b>	<b>420</b>	<b>6,465</b>

<sup>3</sup> The ADU charge for the first dwelling unit is captured as part of the base meter charge.

# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

Table 6: Additional Dwelling Units by Customer Class

Single-Family Residential	Multi-Family Residential	Lifeline	Non-Residential	Total
167	2,269	-	112	2,548

As previously mentioned, the existing rate structure consists of a monthly fixed meter charge, a monthly ADU charge, and tiered variable rates. Current monthly fixed charges are identified in Table 7, followed by variable rates shown in Table 8.

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# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

Table 7: FY 2023 Monthly Fixed Charges and ADU Charge

Fixed Meter Charges (\$/Month)			
Meter Size	Residential	Lifeline	Non-Residential
5/8"	\$28.62	\$22.90	\$32.31
3/4"	\$37.17	\$22.90	\$43.54
1"	\$52.70	\$22.90	\$63.61
1 1/2"	\$79.88	\$22.90	\$95.26
2"	\$118.73	\$22.90	\$143.12
3"	-	-	\$209.81
4"	-	-	\$299.73
6"	-	-	\$644.01
ADU Charge	\$28.62	\$28.62	\$28.62

Table 8: FY 2023 Variable Rates (\$/HCF)

Variable Rates (\$/HCF)		
Customer Class	Tiers	Variable Rates
Single-Family Residential		
Tier 1	0 - 5	\$1.23
Tier 2	6 - 12	\$1.88
Tier 3	13 - 20	\$2.30
Tier 4	21 - 29	\$2.72
Tier 5	30+	\$3.39
Multi-Family Residential		
Tier 1	0 - 5	\$1.23
Tier 2	6 - 12	\$1.88
Tier 3	13 - 20	\$2.30
Tier 4	21 - 29	\$2.72
Tier 5	30+	\$3.39
Lifeline		
Tier 1	0 - 5	\$0.98
Tier 2	6 - 12	\$1.50
Tier 3	13 - 20	\$1.84
Tier 4	21 - 29	\$2.18
Tier 5	30+	\$3.39
Non-Residential		
Tier 1	0 - 5	\$1.25
Tier 2	6 - 12	\$1.89
Tier 3	13 - 20	\$2.31
Tier 4	21 - 29	\$2.74
Tier 5	30+	\$3.40

## Financial Plan Overview – Water Utility

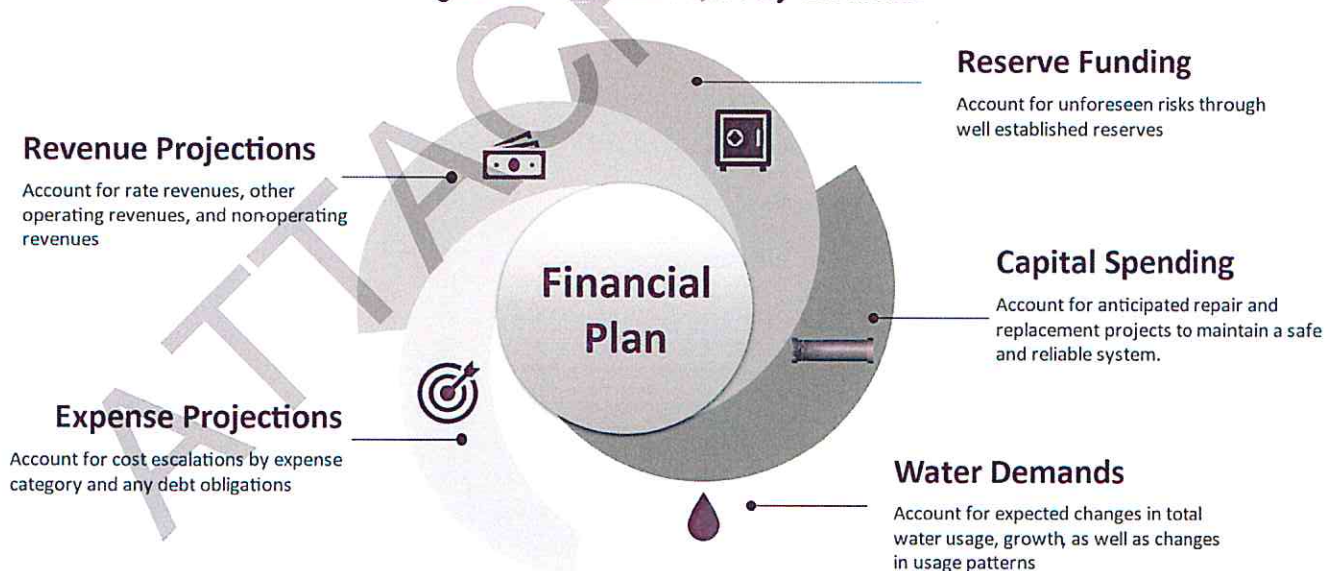
### Financial Planning

Financial planning incorporates numerous considerations, including projecting revenues and forecasting expected costs using various inflationary adjustments. Utilities also need to account for changes in water demand driven by variations in weather, water availability, state mandates, growth, and economic factors. In addition, system maintenance and reinvestment, reserves, and debt compliance all influence the revenues needed in future years. Therefore, a comprehensive financial plan reviews the following:

- 1) Historical water sales and consumption patterns to determine an appropriate usage level for projecting future water demands.
- 2) Operational costs that may change over the planning period because of inflation and any new expenditures added to meet strategic goals, state mandates, or changes in operations.
- 3) Multi-year system improvement needs, and scheduling based on priority. This review also considers available funding sources to complete projects such as pay-as-you-go (PAYGO), grants, loans, and debt financing.
- 4) Reserve funding to meet adopted reserve policies. The goal is to generate adequate cash on hand to mitigate financial risks related to operating cashflow needs, unexpected increases in expenses, shortages in system reinvestment, and mitigating potential system failures.

Figure 3 illustrates the key elements when developing a long-term financial plan.

Figure 3: Financial Plan Key Elements



# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

## Financial Planning Assumptions

Developing a long-term financial plan requires understanding the utility's financial position by evaluating existing revenue streams, ongoing expenses, how those expenses will change over time, existing debt requirements, and reserve policies. These considerations require certain assumptions for projecting revenues, expenses, and expected ending fund balances. Through discussions with staff and their understanding of historical budget data and future obligations, Table 9 identifies assumptions for forecasting revenues over the Financial Plan Period. Table 10 identifies assumptions for forecasting expense increases.

Table 9: Assumptions for Forecasting Revenues

Key Assumptions		FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
<b>Revenue Escalation</b>							
Non-Inflated		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Non-Rate Revenues		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Reserve Interest		1.0%	1.0%	1.0%	1.0%	1.0%	1.0%
<b>Account Growth</b>		0%	0%	0%	0%	0%	0%
<b>Projected Accounts</b>							
Total Accounts		6,465	6,465	6,465	6,465	6,465	6,465
<b>Consumption by Customer Class</b>	<i>(HCF)</i>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2025</b>	<b>FY 2026</b>	<b>FY 2027</b>	<b>FY 2028</b>
<b>Single-Family Residential</b>							
Tier 1	(0 - 5 HCF)	333,731	333,731	333,731	333,731	333,731	333,731
Tier 2	(6 - 12 HCF)	360,771	360,771	360,771	360,771	360,771	360,771
Tier 3	(13 - 20 HCF)	237,057	237,057	237,057	237,057	237,057	237,057
Tier 4	(21 - 29 HCF)	132,277	132,277	132,277	132,277	132,277	132,277
Tier 5	(30+ HCF)	170,079	170,079	170,079	170,079	170,079	170,079
<b>Subtotal Single-Family Residential Consumption (HCF)</b>		<b>1,233,915</b>	<b>1,233,915</b>	<b>1,233,915</b>	<b>1,233,915</b>	<b>1,233,915</b>	<b>1,233,915</b>
<b>Multi-Family Residential</b>							
Tier 1	(0 - 5 HCF)	130,160	130,160	130,160	130,160	130,160	130,160
Tier 2	(6 - 12 HCF)	94,588	94,588	94,588	94,588	94,588	94,588
Tier 3	(13 - 20 HCF)	11,825	11,825	11,825	11,825	11,825	11,825
Tier 4	(21 - 29 HCF)	3,627	3,627	3,627	3,627	3,627	3,627
Tier 5	(30+ HCF)	6,586	6,586	6,586	6,586	6,586	6,586
<b>Subtotal Multi-Family Residential Consumption (HCF)</b>		<b>246,786</b>	<b>246,786</b>	<b>246,786</b>	<b>246,786</b>	<b>246,786</b>	<b>246,786</b>
<b>Lifeline</b>							
Tier 1	(0 - 5 HCF)	703	703	703	703	703	703
Tier 2	(6 - 12 HCF)	711	711	711	711	711	711
Tier 3	(13 - 20 HCF)	413	413	413	413	413	413
Tier 4	(21 - 29 HCF)	204	204	204	204	204	204
Tier 5	(30+ HCF)	323	323	323	323	323	323
<b>Subtotal Lifeline Consumption (HCF)</b>		<b>2,354</b>	<b>2,354</b>	<b>2,354</b>	<b>2,354</b>	<b>2,354</b>	<b>2,354</b>
<b>Non-Residential</b>							
Tier 1	(0 - 5 HCF)	23,138	23,138	23,138	23,138	23,138	23,138
Tier 2	(6 - 12 HCF)	24,264	24,264	24,264	24,264	24,264	24,264
Tier 3	(13 - 20 HCF)	21,803	21,803	21,803	21,803	21,803	21,803
Tier 4	(21 - 29 HCF)	18,590	18,590	18,590	18,590	18,590	18,590
Tier 5	(30+ HCF)	370,671	370,671	370,671	370,671	370,671	370,671
<b>Subtotal Non-Residential Consumption (HCF)</b>		<b>458,466</b>	<b>458,466</b>	<b>458,466</b>	<b>458,466</b>	<b>458,466</b>	<b>458,466</b>
<b>Total Consumption by Customer Class (HCF)</b>		<b>1,941,521</b>	<b>1,941,521</b>	<b>1,941,521</b>	<b>1,941,521</b>	<b>1,941,521</b>	<b>1,941,521</b>

# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

Table 10: Assumptions for Forecasting Expense Requirements<sup>4</sup>

Key Assumptions	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
<b>Expenditure Escalation</b>						
Benefits	Budget	4.0%	4.0%	4.0%	4.0%	4.0%
Capital Construction	Budget	5.4%	5.4%	2.9%	2.9%	2.9%
Energy Costs	Budget	5.0%	5.0%	5.0%	5.0%	5.0%
General Costs	Budget	5.0%	5.0%	3.8%	3.8%	3.8%
Non-Inflated	Budget	0.0%	0.0%	0.0%	0.0%	0.0%
Retirement	Budget	5.0%	5.0%	5.0%	5.0%	5.0%
Salaries	Budget	4.0%	4.0%	4.0%	4.0%	4.0%
Water Purchases	Budget	5.0%	5.0%	5.0%	5.0%	5.0%

## Current Financial Position

### Revenues

Based on the forecasting assumptions, fixed revenues were calculated using account data by meter size (Table 5) and existing fixed charges (Table 7). Variable revenues were calculated using existing variable rates (Table 8) and projected total water sales by customer class and tier (Table 9). Table 11 shows the calculated rate revenues through the Financial Plan Period. The detailed calculations can be found in the rate model on file with the District.

Fixed Revenues	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Single-Family Residential	\$2,199,760	\$2,199,760	\$2,199,760	\$2,199,760	\$2,199,760	\$2,199,760
Multi-Family Residential	\$826,565	\$826,565	\$826,565	\$826,565	\$826,565	\$826,565
Lifeline	\$3,572	\$3,572	\$3,572	\$3,572	\$3,572	\$3,572
Non-Residential	\$419,501	\$419,501	\$419,501	\$419,501	\$419,501	\$419,501
<b>Total Fixed Revenues</b>	<b>\$3,449,398</b>	<b>\$3,449,398</b>	<b>\$3,449,398</b>	<b>\$3,449,398</b>	<b>\$3,449,398</b>	<b>\$3,449,398</b>
Variable Rate Revenue	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Single-Family Residential	\$2,570,331	\$2,570,331	\$2,570,331	\$2,570,331	\$2,570,331	\$2,570,331
Multi-Family Residential	\$397,312	\$397,312	\$397,312	\$397,312	\$397,312	\$397,312
Lifeline	\$4,060	\$4,060	\$4,060	\$4,060	\$4,060	\$4,060
Non-Residential	\$1,437,359	\$1,437,359	\$1,437,359	\$1,437,359	\$1,437,359	\$1,437,359
<b>Total Variable Rate Revenue</b>	<b>\$4,409,062</b>	<b>\$4,409,062</b>	<b>\$4,409,062</b>	<b>\$4,409,062</b>	<b>\$4,409,062</b>	<b>\$4,409,062</b>
<b>Total Rate Revenue</b>	<b>\$7,858,460</b>	<b>\$7,858,460</b>	<b>\$7,858,460</b>	<b>\$7,858,460</b>	<b>\$7,858,460</b>	<b>\$7,858,460</b>

<sup>4</sup> Capital Construction inflation and General Costs for FY 2024 and FY 2025 were increased to 5.4% and 5.0%, respectively to account for recent increases due to inflation. Outer years reduce to 2.9% and 3.8%, reflecting the 20-year average of the Engineer's News Record – CCI index and the LA Consumer Price Index, respectively.

# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

Table 12 summarizes calculated rate revenues and other non-rate revenues available through the Financial Plan Period with projections rounded to the nearest thousands. Under "Other Revenues," the District is selling over 2,000 acre-feet of potable groundwater to Jurupa Community Services District (JCSD), and this is projected to continue over the Rate Setting Period. The District's groundwater supply is the lowest cost to JCSD after reviewing JCSD's other water sources.

Table 11: Water Calculated Rate Revenues

Fixed Revenues	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Single-Family Residential	\$2,199,760	\$2,199,760	\$2,199,760	\$2,199,760	\$2,199,760	\$2,199,760
Multi-Family Residential	\$826,565	\$826,565	\$826,565	\$826,565	\$826,565	\$826,565
Lifeline	\$3,572	\$3,572	\$3,572	\$3,572	\$3,572	\$3,572
Non-Residential	\$419,501	\$419,501	\$419,501	\$419,501	\$419,501	\$419,501
<b>Total Fixed Revenues</b>	<b>\$3,449,398</b>	<b>\$3,449,398</b>	<b>\$3,449,398</b>	<b>\$3,449,398</b>	<b>\$3,449,398</b>	<b>\$3,449,398</b>
Variable Rate Revenue	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Single-Family Residential	\$2,570,331	\$2,570,331	\$2,570,331	\$2,570,331	\$2,570,331	\$2,570,331
Multi-Family Residential	\$397,312	\$397,312	\$397,312	\$397,312	\$397,312	\$397,312
Lifeline	\$4,060	\$4,060	\$4,060	\$4,060	\$4,060	\$4,060
Non-Residential	\$1,437,359	\$1,437,359	\$1,437,359	\$1,437,359	\$1,437,359	\$1,437,359
<b>Total Variable Rate Revenue</b>	<b>\$4,409,062</b>	<b>\$4,409,062</b>	<b>\$4,409,062</b>	<b>\$4,409,062</b>	<b>\$4,409,062</b>	<b>\$4,409,062</b>
<b>Total Rate Revenue</b>	<b>\$7,858,460</b>	<b>\$7,858,460</b>	<b>\$7,858,460</b>	<b>\$7,858,460</b>	<b>\$7,858,460</b>	<b>\$7,858,460</b>

Table 12: Water Projected Revenues

Revenue Summary	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Subtotal Rate Revenues	\$7,858,000	\$7,858,000	\$7,858,000	\$7,858,000	\$7,858,000	\$7,858,000
<b>Operating Revenues</b>						
Sales - Late Charges	\$56,000	\$56,000	\$56,000	\$56,000	\$56,000	\$56,000
Sales - Service Charges	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000
Sales - Reconnect Charge	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Sales - Meters	\$73,000	\$73,000	\$73,000	\$73,000	\$73,000	\$73,000
Sales - Jumper Income	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Miscellaneous Revenue	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Non-Potable Revenue	\$17,000	\$17,000	\$17,000	\$17,000	\$17,000	\$17,000
<b>Subtotal Operating Revenues</b>	<b>\$218,000</b>	<b>\$218,000</b>	<b>\$218,000</b>	<b>\$218,000</b>	<b>\$218,000</b>	<b>\$218,000</b>
<b>Other Revenues</b>						
Interest Income	\$18,000	\$41,000	\$35,000	\$35,000	\$36,000	\$38,000
Interest Income:Non-Operational	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000
Property Tax	\$229,000	\$229,000	\$229,000	\$229,000	\$229,000	\$229,000
JCSD Water Sales (Potable Contract)	\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000
<b>Subtotal Other Revenues</b>	<b>\$1,451,000</b>	<b>\$1,474,000</b>	<b>\$1,468,000</b>	<b>\$1,468,000</b>	<b>\$1,469,000</b>	<b>\$1,471,000</b>
<b>Total Revenues</b>	<b>\$9,527,000</b>	<b>\$9,550,000</b>	<b>\$9,544,000</b>	<b>\$9,544,000</b>	<b>\$9,545,000</b>	<b>\$9,547,000</b>

# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

## Expenses

The FY 2023 budget was used as the baseline expenses of the utility and adjusted in subsequent years based on the escalation factors shown in Table 10. Table 13 provides projected Operational & Maintenance (O&M) costs through the Financial Plan Period, with future projections (except for debt) rounded to the nearest thousands. Each O&M expense category includes detailed line-item expenditures that were discussed with staff to determine the appropriate escalation factor for forecasting how costs will increase over time. The District recently completed additional treatment improvements to mitigate poly-fluoroalkyl substances (PFAS) traces within its groundwater to remain below the State Water Resource Control Board's threshold of parts per trillion. The new PFAS treatment operations have added over \$1.2M in operating costs for FY 2023. In addition, the District plans on purchasing imported water for groundwater blending to reduce the potential of requiring additional treatment improvements.

The District has three outstanding debt obligations, with the 1998 COPs retiring in FY 2025. The 1998 COPs included the establishment of a debt reserve from inception, and the funds held within the debt reserve are shown in Table 13 as released in the final two years of debt payments. In addition to the debt reserve, a component of the existing rates covered the annual 1998 COPs debt payments. Revenues from this 1998 rate component are segregated each year in a separate COP Restricted Reserve for tracking revenues and expenditures. The funds within the COP Restricted Reserve are released commencing in FY 2024. These funds contribute to offsetting the final two years of annual 1998 COPs debt payments and annual debt payments of new obligations in subsequent years, benefitting all District customers.

*Table 13: Projected O&M Expenses*

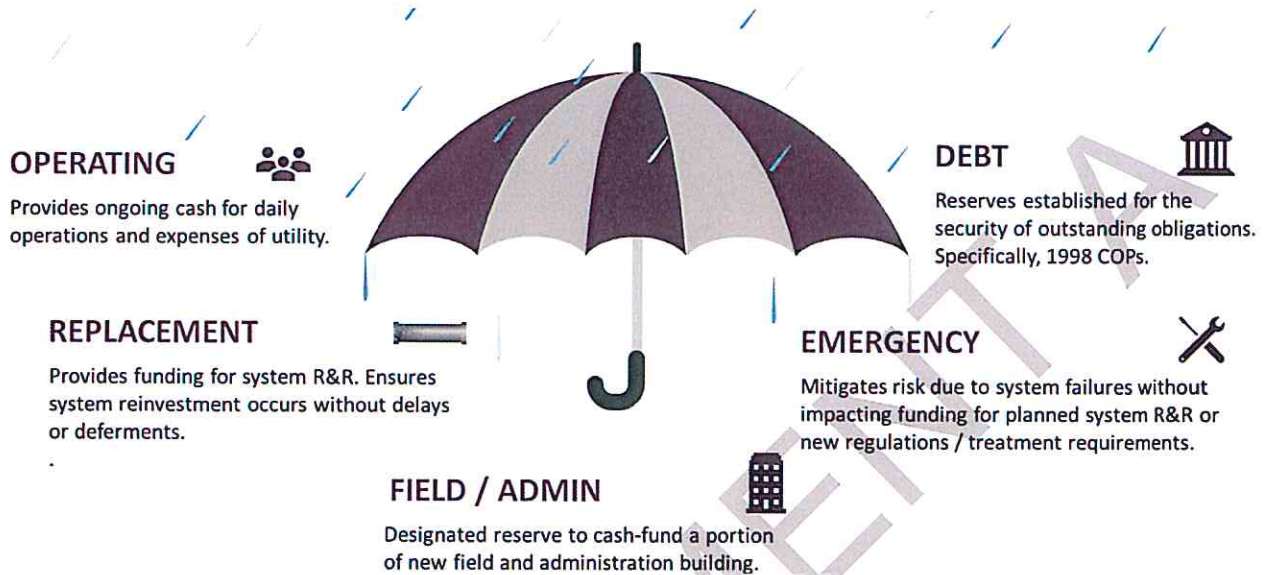
O&M Expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
<b>Operating Expenses</b>						
Salaries & Benefits	\$3,126,000	\$3,251,000	\$3,381,000	\$3,516,000	\$3,656,000	\$3,803,000
Energy	\$560,000	\$588,000	\$617,000	\$648,000	\$681,000	\$715,000
Operating & Maintenance	\$379,000	\$398,000	\$418,000	\$433,000	\$450,000	\$467,000
Operating Treatment	\$803,000	\$843,000	\$885,000	\$919,000	\$954,000	\$991,000
Other Expenses	\$831,000	\$480,000	\$504,000	\$523,000	\$543,000	\$564,000
Professional Fees	\$120,000	\$142,000	\$149,000	\$154,000	\$160,000	\$167,000
Administrative	\$1,159,000	\$951,000	\$999,000	\$1,037,000	\$1,076,000	\$1,117,000
Water Purchases - GW Blending	\$0	\$1,035,000	\$1,087,000	\$1,142,000	\$1,199,000	\$1,259,000
PFAS Treatment	\$1,250,000	\$1,313,000	\$1,379,000	\$1,431,000	\$1,486,000	\$1,543,000
<b>Subtotal Operating Expenses</b>	<b>\$8,228,000</b>	<b>\$9,001,000</b>	<b>\$9,419,000</b>	<b>\$9,803,000</b>	<b>\$10,205,000</b>	<b>\$10,626,000</b>
<b>Debt Service</b>						
Existing Debt - 1998 COPs	\$709,533	\$706,893	\$707,595	\$0	\$0	\$0
Existing Debt - SRF Loan	\$364,196	\$364,196	\$364,196	\$364,196	\$364,196	\$364,196
Existing Debt - Field/Admin Building Loan	\$59,393	\$237,000	\$237,000	\$237,000	\$237,000	\$237,000
Release of Debt Reserve	\$0	(\$94,394)	(\$707,595)	\$0	\$0	\$0
Transfers to/from COP Restricted Reserve	\$0	(\$612,498)	(\$364,196)	(\$364,196)	(\$73,655)	\$0
<b>Subtotal Debt Service</b>	<b>\$1,133,121</b>	<b>\$601,196</b>	<b>\$237,000</b>	<b>\$237,000</b>	<b>\$527,541</b>	<b>\$601,196</b>
<b>Total Expenses</b>	<b>\$9,361,121</b>	<b>\$9,602,196</b>	<b>\$9,656,000</b>	<b>\$10,040,000</b>	<b>\$10,732,541</b>	<b>\$11,227,196</b>



# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

## Reserves

Figure 4: Water Utility Reserves



Established reserves include Operating, Replacement, Field / Admin, Emergency, and Debt. These reserves help mitigate risks to the utility by ensuring sufficient cash is on hand for daily operations, cover funding for annual system improvements, and secure outstanding debt obligations. In addition, these reserves help smooth rates and mitigate rate spikes due to emergencies or above-average system costs. The Emergency Reserve is a new reserve discussed with the Board and recommended as part of this study. The Emergency Reserve addresses unforeseen system failures and new regulations or treatment requirements. Table 14 summarizes each reserve's minimum reserve requirements and ideal funding targets.

Table 14: Reserve Requirements and Targets

Reserve	Minimum Requirement	Reserve Target
Operating	90 days of operating	120 days of operating
Replacement	Annual depreciation	2x annual depreciation
Field / Admin	N/A	N/A
Emergency	2% of asset value	6% of asset value
<b>Debt Reserves</b>		
Debt Reserve (1998 COPs)	Annual debt payment	N/A
COP Restricted Reserve	N/A	N/A

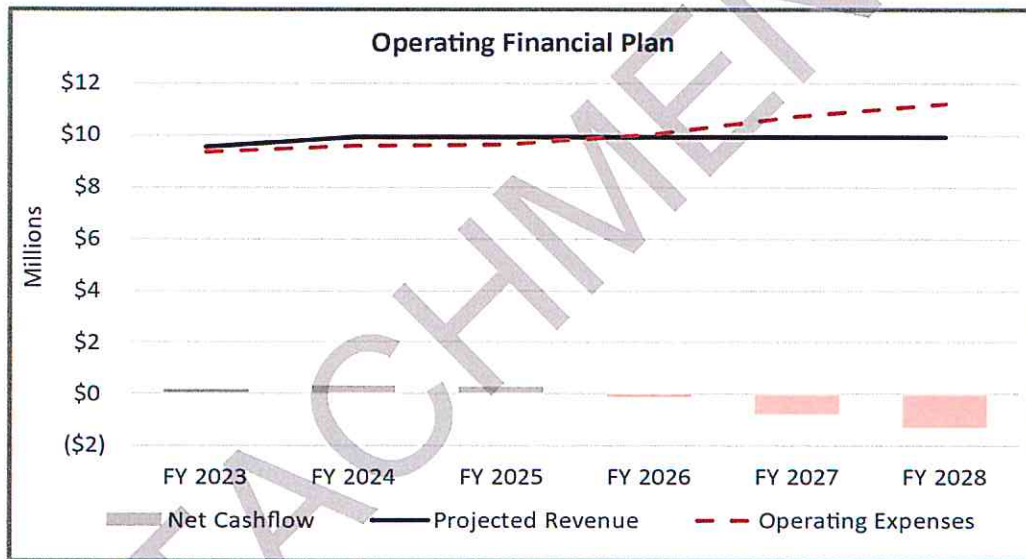
The reserve balance as of July 1, 2022, equaled approximately \$7.6M.

# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

## Financial Outlook at Existing Rates

Calculating revenue using existing rates and projecting expenses helps determine the current financial health of the utility. Revenues from current rates and the FY 2024 noticed rates will cover operating expenses through FY 2025. However, net operating income is limited, and an operating deficit would occur in FY 2026 and beyond. In addition, capital spending towards repair & replacement would require the use of reserves as the primary funding source, which is not sustainable. Figure 5 illustrates the operating position of the utility, where O&M expenses are identified with the dashed red trendline, and the horizontal black trendline shows total revenues at existing rates. The bars represent the net operating income, with grey bars reflecting positive net income for capital spending and reserve funding and red bars reflecting an operating deficit absorbed by reserves.

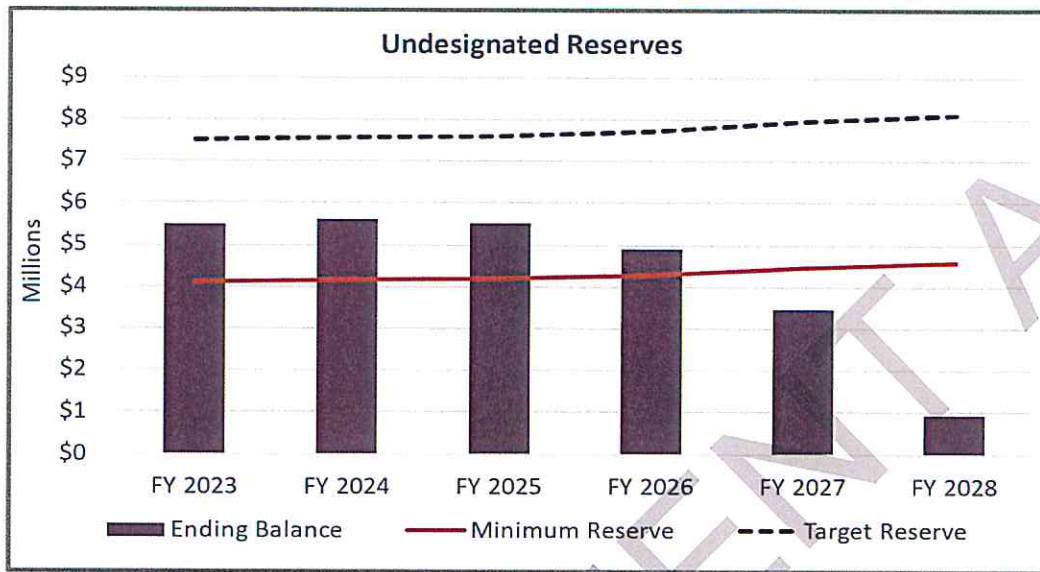
Figure 5: Current Operating Financial Position



With capital spending increasing each year, as shown in Figure 2, reserves will cover the remaining capital improvement plan to ensure adequate reinvestment in the water system for repair and replacement. Figure 6 reflects the projected ending balances of undesignated reserves after funding operating and capital projects. Undesignated reserves include Operating, Replacement, Field/Admin, and Emergency reserves. By FY 2027, reserves will be reduced to approximately \$3.4M and fall below the minimum reserve requirement.

# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

Figure 6: Projected Ending Reserves at Existing Rates



ATTACHMENT A

## **Proposed Financial Plan – Water Utility**

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From our review of the utility's financial outlook at existing rates, a proposed financial plan is developed to fund the multi-year revenue requirements. The proposed financial plan generates approximately \$7M in additional revenue over the Financial Plan Period. The additional revenue generates positive net operating income each year, funds the ramp-up of capital spending, and meets the minimum reserve requirements. Table 15 forecasts projected revenues and expenses through FY 2028. Table 16 identifies the FY 2023 total starting undesignated reserve balance, activity within each reserve (including net income transfer from Table 15, transfers between reserves, use of capacity fees, and annual CIP), and projected ending balances for each fiscal year of the Rate Setting Period.

ATTACHMENT

# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

Table 15: Proposed Financial Plan – Projected Revenues and Expenses Through FY 2028

Revenue	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Total Rate Revenues	\$7,858,000	\$7,858,000	\$7,858,000	\$7,858,000	\$7,858,000	\$7,858,000
Additional Revenue (from revenue adjustments):						
Fiscal Year	Revenue Adjustment	Effective Month				
FY 2023	0.0%	July	\$0	\$0	\$0	\$0
FY 2024	5.5%	July	\$432,000	\$432,000	\$432,000	\$432,000
FY 2025	5.5%	July		\$455,000	\$455,000	\$455,000
FY 2026	5.5%	July			\$480,000	\$480,000
FY 2027	5.5%	July				\$507,000
FY 2028	5.5%	July				\$535,000
Total Additional Revenue	\$0	\$432,000	\$887,000	\$1,367,000	\$1,874,000	\$2,409,000
Projected Rate Revenues	\$7,858,000	\$8,290,000	\$8,745,000	\$9,225,000	\$9,732,000	\$10,267,000
<b>Operating Revenues</b>						
Sales - Late Charges	\$56,000	\$56,000	\$56,000	\$56,000	\$56,000	\$56,000
Sales - Service Charges	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000
Sales - Reconnect Charge	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Sales - Meters	\$73,000	\$73,000	\$73,000	\$73,000	\$73,000	\$73,000
Sales - Jumper Income	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Miscellaneous Revenue	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Non-Potable Revenue	\$17,000	\$17,000	\$17,000	\$17,000	\$17,000	\$17,000
Subtotal Operating Revenues	\$218,000	\$218,000	\$218,000	\$218,000	\$218,000	\$218,000
<b>Other Revenues</b>						
Interest Income	\$18,000	\$41,000	\$35,000	\$35,000	\$36,000	\$38,000
Interest Income:Non-Operational	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000
Property Tax	\$229,000	\$229,000	\$229,000	\$229,000	\$229,000	\$229,000
JCSD Water Sales (Potable Contract)	\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000
Subtotal Other Revenues	\$1,451,000	\$1,474,000	\$1,468,000	\$1,468,000	\$1,469,000	\$1,471,000
Total Revenues	\$9,527,000	\$9,982,000	\$10,431,000	\$10,911,000	\$11,419,000	\$11,956,000
<b>O&amp;M Expenses</b>						
<b>Operating Expenses</b>						
Salaries & Benefits	\$3,126,000	\$3,251,000	\$3,381,000	\$3,516,000	\$3,656,000	\$3,803,000
Energy	\$560,000	\$588,000	\$617,000	\$648,000	\$681,000	\$715,000
Operating & Maintenance	\$379,000	\$398,000	\$418,000	\$433,000	\$450,000	\$467,000
Operating Treatment	\$803,000	\$843,000	\$885,000	\$919,000	\$954,000	\$991,000
Other Expenses	\$831,000	\$480,000	\$504,000	\$523,000	\$543,000	\$564,000
Professional Fees	\$120,000	\$142,000	\$149,000	\$154,000	\$160,000	\$167,000
Administrative	\$1,159,000	\$951,000	\$999,000	\$1,037,000	\$1,076,000	\$1,117,000
Water Purchases - GW Blending	\$0	\$1,035,000	\$1,087,000	\$1,142,000	\$1,199,000	\$1,259,000
PFAS Treatment	\$1,250,000	\$1,313,000	\$1,379,000	\$1,431,000	\$1,486,000	\$1,543,000
Subtotal Operating Expenses	\$8,228,000	\$9,001,000	\$9,419,000	\$9,803,000	\$10,205,000	\$10,626,000
<b>Debt Service</b>						
Existing Debt - 1998 COPs	\$709,533	\$706,893	\$707,595	\$0	\$0	\$0
Existing Debt - SRF Loan	\$364,196	\$364,196	\$364,196	\$364,196	\$364,196	\$364,196
Existing Debt - Field/Admin Building Loan	\$59,393	\$237,000	\$237,000	\$237,000	\$237,000	\$237,000
Release of Debt Reserve	\$0	(\$94,394)	(\$707,595)	\$0	\$0	\$0
Transfers to/from COP Restricted Reserve	\$0	(\$612,498)	(\$364,196)	(\$364,196)	(\$73,655)	\$0
New/Proposed Debt	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal Debt Service	\$1,133,121	\$601,196	\$237,000	\$237,000	\$527,541	\$601,196
Total Expenses	\$9,361,121	\$9,602,196	\$9,656,000	\$10,040,000	\$10,732,541	\$11,227,196
Net Cashflow	\$165,879	\$379,804	\$775,000	\$871,000	\$686,459	\$728,804

# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

Table 16: Water – Undesignated Reserves Activity through FY 2028

Undesignated Funds						
Undesignated Reserves Starting Balance	\$5,421,794	\$5,492,909	\$5,650,162	\$6,057,428	\$6,424,836	\$6,461,601
<b>Operating Fund</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2025</b>	<b>FY 2026</b>	<b>FY 2027</b>	<b>FY 2028</b>
Beginning Balance	\$4,282,838	\$3,077,629	\$3,156,886	\$3,174,575	\$3,300,822	\$3,528,507
Transfers (Net Cashflow)	\$165,879	\$379,804	\$775,000	\$871,000	\$686,459	\$728,804
Transfers from/(to) Replacement Reserve	(\$1,371,087)	(\$300,546)	(\$757,311)	(\$744,753)	(\$458,774)	(\$566,178)
Ending Balance	\$3,077,629	\$3,156,886	\$3,174,575	\$3,300,822	\$3,528,507	\$3,691,133
<b>Replacement Reserve</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2025</b>	<b>FY 2026</b>	<b>FY 2027</b>	<b>FY 2028</b>
Beginning Balance	\$758,237	\$2,034,560	\$2,112,556	\$2,502,133	\$2,743,294	\$2,552,375
Plus:						
Transfers from/(to) Operating Fund	\$1,371,087	\$300,546	\$757,311	\$744,753	\$458,774	\$566,178
New Debt Proceeds	\$0	\$0	\$0	\$0	\$0	\$0
Use of Capacity Fees:	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$0
Less:						
CIP	(\$508,659)	(\$643,183)	(\$790,693)	(\$929,689)	(\$1,076,040)	(\$1,230,054)
Subtotal Replacement Reserve	\$2,020,666	\$2,091,924	\$2,479,175	\$2,717,198	\$2,526,028	\$1,888,499
Interest Earnings	\$13,895	\$20,632	\$22,959	\$26,097	\$26,347	\$22,204
Ending Balance	\$2,034,560	\$2,112,556	\$2,502,133	\$2,743,294	\$2,552,375	\$1,910,703
<b>Field/Admin Reserve</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2025</b>	<b>FY 2026</b>	<b>FY 2027</b>	<b>FY 2028</b>
Beginning Balance	\$380,720	\$380,720	\$380,720	\$380,720	\$380,720	\$380,720
Direct Transfer	\$0	\$0	\$0	\$0	\$0	\$0
Ending Balance	\$380,720	\$380,720	\$380,720	\$380,720	\$380,720	\$380,720
<b>Emergency Reserve</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2025</b>	<b>FY 2026</b>	<b>FY 2027</b>	<b>FY 2028</b>
Beginning Balance	\$0	\$0	\$0	\$0	\$0	\$0
Direct Transfer	\$0	\$0	\$0	\$0	\$0	\$0
Ending Balance	\$0	\$0	\$0	\$0	\$0	\$0
Undesignated Reserves Ending Balance	\$5,492,909	\$5,650,162	\$6,057,428	\$6,424,836	\$6,461,601	\$5,982,556

ATTACHMENT

# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

The operating position based on the proposed financial plan is identified in Figure 7. Figure 8 and Figure 9 show the capital plan with funding sources and projected ending reserve balances, respectively.

Figure 7: Proposed Operating Position

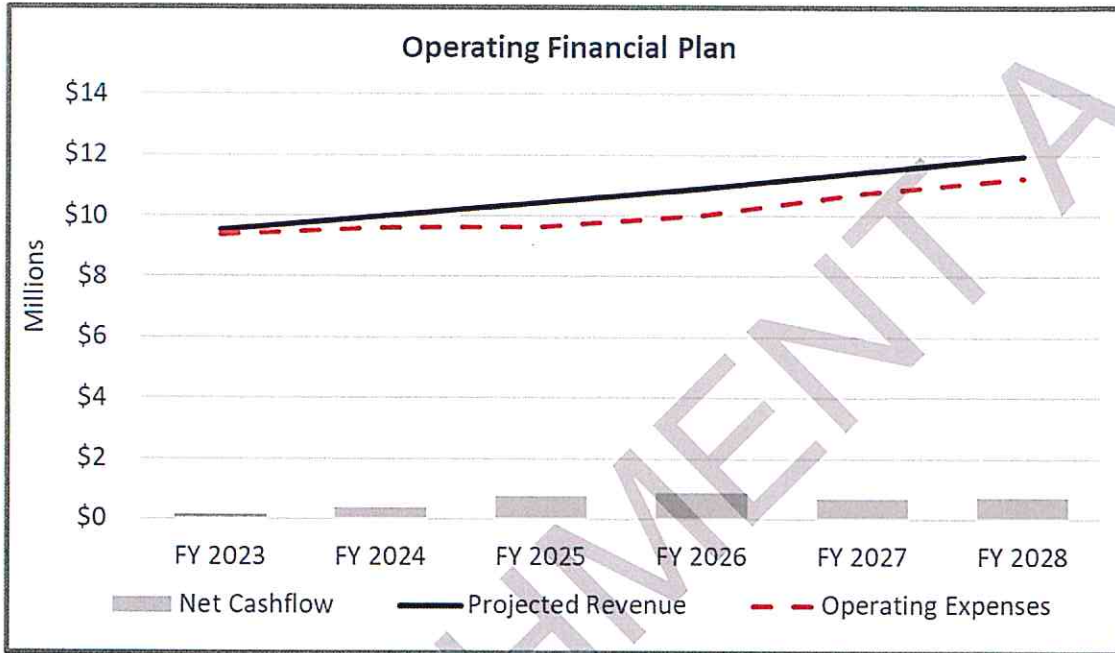
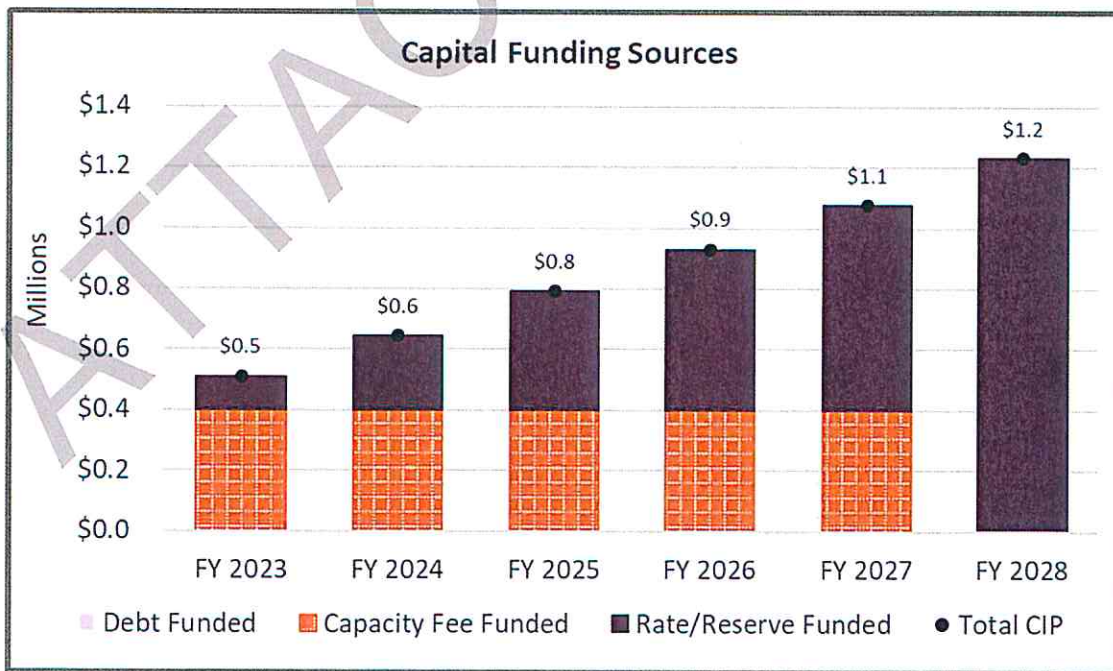
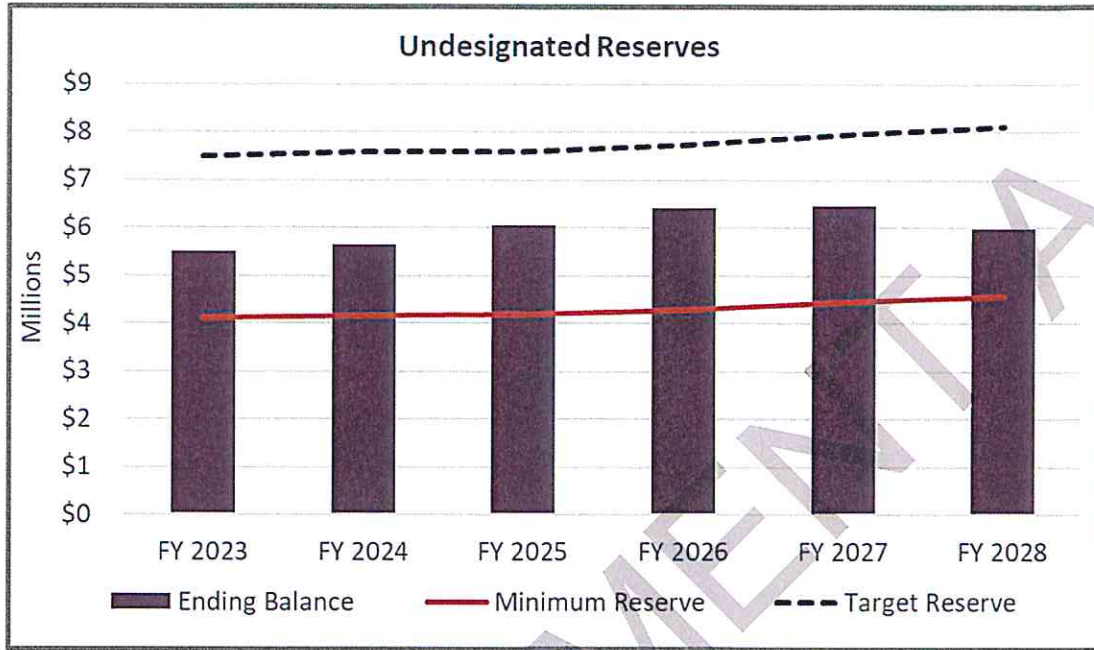


Figure 8: Capital Improvement Plan with Funding Sources



# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

Figure 9: Proposed Ending Reserves



ATTACHMENT A



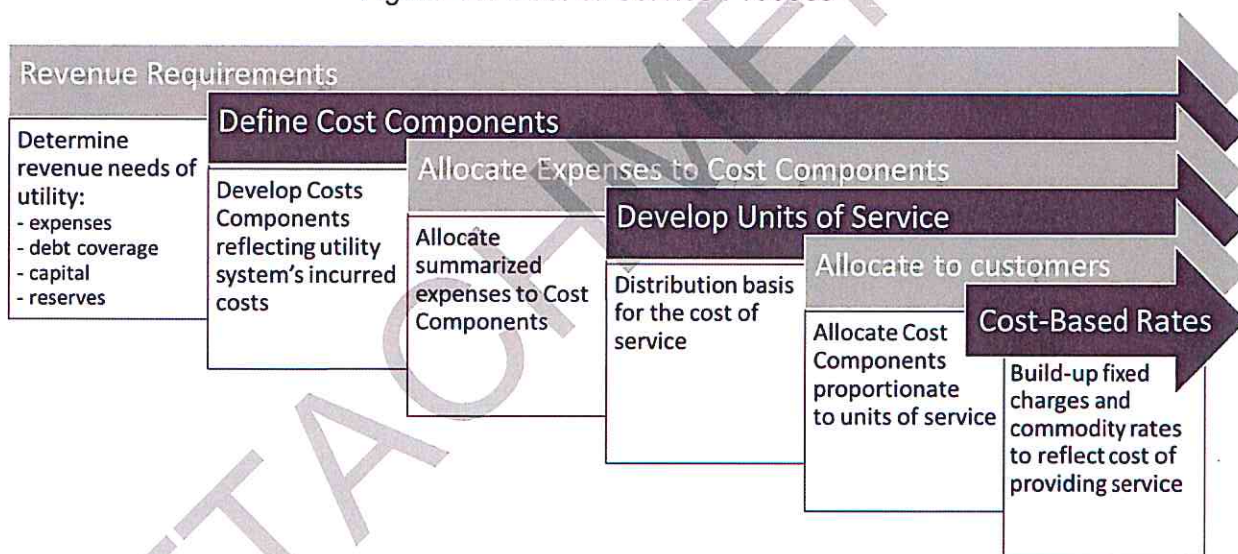
## Cost-of-Service Analysis – Water Utility

### Cost-of-Service Process

The next step in developing rates is to perform a cost-of-service analysis. Creating cost-based, equitable rates is a significant consideration in developing proposed water rates. Meeting the statutory requirements of Proposition 218 is of paramount importance in developing utility rates. Proposition 218 does not provide a particular methodology for establishing cost-based rates. This study uses the Base-Extra Capacity Methodology for developing water rates and adheres to the cost-of-service provisions of Proposition 218.

It is important to understand **how** costs are incurred to determine the most appropriate way to recover them. The following graphic summarizes the cost-of-service process. This process allocates costs incurred to customer classes and tiers based on their proportional share. As a result, the proposed rates are cost-based and reflect the costs incurred to deliver water service to all customers.

Figure 10: Cost-of-Service Process



### Revenue Requirements

With FY 2024 as the first year of the proposed rate schedule, revenue requirements are determined for FY 2024 and used for the cost-of-service. Revenue requirements include O&M expenses, available offsets from other operating and non-operating revenues, annual net income, and any mid-year adjustments if rates are implemented after the start of the fiscal year. The proposed revenue adjustments and corresponding rates collectively accumulate the necessary funding over the Financial Plan Period to fund total revenue requirements, including capital, while meeting minimum reserve requirements. The results of the financial plan analysis are summarized in **Table 17** and represent the revenue required from rates over the Financial Plan Period.

# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

Table 17: FY 2024 – FY 2028 Revenue Requirements

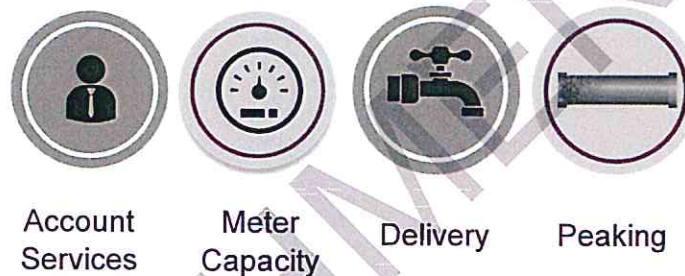
Revenue Requirements	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
	Total	Total	Total	Total	Total
<b>Operating Expenses</b>					
Salaries & Benefits	\$3,251,000	\$3,381,000	\$3,516,000	\$3,656,000	\$3,803,000
Energy	\$588,000	\$617,000	\$648,000	\$681,000	\$715,000
Operating & Maintenance	\$398,000	\$418,000	\$433,000	\$450,000	\$467,000
Operating Treatment	\$843,000	\$885,000	\$919,000	\$954,000	\$991,000
Other Expenses	\$480,000	\$504,000	\$523,000	\$543,000	\$564,000
Professional Fees	\$142,000	\$149,000	\$154,000	\$160,000	\$167,000
Administrative	\$951,000	\$999,000	\$1,037,000	\$1,076,000	\$1,117,000
Water Purchases - GW Blending	\$1,035,000	\$1,087,000	\$1,142,000	\$1,199,000	\$1,259,000
PFAS Treatment	\$1,313,000	\$1,379,000	\$1,431,000	\$1,486,000	\$1,543,000
<b>Total Operating Expenses</b>	<b>\$9,001,000</b>	<b>\$9,419,000</b>	<b>\$9,803,000</b>	<b>\$10,205,000</b>	<b>\$10,626,000</b>
<b>Debt Service</b>					
Existing Debt - 1998 COPs	\$706,893	\$707,595	\$0	\$0	\$0
Existing Debt - SRF Loan	\$364,196	\$364,196	\$364,196	\$364,196	\$364,196
Existing Debt - Field/Admin Building Loan	\$237,000	\$237,000	\$237,000	\$237,000	\$237,000
Release of Debt Reserve	(\$94,394)	(\$707,595)	\$0	\$0	\$0
Transfers to/from COP Restricted Reserve	(\$612,498)	(\$364,196)	(\$364,196)	(\$73,655)	\$0
New/Proposed Debt	\$0	\$0	\$0	\$0	\$0
<b>Total Debt Service</b>	<b>\$601,196</b>	<b>\$237,000</b>	<b>\$237,000</b>	<b>\$527,541</b>	<b>\$601,196</b>
<b>Total Operating Expenditures</b>	<b>\$9,602,196</b>	<b>\$9,656,000</b>	<b>\$10,040,000</b>	<b>\$10,732,541</b>	<b>\$11,227,196</b>
<b>Revenue Offsets</b>					
Sales - Late Charges	(\$56,000)	(\$56,000)	(\$56,000)	(\$56,000)	(\$56,000)
Sales - Service Charges	(\$7,000)	(\$7,000)	(\$7,000)	(\$7,000)	(\$7,000)
Sales - Reconnect Charge	(\$5,000)	(\$5,000)	(\$5,000)	(\$5,000)	(\$5,000)
Sales - Meters	(\$73,000)	(\$73,000)	(\$73,000)	(\$73,000)	(\$73,000)
Sales - Jumper Income	(\$50,000)	(\$50,000)	(\$50,000)	(\$50,000)	(\$50,000)
Miscellaneous Revenue	(\$10,000)	(\$10,000)	(\$10,000)	(\$10,000)	(\$10,000)
Non-Potable Revenue	(\$17,000)	(\$17,000)	(\$17,000)	(\$17,000)	(\$17,000)
Interest Income	(\$41,000)	(\$35,000)	(\$35,000)	(\$36,000)	(\$38,000)
Interest Income:Non-Operational	(\$4,000)	(\$4,000)	(\$4,000)	(\$4,000)	(\$4,000)
Property Tax	(\$229,000)	(\$229,000)	(\$229,000)	(\$229,000)	(\$229,000)
JCSD Water Sales (Potable Contract)	(\$1,200,000)	(\$1,200,000)	(\$1,200,000)	(\$1,200,000)	(\$1,200,000)
<b>Total Revenue Offsets</b>	<b>(\$1,692,000)</b>	<b>(\$1,686,000)</b>	<b>(\$1,686,000)</b>	<b>(\$1,687,000)</b>	<b>(\$1,689,000)</b>
<b>Adjustments</b>					
Reserve Funding	\$379,804	\$775,000	\$871,000	\$686,459	\$728,804
<b>Total Adjustments</b>	<b>\$379,804</b>	<b>\$775,000</b>	<b>\$871,000</b>	<b>\$686,459</b>	<b>\$728,804</b>
<b>Revenue Requirement from Rates</b>	<b>\$8,290,000</b>	<b>\$8,745,000</b>	<b>\$9,225,000</b>	<b>\$9,732,000</b>	<b>\$10,267,000</b>

# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

## Define Cost Components

The utility incurs costs to accommodate total water demand and peak demands that vary throughout the year, days, and hours. Therefore, to determine the most appropriate way to recover the utility's expenses, cost components are identified to allocate expenses based on how they are incurred. By reviewing the revenue requirements and understanding the utility system, it is appropriate and reasonable to utilize the base-extra capacity methodology outlined in the American Water Works Association M1 Manual. This methodology accounts for the utility's costs as a function of meeting both total volume and peak use demands. For example, if a utility's average use and peak use were equivalent, the utility system could be sized solely to accommodate the average demand on the system. However, customer water usage peaks at various times, such as in the morning when everyone wakes up, evenings when customers are home from work/school, and other times of the year, as outdoor water needs fluctuate based on the weather. The cost components shown in Figure 11 reflect the cost components used for this study.

Figure 11: Cost Components



*Account Services* – Fixed expenses that do not necessarily fluctuate based on usage or meter size.  
*Meter Capacity* – O&M expenses associated with meters, including a portion of capital and reserves.  
*Delivery* – Operating and capital expenses of the water system associated with serving customers at a constant average use or average daily demand. These costs tend to vary with the total water used.  
*Peaking* – Expenses incurred to meet customer peak demands in excess of average day usage.

The analysis herein establishes cost components for developing fixed charges and utilizes the base-extra capacity method for developing variable rates. Total volume and usage patterns of customers and tiers are analyzed to allocate expenses proportionately based on total usage and peak demands. Peak demand is a function of Max Day Demand (Max Day) and Max Hour Demand (Max Hour) placed on the system in comparison to Average Day Demand (Avg Day). The system is configured with distribution and transmission lines ranging in size from 1" diameter to 24" diameter. This system configuration provides fire flow demand inherent to a utility system and accounts for peak water demands generated by how customers use water above Avg Day. Max Day is the maximum amount of water used in a single day of a calendar year, and Max Hour reflects the peak hourly use on the system compared to Avg Day.

## Allocate Expenses to Cost Components

When allocating expenses to the defined costs components, it is important to have a sound basis as to why an expense was allocated to a certain fixed cost component versus a variable cost component or split between both fixed and variable. The distribution of expenses to the cost components should be straightforward to ensure the method of apportionment is understandable and easily correlates to how expenses are incurred. A description of each expense category is identified on the next page.

# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

## O&M Expense Categories:

*Salaries & Benefits – Fixed:* Personnel costs of the District.

*Energy:* Costs incurred for groundwater production to serve total water demand.

*Operating & Maintenance:* Costs associated with the daily operation of the water system, including office supplies, chemicals, fleet and vehicles, and equipment.

*Operating Treatment:* Costs associated with treating groundwater (excluding PFAS treatment). These costs include water quality monitoring and testing, water system maintenance, and operating costs of the Wellhd Treatment Facility.

*Other Expenses:* Costs associated with general supplies, uniforms, licenses & permits, contract consulting, and other miscellaneous expenses.

*Professional Fees:* Costs associated with attorney fees, engineering, and computer system support.

*Administrative:* Overhead costs, including a pro-rata share of central services based on the District's cost allocation plan.

*Water Purchases – GW Blending:* Imported water costs for groundwater blending to adjust the water quality composition.

*PFAS Treatment:* Costs associated with the additional treatment expenses to remove traces of polyfluoroalkyl substances in groundwater.

System peaking characteristics are used to allocate costs to Avg Day (Delivery) and Max Day / Max Hour (collectively, Peaking). Avg Day is assigned a factor of 1.0, signifying no peaking demands. The Max Day and Max Hour factors shown in Table 18 are from the District's Master Plan. A Max Day peaking factor of 2.00 means that the system delivers just over double the average daily demand during a peak day. A Max Hour peaking factor of 3.50 means that the system delivers 3.5 times the average daily demand during peak hour. To determine the percentage allocations for Avg Day, Max Day, and Max Hour, the following calculations are used:

*Avg Day* – 100% to Base (no peak)

*Max Day* – Max Day peak factor is 2.00. Therefore, the base factor of 1.0 makes up 50% of the Max Day ( $1.0 / 2.00 = 0.50$ ) and Max Day is 50% of demand.

*Max Hour* – The Max Hour peak factor is 3.50. Therefore, the base factor of 1.0 makes up 28.6% of Max Hour ( $1.0 / 3.50 = 0.286$ ), and the Max Day increment above Avg Day of 1.00 ( $2.00 - 1.00 = 1.00$ ) makes up 28.6% of the Max Hour Demand ( $1.00 / 3.50 = 0.286$ ). Therefore, the Max Hour increment equals the remainder of 42.9%.

These peaking factors are specific to the District and reflect the peaking characteristics of the District's water system. The corresponding allocations between Delivery and Peaking provide a means to spread costs incurred as a function of serving Max Day and Max Hour proportionately. Table 18 summarizes the percentage between Delivery and Peaking using Avg Day, Max Day, and Max Hour.

**Table 18: System Peaking Factors and Distribution Basis**

System Peak	Factor	Base [A]	Max Day [B]	Max Hour [C]	Delivery [D] = A	Peaking [E] = B+C
Avg Day	1.00	100.00%	0.00%	0.00%	100.0%	0.0%
Max Day	2.00	50.00%	50.00%	0.00%	50.0%	50.0%
Max Hour	3.50	28.57%	28.57%	42.86%	28.6%	71.4%

## Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

Table 19 summarizes the percent allocation of O&M revenue requirements to the cost components, and Table 20 uses the percent allocations in Table 19 to allocate expenses in dollars to each cost component. Salaries & Benefits of the District's water operators and field crew were split 50%/50% between Account Services and Delivery to secure half of the funding through fixed cost recovery while reflecting that these positions maintain the system for continuous water delivery. Administrative is recovered as a 100% fixed cost between Account Service and Meter Capacity. The 48.4% to Account Services is the percent of the Administrative overhead expense associated with customer service staffing costs, which is a fixed cost for having an account irrespective of usage or meter size. Of the total \$951,000 in Administrative allocated to the Water Utility based on the District's most recent cost allocation plan, \$460,678 is customer service staffing from the general fund.

Table 19: O&M Expense Allocation to Cost Components (%)

Functionalized Expenses	Methodology / Allocation Basis	Account Services	Meter Capacity	Delivery	Peaking	Total
Salaries & Benefits	Specific	50.0%	0.0%	50.0%	0.0%	100%
Energy	Max Day	0.0%	0.0%	50.0%	50.0%	100%
Operating & Maintenance	Max Day	0.0%	0.0%	50.0%	50.0%	100%
Operating Treatment	Max Day	0.0%	0.0%	50.0%	50.0%	100%
Other Expenses	Specific	100.0%	0.0%	0.0%	0.0%	100%
Professional Fees	Specific	0.0%	100.0%	0.0%	0.0%	100%
Administrative	Specific	48.4%	51.6%	0.0%	0.0%	100%
Water Purchases - GW Blending	Avg Day	0.0%	0.0%	100.0%	0.0%	100%
PFAS Treatment	Avg Day	0.0%	0.0%	100.0%	0.0%	100%

Table 20: O&M Expense Allocation to Cost Components (\$)

Functionalized Expenses	Methodology / Allocation Basis	Account Services	Meter Capacity	Delivery	Peaking	Total
Salaries & Benefits	Specific	\$1,625,500	\$0	\$1,625,500	\$0	\$3,251,000
Energy	Max Day	\$0	\$0	\$294,000	\$294,000	\$588,000
Operating & Maintenance	Max Day	\$0	\$0	\$199,000	\$199,000	\$398,000
Operating Treatment	Max Day	\$0	\$0	\$421,500	\$421,500	\$843,000
Other Expenses	Specific	\$480,000	\$0	\$0	\$0	\$480,000
Professional Fees	Specific	\$0	\$142,000	\$0	\$0	\$142,000
Administrative	Specific	\$460,678	\$490,322	\$0	\$0	\$951,000
Debt Service	Specific	\$0	\$0	\$0	\$0	\$0
Water Purchases - GW Blending	Avg Day	\$0	\$0	\$1,035,000	\$0	\$1,035,000
PFAS Treatment	Avg Day	\$0	\$0	\$1,313,000	\$0	\$1,313,000
<b>Total Allocation (\$)</b>		<b>\$2,566,178</b>	<b>\$632,322</b>	<b>\$4,888,000</b>	<b>\$914,500</b>	<b>\$9,001,000</b>
<b>O&amp;M Allocation (%)</b>		<b>28.5%</b>	<b>7.0%</b>	<b>54.3%</b>	<b>10.2%</b>	<b>100.0%</b>

## Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

The District's debt was allocated to Meter Capacity because the debt is used for capital improvements of the water system, and Meter Capacity is a fixed cost recovery component that reflects the demand each meter places on the water system. Table 21 identifies the percent allocation of the debt expense to the cost components, and Table 22 reflects the debt expense in dollars.

*Table 21: Water Debt Allocation to Cost Components (%)*

Functionalized Expenses	Methodology / Allocation Basis	Account Services	Meter Capacity	Delivery	Peaking	Total
Existing Debt - 1998 COPs	Specific	0.0%	100.0%	0.0%	0.0%	100%
Existing Debt - SRF Loan	Specific	0.0%	100.0%	0.0%	0.0%	100%
Existing Debt - Field/Admin Building Loan	Specific	0.0%	100.0%	0.0%	0.0%	100%
Release of Debt Reserve	Specific	0.0%	100.0%	0.0%	0.0%	100%
Transfers to/from COP Restricted Reserve	Specific	0.0%	100.0%	0.0%	0.0%	100%
New/Proposed Debt	Specific	0.0%	100.0%	0.0%	0.0%	100%

*Table 22: Water Debt Allocation to Cost Components (\$)*

Functionalized Expenses	Methodology / Allocation Basis	Account Services	Meter Capacity	Delivery	Peaking	Total
Existing Debt - 1998 COPs	Specific	\$0	\$706,893	\$0	\$0	\$706,893
Existing Debt - SRF Loan	Specific	\$0	\$364,196	\$0	\$0	\$364,196
Existing Debt - Field/Admin Building Loan	Specific	\$0	\$237,000	\$0	\$0	\$237,000
Release of Debt Reserve	Specific	\$0	(\$94,394)	\$0	\$0	(\$94,394)
Transfers to/from COP Restricted Reserve	Specific	\$0	(\$612,498)	\$0	\$0	(\$612,498)
New/Proposed Debt	Specific	\$0	\$0	\$0	\$0	\$0
<b>Total Allocation (\$)</b>		<b>\$0</b>	<b>\$601,196</b>	<b>\$0</b>	<b>\$0</b>	<b>\$601,196</b>

Other Funding includes contract revenues, other operating and non-operating revenues, and Reserve Funding. Non-Potable revenue and Jurupa Community Services District (JCSD) water sales are allocated to Max Day, equivalent to the associated expenses for groundwater production. Property Tax is split between Account Services and Meter Capacity in the same manner as the Administrative expense in Table 19 because the District has historically funded central services costs through property tax. All other items are allocated based on O&M percentages derived in Table 20 to allocate revenue offsets and reserve funding proportionately to the cost components. Table 23 summarizes the percent allocation to the cost components, and Table 24 uses the percent allocations in Table 23 to allocate expenses in dollars to each cost component. Table 25 summarizes the revenue requirement derived in Table 17 by cost component.

# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

Table 23: Other Funding to Cost Components (%)

Functionalized Expenses	Methodology / Allocation Basis	Account Services	Meter Capacity	Delivery	Peaking	Total
Sales - Late Charges	O&M Allocation	28.5%	7.0%	54.3%	10.2%	100%
Sales - Service Charges	O&M Allocation	28.5%	7.0%	54.3%	10.2%	100%
Sales - Reconnect Charge	O&M Allocation	28.5%	7.0%	54.3%	10.2%	100%
Sales - Meters	O&M Allocation	28.5%	7.0%	54.3%	10.2%	100%
Sales - Jumper Income	O&M Allocation	28.5%	7.0%	54.3%	10.2%	100%
Miscellaneous Revenue	O&M Allocation	28.5%	7.0%	54.3%	10.2%	100%
Non-Potable Revenue	Max Day	0.0%	0.0%	50.0%	50.0%	100%
Interest Income	O&M Allocation	28.5%	7.0%	54.3%	10.2%	100%
Interest Income:Non-Operational	O&M Allocation	28.5%	7.0%	54.3%	10.2%	100%
Contributions in Aid of Construction	O&M Allocation	28.5%	7.0%	54.3%	10.2%	100%
Property Tax	Specific	48.4%	51.6%	0.0%	0.0%	100%
JCSD Water Sales (Potable Contract)	Max Day	0.0%	0.0%	50.0%	50.0%	100%
Reserve Funding	O&M Allocation	28.5%	7.0%	54.3%	10.2%	100%

Table 24: Other Funding Allocation to Cost Components (\$)

Functionalized Expenses	Methodology / Allocation Basis	Account Services	Meter Capacity	Delivery	Peaking	Total
Sales - Late Charges	O&M Allocation	(\$15,966)	(\$3,934)	(\$30,411)	(\$5,690)	(\$56,000)
Sales - Service Charges	O&M Allocation	(\$1,996)	(\$492)	(\$3,801)	(\$711)	(\$7,000)
Sales - Reconnect Charge	O&M Allocation	(\$1,425)	(\$351)	(\$2,715)	(\$508)	(\$5,000)
Sales - Meters	O&M Allocation	(\$20,812)	(\$5,128)	(\$39,643)	(\$7,417)	(\$73,000)
Sales - Jumper Income	O&M Allocation	(\$14,255)	(\$3,513)	(\$27,153)	(\$5,080)	(\$50,000)
Miscellaneous Revenue	O&M Allocation	(\$2,851)	(\$703)	(\$5,431)	(\$1,016)	(\$10,000)
Non-Potable Revenue	Max Day	\$0	\$0	(\$8,500)	(\$8,500)	(\$17,000)
Interest Income	O&M Allocation	(\$11,689)	(\$2,880)	(\$22,265)	(\$4,166)	(\$41,000)
Interest Income:Non-Operational	O&M Allocation	(\$1,140)	(\$281)	(\$2,172)	(\$406)	(\$4,000)
Property Tax	Specific	(\$110,931)	(\$118,069)	\$0	\$0	(\$229,000)
JCSD Water Sales (Potable Contract)	Max Day	\$0	\$0	(\$600,000)	(\$600,000)	(\$1,200,000)
Reserve Funding	O&M Allocation	\$108,282	\$26,681	\$206,253	\$38,588	\$379,804
<b>Total Allocation (\$)</b>		<b>(\$72,783)</b>	<b>(\$108,669)</b>	<b>(\$535,838)</b>	<b>(\$594,906)</b>	<b>(\$1,312,196)</b>

Table 25: FY 2024 Cost-of-Service Requirements by Cost Component

Revenue Requirement	Account Services	Meter Capacity	Delivery	Peaking	Total
Operating	\$2,566,178	\$632,322	\$4,888,000	\$914,500	\$9,001,000
Debt Service	\$0	\$601,196	\$0	\$0	\$601,196
Other Funding	(\$72,783)	(\$108,669)	(\$535,838)	(\$594,906)	(\$1,312,196)
<b>Total</b>	<b>\$2,493,394</b>	<b>\$1,124,849</b>	<b>\$4,352,162</b>	<b>\$319,594</b>	<b>\$8,290,000</b>

## Rate Design – Water Utility

### Develop Units of Service

Unit rates for each cost component are derived by spreading the corresponding revenue requirements over appropriate units of service (distribution basis). This approach provides a clear connection between costs incurred and the proportionate share attributable to each customer class, corresponding tier, and customer account. When designing rates, the most critical component is to connect costs to the proposed rates, resulting in a rate structure that is cost-based and in compliance with Proposition 218. The previous section summarized costs by expense category and then allocated to cost components based on how each cost is incurred. The next step in designing rates is to allocate each cost component to customers in relation to their use of the system and facilities. The method of apportionment considers each customer's share of system costs and is reflected by the units of service used to equitably distribute the cost components to each customer account. The distribution basis varies by cost component and includes total accounts, Meter Equivalents (MEs), which reflect demand placed on the system based on meter size, total water sales, usage by tier, and usage weighted by peaking by customer class.

Each meter size was assigned an equivalency factor based on the flow characteristics of a 5/8" meter based on the safe maximum operating flow capacity by meter type, as identified in the AWWA M1 Manual, 6th Edition, Table B-2. The safe maximum operating flow capacity for each meter was divided by the base meters safe operating flow capacity of 20 gallons per minute (gpm) (5/8") to determine the equivalent meter ratio. The Capacity Ratios represent the potential flow through each meter size compared to the flow through a 5/8" meter to establish parity between meter sizes. Total MEs are determined by multiplying the number of meters by the Capacity Ratio and then multiplying the result by the billing periods in a year. Table 26 summarizes the units of service related to total Accounts and MEs.

*Table 26: Accounts and Meter Equivalents*

Meter Size	AWWA Capacity (gpm)	Capacity Ratio	Number of Accounts	Meter Equivalents
	[A]	[B] = A ÷ 20	[C]	[D] = B x C
5/8"	20	1.00	5,216	5,216
3/4"	30	1.50	971	1,457
1"	50	2.50	125	313
1 1/2"	100	5.00	64	320
2"	160	8.00	79	632
3"	350	17.50	2	35
4"	630	31.50	5	158
6"	1,300	65.00	3	195
Total			6,465	8,325
Annual Units (Total x 12 billing periods)			77,580	99,894



## Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

Total usage and peaking factors must be calculated for each customer class and tier to derive the units of service for allocating variable costs. Table 27 provides the projected usage for FY 2024 from Table 9, broken out by customer class, including the usage characteristics of each customer class. The peaking factors were determined using the consumption of the most recent Annual Comprehensive Financial Report (FY 2021). Based on the consumption analysis, peaking factors were derived for each customer class by taking usage per contributing account during the max billing period (August) divided by the average annual usage per contributing account.

Table 27: Usage and Peaking Factors by Customer Class (HCF)

Customer Class	All Usage [A]	Avg. Usage Per Account [B]	Max Usage Per Account [C]	Peaking [D] = C ÷ B	Weighted Peak [E] = A x D
Single-Family Residential	1,236,269	17.85	24.05	1.35	1,665,933
Multi-Family Residential	246,786	8.61	10.26	1.19	294,168
Non-Residential	458,466	83.55	114.13	1.37	626,302
Variable Units	1,941,521				2,586,403

Table 28 provides the tiered usage characteristics for Single-Family Residential and Multi-Family Residential based on the revised tiered allotments. The Tier 1 allotments for both residential customer classes are based on the lowest winter usage period, primarily comprised of indoor use, as outdoor watering needs are limited in the winter. Single-Family Residential Tier 1 equals 13 HCF per dwelling unit, and Multi-Family Residential equals 8 HCF per dwelling unit. Single-Family Residential also includes two additional tiers, with Tier 2 covering the maximum month (August) usage per dwelling unit equal to 24 HCF, and Tier 3 capturing all remaining usage over Tier 2.

Multi-Family only includes two tiers because multi-family complexes may vary substantially for water needs above indoor use. Certain complexes may have pools, lavish landscaping, clubhouses, and other recreational facilities. Therefore, a two-tiered rate structure is recommended and proposed as part of this study. The tiered usage characteristics will be used to further apportion the total variable costs allocated to each residential customer class to the corresponding tiers. Allocating variable costs to customer classes first, then to tiers, ensures each customer class is only recovering its proportionate share of costs. The proposed Non-Residential rate structure reflects a uniform rate that captures the customer class's proportional share of the revenue requirements over its corresponding usage. A uniform rate is recommended for Non-Residential to enhance equity between accounts within the customer class due to the broad spectrum of commercial uses that vary substantially with water needs.

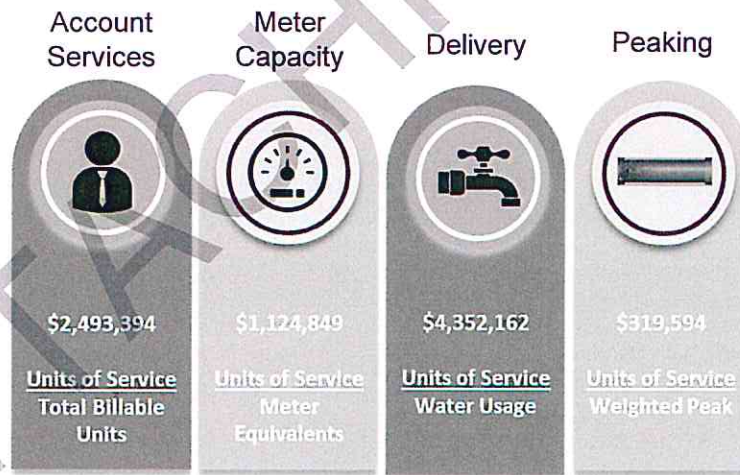
# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

Table 28: Usage (HCF) and Peaking Factors for Tiers<sup>5</sup>

Tier Usage Characteristics	Tier Allotments	Projected Usage [A]	Usage Per Account [B]	Peaking Factor [C] = B ÷ Tier 1	Weighted Peak [D] = A x C
<b>Single-Family Residential</b>					
Tier 1	13	734,626	13.00	1.00	734,626
Tier 2	14 - 24	269,716	18.15	1.40	376,663
Tier 3	> 24	231,927	39.33	3.03	701,625
<b>Total</b>		<b>1,236,269</b>			<b>1,812,914</b>
<b>Multi-Family Residential</b>					
Tier 1	8	186,289	8.00	1.00	186,289
Tier 2	> 8	60,497	11.68	1.46	88,320
<b>Total</b>		<b>246,786</b>			<b>274,609</b>

With the units of service shown in Table 26, Table 27, and Table 28, we can select the appropriate distribution basis for each cost component. Figure 12 identifies the total revenue requirements by cost component from Table 25 and the corresponding units of service.

Figure 12: Distribution Basis and Units of Service by Cost Component



Using the FY 2024 revenue requirements, the cost-of-service allocates expenses to customers based on the service demands that each place on the system (cost causation). This approach ensures that each customer proportionately shares in the financial obligation of the utility. For the following unit rate computations for each cost component, unit rates were rounded up to the nearest penny.

<sup>5</sup> For Tier 1, the full allotment is used for Column B as the Tier 1 allotment is the lowest winter month and assigned a peak factor of 1.00. Peaking factors for each tier is in relation to Tier 1

# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

## Fixed Cost Recovery

### Account Services

Each customer incurs Account Services costs regardless of the type of land use, meter size, or total amount of water used. These costs should be spread equally across all accounts. This is achieved by using the distribution basis of Total Billable Units, which includes all dwelling units for residential, plus accounts for Non-Residential. Total Bills are determined by multiplying the total count of dwelling units and accounts by the number of billing periods over the fiscal year (12 billing periods). Therefore, the revenue requirement for Account Services is apportioned based on the Total Billable Units to determine the monthly unit cost-of-service shown in Table 29.

*Table 29: FY 2024 Account Services Monthly Unit Rate*

Account Services Component Unit Rate	
Revenue Requirement	\$2,493,394
÷ Total Billable Units	108,156
<b>Monthly Unit Rate</b>	<b>\$23.06</b>

### Meter Capacity

The Meter Capacity Component includes debt and a portion of system-wide operations capital and reserve funding. The revenue requirement for Meter Capacity is apportioned based on meter size. Larger sized meters can generate a greater demand on the system from the amount of potential water flow that may pass through the meter in gpm. The revenue requirement for Meter Capacity is apportioned to meter size as represented by total annual Potable MEs as shown in Table 30.

*Table 30: FY 2024 Meter Capacity Monthly Unit Rate*

Meter Capacity Component Unit Rate	
Revenue Requirement	\$1,124,849
÷ Total Potable ME's	99,894
<b>Monthly Unit Rate</b>	<b>\$11.27</b>

# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

## Variable Cost Recovery

The remaining cost components are recovered through the variable rates. The proposed variable rate structure includes tiers for Single-Family Residential and Multi-Family Residential and a uniform rate for Non-Residential.

### Delivery

Delivery costs are incurred based on the total volume of water produced and delivered to customers at a constant average demand throughout the year. Therefore, the revenue requirement for Delivery is apportioned based on the projected total potable usage identified in Table 27 to determine the unit cost-of-service, irrespective of tier, as shown in Table 31.

Table 31: FY 2024 Delivery Cost Unit Rate per HCF

Delivery Component Unit Rate	
Revenue Requirement	\$4,352,162
÷ Potable Usage	1,941,521
<b>Monthly Unit Rate</b>	<b>\$2.25</b>

### Peaking

Peaking costs are incurred based not only on the total volume of water produced and delivered but also as a function of the peaking characteristics of customer classes and tiers. Therefore, the revenue requirement for Peaking is first allocated to each customer class based on the Weighted Peaking derived in Table 27, and the results are identified in Table 32. The revenue requirement for Peaking from Table 25 (\$319,594) is allocated to each customer class using the percentages of Weighted Peak (Table 27 – Column E). Table 33 takes the Peaking cost allocated to Single-Family Residential and Multi-Family Residential and further apportions the costs to the corresponding tiers utilizing the Weighted Peaking derived in Table 28.

Table 32: FY 2024 Peaking Allocation to Customer Classes

Customer Class	Potable Usage [A]	Peaking Factors [B]	Weighted Peak [C] = A x B	% Allocation [D] = C as %	Revenue Requirement [E] = \$319,594 x D	Unit Rate [F] = E ÷ A
Single-Family Residential	1,236,269	1.35	1,665,933	64.4%	\$205,855	Further Allocated
Multi-Family Residential	246,786	1.19	294,168	11.4%	\$36,350	Further Allocated
Non-Residential	458,466	1.37	626,302	24.2%	\$77,390	\$0.17
<b>Total</b>	<b>1,941,521</b>		<b>2,586,403</b>	<b>100.0%</b>	<b>\$319,594</b>	

# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

Table 33: FY 2024 Peaking Unit Rate by Tier (HCF)

Tier Usage Characteristics	Tier Allotments	Projected Usage [A]	Peaking Factor [B]	Weighted Peak [C] = A x B	% Allocation [D] = C as %	Revenue Requirement [E] = Rev Req x D	Unit Rate [F] = E + A
<b>Single-Family Residential</b>							
Tier 1	13	734,626	1.00	734,626	40.5%	\$83,416	\$0.12
Tier 2	14 - 24	269,716	1.40	376,663	20.8%	\$42,770	\$0.16
Tier 3	> 24	231,927	3.03	701,625	38.7%	\$79,669	\$0.35
<b>Total</b>		<b>1,236,269</b>		<b>1,812,914</b>	<b>100%</b>	<b>\$205,855</b>	
<b>Multi-Family Residential</b>							
Tier 1	8	186,289	1.00	186,289	67.8%	\$24,659	\$0.14
Tier 2	> 8	60,497	1.46	88,320	32.2%	\$11,691	\$0.20
<b>Total</b>		<b>246,786</b>		<b>274,609</b>	<b>100%</b>	<b>\$36,350</b>	

ATTACHMENT

# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

## FY 2024 Cost-of-Service Rates – Water Utility

### Proposed FY 2024 Monthly Fixed Charges

Table 34 reflects the combined charges of the District's proposed fixed charge of Account Services and Meter Capacity. Account Services are constant for all meter sizes. Meter Capacity is multiplied by the corresponding Capacity Ratios of each meter size to derive the FY 2024 fixed charges. Each additional dwelling unit (2+ dwelling units) is charged the account charge as the first dwelling unit is part of the fixed monthly meter charge.

Table 34: FY 2024 Monthly Fixed Charges by Meter Size

Meter Size	Capacity Ratio [A]	Account Services [B]	Meter Capacity [C] = \$11.27 x A	Proposed Fixed Charges [D] = B + C
5/8"	1.00	\$23.06	\$11.27	\$34.33
3/4"	1.50	\$23.06	\$16.91	\$39.97
1"	2.50	\$23.06	\$28.18	\$51.24
1 1/2"	5.00	\$23.06	\$56.35	\$79.41
2"	8.00	\$23.06	\$90.16	\$113.22
3"	17.50	\$23.06	\$197.23	\$220.29
4"	31.50	\$23.06	\$355.01	\$378.07
6"	65.00	\$23.06	\$732.55	\$755.61
Additional Dwelling Unit Charge	N/A	\$23.06	\$0.00	\$23.06

### Proposed FY 2024 Variable Rates

The proposed variable rates for FY 2024 are shown in Table 35 for each customer class and tier, reflecting the combined rate components of Delivery and Peaking.

Table 35: FY 2024 Variable Rates by Customer Class and Tier (HCF)

Customer Class	Tier Definitions (HCF)	Projected Usage (HCF)	Delivery [A]	Peaking [B]	Proposed Variable Rates [C] = A + B
Single-Family Residential					
Tier 1	0 - 13	734,626	\$2.25	\$0.12	\$2.37
Tier 2	14 - 24	269,716	\$2.25	\$0.16	\$2.41
Tier 3	> 24	231,927	\$2.25	\$0.35	\$2.60
Multi-Family Residential					
Tier 1	0 - 8	186,289	\$2.25	\$0.14	\$2.39
Tier 2	> 8	60,497	\$2.25	\$0.20	\$2.45
Non-Residential					
Tier 1	Uniform	458,466	\$2.25	\$0.17	\$2.42

## Wastewater Utility

### Wastewater System

The District owns and operates gravity sewer pipelines and force mains, sewer lift stations, and pump stations and conveys its Wastewater discharge to the City of Riverside for Treatment.

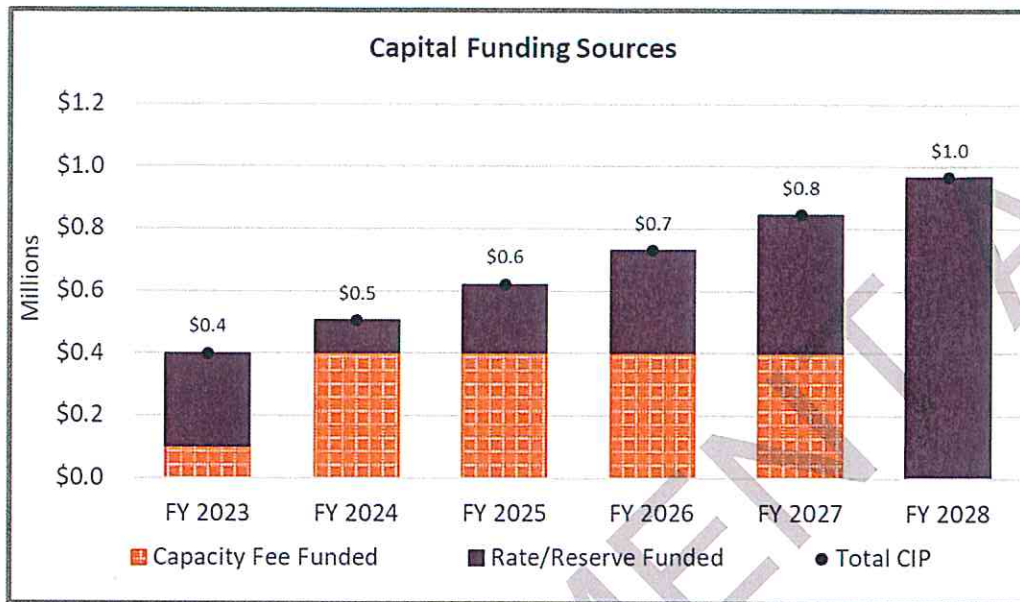
Figure 13: Wastewater System



The District recently adopted a new Wastewater Master Plan that identified capital projects in the near-term and long-term, with estimates of \$3.7M and \$9.6M, respectively. The District's annual depreciation of its wastewater collection system is \$775,727, while the District's annual system reinvestment has been substantially less in recent years. Therefore, similar to the water utility, the Capital Improvement Plan (CIP) included within this Financial Plan Period increases capital spending to equal the wastewater system's depreciation value by FY 2028 (starting in FY 2023 at 50% of depreciation and increasing by 10% each year, reaching 100% by FY 2028). **Figure 14** shows the District's CIP spending through FY 2028 with funding sources.

# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

Figure 14: Wastewater Capital Improvement Plan



## Customers

At the start of FY 2023, the District had 8,419 active billable units, which includes total residential dwelling units and commercial accounts. Table 36 provides a summary of billable units by customer class.

Table 36: Wastewater Billable Units by Customer Class

Customer Class	Meters [A]	Additional Dwelling Units [B]	Total Billable Units [C] = A + B
Residential	5,679	2,371	8,050
Non-Residential			
5/8"	124	87	211
3/4"	37	5	42
1"	23	4	27
1 1/2"	31	8	39
2"	37	5	42
3"	1	-	1
4"	4	-	4
6"	3	-	3
<b>Total</b>	<b>5,939</b>	<b>2,480</b>	<b>8,419</b>



## Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

The current wastewater rate structure consists of monthly fixed charges by meter size and an additional dwelling unit charge. Existing charges and rates are identified in Table 37.

Table 37: Existing Wastewater Monthly Fixed Charges

Existing			
Customer Class	Components		
	Treatment	Collection	Total
<i>Fixed Charges (\$/month)</i>			
Residential	\$23.92	\$6.00	\$29.92
Non-Residential			
5/8"	\$23.92	\$6.00	\$29.92
3/4"	\$26.28	\$8.78	\$35.06
1"	\$43.88	\$14.66	\$58.54
1 1/2"	\$87.50	\$29.24	\$116.74
2"	\$140.06	\$46.80	\$186.86
3"	\$262.79	\$87.80	\$350.59
4"	\$438.07	\$146.36	\$584.43
6"	\$875.87	\$292.64	\$1,168.51
<i>Additional DU Charge (\$/DU/month)</i>			
All Customers	\$23.92	\$6.00	\$29.92

ATTACHMENT A

## Financial Plan Overview - Wastewater Utility

### Financial Planning Assumptions

Developing a long-term financial plan requires understanding the utility's financial position by evaluating existing revenue streams, ongoing expenses, how those expenses will change over time, new strategic objectives, and reserve policies. These considerations require certain assumptions for projecting revenues, expenses, and expected ending fund balances. Table 38 identifies assumptions used for forecasting revenues, and Table 39 identifies assumptions used for forecasting increases in expenses through the Rate Setting Period.

*Table 38: Wastewater Assumptions for Forecasting Revenues*

Key Assumptions	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Revenue Escalation						
Non-Inflated	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Non-Rate Revenues	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Reserve Interest	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%
Account Growth	0%	0%	0%	0%	0%	0%
Projected Billable Units / Flow						
Billable Units	8,419	8,419	8,419	8,419	8,419	8,419
Total Customer Flow (HCF)	805,836	805,836	805,836	805,836	805,836	805,836

*Table 39: Wastewater Assumptions for Forecasting Expense Requirements<sup>6</sup>*

Key Assumptions	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Expenditure Escalation						
Benefits	Budget	4.0%	4.0%	4.0%	4.0%	4.0%
Capital Construction	Budget	5.4%	5.4%	2.9%	2.9%	2.9%
Energy Costs	Budget	5.0%	5.0%	5.0%	5.0%	5.0%
General Costs	Budget	5.0%	5.0%	3.8%	3.8%	3.8%
Non-Inflated	Budget	0.0%	0.0%	0.0%	0.0%	0.0%
Retirement	Budget	5.0%	5.0%	5.0%	5.0%	5.0%
Salaries	Budget	4.0%	4.0%	4.0%	4.0%	4.0%
Treatment	Budget	5.0%	5.0%	5.0%	5.0%	5.0%
Litigation	Budget	5.0%	5.0%	5.0%	5.0%	5.0%

<sup>6</sup> Capital Construction inflation and General Costs for FY 2024 and FY 2025 were increased to 5.4% and 5.0%, respectively to account for recent increases due to inflation. Outer years reduce to 2.9% and 3.8%, reflecting the 20-year average of the Engineer's News Record – CCI index and the LA Consumer Price Index, respectively.

# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

## Current Financial Position

### Revenues

Based on the forecasting assumptions, revenues were calculated using billable units of meters and additional dwelling units (Table 36) and existing wastewater rates (Table 37). Table 40 shows the calculated revenues for FY 2023 through the Rate Setting Period. The detailed calculations can be found in the rate model on file with the District. Table 41 summarizes calculated rate revenues (rounded to thousands) and other non-rate revenues available through the Rate Setting Period.

Table 40: Wastewater Calculated Rate Revenues

Existing Charges	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
<b>Sewer Treatment Charge</b>						
Residential	\$1,630,100	\$1,630,100	\$1,630,100	\$1,630,100	\$1,630,100	\$1,630,100
Non-Residential	\$209,821	\$209,821	\$209,821	\$209,821	\$209,821	\$209,821
<b>Total Sewer Treatment Charge</b>	<b>\$1,839,921</b>	<b>\$1,839,921</b>	<b>\$1,839,921</b>	<b>\$1,839,921</b>	<b>\$1,839,921</b>	<b>\$1,839,921</b>
<b>Sewer Collection Charge</b>						
Residential	\$408,888	\$408,888	\$408,888	\$408,888	\$408,888	\$408,888
Non-Residential	\$67,143	\$67,143	\$67,143	\$67,143	\$67,143	\$67,143
<b>Total Sewer Collection Charge</b>	<b>\$476,031</b>	<b>\$476,031</b>	<b>\$476,031</b>	<b>\$476,031</b>	<b>\$476,031</b>	<b>\$476,031</b>
<b>Additional Dwelling Unit - Sewer Treatment Charge</b>						
Residential	\$680,572	\$680,572	\$680,572	\$680,572	\$680,572	\$680,572
Non-Residential	\$31,287	\$31,287	\$31,287	\$31,287	\$31,287	\$31,287
<b>Total Additional Dwelling Unit - Sewer Treatment Charge</b>	<b>\$711,859</b>	<b>\$711,859</b>	<b>\$711,859</b>	<b>\$711,859</b>	<b>\$711,859</b>	<b>\$711,859</b>
<b>Additional Dwelling Unit - Sewer Collection Charge</b>						
Residential	\$170,712	\$170,712	\$170,712	\$170,712	\$170,712	\$170,712
Non-Residential	\$7,848	\$7,848	\$7,848	\$7,848	\$7,848	\$7,848
<b>Total Additional Dwelling Unit - Sewer Collection Charge</b>	<b>\$178,560</b>	<b>\$178,560</b>	<b>\$178,560</b>	<b>\$178,560</b>	<b>\$178,560</b>	<b>\$178,560</b>
<b>Revenue from Rates</b>						
Sewer Treatment	\$2,551,780	\$2,551,780	\$2,551,780	\$2,551,780	\$2,551,780	\$2,551,780
Sewer Collection	\$654,591	\$654,591	\$654,591	\$654,591	\$654,591	\$654,591

Table 41: Wastewater Projected Wastewater Revenues

Revenue Summary	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
<b>Rate Revenues</b>						
Sewer Treatment Charge	\$2,552,000	\$2,552,000	\$2,552,000	\$2,552,000	\$2,552,000	\$2,552,000
Sewer Collection Charge	\$655,000	\$655,000	\$655,000	\$655,000	\$655,000	\$655,000
<b>Subtotal Rate Revenues</b>	<b>\$3,207,000</b>	<b>\$3,207,000</b>	<b>\$3,207,000</b>	<b>\$3,207,000</b>	<b>\$3,207,000</b>	<b>\$3,207,000</b>
<b>Operating Revenues</b>						
Miscellaneous Income	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Permits & Licenses	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
<b>Subtotal Operating Revenues</b>	<b>\$4,000</b>	<b>\$4,000</b>	<b>\$4,000</b>	<b>\$4,000</b>	<b>\$4,000</b>	<b>\$4,000</b>
<b>Other Revenues</b>						
Interest Income	\$4,000	\$8,000	\$10,000	\$10,000	\$10,000	\$10,000
Interest Income:Non Operational	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
Property Tax	\$211,000	\$211,000	\$211,000	\$211,000	\$211,000	\$211,000
<b>Subtotal Other Revenues</b>	<b>\$216,000</b>	<b>\$220,000</b>	<b>\$222,000</b>	<b>\$222,000</b>	<b>\$222,000</b>	<b>\$222,000</b>
<b>Total Revenues</b>	<b>\$3,427,000</b>	<b>\$3,431,000</b>	<b>\$3,433,000</b>	<b>\$3,433,000</b>	<b>\$3,433,000</b>	<b>\$3,433,000</b>

# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

## Expenses

The FY 2023 budget was used as the utility's baseline expenses and adjusted over the Financial Plan Period based on the escalation factors shown in Table 39. Table 42 provides projected O&M expenses through the Financial Plan Period (rounded to thousands). Each expense category includes detailed line-item expenditures that were discussed with staff to determine the appropriate escalation factor to use for forecasting how costs will increase over time.

*Table 42: Wastewater Projected O&M Expenses*

O&M Expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
<b>Operating Expenses</b>						
Salaries & Benefits	\$117,000	\$122,000	\$127,000	\$132,000	\$137,000	\$142,000
Electrical Power	\$43,000	\$45,000	\$47,000	\$50,000	\$52,000	\$55,000
Operating & Maintenance	\$297,000	\$312,000	\$328,000	\$340,000	\$354,000	\$367,000
Operating Treatment	\$1,572,000	\$1,650,000	\$1,733,000	\$1,819,000	\$1,910,000	\$2,006,000
Other Expenses	\$67,000	\$70,000	\$74,000	\$77,000	\$80,000	\$83,000
Professional Fees	\$86,000	\$4,000	\$4,000	\$5,000	\$5,000	\$5,000
Administrative	\$678,000	\$554,000	\$581,000	\$604,000	\$627,000	\$651,000
Litigation Expense	\$150,000	\$150,000	\$150,000	\$0	\$0	\$0
Industrial Pretreatment Costs	\$80,000	\$84,000	\$89,000	\$93,000	\$98,000	\$103,000
<b>Subtotal Operating Expenses</b>	<b>\$3,090,000</b>	<b>\$2,991,000</b>	<b>\$3,133,000</b>	<b>\$3,120,000</b>	<b>\$3,263,000</b>	<b>\$3,412,000</b>
<b>Debt Service</b>						
Existing Debt	\$0	\$0	\$0	\$0	\$0	\$0
New/Proposed Debt	\$0	\$0	\$0	\$0	\$0	\$0
<b>Subtotal Debt Service</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Expenses</b>	<b>\$3,090,000</b>	<b>\$2,991,000</b>	<b>\$3,133,000</b>	<b>\$3,120,000</b>	<b>\$3,263,000</b>	<b>\$3,412,000</b>

# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

## Reserves

The wastewater utility reserves include Operating, Replacement and Emergency. Similar to the water utility, these reserves help mitigate risks to the utility by ensuring sufficient cash is on hand for daily operations and to fund annual system improvements, including unforeseen system failures. Table 43 summarizes the minimum reserve requirements and the ideal funding targets of each reserve.

Table 43: Wastewater Reserve Requirements and Targets

Reserve	Minimum Requirement	Reserve Target
Operating	90 days of operating costs	120 days of operating costs
Replacement	Annual depreciation	2x annual depreciation
Emergency	2% of asset value	6% of asset value

The reserve balance as of July 1, 2022, equaled approximately \$1.02M.

## Financial Outlook at Existing Rates

Calculating revenue using existing rates and projecting expenses helps determine the current financial health of the utility. Revenues from current rates and the FY 2024 noticed rates will cover operating expenses through the Financial Plan Period. Net operating income is limited and reduces annually as projected expenses increase and can only fund a portion of capital needs. Therefore, reserves would cover the remaining capital costs, which would not be sustainable long-term. Figure 15 illustrates the operating position of the utility, where O&M expenses are identified with the dashed red trendline, and the horizontal black trendline shows total revenues at existing rates. The bars represent the amount of net operating income available. Figure 16 reflects the projected ending balances of undesignated reserves after funding operating and capital projects through the Financial Plan Period. Undesignated reserves include the Operating, Replacement, and Emergency reserves. Each year, reserves are below the minimum target.

# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

Figure 15: Wastewater Current Operating Financial Position

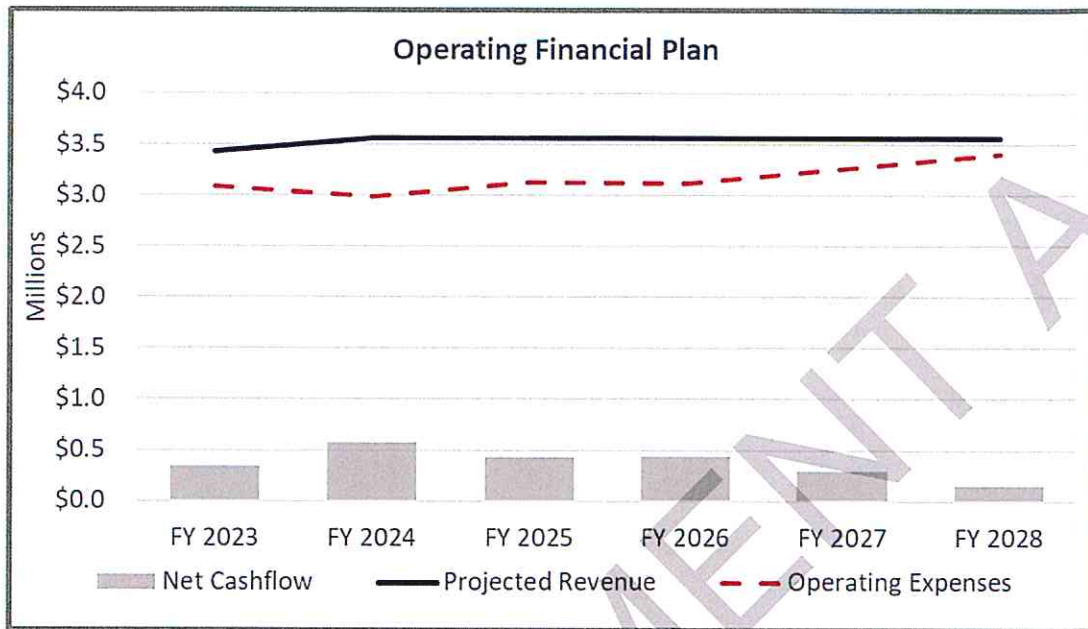
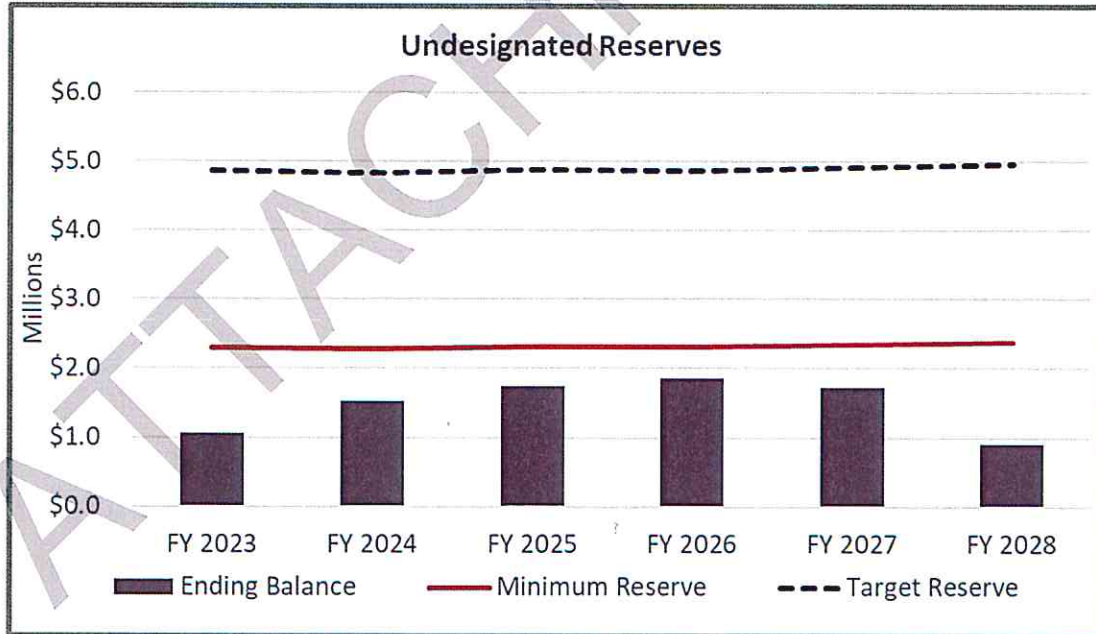


Figure 16: Wastewater Projected Ending Reserves at Existing Rates



## **Proposed Financial Plan – Wastewater Utility**

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From the financial outlook at existing rates, a proposed financial plan can be developed to adequately fund the multi-year revenue requirements, while meeting reserve requirements. Based on funding the capital plan over the Financial Plan Period and ensuring reserves meet minimum targets, Table 44 forecasts projected revenues and expenses, including projected revenue adjustments for FY 2024 through FY 2028. Table 45 identifies the FY 2023 total starting undesignated reserve balance, activity within each reserve (including net income transfer from Table 44, transfers between reserves, use of capacity fees, and annual CIP), and projected ending balances for each fiscal year of the Rate Setting Period.

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# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

Table 44: Proposed Wastewater Financial Plan – Revenues and Expenses Through FY 2028

Revenue	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
<b>Rate Revenues</b>						
Sewer Treatment Charge	\$2,552,000	\$2,552,000	\$2,552,000	\$2,552,000	\$2,552,000	\$2,552,000
Sewer Collection Charge	\$655,000	\$655,000	\$655,000	\$655,000	\$655,000	\$655,000
<b>Total Rate Revenues</b>	<b>\$3,207,000</b>	<b>\$3,207,000</b>	<b>\$3,207,000</b>	<b>\$3,207,000</b>	<b>\$3,207,000</b>	<b>\$3,207,000</b>
<b>Additional Revenue (from revenue adjustments):</b>						
<b>Fiscal Year</b>	<b>Revenue Adjustment</b>	<b>Effective Month</b>				
FY 2023	0.0%	July	\$0	\$0	\$0	\$0
FY 2024	7.0%	July		\$224,000	\$224,000	\$224,000
FY 2025	7.0%	July		\$240,000	\$240,000	\$240,000
FY 2026	7.0%	July			\$256,000	\$256,000
FY 2027	7.0%	July			\$274,000	\$274,000
FY 2028	7.0%	July				\$294,000
<b>Total Additional Revenue</b>			<b>\$0</b>	<b>\$224,000</b>	<b>\$464,000</b>	<b>\$720,000</b>
<b>Projected Rate Revenues</b>	<b>\$3,207,000</b>	<b>\$3,431,000</b>	<b>\$3,671,000</b>	<b>\$3,927,000</b>	<b>\$4,201,000</b>	<b>\$4,495,000</b>
<b>Operating Revenues</b>						
Miscellaneous Income	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Permits & Licenses	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
<b>Subtotal Operating Revenues</b>	<b>\$4,000</b>	<b>\$4,000</b>	<b>\$4,000</b>	<b>\$4,000</b>	<b>\$4,000</b>	<b>\$4,000</b>
<b>Other Revenues</b>						
Interest Income	\$4,000	\$8,000	\$10,000	\$10,000	\$10,000	\$10,000
Interest Income:Non Operational	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
Property Tax	\$211,000	\$211,000	\$211,000	\$211,000	\$211,000	\$211,000
<b>Subtotal Other Revenues</b>	<b>\$216,000</b>	<b>\$220,000</b>	<b>\$222,000</b>	<b>\$222,000</b>	<b>\$222,000</b>	<b>\$222,000</b>
<b>Total Revenues</b>	<b>\$3,427,000</b>	<b>\$3,655,000</b>	<b>\$3,897,000</b>	<b>\$4,153,000</b>	<b>\$4,427,000</b>	<b>\$4,721,000</b>
<b>O&amp;M Expenses</b>						
<b>Operating Expenses</b>						
Salaries & Benefits	\$117,000	\$122,000	\$127,000	\$132,000	\$137,000	\$142,000
Electrical Power	\$43,000	\$45,000	\$47,000	\$50,000	\$52,000	\$55,000
Operating & Maintenance	\$297,000	\$312,000	\$328,000	\$340,000	\$354,000	\$367,000
Operating Treatment	\$1,572,000	\$1,650,000	\$1,733,000	\$1,819,000	\$1,910,000	\$2,006,000
Other Expenses	\$67,000	\$70,000	\$74,000	\$77,000	\$80,000	\$83,000
Professional Fees	\$86,000	\$4,000	\$4,000	\$5,000	\$5,000	\$5,000
Administrative	\$678,000	\$554,000	\$581,000	\$604,000	\$627,000	\$651,000
Litigation Expense	\$150,000	\$150,000	\$150,000	\$0	\$0	\$0
Industrial Pretreatment Costs	\$80,000	\$84,000	\$89,000	\$93,000	\$98,000	\$103,000
<b>Subtotal Operating Expenses</b>	<b>\$3,090,000</b>	<b>\$2,991,000</b>	<b>\$3,133,000</b>	<b>\$3,120,000</b>	<b>\$3,263,000</b>	<b>\$3,412,000</b>
<b>Debt Service</b>						
Existing Debt	\$0	\$0	\$0	\$0	\$0	\$0
New/Proposed Debt	\$0	\$0	\$0	\$0	\$0	\$0
<b>Subtotal Debt Service</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Expenses</b>	<b>\$3,090,000</b>	<b>\$2,991,000</b>	<b>\$3,133,000</b>	<b>\$3,120,000</b>	<b>\$3,263,000</b>	<b>\$3,412,000</b>
<b>Net Cashflow</b>	<b>\$337,000</b>	<b>\$664,000</b>	<b>\$764,000</b>	<b>\$1,033,000</b>	<b>\$1,164,000</b>	<b>\$1,309,000</b>



# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

Table 45: Wastewater – Undesignated Reserves Activity through FY 2028

Undesignated Funds						
Undesignated Reserves Starting Balance	\$1,020,179	\$1,061,215	\$1,624,668	\$2,177,285	\$2,895,845	\$3,637,478
<b>Operating Fund</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2025</b>	<b>FY 2026</b>	<b>FY 2027</b>	<b>FY 2028</b>
Beginning Balance	\$584,944	\$921,944	\$983,342	\$1,030,027	\$1,025,753	\$1,072,767
Transfers (Net Cashflow)	\$337,000	\$664,000	\$764,000	\$1,033,000	\$1,164,000	\$1,309,000
Transfers from/(to) Replacement Reserve	\$0	(\$602,602)	(\$717,315)	(\$1,037,274)	(\$1,116,986)	(\$1,260,014)
Ending Balance	\$921,944	\$983,342	\$1,030,027	\$1,025,753	\$1,072,767	\$1,121,753
<b>Replacement Reserve</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2025</b>	<b>FY 2026</b>	<b>FY 2027</b>	<b>FY 2028</b>
Beginning Balance	\$435,235	\$139,271	\$641,325	\$1,147,257	\$1,870,092	\$2,564,711
<i>Plus:</i>						
Transfers from/(to) Operating Fund	\$0	\$602,602	\$717,315	\$1,037,274	\$1,116,986	\$1,260,014
New Debt Proceeds	\$0	\$0	\$0	\$0	\$0	\$0
Use of Capacity Fees:	\$100,000	\$400,000	\$400,000	\$400,000	\$400,000	\$0
<i>Less:</i>						
CIP	(\$398,823)	(\$504,431)	(\$620,282)	(\$729,451)	(\$844,431)	(\$965,466)
Subtotal Replacement Reserve	\$136,413	\$637,442	\$1,138,359	\$1,855,080	\$2,542,647	\$2,859,258
Interest Earnings	\$2,858	\$3,884	\$8,898	\$15,012	\$22,064	\$27,120
Ending Balance	\$139,271	\$641,325	\$1,147,257	\$1,870,092	\$2,564,711	\$2,886,378
<b>Emergency Reserve</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2025</b>	<b>FY 2026</b>	<b>FY 2027</b>	<b>FY 2028</b>
Beginning Balance	\$0	\$0	\$0	\$0	\$0	\$0
Direct Transfer	\$0	\$0	\$0	\$0	\$0	\$0
Ending Balance	\$0	\$0	\$0	\$0	\$0	\$0
Undesignated Reserves Ending Balance	\$1,061,215	\$1,624,668	\$2,177,285	\$2,895,845	\$3,637,478	\$4,008,131

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# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

The operating position based on the proposed financial plan is identified in Figure 17. Figure 18 shows the capital plan with funding sources. Figure 19 identifies the ending undesigned reserve balances after funding capital expenses.

Figure 17: Wastewater Proposed Operating Position

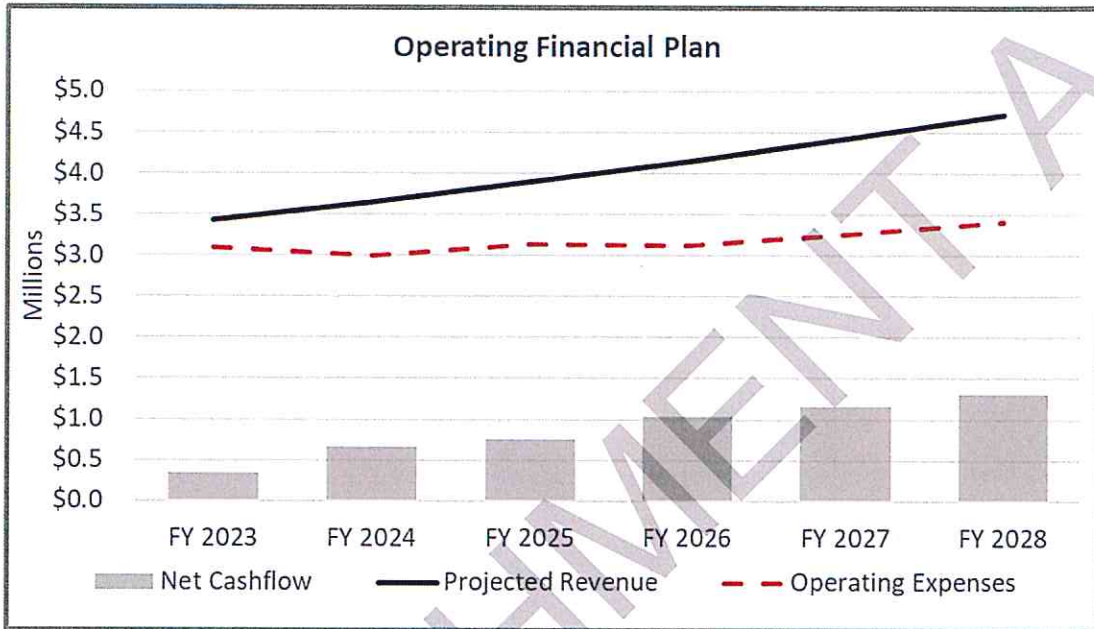
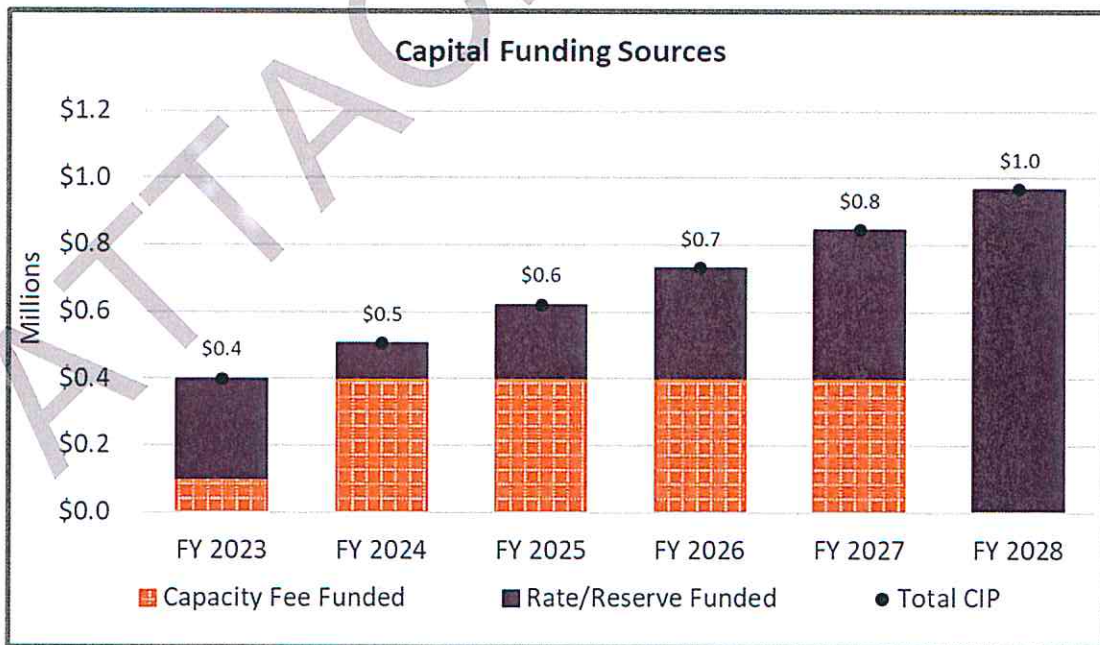
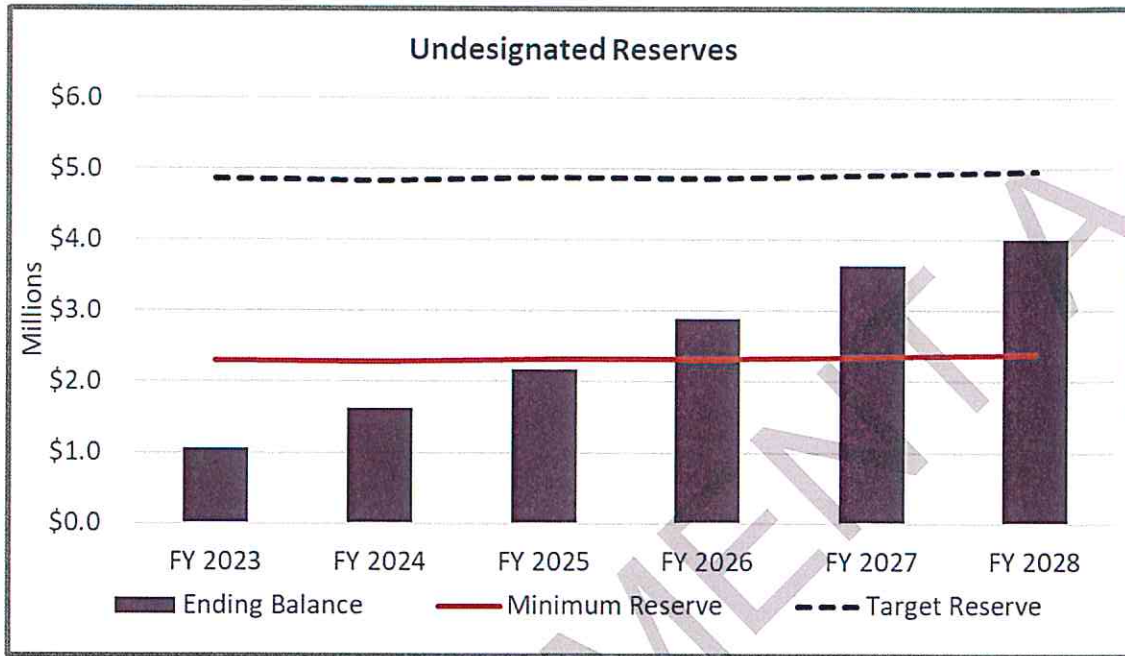


Figure 18: Wastewater Capital Improvement Plan with Funding Sources



# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

Figure 19: Wastewater Proposed Ending Reserves



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# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

## Cost of Service Analysis – Wastewater Utility

### Cost of Service Process

The next step in developing wastewater rates is to perform a cost-of-service analysis. Through this process, costs incurred are allocated to customer classes based on their proportional share. As a result, proposed rates are cost-based and reflect the costs incurred to provide service to customers.

### Revenue Requirements

FY 2024 revenue requirements were used for the cost-of-service analysis. Revenue requirements include O&M expenses, treatment expenses, available revenue offsets, non-rate revenues, and reserve funding. The proposed revenue adjustments and corresponding rates accumulate the necessary funding over the Rate Setting Period to fund O&M, capital projects, and meet minimum reserve requirements. The results of the financial plan analysis are summarized in Table 46 and represent the revenue required from rates over the Rate Setting Period.

Table 46: FY 2024 – FY 2028 Wastewater Revenue Requirements

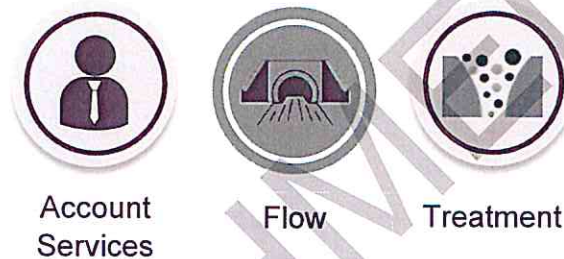
Revenue Requirements	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
	Total	Total	Total	Total	Total
<b>Operating Expenses</b>					
Salaries & Benefits	\$122,000	\$127,000	\$132,000	\$137,000	\$142,000
Electrical Power	\$45,000	\$47,000	\$50,000	\$52,000	\$55,000
Operating & Maintenance	\$312,000	\$328,000	\$340,000	\$354,000	\$367,000
Operating Treatment	\$1,650,000	\$1,733,000	\$1,819,000	\$1,910,000	\$2,006,000
Other Expenses	\$70,000	\$74,000	\$77,000	\$80,000	\$83,000
Professional Fees	\$4,000	\$4,000	\$5,000	\$5,000	\$5,000
Administrative	\$554,000	\$581,000	\$604,000	\$627,000	\$651,000
Litigation Expense	\$150,000	\$150,000	\$0	\$0	\$0
Industrial Pretreatment Costs	\$84,000	\$89,000	\$93,000	\$98,000	\$103,000
<b>Total Operating Expenses</b>	<b>\$2,991,000</b>	<b>\$3,133,000</b>	<b>\$3,120,000</b>	<b>\$3,263,000</b>	<b>\$3,412,000</b>
<b>Debt Service</b>					
Existing Debt	\$0	\$0	\$0	\$0	\$0
New/Proposed Debt	\$0	\$0	\$0	\$0	\$0
<b>Total Debt Service</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Operating Expenditures</b>	<b>\$2,991,000</b>	<b>\$3,133,000</b>	<b>\$3,120,000</b>	<b>\$3,263,000</b>	<b>\$3,412,000</b>
<b>Revenue Offsets</b>					
Miscellaneous Income	(\$2,000)	(\$2,000)	(\$2,000)	(\$2,000)	(\$2,000)
Permits & Licenses	(\$2,000)	(\$2,000)	(\$2,000)	(\$2,000)	(\$2,000)
Interest Income	(\$8,000)	(\$10,000)	(\$10,000)	(\$10,000)	(\$10,000)
Interest Income:Non Operational	(\$1,000)	(\$1,000)	(\$1,000)	(\$1,000)	(\$1,000)
Property Tax	(\$211,000)	(\$211,000)	(\$211,000)	(\$211,000)	(\$211,000)
<b>Total Revenue Offsets</b>	<b>(\$224,000)</b>	<b>(\$226,000)</b>	<b>(\$226,000)</b>	<b>(\$226,000)</b>	<b>(\$226,000)</b>
<b>Adjustments</b>					
Reserve Funding	\$664,000	\$764,000	\$1,033,000	\$1,164,000	\$1,309,000
<b>Total Adjustments</b>	<b>\$664,000</b>	<b>\$764,000</b>	<b>\$1,033,000</b>	<b>\$1,164,000</b>	<b>\$1,309,000</b>
<b>Revenue Requirement from Rates</b>	<b>\$3,431,000</b>	<b>\$3,671,000</b>	<b>\$3,927,000</b>	<b>\$4,201,000</b>	<b>\$4,495,000</b>

# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

## Define Cost Components

The District's wastewater cost-of-service requirements were allocated to cost components and then to customer classes utilizing a cost causation approach endorsed by the Water Environment Federation (WEF) rate-setting manual Financing and Charges for Wastewater Systems (MOP 27). The utility incurs costs to accommodate the total flow demand generated by different customer classes. Therefore, to determine the most appropriate way to recover the utility's expenses, cost components are identified and used to allocate expenses based on how they are incurred. Through our review of the revenue requirements and understanding of the wastewater system, the cost-of-service allocation documented in this report is based on total accounts (accounts and additional dwelling units) and flow (volume influent in HCF) of each customer class. The cost components shown in Figure 20 are used within the cost-of-service to allocate costs to customer classes in relation to the demand that each place on the system.

Figure 20: Wastewater Cost Components



*Account Services* – Fixed expenses related to the collection system that do not necessarily fluctuate based on flow.

*Flow* – Expenses associated with the O&M of the collection system, including energy costs.

*Treatment* – Expenses associated with pre-treatment and cost incurred from the City of Riverside.

## Allocate Expenses to Cost Components

When allocating expenses to the defined cost components, it is important to have a sound basis as to why an expense was allocated to a certain fixed cost component versus a variable cost component or split between both fixed and variable. The distribution of expenses to the cost components should be straightforward to ensure the method of apportionment is understandable and easily correlates to how expenses are incurred. A description of each expense category is identified below.

Table 47 summarizes the percent allocation of Operating and Maintenance to the cost components. The percentages shown in Table 47 were based on discussions with District staff to reflect how costs are incurred. Table 48 uses the percent allocations in Table 47 to allocate expenses in dollars to each cost component.

# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

Table 47: Wastewater O&M Expense Allocation to Cost Components (%)

Functionalized Expenses	Methodology / Allocation Basis	Account Services	Collection	Treatment	Total
Salaries & Benefits	Specific	100.0%	0.0%	0.0%	100.0%
Electrical Power	Collection	0.0%	100.0%	0.0%	100.0%
Operating & Maintenance	Collection	0.0%	100.0%	0.0%	100.0%
Operating Treatment	Treatment	0.0%	0.0%	100.0%	100.0%
Other Expenses	Specific	100.0%	0.0%	0.0%	100.0%
Professional Fees	Specific	100.0%	0.0%	0.0%	100.0%
Administrative	Specific	100.0%	0.0%	0.0%	100.0%
Litigation Expense	Specific	100.0%	0.0%	0.0%	100.0%
Industrial Pretreatment Costs	Treatment	0.0%	0.0%	100.0%	100.0%

Table 48: Wastewater O&M Expense Allocation to Cost Components (\$)

Functionalized Expenses	Methodology / Allocation Basis	Account Services	Collection	Treatment	Total
Salaries & Benefits	Specific	\$122,000	\$0	\$0	\$122,000
Electrical Power	Collection	\$0	\$45,000	\$0	\$45,000
Operating & Maintenance	Collection	\$0	\$312,000	\$0	\$312,000
Operating Treatment	Treatment	\$0	\$0	\$1,650,000	\$1,650,000
Other Expenses	Specific	\$70,000	\$0	\$0	\$70,000
Professional Fees	Specific	\$4,000	\$0	\$0	\$4,000
Administrative	Specific	\$554,000	\$0	\$0	\$554,000
Litigation Expense	Specific	\$150,000	\$0	\$0	\$150,000
Industrial Pretreatment Costs	Treatment	\$0	\$0	\$84,000	\$84,000
<b>Total Allocation (\$)</b>		<b>\$900,000</b>	<b>\$357,000</b>	<b>\$1,734,000</b>	<b>\$2,991,000</b>
<b>O&amp;M Allocation (%)</b>		<b>30.1%</b>	<b>11.9%</b>	<b>58.0%</b>	<b>100.0%</b>

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Other Funding includes miscellaneous revenues, property tax, interest earnings, and reserve funding. Property Tax is allocated 100% to Account Services in the same manner as the Administrative expense in Table 48 because the District has historically funded central services costs through property tax. All other items under "Other Funding" are allocated based on O&M percentages derived in Table 48 to allocate each line item to the cost components proportionately. Table 49 summarizes the percent allocation to the cost components, and Table 50 uses the percent allocations in Table 49 to allocate expenses in dollars to each cost component. Table 51 summarizes the FY 2024 revenue requirement derived in Table 46 by cost component

**Table 49: Wastewater Other Funding to Cost Components (%)**

Functionalized Expenses	Methodology / Allocation Basis	Account Services	Collection	Treatment	Total
Miscellaneous Income	O&M Allocation	30.1%	11.9%	58.0%	100.0%
Permits & Licenses	O&M Allocation	30.1%	11.9%	58.0%	100.0%
Interest Income	O&M Allocation	30.1%	11.9%	58.0%	100.0%
Interest Income:Non Operational	O&M Allocation	30.1%	11.9%	58.0%	100.0%
Property Tax	Specific	100.0%	0.0%	0.0%	100.0%
Reserve Funding	O&M Allocation	30.1%	11.9%	58.0%	100.0%

**Table 50: Wastewater Other Funding to Cost Components (\$)**

Functionalized Expenses	Methodology / Allocation Basis	Account Services	Collection	Treatment	Total
Miscellaneous Income	O&M Allocation	(\$602)	(\$239)	(\$1,159)	(\$2,000)
Permits & Licenses	O&M Allocation	(\$602)	(\$239)	(\$1,159)	(\$2,000)
Interest Income	O&M Allocation	(\$2,407)	(\$955)	(\$4,638)	(\$8,000)
Interest Income:Non Operational	O&M Allocation	(\$301)	(\$119)	(\$580)	(\$1,000)
Property Tax	Specific	(\$211,000)	\$0	\$0	(\$211,000)
Reserve Funding	O&M Allocation	\$199,799	\$79,254	\$384,947	\$664,000
<b>Total Allocation (\$)</b>		<b>(\$15,112)</b>	<b>\$77,702</b>	<b>\$377,410</b>	<b>\$440,000</b>

Table 51 summarizes the wastewater revenue requirements of the District for FY 2024.

**Table 51: FY 2024 Wastewater Cost-of-Service Requirements**

Revenue Requirement	Account Services	Collection	Treatment	Total
Operating & Maintenance	\$900,000	\$357,000	\$1,734,000	\$2,991,000
Debt Service	\$0	\$0	\$0	\$0
Other Funding	(\$15,112)	\$77,702	\$377,410	\$440,000
<b>COS Requirement</b>	<b>\$884,888</b>	<b>\$434,702</b>	<b>\$2,111,410</b>	<b>\$3,431,000</b>

## Rate Design – Wastewater Utility

### Develop Units of Service

Residential customer flows were projected using expected indoor use based on a gallons per capita per day (gpcd) and people per household (pph) basis. Residential pph was based on the Department of Finance E-5 report for 2021, reflecting 3.28 pph for City of Riverside. Residential projected flows were based on 55 gpcd for indoor use with a 90% return factor ( $55 \text{ gpcd} \times 0.90 = 50 \text{ gpcd}$ , rounded to the nearest whole number). The 10% reduction accounts for indoor water use that does not return to the collection system (i.e., does not go down the drain). The annual gallons reflect the District's twelve 30-day billing periods (360 days). The 360 days acknowledges that not all accounts are active throughout the year, and not all customers are in town for each day. Taking the product of the average household size, 50 gpcd, and the number of residential units, results in total annual projected flows of 635,346 HCF, as shown in Table 52.

The final projected flow from residential customers was calculated by taking the product of annual HCF, pph, and the number of residential dwelling units ( $24.06 \times 3.28 \times 8,050 = 635,346 \text{ HCF}$ ). The total projected residential flow translates to a projected monthly flow per residential dwelling unit of 7 HCF (rounded up to the next nearest whole number).

Table 52: Residential Projected Flows

Line #	Residential Flow Projections	Assumptions [A]	Annual [B]	Projected Flow (HCF) [C]	Formula
1	Gallons per capita per day	50 gpcd	18,000	24.06	$(A1 \times B1) / 748.05$
2	People per household (Residential)	3.28			
3	Number of Residential Dwelling Units	8,050			
4	Residential Flow			635,346	$C1 \times A2 \times A3$

Non-Residential customer flows were determined by estimating flow return factors for the Non-Residential customer class. To determine the appropriate flow return factor, we used the amount of total influent conveyed to the Riverside Wastewater Treatment Plant for FY 2021 and reduced the total treated flow by the projected amount from residential, less infiltration/inflow (known as I/I, which is a measure of the amount of water that enters the collection system that is not sewage, such as stormwater or groundwater that infiltrates into the collection system). The remainder is the estimated amount generated by Non-Residential customers. Table 53 provides the calculations used to derive the amount of projected flow expected to be generated by Non-Residential customers.



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Table 53: Non-Residential Projected Flows (HCF)

Flow Assumptions		FY 2021
Total Treated Flow		830,759
Less: Inflow and Infiltration (I&I)	3.0%	(24,923)
Flow from Customers		805,836
Less Projected Residential Flow		635,346
Projected Non-Residential Flows		170,490

Customer Class	Water Use [A]	Flow Return [B]	Projected Flow [C] = A x B
Non-Residential	209,393	81.4%	170,490

Applying a return factor of 81.4% against Commercial water usage generates a calculated flow of 170,490 HCF, which is in-line with what is expected when compared to the amount of projected treated flow from Non-Residential.

Unit rates for the cost components are derived by identifying the units of service for each cost component (distribution basis). The distribution basis varies by cost component and includes billable units (total accounts/dwelling units) and projected flow. Table 54 summarizes the units of service for each cost component.

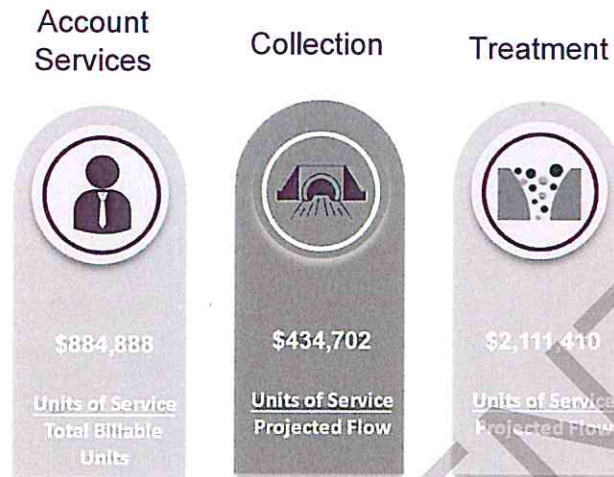
Table 54: Wastewater Units of Service

Customer Class	Meters [A]	Additional Dwelling Units [B]	Total Billable Units [C] = A + B	Non-Residential Water usage [D]	Projected Flow [E]
Residential	5,679	2,371	8,050		635,346
Non-Residential	260	109	369	209,393	170,490
Total	5,939	2,480	8,419	209,393	805,836
Annual Units	N/A	N/A	101,028	209,393	805,836

With the units of service shown in Table 54, the distribution basis can be identified for each cost component. The total revenue requirements by cost component from Table 51 is shown in Figure 21 with the corresponding units of service.

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Figure 21: Wastewater Distribution Basis and Units of Service by Cost Component



## Allocate to Customer Class

Using the FY 2024 revenue requirements, the cost-of-service allocates expenses to customer classes based on the service demands that each place on the system (cost causation). Using this approach provides a clear connection between costs incurred and the proportionate share attributable to each customer class. When designing rates, the most critical component is to connect costs to the proposed rates, resulting in a cost-based rate structure in compliance with Proposition 218. In the previous section, costs were summarized by expense category and allocated to cost components based on how each cost is incurred. The next step in designing rates is to allocate each cost component to customers in relation to their use of the system and facilities. This ensures that each customer proportionately shares in the financial obligation of the wastewater utility. For the following unit rate computations, unit rates were rounded up to the nearest penny.

## Fixed Cost Recovery

### Account Services

Account Services costs are spread equally across all billable units over 12 months. Therefore, the revenue requirement for Account Services is apportioned based on the annual billable units to determine the monthly unit cost-of-service shown in Table 55.

Table 55: FY 2024 Wastewater Account Services Allocation by Customer Class

Account Services Component - Unit Rate	
Revenue Requirement	\$884,888
÷ Total Annual Billing Units	101,028
<b>Monthly Unit Rate</b>	<b>\$8.76</b>

# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

## Variable Cost Recovery

### Collection

Collection is a function of total volume of influent conveyed through the collection system. Therefore, the revenue requirement for Collection is apportioned to each customer class based on their percentage of the total projected flow, as summarized in Table 56.

Table 56: FY 2024 Wastewater Collection Allocation by Customer Class

Collection Charge Component - Unit Rate			
Revenue Requirement (RR)		\$434,702	
÷ Projected Flow (HCF)		805,836	
<b>Monthly Unit Rate</b>		<b>\$0.54</b>	

Customer Class	Projected Flow (HCF) [A]	% Allocation [B] = A as a %	Revenue Requirement [C] = RR x B
Residential	635,346	78.84%	\$342,733
Non-Residential	170,490	21.16%	\$91,970
<b>Total</b>	<b>805,836</b>	<b>100%</b>	<b>\$434,702</b>

### Treatment

Treatment expenses are charged to the District by the City of Riverside based on the total flow conveyed to the City for Treatment. Therefore, the revenue requirement for Treatment is also apportioned to each customer class based on their percentage of the total projected flow, as summarized in Table 57.

Table 57: FY 2024 Wastewater Treatment Allocation by Customer Class

Treatment Charge Component - Unit Rate			
Revenue Requirement (RR)		\$2,111,410	
÷ Projected Flow (HCF)		805,836	
<b>Monthly Unit Rate</b>		<b>\$2.63</b>	

Customer Class	Projected Flow (HCF) [A]	% Allocation [B] = A as a %	Revenue Requirement [C] = RR x B
Residential	635,346	78.84%	\$1,664,701
Non-Residential	170,490	21.16%	\$446,709
<b>Total</b>	<b>805,836</b>	<b>100%</b>	<b>\$2,111,410</b>

Collectively, the total allocation of costs associated with Account Services, Collection, and Treatment (Total Revenue Requirement) derives the cost of providing service to each customer class. Table 58 summarizes the combined revenue requirement by customer class.

# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

Table 58: FY 2024 Wastewater Total Revenue Requirement by Customer Class

Customer Class	Account Services	Collection	Treatment	Total Revenue Requirements
Residential	\$846,104	\$342,733	\$1,664,701	\$2,853,537
Non-Residential	\$38,784	\$91,970	\$446,709	\$577,463
Total	\$884,888	\$434,702	\$2,111,410	\$3,431,000

The revenue requirements for residential customers are recovered as flat monthly charges as residential flows are relatively constant throughout the year. Table 59 derives the monthly flat charges for Residential customers, which are charged against each billable unit.

Table 59: FY 2024 Residential Flat Monthly Charge

Customer Class	Account Services [A]	Collection [B]	Treatment [C]	Total Monthly Flat Charge [D] = (A+B+C)
Residential				
Revenue Requirement	\$846,104	\$342,733	\$1,664,701	
÷ Units of Service	96,600	96,600	96,600	
Unit Rate	\$8.76	\$3.55	\$17.24	\$29.55

For the Non-Residential customer class, all billable units are charged the same monthly fixed charge as Residential, which includes 7 HCF of projected flow. Therefore, the proposed variable rate must account for the variable revenue requirement recovered within the fixed charge. The portion of Non-Residential variable requirements recovered as part of the fixed charge is \$92,058:

*\$20.79 from The revenue requirements for residential customers are recovered as flat monthly charges as residential flows are relatively constant throughout the year. Table 59 derives the monthly flat charges for Residential customers, which are charged against each billable unit.*

Table 59:  $[B + C] \times 4,428$  billable units = \$92,058

Table 60 summarizes the resulting fixed charge and variable rate for Non-Residential. The Non-Residential variable units of service reflect the billable usage over 7 HCF.

Table 60: FY 2024 Non-Residential Monthly Fixed Charge and Variable Rates

Customer Class	Allocated Revenue Requirement [A]	Variable Monthly Fixed Charge [B]	Adj. Revenue Requirement [C] = A + B	Units of Service [D]	Description	Proposed Rates [E] = C ÷ D
Non-Residential						
Fixed	\$38,784	\$92,058	\$130,842	4,428	Total Annual Billing Units	\$29.55
Variable	\$538,679	-\$92,058	\$446,620	188,229	Billable Usage (>7 hcf)	\$2.38

## Cost-Based Rates – Water and Wastewater

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### Cost-of-Service and Rate Summary

The comprehensive cost-of-service analysis and rate development meet the requirements of Proposition 218 and identify the cost components that make up the proposed water and wastewater fixed charges and variable rates. Proposition 218 requires the following conditions:

1. An agency cannot collect revenue beyond what is necessary to provide service.

*The long-term financial plan identifies the District's revenue requirements for each utility, including operating expenses, capital improvement programs, debt, and reserves.*

2. Revenues derived by the charge shall not be used for any other purpose other than that for which the charge was imposed.

*The District's water and wastewater utilities are separate business enterprises to track revenues and expenses. Costs from other departments, such as Trash and Fire, are identified within the general fund, and are not funded by the utilities.*

3. The amount of the fee may not exceed the proportional cost-of-service for the parcel.

*The comprehensive cost-of-service analysis, updated fixed charges, and variable rates reflect each customer's proportionate share of water and wastewater costs. Through this update, each account is paying for the cost of providing service to the parcel.*

4. No charge may be imposed for a service unless that service is actually used or immediately available to the owner of a property.

*The proposed fixed charges and variable rates connect directly to the District's budget and projected future revenue requirements of the water and wastewater utilities and are recovered equitably from all active accounts receiving service.*

5. A written notice of the proposed charge shall be mailed to the record owner of each parcel at least 45 days prior to the public hearing.

*Notices were mailed to each affected parcel at least 45 days before the December 15, 2022, Public Hearing.*

The proposed water and wastewater 5-year rate schedules (FY 2024 through FY 2028) are shown in the following section. If a majority protest does not exist at the December 15<sup>th</sup> Public Hearing, the District Board may adopt the rates with an effective date of July 1, 2023.

# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

## Multi-Year Rate Schedules – Water and Wastewater

### Water

Table 61 and Table 62 provide the five-year water rate schedule over the Financial Plan Period for monthly fixed charges and variable rates, respectively. For FY 2025 through FY 2028, the revenue adjustments are applied across the board to the cost-of-service rates derived for FY 2024 as account growth and usage characteristics are projected to remain constant for financial planning.

*Table 61: Proposed Water Monthly Fixed Charge (FY 2024 – FY 2028)*

Fixed Meter Charges (\$/Month)					
Revenue Adjustment:		5.5%	5.5%	5.5%	5.5%
Meter Size	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
5/8"	\$34.33	\$36.22	\$38.22	\$40.33	\$42.55
3/4"	\$39.97	\$42.17	\$44.49	\$46.94	\$49.53
1"	\$51.24	\$54.06	\$57.04	\$60.18	\$63.49
1 1/2"	\$79.41	\$83.78	\$88.39	\$93.26	\$98.39
2"	\$113.22	\$119.45	\$126.02	\$132.96	\$140.28
3"	\$220.29	\$232.41	\$245.20	\$258.69	\$272.92
4"	\$378.07	\$398.86	\$420.80	\$443.95	\$468.37
6"	\$755.61	\$797.17	\$841.02	\$887.28	\$936.09
ADU Charge	\$23.06	\$24.33	\$25.67	\$27.09	\$28.58

*Table 62: Proposed Water Variable Charge (FY 2024 – FY 2028)*

Variable Rates (\$/HCF)						
Revenue Adjustment:			5.5%	5.5%	5.5%	5.5%
Customer Class	Tier Definitions	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Single-Family Residential						
Tier 1	0 - 13	\$2.37	\$2.51	\$2.65	\$2.80	\$2.96
Tier 2	14 - 24	\$2.41	\$2.55	\$2.70	\$2.85	\$3.01
Tier 3	> 24	\$2.60	\$2.75	\$2.91	\$3.08	\$3.25
Multi-Family Residential						
Tier 1	0 - 8	\$2.39	\$2.53	\$2.67	\$2.82	\$2.98
Tier 2	> 8	\$2.45	\$2.59	\$2.74	\$2.90	\$3.06
Non-Residential						
	Uniform	\$2.42	\$2.56	\$2.71	\$2.86	\$3.02

# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

## Wastewater

Table 63 provides the five-year wastewater rate schedule over the Financial Plan Period for monthly fixed charges and variable rates. For FY 2025 through FY 2028, the revenue adjustments are applied across the board to the cost-of-service rates derived for FY 2024 as account growth and usage characteristics are projected to remain constant for financial planning.

Table 63: Proposed Wastewater Monthly Fixed Charge (FY 2024 – FY 2028)

Wastewater Rates					
Revenue Adjustment:		7.0%	7.0%	7.0%	7.0%
Customer Class	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
<i>Fixed Charges (\$/month)</i>					
Residential	\$29.55	\$31.62	\$33.84	\$36.21	\$38.75
Non-Residential	\$29.55	\$31.62	\$33.84	\$36.21	\$38.75
<i>Variable Rates (\$/HCF)</i>					
Non-Residential > 7 HCF	\$2.38	\$2.55	\$2.73	\$2.93	\$3.14

ATTACHMENT

## Appendix A – Conservation Surcharges

The District adopted a new Water Shortage Contingency Plan (WSCP) in 2022 with six conservation stages reflecting reduced water usage. When conservation stages are enacted, and the conservation measures realize reductions in water usage, revenues will also reduce, causing the utility to not meet its revenue requirements. As such, the District may implement Conservation Water Rates (Conservation Surcharges) to recover projected lost revenues from each conservation stage. Stage 1 assumes a 10% reduction, with each subsequent stage projecting an additional 10% reduction in water usage up to a 60% reduction in stage 6.

The District Board may enact Conservation Surcharges during water shortage events to recover the appropriate revenue to fund water system operations from a reduced volume of water sold. Therefore, Conservation Surcharges are higher than the proposed variable rates identified in Table 62 and increase for each stage.

The proposed Conservation Surcharges are shown by stage for FY 2024 through FY 2028. Water use reductions were first applied to Residential - Tier 3. The usage within Residential Tier 3 has the highest potential for cuts and the greatest revenue loss to recover for developing Conservation Surcharges. As water usage continues to reduce through the conservation stages, reductions are then applied pro-rata from both Residential Tier 2 and Non-Residential. The final cuts in water usage are applied pro-rata from both Residential Tier 1 (Single-Family Residential and Multi-Family Residential). Table 64 identifies the total reduction in HCF needed to achieve each conservation stage, and Table 65 summarizes where the reductions are assumed to occur from customer classes and tiers.

*Table 64: Total Usage Reductions by Conservation Stage*

Baseline Usage (HCF)	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
	10.0%	20.0%	30.0%	40.0%	50.0%	60.0%
1,941,521	194,152	388,304	582,456	776,608	970,761	1,164,913



# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

Table 65: Usage Reductions by Customer Class and Tier

% Reduction		FY 2024					
Customer Class	Baseline Usage (HCF)	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
Single-Family Residential							
Tier 1	734,626	0.0%	0.0%	0.0%	0.0%	0.0%	15.7%
Tier 2	269,716	0.0%	19.8%	44.4%	69.1%	93.7%	100.0%
Tier 3	231,927	83.7%	100.0%	100.0%	100.0%	100.0%	100.0%
Multi-Family Residential							
Tier 1	186,289	0.0%	0.0%	0.0%	0.0%	0.0%	15.7%
Tier 2	60,497	0.0%	19.8%	44.4%	69.1%	93.7%	100.0%
Non-Residential							
Uniform	458,466	0.0%	19.8%	44.4%	69.1%	93.7%	100.0%
	1,941,521						

Usage Reduction (HCF)		FY 2024					
Customer Class	Baseline Usage (HCF)	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
Single-Family Residential							
Tier 1	734,626	-	-	-	-	-	115,115
Tier 2	269,716	-	53,479	119,876	186,273	252,670	269,716
Tier 3	231,927	194,152	231,927	231,927	231,927	231,927	231,927
Multi-Family Residential							
Tier 1	186,289	-	-	-	-	-	29,191
Tier 2	60,497	-	11,995	26,888	41,781	56,674	60,497
Non-Residential							
Uniform	458,466	-	90,903	203,766	316,628	429,490	458,466
Projected Usage Reduction		194,152	388,304	582,456	776,608	970,761	1,164,913

With reductions identified in Table 65, the remaining usage is summarized in Table 66. The corresponding reduced revenue for FY 2024 is shown in Table 67 by taking the usage in Table 66 and multiplying it by the proposed FY 2024 variable rates.

Table 66: Remaining Usage by Conservation Stage

Customer Class	Baseline Usage (HCF)	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
Single-Family Residential							
Tier 1	734,626	734,626	734,626	734,626	734,626	734,626	619,511
Tier 2	269,716	269,716	216,237	149,840	83,443	17,046	0
Tier 3	231,927	37,775	0	0	0	0	0
Multi-Family Residential							
Tier 1	186,289	186,289	186,289	186,289	186,289	186,289	157,098
Tier 2	60,497	60,497	48,502	33,609	18,716	3,823	0
Non-Residential							
Uniform	458,466	458,466	367,563	254,700	141,838	28,976	0
Total Projected Water Sales	1,941,521	1,747,369	1,553,217	1,359,065	1,164,913	970,761	776,608

# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

Table 67: Projected Revenue and Potential Revenue Loss

Customer Class	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2024 Selected
<b>Single-Family Residential</b>						
Tier 1	\$2.37	\$2.51	\$2.65	\$2.80	\$2.96	\$2.37
Tier 2	\$2.41	\$2.55	\$2.70	\$2.85	\$3.01	\$2.41
Tier 3	\$2.60	\$2.75	\$2.91	\$3.08	\$3.25	\$2.60
<b>Multi-Family Residential</b>						
Tier 1	\$2.39	\$2.53	\$2.67	\$2.82	\$2.98	\$2.39
Tier 2	\$2.45	\$2.59	\$2.74	\$2.90	\$3.06	\$2.45
<b>Non-Residential</b>						
Uniform	\$2.42	\$2.56	\$2.71	\$2.86	\$3.02	\$2.42

Projected Commodity Revenue		FY 2024					
Customer Class	Baseline	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
<b>Single-Family Residential</b>							
Tier 1	\$1,741,064	\$1,741,064	\$1,741,064	\$1,741,064	\$1,741,064	\$1,741,064	\$1,468,240
Tier 2	\$650,016	\$650,016	\$521,132	\$361,115	\$201,099	\$41,082	\$0
Tier 3	\$603,010	\$98,215	\$0	\$0	\$0	\$0	\$0
<b>Multi-Family Residential</b>							
Tier 1	\$445,231	\$445,231	\$445,231	\$445,231	\$445,231	\$445,231	\$375,463
Tier 2	\$148,218	\$148,218	\$118,829	\$82,342	\$45,855	\$9,368	\$0
<b>Non-Residential</b>							
Uniform	\$1,109,488	\$1,109,488	\$889,501	\$616,375	\$343,248	\$70,121	\$0
<b>Total Projected Commodity Revenue</b>	<b>\$4,697,025</b>	<b>\$4,192,230</b>	<b>\$3,715,757</b>	<b>\$3,246,126</b>	<b>\$2,776,496</b>	<b>\$2,306,865</b>	<b>\$1,843,704</b>
<b>Projected Loss (Baseline Revenue - Stage Revenue)</b>		<b>\$504,795</b>	<b>\$981,268</b>	<b>\$1,450,899</b>	<b>\$1,920,530</b>	<b>\$2,390,161</b>	<b>\$2,853,322</b>

In addition to revenue losses, the District will also reduce certain expenses, generating cost savings. Table 68 calculates the cost savings from reduced water loss, and Table 69 reflects the FY 2024 net impact of revenue loss to be recovered from Conservation Surcharges for each stage.

Table 68: Water Loss Expense – Cost Savings

Variable Water Costs	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2024 Selected	
Pump Energy Costs	\$381,523	\$400,599	\$420,629	\$441,661	\$463,744	\$381,523	
Chemical/Mineral Supplies	\$50,715	\$53,251	\$55,292	\$57,411	\$59,611	\$50,715	
Water Purchases - GW Blending	\$1,035,000	\$1,086,750	\$1,141,088	\$1,198,142	\$1,258,049	\$1,035,000	
<b>Total Variable Water Costs</b>	<b>\$1,467,238</b>	<b>\$1,540,600</b>	<b>\$1,617,008</b>	<b>\$1,697,213</b>	<b>\$1,781,404</b>	<b>\$1,467,238</b>	
<b>Variable Water Unit Costs</b>							
Variable Water Costs	\$1,467,238						
÷ Baseline Usage (HCF)	1,941,521						
<b>Variable Water Unit Cost (\$/HCF)</b>	<b>\$0.76</b>						
Variable Water Cost Savings	Source	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
Reduction in usage (HCF)	(Table 63)	194,152	388,304	582,456	776,608	970,761	1,164,913
× Variable Water Unit Cost		\$0.76	\$0.76	\$0.76	\$0.76	\$0.76	\$0.76
<b>Variable Water Cost Savings</b>		<b>\$147,556</b>	<b>\$295,111</b>	<b>\$442,667</b>	<b>\$590,222</b>	<b>\$737,778</b>	<b>\$885,334</b>

# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

Table 69: FY 2024 Net Impact from Conservation Stages

Incremental Revenue Impact from WSCP Stages	Source	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
Lost Revenue	(Table 65)	(\$504,795)	(\$981,268)	(\$1,450,899)	(\$1,920,530)	(\$2,390,161)	(\$2,853,322)
Plus Cost Savings	(Table 66)	\$147,556	\$295,111	\$442,667	\$590,222	\$737,778	\$885,334
<b>Net Revenue Loss</b>		<b>(\$357,240)</b>	<b>(\$686,157)</b>	<b>(\$1,008,232)</b>	<b>(\$1,330,308)</b>	<b>(\$1,652,383)</b>	<b>(\$1,967,988)</b>

Table 70 takes the net revenue loss in Table 69 and recovers it from the remaining usage from Table 66 as a percent increase surcharge across all variable rates, maintaining the cost-of-service analysis developed for the District's base variable rates. The percentage surcharges of each stage for FY 2024 are calculated by taking the revenue loss to recover as a percentage of the *Projected Commodity Revenue* in Table 67. Table 71 through Table 74 identify the Conservation Surcharges for FY 2025 through FY 2028, respectively, using the same approach shown for FY 2024.

Table 70: FY 2024 Conservation Surcharges

% Increase	WSCP Stages						
Fiscal Year	Source	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
Net Revenue Loss	(Table 67)	\$357,240	\$686,157	\$1,008,232	\$1,330,308	\$1,652,383	\$1,967,988
Projected Commodity Revenue	(Table 65)	\$4,192,230	\$3,715,757	\$3,246,126	\$2,776,496	\$2,306,865	\$1,843,704
<b>Net Revenue Loss / Projected Commodity Revenue</b>		<b>8.52%</b>	<b>18.47%</b>	<b>31.06%</b>	<b>47.91%</b>	<b>71.63%</b>	<b>106.74%</b>

FY 2024							
Customer Class	Baseline	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
<b>Single-Family Residential</b>							
Tier 1	\$2.37	\$0.21	\$0.44	\$0.74	\$1.14	\$1.70	\$2.53
Tier 2	\$2.41	\$0.21	\$0.45	\$0.75	\$1.16	\$1.73	\$2.58
Tier 3	\$2.60	\$0.23	\$0.49	\$0.81	\$1.25	\$1.87	\$2.78
<b>Multi-Family Residential</b>							
Tier 1	\$2.39	\$0.21	\$0.45	\$0.75	\$1.15	\$1.72	\$2.56
Tier 2	\$2.45	\$0.21	\$0.46	\$0.77	\$1.18	\$1.76	\$2.62
<b>Non-Residential</b>							
Uniform	\$2.42	\$0.21	\$0.45	\$0.76	\$1.16	\$1.74	\$2.59

Table 71: FY 2025 Conservation Surcharges

% Increase	WSCP Stages						
Fiscal Year		Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
Net Revenue Loss		\$380,538	\$731,190	\$1,074,622	\$1,418,054	\$1,761,486	\$2,098,448
Projected Commodity Revenue		\$4,437,239	\$3,933,208	\$3,436,396	\$2,939,583	\$2,442,771	\$1,952,429
<b>Net Revenue Loss / Projected Commodity Revenue</b>		<b>8.58%</b>	<b>18.59%</b>	<b>31.27%</b>	<b>48.24%</b>	<b>72.11%</b>	<b>107.48%</b>

FY 2025							
Customer Class	Baseline	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
<b>Single-Family Residential</b>							
Tier 1	\$2.51	\$0.22	\$0.47	\$0.79	\$1.22	\$1.81	\$2.70
Tier 2	\$2.55	\$0.22	\$0.48	\$0.80	\$1.24	\$1.84	\$2.75
Tier 3	\$2.75	\$0.24	\$0.52	\$0.86	\$1.33	\$1.99	\$2.96
<b>Multi-Family Residential</b>							
Tier 1	\$2.53	\$0.22	\$0.48	\$0.80	\$1.23	\$1.83	\$2.72
Tier 2	\$2.59	\$0.23	\$0.49	\$0.81	\$1.25	\$1.87	\$2.79
<b>Non-Residential</b>							
Uniform	\$2.56	\$0.22	\$0.48	\$0.81	\$1.24	\$1.85	\$2.76

# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

Table 72: FY 2026 Conservation Surcharges

% Increase	WSCP Stages						
	Fiscal Year	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
Net Revenue Loss		\$403,836	\$776,222	\$1,141,011	\$1,505,800	\$1,870,589	\$2,227,464
Projected Commodity Revenue		\$4,690,513	\$4,156,981	\$3,631,046	\$3,105,111	\$2,579,176	\$2,061,154
Net Revenue Loss / Projected Commodity Revenue		8.61%	18.67%	31.42%	48.49%	72.53%	108.07%

FY 2026							
Customer Class	Baseline	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
<b>Single-Family Residential</b>							
Tier 1	\$2.65	\$0.23	\$0.50	\$0.84	\$1.29	\$1.93	\$2.87
Tier 2	\$2.70	\$0.24	\$0.51	\$0.85	\$1.31	\$1.96	\$2.92
Tier 3	\$2.91	\$0.26	\$0.55	\$0.92	\$1.42	\$2.12	\$3.15
<b>Multi-Family Residential</b>							
Tier 1	\$2.67	\$0.23	\$0.50	\$0.84	\$1.30	\$1.94	\$2.89
Tier 2	\$2.74	\$0.24	\$0.52	\$0.87	\$1.33	\$1.99	\$2.97
<b>Non-Residential</b>							
Uniform	\$2.71	\$0.24	\$0.51	\$0.86	\$1.32	\$1.97	\$2.93

Table 73: FY 2027 Conservation Surcharges

% Increase	WSCP Stages						
	Fiscal Year	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
Net Revenue Loss		\$429,076	\$823,694	\$1,209,989	\$1,596,283	\$1,982,578	\$2,360,848
Projected Commodity Revenue		\$4,953,979	\$4,390,449	\$3,835,242	\$3,280,035	\$2,724,828	\$2,177,645
Net Revenue Loss / Projected Commodity Revenue		8.66%	18.76%	31.55%	48.67%	72.76%	108.41%

FY 2027							
Customer Class	Baseline	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
<b>Single-Family Residential</b>							
Tier 1	\$2.80	\$0.25	\$0.53	\$0.89	\$1.37	\$2.04	\$3.04
Tier 2	\$2.85	\$0.25	\$0.54	\$0.90	\$1.39	\$2.08	\$3.09
Tier 3	\$3.08	\$0.27	\$0.58	\$0.98	\$1.50	\$2.25	\$3.34
<b>Multi-Family Residential</b>							
Tier 1	\$2.82	\$0.25	\$0.53	\$0.89	\$1.38	\$2.06	\$3.06
Tier 2	\$2.90	\$0.26	\$0.55	\$0.92	\$1.42	\$2.12	\$3.15
<b>Non-Residential</b>							
Uniform	\$2.86	\$0.25	\$0.54	\$0.91	\$1.40	\$2.09	\$3.11

# Rubidoux CSD – Comprehensive Cost-of-Service Utility Rate Study

Table 74: FY 2028 Conservation Surcharges

% Increase		WSCP Stages					
Fiscal Year		Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
Net Revenue Loss		\$452,374	\$868,727	\$1,276,378	\$1,684,029	\$2,091,681	\$2,491,308
Projected Commodity Revenue		\$5,233,936	\$4,638,963	\$4,052,692	\$3,466,421	\$2,880,150	\$2,301,903
Net Revenue Loss / Projected Commodity Revenue		8.64%	18.73%	31.49%	48.58%	72.62%	108.23%

		FY 2028					
Customer Class	Baseline	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
<b>Single-Family Residential</b>							
Tier 1	\$2.96	\$0.26	\$0.56	\$0.94	\$1.44	\$2.15	\$3.21
Tier 2	\$3.01	\$0.27	\$0.57	\$0.95	\$1.47	\$2.19	\$3.26
Tier 3	\$3.25	\$0.29	\$0.61	\$1.03	\$1.58	\$2.37	\$3.52
<b>Multi-Family Residential</b>							
Tier 1	\$2.98	\$0.26	\$0.56	\$0.94	\$1.45	\$2.17	\$3.23
Tier 2	\$3.06	\$0.27	\$0.58	\$0.97	\$1.49	\$2.23	\$3.32
<b>Non-Residential</b>							
Uniform	\$3.02	\$0.27	\$0.57	\$0.96	\$1.47	\$2.20	\$3.27

ATTACHMENT



RUBIDOUX COMMUNITY SERVICES DISTRICT  
3590 RUBIDOUX BLVD.  
CITY OF JURUPA VALLEY, CA 92509  
(951) 684-7580  
WWW.RCSD.ORG  
Customer Service: (951) 684-7580

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RUBIDOUX COMMUNITY SERVICES DISTRICT  
PO BOX 3098  
RIVERSIDE CA 92519-3098

To Whom it May Concern,

October 31, 2022

You are receiving this letter because name and address records on file with Rubidoux Community Services District (RCSD) AND the Riverside County Assessor's office indicate you currently reside, have resided, or owned a property in the RCSD service area.

Please see enclosed Proposition 218 notification for proposed Water and Sewer rate increases.

**If you do not have a property in the RCSD service area, please disregard this notice.**

Thank you,

Rubidoux Community Services District

A quien le interese,

Está recibiendo esta carta porque los registros de nombre y dirección en el archivo del Distrito de Servicios Comunitarios de Rubidoux (RCSD) Y la oficina de los Evaluadores del Condado de Riverside indican que usted reside actualmente, ha residido o es propietario de una propiedad en el área de servicio de RCSD.

Consulte la notificación adjunta de la Propuesta 218 para un aumentos propuestos de las tarifas de agua y alcantarillado.

**Si no tiene una propiedad en el área de servicio RCSD, ignore este aviso.**

Gracias,

Rubidoux Community Services District

**Proposition 218 Notification****NOTICE TO PROPERTY OWNERS AND TENANTS OF REAL PROPERTY WHO ARE DIRECTLY LIABLE TO PAY WATER BILLS OF PUBLIC HEARING ON PROPOSED****WATER RATE ADJUSTMENTS**

Hearing Date and Time: December 15, 2022 at 4:00 PM

Hearing Location: Rubidoux Community Services District, Board Room,  
3590 Rubidoux Blvd., Jurupa Valley, CA 92509**Why Water Rate Adjustments are Needed**

Rubidoux Community Services District (the "District") has made significant improvements and implemented efficiencies to the water production and distribution system. Most notably, the District was given approximately 2-years to respond/mitigate the emergence of the presence of PFAS contaminants in the groundwater pumped for potable supplies. This was accomplished by implementing new treatment processes at the Anita B. Smith and Leland Thompson Water Treatment Facilities. The total project costs for mitigating these contaminants were approximately \$5 million, all of which was funded through various District reserve accounts. In September 2021, the District successfully achieved non-detect in its potable water for PFAS contaminants.

Along with these new capital improvements has come additional routine operating costs, most notable the periodic change out of media (GAC or resin) held in the pressure vessels of the new PFAS treatment, and additional energy costs and sampling, among other costs. Lastly, supply chain issues on various District parts/chemicals, combined with the rising cost of inflation has put significant financial constraints on the District's operating budget.

The District's infrastructure assets are starting to show their age. The District's four (4) potable water tanks are 20+ years old. The cost of refurbishing these tanks is approximately \$4 to \$5 million.

The above financial impacts in the water system are new to the District and are not captured in the District's current rate structure. In January 2022, the District began a Comprehensive Cost of Services Study ("COSS") to confirm the adequacy of revenues to operate, maintain, and replace system assets to meet current and long-term needs of the District. At the conclusion of the COSS, it was determined the existing rates are not adequate to meet the District's future financial obligations to ensure safe and reliable water supplies are available 24 hours a day - 365 days per year. A draft copy of the Administrative Record provided at the conclusion of the COSS is currently located on the District website at [www.rcsd.org](http://www.rcsd.org) or may be obtained from the District office during normal business hours at the address noted above.

**Hearing**

Proposition 218 governs the procedures to adjust rates and requires that the District provide notice of the proposed rate schedule to all property owners and tenants of real property who are directly liable to pay water bills a minimum of forty-five (45) days prior to holding a Public Hearing. For the proposed water rates to "not take effect," a majority of the property owners and tenants of real property who are directly liable to pay water bills are required to file opposition to the proposed water rates.

In accordance with AB 3030, the District hearing will include consideration of adopting an ordinance that will authorize the District to adjust rates for a five-year period commencing on July 1, 2023, through July 1, 2027. Such adjustments may be imposed annually provided however that the cost components to provide the service are not more than the stated amounts reflected in the notice. Pursuant to AB 3030, the District must and will conduct a 30-day review period followed by a Public Hearing to effectuate all proposed water rate scheduled adjustments in subsequent years.

**Property owners and tenants of real property who are directly liable to pay water bills may file a written and signed protest against the proposed water rates with the General Manager at or before the close of the Public Hearing, December 15, 2022. A protest must contain a description of the property owned or being rented sufficient to identify the property. If you own or rent more than one parcel, you may file a single protest, but it must identify each parcel you own or rent that is located in the District's service area. If the name on the written protest is not shown on the last equalized assessment roll of the County as the owner of the property, the signer of the protest must also submit written evidence of ownership or tenancy. At the Public Hearing, the Board of Directors shall hear all testimony for and against the proposed water rates and tabulate the submitted protests. There must be a 50% plus one to negate the proposed water rates.**

The Board of Directors will hold a Public Hearing on the proposed water rates on Thursday, December 15, 2022 at 4:00 PM at the Rubidoux Community Services District, Board Room, 3590 Rubidoux Blvd., Jurupa Valley, CA 92509.

**Written protests may be mailed or delivered in person to: Rubidoux Community Services District, 3590 Rubidoux Blvd., Jurupa Valley, CA 92509 Attention: General Manager**

**Impact of Proposed Water Rate Adjustments**

The proposed water rate adjustments would be implemented effective July 1 of the five-year period (2023-2027). The proposed water rates will have varying impacts on customers depending on meter size, customer class and usage characteristics. Proposed water rates for each customer class are detailed in the Water Rate Tables below. Additionally, the proposed water rates may be viewed in the draft Administrative Record.

Fixed Meter Charges (\$/Month)						
Effective Date	July 1, 2023	July 1, 2024	July 1, 2025	July 1, 2026	July 1, 2027	
Meter Size	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	
5/8"	\$ 34.33	\$ 36.22	\$ 38.22	\$ 40.33	\$ 42.55	
3/4"	\$ 39.97	\$ 42.17	\$ 44.49	\$ 46.94	\$ 49.53	
1"	\$ 51.24	\$ 54.06	\$ 57.04	\$ 60.18	\$ 63.49	
1 1/2"	\$ 79.41	\$ 83.78	\$ 88.39	\$ 93.26	\$ 98.39	
2"	\$ 113.22	\$ 119.45	\$ 126.02	\$ 132.96	\$ 140.28	
3"	\$ 220.29	\$ 232.41	\$ 245.20	\$ 258.69	\$ 272.92	
4"	\$ 378.07	\$ 398.86	\$ 420.80	\$ 443.95	\$ 468.37	
6"	\$ 755.61	\$ 797.17	\$ 841.02	\$ 887.28	\$ 936.09	

Fixed Dwelling Unit (DU) Charges (\$/Month)						
Effective Date	July 1, 2023	July 1, 2024	July 1, 2025	July 1, 2026	July 1, 2027	
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	
Additional DU	\$ 23.06	\$ 24.33	\$ 25.67	\$ 27.09	\$ 28.58	

Variable Rates (\$/HCF*)						
Effective Date	July 1, 2023	July 1, 2024	July 1, 2025	July 1, 2026	July 1, 2027	
Customer Class	Tier Definitions (HCF)	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
<b>Single-Family Residential</b>						
Tier 1	1-13	\$ 2.37	\$ 2.51	\$ 2.65	\$ 2.80	\$ 2.96
Tier 2	14-24	\$ 2.41	\$ 2.55	\$ 2.70	\$ 2.85	\$ 3.01
Tier 3	25+	\$ 2.60	\$ 2.75	\$ 2.91	\$ 3.08	\$ 3.25
<b>Multi-Family Residential</b>						
Tier 1	1-7	\$ 2.39	\$ 2.53	\$ 2.67	\$ 2.82	\$ 2.98
Tier 2	8+	\$ 2.45	\$ 2.59	\$ 2.74	\$ 2.90	\$ 3.06
<b>Non-Residential</b>						
	Uniform	\$ 2.42	\$ 2.56	\$ 2.71	\$ 2.86	\$ 3.02

\* 1 HCF is 100 cubic feet, or 748 gallons of water.

The proposed Water Shortage Contingency Plan ("WSCP") water rates by stage would be effective July 1 of the five-year period (2023-2027) and could be implemented by the Board during periods of prolonged water usage reduction. Proposed WSCP rates for each customer class are detailed in the Water Rate Tables below.



Proposed WSCP Rates by Class & Tier		FY 2024 (Effective July 1, 2023)						
Customer Class	Tier Definitions (HCF)	Baseline	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
Single-Family Residential								
Tier 1	1-13	\$ 2.37	\$ 2.58	\$ 2.81	\$ 3.11	\$ 3.51	\$ 4.07	\$ 4.90
Tier 2	14-24	\$ 2.41	\$ 2.62	\$ 2.86	\$ 3.16	\$ 3.57	\$ 4.14	\$ 4.99
Tier 3	25+	\$ 2.60	\$ 2.83	\$ 3.09	\$ 3.41	\$ 3.85	\$ 4.47	\$ 5.38
Multi-Family Residential								
Tier 1	1-7	\$ 2.39	\$ 2.60	\$ 2.84	\$ 3.14	\$ 3.54	\$ 4.11	\$ 4.95
Tier 2	8+	\$ 2.45	\$ 2.66	\$ 2.91	\$ 3.22	\$ 3.63	\$ 4.21	\$ 5.07
Non-Residential	Uniform	\$ 2.42	\$ 2.63	\$ 2.87	\$ 3.18	\$ 3.58	\$ 4.16	\$ 5.01

Proposed WSCP Rates by Class & Tier		FY 2025 (Effective July 1, 2024)						
Customer Class	Tier Definitions (HCF)	Baseline	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
Single-Family Residential								
Tier 1	1-13	\$ 2.51	\$ 2.73	\$ 2.98	\$ 3.30	\$ 3.73	\$ 4.32	\$ 5.21
Tier 2	14-24	\$ 2.55	\$ 2.77	\$ 3.03	\$ 3.35	\$ 3.79	\$ 4.39	\$ 5.30
Tier 3	25+	\$ 2.75	\$ 2.99	\$ 3.27	\$ 3.61	\$ 4.08	\$ 4.74	\$ 5.71
Multi-Family Residential								
Tier 1	1-7	\$ 2.53	\$ 2.75	\$ 3.01	\$ 3.33	\$ 3.76	\$ 4.36	\$ 5.25
Tier 2	8+	\$ 2.59	\$ 2.82	\$ 3.08	\$ 3.40	\$ 3.84	\$ 4.46	\$ 5.38
Non-Residential	Uniform	\$ 2.56	\$ 2.78	\$ 3.04	\$ 3.37	\$ 3.80	\$ 4.41	\$ 5.32

Proposed WSCP Rates by Class & Tier		FY 2026 (Effective July 1, 2025)						
Customer Class	Tier Definitions (HCF)	Baseline	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
Single-Family Residential								
Tier 1	1-13	\$ 2.65	\$ 2.88	\$ 3.15	\$ 3.49	\$ 3.94	\$ 4.58	\$ 5.52
Tier 2	14-24	\$ 2.70	\$ 2.94	\$ 3.21	\$ 3.55	\$ 4.01	\$ 4.66	\$ 5.62
Tier 3	25+	\$ 2.91	\$ 3.17	\$ 3.46	\$ 3.83	\$ 4.33	\$ 5.03	\$ 6.06
Multi-Family Residential								
Tier 1	1-7	\$ 2.67	\$ 2.90	\$ 3.17	\$ 3.51	\$ 3.97	\$ 4.61	\$ 5.56
Tier 2	8+	\$ 2.74	\$ 2.98	\$ 3.26	\$ 3.61	\$ 4.07	\$ 4.73	\$ 5.71
Non-Residential	Uniform	\$ 2.71	\$ 2.95	\$ 3.22	\$ 3.57	\$ 4.03	\$ 4.68	\$ 5.64

Proposed WSCP Rates by Class & Tier		FY 2027 (Effective July 1, 2026)						
Customer Class	Tier Definitions (HCF)	Baseline	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
Single-Family Residential								
Tier 1	1-13	\$ 2.80	\$ 3.05	\$ 3.33	\$ 3.69	\$ 4.17	\$ 4.84	\$ 5.84
Tier 2	14-24	\$ 2.85	\$ 3.10	\$ 3.39	\$ 3.75	\$ 4.24	\$ 4.93	\$ 5.94
Tier 3	25+	\$ 3.08	\$ 3.35	\$ 3.66	\$ 4.06	\$ 4.58	\$ 5.33	\$ 6.42
Multi-Family Residential								
Tier 1	1-7	\$ 2.82	\$ 3.07	\$ 3.35	\$ 3.71	\$ 4.20	\$ 4.88	\$ 5.88
Tier 2	8+	\$ 2.90	\$ 3.16	\$ 3.45	\$ 3.82	\$ 4.32	\$ 5.02	\$ 6.05
Non-Residential	Uniform	\$ 2.86	\$ 3.11	\$ 3.40	\$ 3.77	\$ 4.26	\$ 4.95	\$ 5.97

Proposed WSCP Rates by Class & Tier		FY 2028 (Effective July 1, 2027)						
Customer Class	Tier Definitions (HCF)	Baseline	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
Single-Family Residential								
Tier 1	1-13	\$ 2.96	\$ 3.22	\$ 3.52	\$ 3.90	\$ 4.40	\$ 5.11	\$ 6.17
Tier 2	14-24	\$ 3.01	\$ 3.28	\$ 3.58	\$ 3.96	\$ 4.48	\$ 5.20	\$ 6.27
Tier 3	25+	\$ 3.25	\$ 3.54	\$ 3.86	\$ 4.28	\$ 4.83	\$ 5.62	\$ 6.77
Multi-Family Residential								
Tier 1	1-7	\$ 2.98	\$ 3.24	\$ 3.54	\$ 3.92	\$ 4.43	\$ 5.15	\$ 6.21
Tier 2	8+	\$ 3.06	\$ 3.33	\$ 3.64	\$ 4.03	\$ 4.55	\$ 5.29	\$ 6.38
Non-Residential	Uniform	\$ 3.02	\$ 3.29	\$ 3.59	\$ 3.98	\$ 4.49	\$ 5.22	\$ 6.29

DISTRITO DE SERVICIOS COMUNITARIOS DE RUBIDOUX

AVISO ESPECIAL: 31 octubre 2022

**Notificación de la Proposición 218**

**AVISO A LOS PROPIETARIOS E INQUILINOS DE PROPIEDADES QUE SON DIRECTAMENTE RESPONSABLES DE PAGAR LAS FACTURAS DE AGUA DE LA AUDIENCIA PÚBLICA SOBRE LA PROPUESTA**

**EN LOS AJUSTES DE LA TARIFA DEL AGUA**

Fecha y hora de la audiencia: 15 de diciembre de 2022, a las 4:00 PM

Lugar de la audiencia: Distrito de Servicios Comunitarios de Rubidoux, Sala de la Junta,  
3590 Rubidoux Blvd., Jurupa Valley, CA 92509

**Por qué se necesitan ajustes en las tarifas de agua**

El Distrito de Servicios Comunitarios de Rubidoux (el "Distrito") ha realizado mejoras significativas y ha implementado eficiencias en el sistema de producción y distribución de agua. En particular, se dio al Distrito un plazo de aproximadamente 2 años para responder/mitigar la aparición de la presencia de contaminantes PFAS en las aguas subterráneas bombeadas para el suministro potable. Esto se logró mediante la implementación de nuevos procesos de tratamiento en las instalaciones de tratamiento de agua Anita B. Smith y Leland Thompson. El costo total del proyecto para mitigar estos contaminantes fue de aproximadamente 5 millones de dólares, todo ello financiado a través de varias cuentas de reserva del Distrito. En septiembre de 2021, el Distrito logró con éxito la no detección de contaminantes PFAS en su agua potable.

Junto con estas nuevas mejoras de capital han llegado los costos operativos de rutina adicionales, más notables el cambio periódico de los medios (GAC o resina) mantenidos en los recipientes a presión del nuevo tratamiento PFAS, y los costos adicionales de energía y muestreo, entre otros costos. Por último, los problemas de la cadena de suministro en varias partes / productos químicos del Distrito, combinados con el aumento del costo de la inflación, han puesto restricciones financieras significativas en el presupuesto operativo del Distrito.

Los activos de infraestructura del Distrito están empezando a mostrar su edad. Los cuatro (4) depósitos de agua potable del Distrito tienen más de 20 años. El costo de la renovación de estos depósitos es de aproximadamente 4 a 5 millones de dólares.

Los impactos financieros mencionados en el sistema de agua son nuevos para el Distrito y no están recogidos en la estructura actual de tarifas del Distrito. En enero de 2022, el Distrito comenzó un Estudio Integral de Costos de Servicios ("COSS") para confirmar la adecuación de los ingresos para operar, mantener y reemplazar los activos del sistema para satisfacer las necesidades actuales y a largo plazo del Distrito. Al concluir el COSS, se determinó que las tarifas existentes no son adecuadas para cumplir con las futuras obligaciones financieras del Distrito para garantizar un suministro de agua seguro y fiable las 24 horas del día, los 365 días del año. Una copia del borrador del Expediente Administrativo proporcionado a la conclusión del COSS se encuentra actualmente en el sitio web del Distrito en [www.rcsd.org](http://www.rcsd.org) o puede obtenerse en la oficina del Distrito durante el horario normal de trabajo en la dirección indicada anteriormente.

**Audiencia**

La Proposición 218 rige los procedimientos para ajustar las tarifas y requiere que el Distrito proporcione una notificación del programa de tarifas propuesto a todos los propietarios e inquilinos de propiedades que sean directamente responsables del pago de las facturas de agua con un mínimo de cuarenta y cinco (45) días de antelación a la celebración de una Audiencia Pública. Para que las tarifas de agua propuestas "no entren en vigor", se requiere que una mayoría de los propietarios e inquilinos de propiedades que sean directamente responsables del pago de las facturas de agua presenten su oposición a las tarifas de agua propuestas.

De acuerdo con el AB 3030, la audiencia del Distrito incluirá la consideración de la adopción de una ordenanza que autorizará al Distrito a ajustar las tarifas por un período de cinco años que comenzará el 1 de julio de 2023 hasta el 1 de julio de 2027. Dichos ajustes podrán imponerse anualmente siempre que los componentes de costos para prestar el servicio no sean superiores a los montos indicados reflejados en el aviso. De acuerdo con el AB 3030, el Distrito debe llevar a cabo, y así lo hará, un periodo de revisión de 30 días seguido de una Audiencia Pública para llevar a cabo todos los ajustes programados de la tarifa del agua propuestos en los años siguientes.

**Los propietarios e inquilinos de propiedades que sean directamente responsables del pago de las facturas de agua pueden presentar una protesta escrita y firmada contra las tarifas de agua propuestas ante el Director General en o antes del cierre de la Audiencia Pública, el 15 de diciembre de 2022.** Una protesta debe contener una descripción de la propiedad que se posee o se alquila suficiente para identificar la propiedad. Si posee o alquila más de una parcela, puede presentar una sola protesta, pero debe identificar cada parcela que posea o alquile y que esté situada en el área de servicio del Distrito. Si el nombre que figura en la protesta escrita no aparece en el último censo de tasación ecualizado del condado como propietario, el firmante de la protesta deberá presentar

también una prueba escrita de la propiedad o del arrendamiento. En la Audiencia Pública, el Consejo de Administración escuchará todos los testimonios a favor y en contra de las tarifas de agua propuestas y tabulará las protestas presentadas. Debe haber un 50% más uno para negar las tarifas de agua propuestas.

La Junta Directiva celebrará una Audiencia Pública sobre las tarifas de agua propuestas el jueves 15 de diciembre de 2022 a las 4:00 PM en el Distrito de Servicios Comunitarios de Rubidoux, Sala de la Junta, 3590 Rubidoux Blvd., Jurupa Valley, CA 92509.

**Las protestas por escrito pueden enviarse por correo o entregarse en persona a: Distrito de Servicios Comunitarios de Rubidoux, 3590 Rubidoux Blvd., Jurupa Valley, CA 92509 Atención: Gerente General**

**Impacto de los ajustes propuestos en la tarifa del agua**

Los ajustes propuestos de las tarifas del agua se aplicarían a partir del 1 de julio del periodo de cinco años (2023-2027). Las tarifas de agua propuestas tendrán diferentes impactos en los clientes dependiendo del tamaño del medidor, la clase de cliente y las características de uso. Las tarifas de agua propuestas para cada clase de cliente se detallan en las tablas de tarifas de agua que figuran a continuación. Además, las tarifas de agua propuestas pueden consultarse en el proyecto de registro administrativo.

Cargos fijos del medidor (\$/mes)					
Fecha de entrada en vigor	1 de julio de 2023	1 de julio de 2024	1 de julio de 2025	1 de julio de 2026	1 de julio de 2027
Tamaño del medidor	AÑO FISCAL 2024	AÑO FISCAL 2025	AÑO FISCAL 2026	AÑO FISCAL 2027	AÑO FISCAL 2028
5/8"	\$ 34.33	\$ 36.22	\$ 38.22	\$ 40.33	\$ 42.55
3/4"	\$ 39.97	\$ 42.17	\$ 44.49	\$ 46.94	\$ 49.53
1"	\$ 51.24	\$ 54.06	\$ 57.04	\$ 60.18	\$ 63.49
1 1/2"	\$ 79.41	\$ 83.78	\$ 88.39	\$ 93.26	\$ 98.39
2"	\$ 113.22	\$ 119.45	\$ 126.02	\$ 132.96	\$ 140.28
3"	\$ 220.29	\$ 232.41	\$ 245.20	\$ 258.69	\$ 272.92
4"	\$ 378.07	\$ 398.86	\$ 420.80	\$ 443.95	\$ 468.37
6"	\$ 755.61	\$ 797.17	\$ 841.02	\$ 887.28	\$ 936.09

Cargos fijos por unidad de vivienda (DU) (\$/mes)					
Fecha de entrada en vigor	1 de julio de 2023	1 de julio de 2024	1 de julio de 2025	1 de julio de 2026	1 de julio de 2027
	AÑO FISCAL 2024	AÑO FISCAL 2025	AÑO FISCAL 2026	AÑO FISCAL 2027	AÑO FISCAL 2028
DU adicional	\$ 23.06	\$ 24.33	\$ 25.67	\$ 27.09	\$ 28.58

Tarifas variables (\$/HCF*)						
Fecha de entrada en vigor	1 de julio de 2023	1 de julio de 2024	1 de julio de 2025	1 de julio de 2026	1 de julio de 2027	
Clase de cliente	Definiciones de nivel (HCF)	AÑO FISCAL 2024	AÑO FISCAL 2025	AÑO FISCAL 2026	AÑO FISCAL 2027	AÑO FISCAL 2028
<b>Residencial unifamiliar</b>						
Nivel 1	1-13	\$ 2.37	\$ 2.51	\$ 2.65	\$ 2.80	\$ 2.96
Nivel 2	14-24	\$ 2.41	\$ 2.55	\$ 2.70	\$ 2.85	\$ 3.01
Nivel 3	25+	\$ 2.60	\$ 2.75	\$ 2.91	\$ 3.08	\$ 3.25
<b>Residencial multifamiliar</b>						
Nivel 1	1-7	\$ 2.39	\$ 2.53	\$ 2.67	\$ 2.82	\$ 2.98
Nivel 2	8+	\$ 2.45	\$ 2.59	\$ 2.74	\$ 2.90	\$ 3.06
<b>No residencial</b>						
	Uniforme	\$ 2.42	\$ 2.56	\$ 2.71	\$ 2.86	\$ 3.02

\* 1 HCF son 100 pies cúbicos, o 748 galones de agua.

Las tarifas de agua propuestas del Plan de Contingencia de Escasez de Agua ("WSCP") por etapa entrarían en vigor el 1 de julio del periodo de cinco años (2023-2027) y podrían ser implementadas por la Junta durante periodos prolongados de reducción del uso de agua. Las tarifas de WSCP propuestas para cada clase de cliente se detallan en las tablas de tarifas de agua que aparecen a continuación.

Tarifas propuestas del WSCP por clase y nivel			Año Fiscal 2024 (Efectivo el 1 de julio de 2023)					
Clase de cliente	Definiciones de nivel (HCF)	Referencia	Etapa 1	Etapa 2	Etapa 3	Etapa 4	Etapa 5	Etapa 6
<b>Residencial unifamiliar</b>								
Nivel 1	1-13	\$ 2.37	\$ 2.58	\$ 2.81	\$ 3.11	\$ 3.51	\$ 4.07	\$ 4.90
Nivel 2	14-24	\$ 2.41	\$ 2.62	\$ 2.86	\$ 3.16	\$ 3.57	\$ 4.14	\$ 4.99
Nivel 3	25+	\$ 2.60	\$ 2.83	\$ 3.09	\$ 3.41	\$ 3.85	\$ 4.47	\$ 5.38
<b>Residencial multifamiliar</b>								
Nivel 1	1-7	\$ 2.39	\$ 2.60	\$ 2.84	\$ 3.14	\$ 3.54	\$ 4.11	\$ 4.95
Nivel 2	8+	\$ 2.45	\$ 2.66	\$ 2.91	\$ 3.22	\$ 3.63	\$ 4.21	\$ 5.07
No residencial	Uniforme	\$ 2.42	\$ 2.63	\$ 2.87	\$ 3.18	\$ 3.58	\$ 4.16	\$ 5.01

Tarifas propuestas del WSCP por clase y nivel			Año Fiscal 2025 (Efectivo el 1 de julio de 2024)					
Clase de cliente	Definiciones de nivel (HCF)	Referencia	Etapa 1	Etapa 2	Etapa 3	Etapa 4	Etapa 5	Etapa 6
<b>Residencial unifamiliar</b>								
Nivel 1	1-13	\$ 2.51	\$ 2.73	\$ 2.98	\$ 3.30	\$ 3.73	\$ 4.32	\$ 5.21
Nivel 2	14-24	\$ 2.55	\$ 2.77	\$ 3.03	\$ 3.35	\$ 3.79	\$ 4.39	\$ 5.30
Nivel 3	25+	\$ 2.75	\$ 2.99	\$ 3.27	\$ 3.61	\$ 4.08	\$ 4.74	\$ 5.71
<b>Residencial multifamiliar</b>								
Nivel 1	1-7	\$ 2.53	\$ 2.75	\$ 3.01	\$ 3.33	\$ 3.76	\$ 4.36	\$ 5.25
Nivel 2	8+	\$ 2.59	\$ 2.82	\$ 3.08	\$ 3.40	\$ 3.84	\$ 4.46	\$ 5.38
No residencial	Uniforme	\$ 2.56	\$ 2.78	\$ 3.04	\$ 3.37	\$ 3.80	\$ 4.41	\$ 5.32

Tarifas propuestas del WSCP por clase y nivel			Año Fiscal 2026 (Efectivo el 1 de julio de 2025)					
Clase de cliente	Definiciones de nivel (HCF)	Referencia	Etapa 1	Etapa 2	Etapa 3	Etapa 4	Etapa 5	Etapa 6
<b>Residencial unifamiliar</b>								
Nivel 1	1-13	\$ 2.65	\$ 2.88	\$ 3.15	\$ 3.49	\$ 3.94	\$ 4.58	\$ 5.52
Nivel 2	14-24	\$ 2.70	\$ 2.94	\$ 3.21	\$ 3.55	\$ 4.01	\$ 4.66	\$ 5.62
Nivel 3	25+	\$ 2.91	\$ 3.17	\$ 3.46	\$ 3.83	\$ 4.33	\$ 5.03	\$ 6.06
<b>Residencial multifamiliar</b>								
Nivel 1	1-7	\$ 2.67	\$ 2.90	\$ 3.17	\$ 3.51	\$ 3.97	\$ 4.61	\$ 5.56
Nivel 2	8+	\$ 2.74	\$ 2.98	\$ 3.26	\$ 3.61	\$ 4.07	\$ 4.73	\$ 5.71
No residencial	Uniforme	\$ 2.71	\$ 2.95	\$ 3.22	\$ 3.57	\$ 4.03	\$ 4.68	\$ 5.64

Tarifas propuestas del WSCP por clase y nivel			Año Fiscal 2027 (Efectivo el 1 de julio de 2026)					
Clase de cliente	Definiciones de nivel (HCF)	Referencia	Etapa 1	Etapa 2	Etapa 3	Etapa 4	Etapa 5	Etapa 6
<b>Residencial unifamiliar</b>								
Nivel 1	1-13	\$ 2.80	\$ 3.05	\$ 3.33	\$ 3.69	\$ 4.17	\$ 4.84	\$ 5.84
Nivel 2	14-24	\$ 2.85	\$ 3.10	\$ 3.39	\$ 3.75	\$ 4.24	\$ 4.93	\$ 5.94
Nivel 3	25+	\$ 3.08	\$ 3.35	\$ 3.66	\$ 4.06	\$ 4.58	\$ 5.33	\$ 6.42
<b>Residencial multifamiliar</b>								
Nivel 1	1-7	\$ 2.82	\$ 3.07	\$ 3.35	\$ 3.71	\$ 4.20	\$ 4.88	\$ 5.88
Nivel 2	8+	\$ 2.90	\$ 3.16	\$ 3.45	\$ 3.82	\$ 4.32	\$ 5.02	\$ 6.05
No residencial	Uniforme	\$ 2.86	\$ 3.11	\$ 3.40	\$ 3.77	\$ 4.26	\$ 4.95	\$ 5.97

Tarifas propuestas del WSCP por clase y nivel			Año fiscal 2028 (Efectivo el 1 de julio de 2027)					
Clase de cliente	Definiciones de nivel (HCF)	Referencia	Etapa 1	Etapa 2	Etapa 3	Etapa 4	Etapa 5	Etapa 6
<b>Residencial unifamiliar</b>								
Nivel 1	1-13	\$ 2.96	\$ 3.22	\$ 3.52	\$ 3.90	\$ 4.40	\$ 5.11	\$ 6.17
Nivel 2	14-24	\$ 3.01	\$ 3.28	\$ 3.58	\$ 3.96	\$ 4.48	\$ 5.20	\$ 6.27
Nivel 3	25+	\$ 3.25	\$ 3.54	\$ 3.86	\$ 4.28	\$ 4.83	\$ 5.62	\$ 6.77
<b>Residencial multifamiliar</b>								
Nivel 1	1-7	\$ 2.98	\$ 3.24	\$ 3.54	\$ 3.92	\$ 4.43	\$ 5.15	\$ 6.21
Nivel 2	8+	\$ 3.06	\$ 3.33	\$ 3.64	\$ 4.03	\$ 4.55	\$ 5.29	\$ 6.38
No residencial	Uniforme	\$ 3.02	\$ 3.29	\$ 3.59	\$ 3.98	\$ 4.49	\$ 5.22	\$ 6.29

**Proposition 218 Notification****NOTICE TO PROPERTY OWNERS AND TENANTS OF REAL PROPERTY WHO ARE DIRECTLY LIABLE TO PAY  
WASTEWATER BILLS OF PUBLIC HEARING ON PROPOSED****WASTEWATER RATE ADJUSTMENTS**

Hearing Date and Time: December 15, 2022 at 4:00 PM

Hearing Location: Rubidoux Community Services District, Board Room,  
3590 Rubidoux Blvd., Jurupa Valley, CA 92509**Why Wastewater Rate Adjustments are Needed**

Rubidoux Community Services District (the "District") collects wastewater generated by the homes and businesses of the District within the Counties of Riverside/San Bernardino and conveys it through District owned facilities to the City of Riverside's Wastewater Treatment Plant for treatment and disposal. Once treated and discharged back into the environment, the recycled water provides beneficial use as a water supply to the Santa Ana River. The level of treatment given to this wastewater is subject to both State and Federal regulations. The District is a Partner in the City of Riverside's Regional Wastewater Treatment Plant.

The District is required by state law and District policy to collect revenues sufficient to cover the costs of operating the wastewater enterprise. Costs recovered through rate revenue include energy, mechanical equipment and supplies, infrastructure maintenance, and salaries and benefits for wastewater enterprise staff. Other wastewater enterprise costs include the City of Riverside's Regional Wastewater Treatment Plant charges for wastewater treatment and disposal which have risen significantly over the years and are expected to continue to rise in the future. Also, supply chain issues have increased the cost for District parts/chemicals combined with the rising cost of inflation has put significant financial constraints on the District's operating budget.

The above financial impacts on the wastewater system are not captured in the District's current rate structure. In January 2022, the District began a Comprehensive Cost of Services Study ("COSS") to confirm the adequacy of revenues to operate, maintain, and replace system assets to meet current and long-term needs of the District. At the conclusion of the COSS, it was determined the existing rates are not adequate to meet the District's future financial obligations to ensure safe and reliable wastewater conveyance and treatment. A draft copy of the Administrative Record provided at the conclusion of the COSS is currently located on the District website at [www.rcsd.org](http://www.rcsd.org) or may be obtained from the District office during normal business hours at the address noted above.

**Hearing**

Proposition 218 governs the procedures to adjust rates and require that the District provide notice of the proposed rate schedule to all property owners and tenants of real property who are directly liable to pay wastewater bills a minimum of forty-five (45) days prior to holding a Public Hearing. For the proposed wastewater rates to "not take effect," a majority of the property owners and tenants of real property who are directly liable to pay wastewater bills are required to file opposition to the proposed wastewater rates.

In accordance with AB 3030, the District hearing will include consideration of adopting an ordinance that will authorize the District to adjust rates for a five-year period commencing on July 1, 2023, through July 1, 2027. Such adjustments may be imposed annually provided however that the cost components to provide the service are not more than the stated amounts reflected in the notice. Pursuant to AB 3030, the District must and will conduct a 30-day review period followed by a Public Hearing to effectuate all proposed wastewater rate increases in subsequent years.

Property owners and tenants of real property who are directly liable to pay wastewater bills may file a written and signed protest against the proposed wastewater rates with the General Manager at or before the close of the Public Hearing, December 15, 2022. A protest must contain a description of the property owned or being rented sufficient to identify the property. If you own or rent more than one parcel, you may file a single protest, but it must identify each parcel you own or rent located in the District's service area. If the name on the written protest is not shown on the last equalized assessment roll of the County as the owner of the property, the signer of the protest must also submit written evidence of ownership or tenancy. At the Public Hearing, the Board of Directors shall hear all testimony for and against the proposed wastewater rates and tabulate the submitted protests. There must be a 50% plus one to negate the proposed wastewater rates.

The Board of Directors will hold a Public Hearing on the proposed wastewater rates on Thursday, December 15, 2022 at 4:00 PM at the Rubidoux Community Services District, Board Room, 3590 Rubidoux Blvd., Jurupa Valley, CA 92509.

**Written protests may be mailed or delivered in person to: Rubidoux Community Services District, 3590 Rubidoux Blvd., Jurupa Valley, CA 92509 Attention: General Manager**

**Impact of Proposed Wastewater Rate Adjustments**

The proposed wastewater rate adjustments would be implemented effective July 1 of the five-year period (2023-2027). The proposed wastewater rates will have varying impacts on customers depending on customer class and projected flow. Proposed wastewater rates for each customer class are detailed in the Wastewater Rate Table below. Additionally, the proposed wastewater rates may be viewed in the draft Administrative Record.

Wastewater Rates						
	<i>Effective Date</i>	<i>July 1, 2023</i>	<i>July 1, 2024</i>	<i>July 1, 2025</i>	<i>July 1, 2026</i>	<i>July 1, 2027</i>
Customer Class	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	
<b>Fixed Charges (\$/Month)</b>						
Residential	\$ 29.55	\$ 31.62	\$ 33.84	\$ 36.21	\$ 38.75	
Non-Residential	\$ 29.55	\$ 31.62	\$ 33.84	\$ 36.21	\$ 38.75	
<b>Variable Rates (\$/HCF*)</b>						
Non-Residential**	\$ 2.38	\$ 2.55	\$ 2.73	\$ 2.93	\$ 3.14	

\* 1 HCF is 100 cubic feet, or 748 gallons of water.

\*\* Variable Rates for Non-Residential customers are charged per HCF of water consumed over 7 HCF.

DISTRITO DE SERVICIOS COMUNITARIOS DE RUBIDOUX

AVISO ESPECIAL: 31 octubre 2022

**Notificación de la Proposición 218**

**AVISO A LOS PROPIETARIOS Y ARRENDATARIOS DE PROPIEDADES QUE SON RESPONSABLES DIRECTOS DEL PAGO DE LAS AGUAS RESIDUALES DE LA AUDIENCIA PÚBLICA SOBRE LA PROPUESTA**

**EN LOS AJUSTES DE LA TASA DE AGUAS RESIDUALES**

Fecha y hora de la audiencia: 15 de diciembre de 2022, a las 4:00 PM

Lugar de la audiencia: Distrito de Servicios Comunitarios de Rubidoux, Sala de la Junta,  
3590 Rubidoux Blvd., Jurupa Valley, CA 92509

**Por qué son necesarios los ajustes de las tarifas de las aguas residuales**

El Distrito de Servicios Comunitarios de Rubidoux (el "Distrito") recoge las aguas residuales generadas por los hogares y negocios del Distrito dentro de los condados de Riverside/San Bernardino y las transporta a través de las instalaciones propiedad del Distrito a la Planta de Tratamiento de Aguas Residuales de la Ciudad de Riverside para su tratamiento y eliminación. Una vez tratada y vertida de nuevo al medio ambiente, el agua reciclada proporciona un uso beneficioso como suministro de agua al río Santa Ana. El nivel de tratamiento que se da a estas aguas residuales está sujeto a la normativa estatal y federal. El Distrito es socio de la planta regional de tratamiento de aguas residuales de la ciudad de Riverside.

La ley estatal y la política del Distrito exigen que se recauden ingresos suficientes para cubrir los costes de funcionamiento de la empresa de aguas residuales. Los costos recuperados a través de los ingresos por tarifas incluyen energía, equipos mecánicos y suministros, mantenimiento de infraestructura y salarios y beneficios para el personal de la empresa de aguas residuales. Otros costos de la empresa de aguas residuales incluyen las tasas de la Planta Regional de Tratamiento de Aguas Residuales de la ciudad de Riverside por el tratamiento y la eliminación de las aguas residuales, que han aumentado considerablemente a lo largo de los años y se espera que sigan aumentando en el futuro. Además, los problemas de la cadena de suministro han incrementado el costo de las piezas/productos químicos del Distrito, lo que unido al aumento del costo de la inflación ha supuesto importantes limitaciones financieras para el presupuesto operativo del Distrito.

Los impactos financieros anteriores en el sistema de aguas residuales no se recogen en la estructura actual de tarifas del Distrito. En enero de 2022, el Distrito comenzó un Estudio Integral de Costos de Servicios ("COSS") para confirmar la adecuación de los ingresos para operar, mantener y reemplazar los activos del sistema para satisfacer las necesidades actuales y a largo plazo del Distrito. Al concluir el COSS, se determinó que las tarifas existentes no son adecuadas para cumplir con las futuras obligaciones financieras del Distrito para garantizar un transporte y tratamiento de aguas residuales seguro y fiable. Una copia del borrador del Expediente Administrativo proporcionado a la conclusión del COSS se encuentra actualmente en el sitio web del Distrito en [www.rcsd.org](http://www.rcsd.org) o puede obtenerse en la oficina del Distrito durante el horario normal de trabajo en la dirección indicada anteriormente.

**Audiencia**

La Proposición 218 rige los procedimientos para ajustar las tarifas y requiere que el Distrito proporcione una notificación del programa de tarifas propuesto a todos los propietarios e inquilinos de propiedades que sean directamente responsables del pago de las facturas de aguas residuales con un mínimo de cuarenta y cinco (45) días de antelación a la celebración de una Audiencia Pública. Para que las tarifas de aguas residuales propuestas "no entren en vigor", se requiere que una mayoría de los propietarios e inquilinos de propiedades que sean directamente responsables del pago de las facturas de aguas residuales presenten su oposición a las tarifas de aguas residuales propuestas.

De acuerdo con el AB 3030, la audiencia del Distrito incluirá la consideración de la adopción de una ordenanza que autorizará al Distrito a ajustar las tarifas por un período de cinco años que comenzará el 1 de julio de 2023 hasta el 1 de julio de 2027. Dichos ajustes podrán imponerse anualmente siempre que los componentes de costos para prestar el servicio no sean superiores a los montos indicados reflejados en el aviso. De acuerdo con el AB 3030, el Distrito debe y llevará a cabo un periodo de revisión de 30 días seguido de una Audiencia Pública para efectuar todos los aumentos de tarifas de aguas residuales propuestos en los años siguientes.

Los propietarios e inquilinos de propiedades que sean directamente responsables del pago de las facturas de aguas residuales pueden presentar una protesta escrita y firmada contra las tarifas de aguas residuales propuestas ante el Director General en o antes del cierre de la Audiencia Pública, el 15 de diciembre de 2022. Una protesta debe contener una descripción de la propiedad que se posee o se alquila suficiente para identificar la propiedad. Si posee o alquila más de una parcela, puede presentar una sola protesta, pero debe identificar cada parcela que posea o alquile situada en el área de servicio del Distrito. Si el nombre que figura en la protesta escrita no aparece en el último censo de tasación ecualizado del condado como propietario, el firmante de la protesta deberá presentar también una prueba escrita de la propiedad o del arrendamiento. En la Audiencia Pública, la Junta Directiva escuchará todos los testimonios a favor y en contra de las tarifas de aguas residuales propuestas y tabulará las protestas presentadas. Debe haber un 50% más uno para negar las tasas de aguas residuales propuestas.

La Junta Directiva celebrará una Audiencia Pública sobre las tarifas de aguas residuales propuestas el jueves 15 de diciembre de 2022 a las 4:00 PM en el Distrito de Servicios Comunitarios de Rubidoux, Sala de la Junta, 3590 Rubidoux Blvd., Jurupa Valley, CA 92509.

**Las protestas por escrito pueden enviarse por correo o entregarse en persona a: Distrito de Servicios Comunitarios de Rubidoux, 3590 Rubidoux Blvd., Jurupa Valley, CA 92509 Atención: Gerente General**

**Impacto de los ajustes propuestos en las tasas de aguas residuales**

Los ajustes propuestos de las tarifas de aguas residuales se implementarían a partir del 1 de julio del período de cinco años (2023-2027). Las tarifas de aguas residuales propuestas tendrán un impacto variable en los clientes en función de la clase de cliente y del caudal previsto. Las tarifas de aguas residuales propuestas para cada clase de cliente se detallan en la tabla de tarifas de aguas residuales que figura a continuación. Además, las tarifas de aguas residuales propuestas pueden consultarse en el borrador del Registro Administrativo.

Tarifas de aguas residuales					
Fecha de entrada en vigor 1 de julio de 2023 1 de julio de 2024 1 de julio de 2025 1 de julio de 2026 1 de julio de 2027					
Clase de cliente	AÑO FISCAL 2024	AÑO FISCAL 2025	AÑO FISCAL 2026	AÑO FISCAL 2027	AÑO FISCAL 2028
<b>Cargos fijos (\$/Mes)</b>					
Residencial	\$ 29.55	\$ 31.62	\$ 33.84	\$ 36.21	\$ 38.75
No residencial	\$ 29.55	\$ 31.62	\$ 33.84	\$ 36.21	\$ 38.75
<b>Tarifas variables (\$/HCF*)</b>					
No residencial**	\$ 2.38	\$ 2.55	\$ 2.73	\$ 2.93	\$ 3.14

\* 1 HCF son 100 pies cúbicos, o 748 galones de agua.

\*\* Las tarifas variables para los clientes no residenciales se cobran por HCF de agua consumida por encima de 7 HCF.



TO : RUBIDOUX COMMUNITY SERVICES DISTRICT

FROM : INFOSEND, INC.

DATE : 10/31/2022

RE : PROCESSING CONFIRMATION REPORT

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IF YOU HAVE ANY QUESTIONS ABOUT THIS DOCUMENT, PLEASE CONTACT US AT  
(714) 993.2690 OR TOLL-FREE (800) 955.9330. THANK YOU.

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NO. REFERENCE	AMOUNT(\$)	ORIGINAL	SINGLES	MULTIPLES	UAR/SPECIAL	TOTAL
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1. RCM1027A	0.00	14830	14830	0	0	14830
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LETTER DATE: !F\_IND\_FCM\_LTR\_3  
FROM: RCMMAILING.CSV

!DELIMITED @100

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TOTALS =	0.00	14830	14830	0	0	14830
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\*\*\* END OF PROCESS CONFIRMATION \*\*\*



**USPS Generated**

**Note to Mailer:** Your electronic postage statement has been submitted to the USPS *PostalOne!* system on Nov 25, 2022 11:06 AM

The labels and electronic mailing information associated to this form, **must** match the physical mailing being presented to the USPS® with this form.

Postage Statement ID: 511213828  
 Post Office of Permit: ANAHEIM CA 92899-9301  
 Mailing Group ID: 381770960  
 Account Holder: INFOSEND INC  
 Account Number: 9000012400  
 Permit Holder: INFOSEND INC  
 Permit Type and Number: PI 146  
 Mail Agent: INFOSEND  
 Mail Owner Name: Rubidoux Community Services District  
 Mail Owner's Permit Type and Number:  
 CRID: 8536585  
 Customer Reference ID: 01QKD100  
 Mail Class and Price Eligibility: First-Class Mail  
 Processing Category: Letters (may include postcards)  
 Single Piece Weight Declared by Mailer: 0.0975 lbs, ( 1.56 oz)  
 Total Mail Pieces Declared by Mailer: 14,830 pcs.  
 Total Weight Declared by Mailer: 1,445.9250 lbs.  
 Single Piece Weight Determined by USPS: 0.0975 lbs.  
 Total Mail Pieces Determined by USPS: 14,830 pcs.  
 Total Weight Determined by USPS: 1,445.9250 lbs.  
 Part A Subtotal Postage: \$ 6,572.3480  
 Part B Subtotal Postage: \$ 349.9200  
 Total Postage Amount: \$ 6,922.27  
 Total Postage Due: \$ 6,922.27

Handling Unit:

1' MM Trays	2' MM Trays	2' EMM Trays	Flat Trays	Sacks	Pallets	Other
2	80				3	

**Important: Please bring your mailing by November 7, 2022 .**

Post Office Of Mailing	Hours
ANAHEIM BMEU 5335 E LA PALMA AVE ANAHEIM, CA 928999998	Mon, Tue, Wed, Thu, Fri 10:00 AM - 5:00 PM Sat Closed Sun Closed

**Note:**

\*This mailing may be subject to additional verification at the time of acceptance.

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SCAN AT ACCEPTANCE



9275 7900 0000 0000 5112 1382 88

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ATTACHMENT C



# ADJUSTMENTS TO WATER AND WASTEWATER RATES ARE BEING PROPOSED FOR RCSD

Rubidoux Community Services District – RCSD is your water and wastewater service provider. Over the years RCSD has continued to maintain a healthy drinking water supply, make necessary infrastructure improvements and implement efficiencies to constrain and mitigate costs. Wastewater Services, includes the collection, treatment, and safe discharge of treated recycled water to the Santa Ana River, and Potable Water Services, includes production, treatment, storage, and distribution for residential and business uses has been reliable with most customers never thinking twice about the dependability of these services. RCSD's efforts to constrain and mitigate costs have enabled RCSD customers to have some of the lowest rates in the region for similar services. Despite these efforts various factors require RCSD to propose adjustments to its water and wastewater service rates and are discussed below.



## PFAS AND THE COST OF SAFE DRINKING WATER

PFAS contaminants are manmade contaminants in America's drinking water supply and is extremely difficult and costly to remove. RCSD was given approximately two years to respond and mitigate the emergence of the presence of PFAS contaminants in the groundwater it pumps and treats for customer uses. In September 2021, the District successfully achieved non-detect in its potable water for PFAS contaminants, meaning RCSD's water meets all state and federal drinking water standards. This was accomplished through the addition of \$5 million of new treatment processes and upgrades to facilities.

***This \$5 million expense was funded through various District reserve accounts and added ongoing operating expenses for filtration media changeouts, energy, sampling, and labor.***



## WASTEWATER COSTS AND THE ASSURANCE OF RELIABILITY

By law and District policy, RCSD is required to collect revenues sufficient to cover the costs of providing wastewater services to its customers. Costs recovered through customer rate revenue include energy, mechanical equipment and supplies, infrastructure maintenance, staffing, and direct pass-through charges from the City of Riverside for treatment and disposal of wastewater generated by RCSD customers.

***These costs have risen significantly due in part to supply chain issues and increased costs for parts, chemicals, energy, and labor.***

**New capital improvement projects, routine operating costs, additional energy costs, inflation and water sampling led RCSD to implement a rate study, led by an independent third party consultant, to determine the appropriate water and wastewater rates.**



## RATE STUDY RESULTS?

RCSD has completed a Comprehensive Cost of Services study. This study determined revenues generated with RCSD's current rates will be inadequate to operate, maintain, and replace system assets to meet current and long-term financial needs of RCSD. The existing customer rates require adjustment so there are sufficient revenues available for RCSD to ensure water and wastewater services are available 24 hours a day – 365 days per year.



# ADJUSTMENTS TO WATER AND WASTEWATER RATES ARE BEING PROPOSED FOR RCSD

## PUBLIC HEARING ON PROPOSED RATE INCREASES

**DECEMBER 15, 2022 AT 4:00 P.M.**

Rubidoux Community Services District, Board Room  
3590 Rubidoux Blvd., Jurupa Valley, CA 92509

**VIRTUAL USING THE ZOOM APP OR WEBSITE AT:**

<https://zoom.us> • Meeting ID: 870-2519-9040 • Call Number: 669-900-9128



### ATTEND A VIRTUAL, RATE-RELATED COMMUNITY MEETING

**NOVEMBER 30, 2022, 9:00 A.M.  
OR DECEMBER 7, 6:00 P.M.**

Zoom link is available at [RCSD.org](https://www.rcsd.org)

During the community meeting, RCSD staff will answer customer questions and share information about the rate study and proposed rate increases.

For more information about the proposed rate increases and how to submit a written protest, visit [RCSD.org](https://www.rcsd.org)



### LEARN MORE

A draft copy of the Administrative Record provided at the conclusion of the COSS is currently located on the District website at [RCSD.org](https://www.rcsd.org) or may be obtained from the District office during normal business hours at the address noted above.

### HOW MUCH WILL RATES INCREASE?



The District is proposing the adoption of a new five-year rate schedule beginning July 1, 2023 with allowable adjustments every subsequent July 1 through year 2027.

If the proposed rate adjustments are approved, a typical District residential customer with a 5/8" meter using 18 units\* of water and with wastewater service would see a monthly increase of \$15.09, or approximately \$.50 per day. With the proposed adjustments for water and wastewater services on July 1, 2023, the District rates will continue to remain as some of the lowest rates in the region for similar services.

For a complete list of the proposed five-year rate schedule, please consult your Proposition 218 mailing or visit the District website at [RCSD.org](https://www.rcsd.org).

\*1 unit of water = 748 gallons, 18 units of water = 13,464 gallons



# SE ESTÁN PROPONIENDO AJUSTES A LAS TARIFAS DE AGUA Y AGUAS RESIDUALES AL RCSD

Rubidoux Community Services District – RCSD es su proveedor de servicios de agua y aguas residuales. A lo largo de los años, RCSD ha seguido manteniendo un suministro de agua potable saludable, realizando las mejoras de infraestructura necesarias e implementando eficiencias para limitar y mitigar los costos. Los Servicios de Aguas Residuales incluyen la recolección, el tratamiento y la descarga segura de agua reciclada tratada al Río Santa Ana. Los Servicios de Agua Potable, incluyen la producción, el tratamiento, el almacenamiento y la distribución para usos residenciales y comerciales, ha sido fiable con la mayoría de los clientes nunca pensando dos veces en la confiabilidad de estos servicios. Los esfuerzos de RCSD por limitar y mitigar los costos han permitido que los clientes de RCSD tengan algunas de las tarifas más bajas de la región para servicios similares. A pesar de estos esfuerzos, varios factores obligan a RCSD a proponer ajustes en sus tarifas de servicios de agua y aguas residuales, que se comentan a continuación.



## PFAS Y EL COSTO DEL AGUA POTABLE SEGURA

Los contaminantes PFAS son contaminantes fabricados por el hombre en el suministro de agua potable de Estados Unidos y su eliminación es extremadamente difícil y costosa. El RCSD dispuso de aproximadamente dos años para responder y mitigar la aparición de contaminantes PFAS en las aguas subterráneas que bombea y trata para uso de los clientes. En septiembre de 2021, el Distrito logró con éxito la no detección de contaminantes PFAS en su agua potable, lo que significa que el agua de RCSD cumple todas las normas estatales y federales de agua potable. Esto se logró mediante la adición de \$5 millones en nuevos procesos de tratamiento y mejoras en las instalaciones.

***Este gasto de \$5 millones se financió a través de varias cuentas de reserva del Distrito y se añadieron gastos operativos continuos para el cambio de medios de filtración, energía, muestreo y mano de obra.***

## COSTOS DE AGUAS RESIDUALES Y GARANTÍA DE CONFIABILIDAD

Por ley y por política del Distrito, el RCSD está obligado a recaudar ingresos suficientes para cubrir los costos de la prestación de servicios de aguas residuales a sus clientes. Los costos que se recuperan a través de los ingresos de las tarifas de los clientes incluyen la energía, el equipo mecánico y los suministros, el mantenimiento de la infraestructura, el personal y los cargos directos de la Ciudad de Riverside por el tratamiento y la eliminación de las aguas residuales generadas por los clientes de RCSD.

***Estos costos han aumentado significativamente debido en parte a los problemas de la cadena de suministro y al aumento de los costos de las piezas, los productos químicos, la energía y la mano de obra.***

**Los nuevos proyectos de mejora de capital, los costos de operación rutinarios, los costos adicionales de energía, la inflación y el muestreo de agua llevaron al RCSD a implementar un estudio de tarifas, dirigido por un consultor independiente de terceros, para determinar las tarifas apropiadas de agua y aguas residuales.**

## ¿CALIFICAR LOS RESULTADOS DEL ESTUDIO?

El RCSD ha completado un estudio exhaustivo sobre el Costo de los Servicios. Este estudio determinó que los ingresos generados con las tarifas actuales de RCSD serán inadecuados para operar, mantener y reemplazar los activos del sistema para satisfacer las necesidades financieras actuales y a largo plazo de RCSD. Las tarifas existentes para los clientes requieren un ajuste para que haya suficientes ingresos disponibles para que RCSD garantice que los servicios de agua y aguas residuales estén disponibles las 24 horas del día - los 365 días del año.



# SE ESTÁN PROPONIENDO AJUSTES A LAS TARIFAS DE AGUA Y AGUAS RESIDUALES AL RCSD

## AUDIENCIA PÚBLICA EN LA PROPUESTA DE AUMENTO DE TARIFA

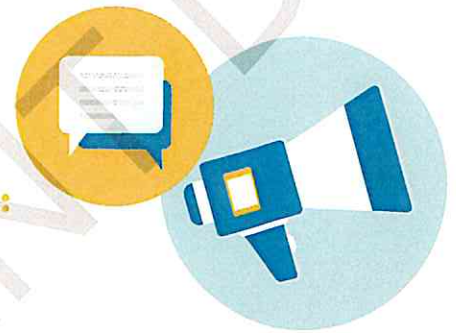
**15 DE DICIEMBRE A LAS 4:00 P.M.**

Rubidoux Community Services District, Board Room  
3590 Rubidoux Blvd., Jurupa Valley, CA 92509

**USANDO LA APLICACIÓN ZOOM VIRTUAL O LA PÁGINA WEB EN:**

<https://zoom.us> · Identificación de la reunión: 870-2519-9040

Número de llamada: 669-900-9128



### AUDIENCIA PÚBLICA SOBRE LOS AUMENTOS PROPUESTOS

**30 DE NOVIEMBRE DE 2022, 9:00 A.M.  
O EL 7 DE DICIEMBRE, 6:00 P.M.**

El enlace Zoom está disponible en [RCSD.org](https://www.rcsd.org)

Durante la reunión comunitaria el personal de RCSD responderá las preguntas de clientes y compartirá información sobre el estudio de tarifas y la propuesta del aumento de tarifa.

Para más información sobre la propuesta del aumento de tarifas y cómo presentar una propuesta por escrito, visite [RCSD.org](https://www.rcsd.org).



### CONOZCA MÁS

Una copia del borrador del Registro Administrativo proporcionado a la conclusión de COSS se encuentra actualmente en la página web del Distrito en [RCSD.org](https://www.rcsd.org) o se puede obtener en la dirección de la oficina del Distrito anotada arriba durante las horas hábiles.

### ¿CUÁNTO AUMENTARÁN LAS TASAS?



El Distrito propone la adopción de un nuevo programa de tarifas de cinco años a partir del 1 de julio de 2023 con ajustes permitidos cada 1 de julio posterior hasta el año 2027.

Si se aprueban los ajustes de tarifas propuestos, un cliente residencial típico del Distrito con un medidor de 5/8" que utilice 18 unidades\* de agua y con servicio de aguas residuales vería un aumento mensual de \$15.09, o aproximadamente \$.50 por día. Con los ajustes propuestos para los servicios de agua y aguas residuales el 1 de julio de 2023, las tarifas del Distrito seguirán siendo unas de las más bajas de la región para servicios semejantes.

Para ver una lista completa del programa de tarifas propuesto para cinco años, por favor consulte su correo de la Proposición 218 o visite la página web del Distrito en [RCSD.org](https://www.rcsd.org).

\*1 unidad de agua = 748 galones, 18 unidades de agua = 13,464 galones

RCSD Solid Waste  
Letters/Protest  
Tally

Total Mailed 10/31/2022	Postal Service Returned Mail	Total Mailing Less Deleted Duplicate Mail	Total Mailing Less Returned Mail
14,830	779	(5,375)	8,676

50% + 1 Required Protest Qty	Mailed Trash Rate Protests Received 12/13/2022	Emailed or Verbal Water Rate Protests Received	Total Water Rate Protests Received
4,339	4	0	4

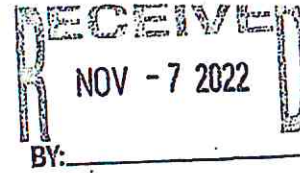
Reported by

  
 Brian Jennings  
 Manager Customer Service

12-13-22

ATTACHMENT





11-4-22.

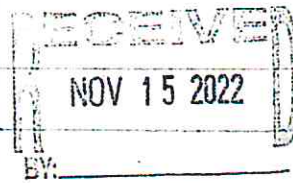
General Manager.

I'm protesting against  
the water, sewer raising  
I'm to file opposition to  
the proposed water, sewer  
rate increases.

Maria A. Fernandez.

6371 Candlelight Dr.  
Jurupa Valley, CA 92509

November 11, 2022



I live at 7187 Font Ave, Jupiter  
Valley, CA 92509,

I am a Senior Citizen, on a fixed  
income which does not get raised  
in money, unfortunately, so I am  
submitting my protest against the  
groundwater rates that is being  
proposed for December 15, 2022.

Marilyn Sheets



Mary B. Ayala  
6120 Covello St  
Riverside, CA 92509-6504

① Nov. 25, 2022

To whom it may concern,  
I don't want water bills  
to go up. The other house  
on 2480 Hall ave, water kind  
broke and they had to fix  
everything up again. Maybe  
my sister on wheel chair and  
my brother, who's mentally ill  
will go back to the house  
this week end. I hope.  
Well anyway I found out  
it can use a big cup of  
water to flush my toilet,  
Cause I used it all day.

ALZHEIMER'S ASSOCIATION

800.272.3900 | alz.org

over  
NNPI

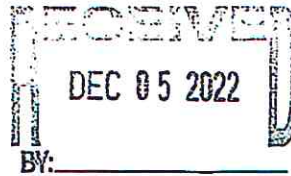


② Saves water, instead of  
flushing, I don't water.  
back yard, haven't see  
year. The 2 big rubber  
plants are open own their  
own and so is lemon tree.  
Cause also in too much  
pain anymore, I have  
to use my walker to  
water front yard, when  
I do, I hate to see  
a front yard like a  
desert, I don't turn  
sprinklers on.

I tell everybody not  
to plant trees cause they  
help break water lines  
too, as old age too.

M. A.

RECEIVED  
NOV 28 2022  
BY: \_\_\_\_\_



Rubidoux Community Services  
Riverside Ca, 92509

### Protest Letter

My Name is Steven Van

I am protesting the water rate  
adjustments.

I own the property at 5963 Sky meadow  
from Virginia Hodgson.

I am responsible for paying the water  
bill.

Identification: of property at 5963 Sky -  
meadow.

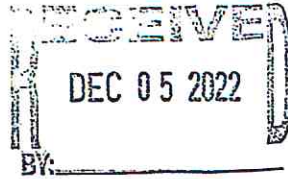
10181262008-8 Lot 32 MB 111/099 TR 11201 &  
INT IN COMMO. (From tax bill)

Copy of Lease proof that I am  
the person leasing property  
at 5963 Sky meadow, Tiburps Valley Ca 92509

Sincerely

  
Steven Van

Date: 11/28/22



J. Hodgson  
25217 Harker Ln  
Marano Valley Ca

Dear Steven E Tracy

Enclosing copy of intent to raise ~~the~~ water prices.

Please see enclosed top bill for information you will need to identify property.

TDID 4U

I am enclosing a copy of protest for you even if you don't attend the hearing you can mail your protest.

Done

Hearing date: December 15th 2022  
time 4:00 PM

Location: Rubidoux Community Services  
Board Room  
3590 Rubidoux, Turpepa Valley  
CA 92509

to mail protest: Rubidoux Community  
Services District  
3590 Rubidoux Blvd  
Turpepa Valley CA 92509  
Attention: General manager

I have written protest you can rewrite  
one type protest letter

PS All you need to do is sign protest letter  
and mail

10. Receive and File Statement of Cash Asset Schedule Report Ending  
November 2022: **DM 2022-106**

# Rubidoux Community Services District

## Board of Directors

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



## General Manager

Jeffrey D. Sims

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

**DIRECTORS MEMORANDUM 2022-106**

December 15, 2022

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

**Subject:** Receive and File Statement of Cash Asset Schedule Report Ending November 2022

## **BACKGROUND:**

Attached for the Board of Directors' consideration is the November 2022 Statement of Cash Assets Schedule Report for all District Fund Accounts. Year to date ("YTD") interest is \$97,309.59 for District controlled accounts. With respect to District "Funds in Trust", \$4,388.48 has been earned and posted. The District has a combined YTD interest earned total of \$101,698.07 as of November 30, 2022.

The District's Operating Funds (Excluding Restricted Funds and Operating Reserves) show a balance of \$12,536,821.87 ending November 30, 2022. This is **\$3,526,635.62 MORE** than July 1, 2022, beginning balance of \$9,010,186.25.

Further, the District's Field/Admin Fund current fund balance is \$742,871.75.

Submitted for the Board of Directors consideration is the *November 2022 Statement of Cash Assets Schedule Report* for review and acceptance.

**RECOMMENDATION:**

Staff recommends the Board of Directors “**Receive and File**” the November 2022 Statement of Cash Assets Schedule Report.

Respectfully,



JEFFREY D. SIMS, P. E.  
General Manager

Attachment: November 2022, Cash Assets Schedule Report



RUBIDOUX COMMUNITY SERVICES DISTRICT

INVESTMENT SUMMARY - NOVEMBER 30, 2022  
CASH BASIS

	Beg. Balance 7/1/2022	YTD Int.	Other Activity YTD	Balance 11/30/2022	YTD Avg. Int. Rate
<b>Operating Accounts</b>	<b>\$ 9,010,186.25</b>	<b>\$ 31,848.64</b>	<b>\$ 3,494,786.98</b>	<b>\$ 12,536,821.87</b>	<b>0.25%</b>
Water Operating Reserve	4,282,837.74	19,420.72	-	4,302,258.46	0.45%
Wastewater Operating Reserve	584,943.83	2,652.46	-	587,596.29	0.45%
Water Replacement Reserve	758,237.06	3,568.01	86,942.00	848,747.07	0.42%
Fire Mitigation Reserve	1,816,926.78	8,729.88	589,926.30	2,415,582.96	0.36%
Wastewater Reserve	569,455.40	2,340.07	1,728,259.49	2,300,054.96	0.10%
Wastewater Replacement Res.	435,235.16	2,053.10	46,652.00	483,940.26	0.42%
Water Reserve	932,478.64	4,721.38	2,721,674.90	3,658,874.92	0.13%
COP Restricted	1,381,199.84	7,111.84	(57,138.36)	1,331,173.32	0.53%
Field/Admin Reserve	730,719.68	3,372.97	8,779.10	742,871.75	0.45%
Grant Restricted Reserve	300,818.36	1,515.57	53,174.00	355,507.93	0.43%
Project Admin Building	-	4,289.04	1,104,338.84	1,108,627.88	0.39%
Project Ops Building	-	5,685.91	1,995,741.00	2,001,426.91	0.28%
Funds in Trust	1,152,818.96	4,388.48	(57,596.64)	1,099,610.80	0.40%
<b>Total Investments</b>	<b>\$ 21,955,857.70</b>	<b>\$ 101,698.07</b>	<b>\$ 11,715,539.61</b>	<b>\$ 33,773,095.38</b>	<b>0.30%</b>

\$0.00

RUBIDOUX COMMUNITY SERVICES DISTRICT  
**CASH ASSET SCHEDULE**  
**INVESTMENT ACTIVITY**  
 FOR PERIOD JULY 1, 2022 THRU NOVEMBER 30, 2022  
 CASH BASIS  
**FIRE MITIGATION**

<u>DATE</u>	<u>INSTITUTION</u>	<u>INSTRUMENT</u>	<u>MATURITY</u>	<u>STATUS</u>	<u>PURCHASE / REDEEM</u>	<u>INT. RATE</u>	<u>INTEREST</u>	<u>PAR/ BALANCE</u>	<u>TOTAL</u>
11/1/2022	Premier Bank	<b>CD</b>		Beg. Bal.				170,424.60	
	Premier Bank			Interest	7.23	0.05	-	170,424.60	
	Premier Bank			Redeem	-			170,424.60	
11/30/2022	Premier Bank	<b>CD</b>	4/3/2023	Purchase	-			170,424.60	
11/1/2022	Premier Bank	<b>Checking</b>		Beg. Bal.				8,835.50	
	Premier Bank	<b>Fire Mitigation</b>		Activity	-	0.00	-	8,835.50	
11/30/2022	Premier Bank			End Bal.	-			8,835.50	
11/1/2022	LAIF	<b>Fire Mitigation</b>		Beg. Bal.				2,087,087.40	
	LAIF			Interest		1.77	-	2,087,087.40	
11/30/2022	LAIF			Activity	127,896.41			2,214,983.81	
11/1/2022	Premier Bank	<b>Safekeeping</b>		Beg. Bal				21,331.82	
				Activity	-	-	7.23	21,339.05	
11/30/2022	Premier Bank			End Bal.				21,339.05	\$ 2,415,582.96

RUBIDOUX COMMUNITY SERVICES DISTRICT  
**CASH ASSET SCHEDULE**  
**INVESTMENT ACTIVITY**  
 FOR PERIOD JULY 1, 2022 THRU NOVEMBER 30, 2022  
 CASH BASIS  
**WASTEWATER CIP FUNDS**

<u>DATE</u>	<u>INSTITUTION</u>	<u>INSTRUMENT</u>	<u>MATURITY</u>	<u>STATUS</u>	<u>PURCHASE / REDEEM</u>	<u>INT. RATE</u>	<u>INTEREST</u>	<u>PAR/ BALANCE</u>	<u>TOTAL</u>
11/1/2022	LAIF	<b>Sewer Mainline</b>		Beg. Bal.				526,402.65	
	LAIF			Interest		1.77	-	526,402.65	
11/30/2022	LAIF			Activity	1,701,281.24			2,227,683.89	
11/1/2022	CBB	<b>Safekeeping</b>		Beg. Bal				72,371.07	
	CBB			Activity	-	0.05	-	72,371.07	
11/30/2022	CBB			End Bal.				72,371.07	\$ 2,300,054.96

RUBIDOUX COMMUNITY SERVICES DISTRICT  
**CASH ASSET SCHEDULE**  
**INVESTMENT ACTIVITY**  
FOR PERIOD JULY 1, 2022 THRU NOVEMBER 30, 2022  
CASH BASIS  
**WATER CIP FUNDS**

<u>DATE</u>	<u>INSTITUTION</u>	<u>INSTRUMENT</u>	<u>MATURITY</u>	<u>STATUS</u>	<u>PURCHASE / REDEEM</u>	<u>INTEREST RATE</u>	<u>INTEREST</u>	<u>PAR/ BALANCE</u>	<u>TOTAL</u>
11/1/2022	LAIF	<b>Water Mainline</b>		Beg. Bal.				1,254,335.12	
	LAIF			Interest		1.77	-	1,254,335.12	
11/30/2022	LAIF			Activity	2,153,356.00			3,407,691.12	
11/1/2022	Citizens Bus	<b>CD</b>		Beg. Bal.				225,000.00	
	Citizens Bus			Activity	-	0.10	-	225,000.00	
	Citizens Bus			Redeem	-	n/a		225,000.00	
11/30/2022	Citizens Bus	<b>CD</b>	4/8/2023	Purchase	-			225,000.00	
11/1/2022	Premier Bank	<b>Safekeeping</b>		Beg. Bal.				1,670.97	
	Premier Bank			Activity	-		-	1,670.97	
11/30/2022	Premier Bank			End Bal.				1,670.97	
11/1/2022	CBB	<b>Safekeeping</b>		Beg. Bal.				24,512.83	
	CBB			Activity	-	0.05	-	24,512.83	
11/30/2022	CBB			End Bal.				24,512.83	\$ 3,658,874.92

RUBIDOUX COMMUNITY SERVICES DISTRICT  
**CASH ASSET SCHEDULE**  
**INVESTMENT ACTIVITY**  
 FOR PERIOD JULY 1, 2022 THRU NOVEMBER 30, 2022  
 CASH BASIS  
**OPERATING FUNDS**

<u>DATE</u>	<u>INSTITUTION</u>	<u>INSTRUMENT</u>	<u>MATURITY</u>	<u>STATUS</u>	<u>DEPOSIT/ WITHDRAW</u>	<u>INTEREST RATE</u>	<u>INTEREST</u>	<u>PAR/ BALANCE</u>	<u>TOTAL</u>
11/1/2022	Premier Bank	<b>Checking-Gen.</b>		Beg. Bal.				124,863.10	
	Premier Bank			Deposits	7,349,321.45	0.00	-	7,474,184.55	
11/30/2022	Premier Bank			Disbursements	(2,570,720.52)			4,903,464.03	
11/1/2022	Premier Bank	<b>Checking Property Tax</b>		Beg. Bal.				3,256.22	
	Premier Bank			Deposits	101,868.73	0.00	-	105,124.95	
11/30/2022	Premier Bank			Disbursements	-			105,124.95	
11/1/2022	Premier Bank	<b>Checking-Sewer</b>		Beg. Bal.				3,783.47	
	Premier Bank			Deposits	1,896,217.44	0.00	-	1,900,000.91	
11/30/2022	Premier Bank			Disbursements	(1,896,044.64)			3,956.27	
11/1/2022	Premier Bank	<b>Checking-Water</b>		Beg. Bal.				4,783,420.96	
	Premier Bank			Deposits	1,474,271.28	0.00	-	6,257,692.24	
11/30/2022	Premier Bank			Disbursements	(5,238,935.89)			1,018,756.35	

RUBIDOUX COMMUNITY SERVICES DISTRICT  
**CASH ASSET SCHEDULE**  
**INVESTMENT ACTIVITY**  
 FOR PERIOD JULY 1, 2022 THRU NOVEMBER 30, 2022  
 CASH BASIS  
**OPERATING FUNDS**

<u>DATE</u>	<u>INSTITUTION</u>	<u>INSTRUMENT</u>	<u>MATURITY</u>	<u>STATUS</u>	<u>DEPOSIT/ WITHDRAW</u>	<u>INTEREST RATE</u>	<u>INTEREST</u>	<u>PAR/ BALANCE</u>	<u>TOTAL</u>
11/1/2022	Premier Bank	<b>Operations</b>		Beg. Bal				276,342.99	
	Premier Bank	<b>Safekeeping</b>		Deposits	-	0.00	-	276,342.99	
11/30/2022	Premier Bank			Disbursements				276,342.99	
11/1/2022	LAIF	<b>Gen. Fund-Prop Tax</b>		Beg. Bal				2,829,792.77	
	LAIF	Qtrly. Interest		Deposits	401,459.59	1.77	-	3,231,252.36	
11/30/2022	LAIF			Disbursements	(771,000.00)			2,460,252.36	
11/1/2022	LAIF	<b>Water Op.</b>		Beg. Bal				2,387,891.47	
	LAIF	Qtrly. Interest		Deposits	323,524.90	1.77	-	2,711,416.37	
11/30/2022	LAIF			Disbursements	(38,272.64)			2,673,143.73	
11/1/2022	LAIF	<b>Sewer Op.</b>		Beg. Bal				1,047,442.93	
	LAIF	Qtrly. Interest		Deposits	125,718.76	1.77	-	1,173,161.69	
11/30/2022	LAIF			Disbursements	(77,380.50)			1,095,781.19	\$ 12,536,821.87

RUBIDOUX COMMUNITY SERVICES DISTRICT  
**CASH ASSET SCHEDULE**  
**INVESTMENT ACTIVITY**  
FOR PERIOD JULY 1, 2022 THRU NOVEMBER 30, 2022  
CASH BASIS  
**RESERVED FUNDS**

<u>DATE</u>	<u>INSTITUTION</u>	<u>INSTRUMENT</u>	<u>MATURITY</u>	<u>STATUS</u>	<u>DEPOSIT/ WITHDRAW</u>	<u>INTEREST RATE</u>	<u>INTEREST</u>	<u>PAR/ BALANCE</u>	<u>TOTAL</u>
11/1/2022	LAIF	<b>Water Op. Reserve</b>		Beg. Bal				4,302,258.46	
	LAIF	Qtrly. Interest		Deposits	-	1.77	-	4,302,258.46	
11/30/2022	LAIF			Disbursements	-			4,302,258.46	
11/1/2022	LAIF	<b>Water Replacement</b>		Beg. Bal				833,747.07	
	LAIF	Qtrly. Interest		Deposits	15,000.00	1.77	-	848,747.07	
11/30/2022	LAIF			Disbursements	-			848,747.07	
11/1/2022	LAIF	<b>Wastewater Replacement</b>		Beg. Bal.				474,559.76	
	LAIF	Qtrly. Interest		Interest		1.77	-	474,559.76	
11/30/2022	LAIF			Activity	9,380.50			483,940.26	
11/1/2022	LAIF	<b>COP-Payback</b>		Beg. Bal				1,850,811.68	
	LAIF	Qtrly. Interest		Deposits	98,000.00	1.77	-	1,948,811.68	
11/30/2022	LAIF			Disbursements	(617,638.36)			1,331,173.32	
11/1/2022	LAIF	<b>Grant-Water</b>		Beg. Bal				302,182.44	
	LAIF	Qtrly Interest		Deposits	-	1.77	-	302,182.44	
11/30/2022	LAIF			Disbursements	-			302,182.44	
11/1/2022	LAIF	<b>Grant-Trash</b>		Beg. Bal				53,325.49	
	LAIF	Qtrly Interest		Deposits	-	1.77	-	53,325.49	
11/30/2022	LAIF			Disbursements	-			53,325.49	
11/1/2022	LAIF	<b>Field/Admin Bldg.</b>		Beg. Bal				763,841.65	
	LAIF	Qtrly Interest		Deposits	8,911.00	1.77	-	772,752.65	
11/30/2022	LAIF			Disbursements	(29,880.90)			742,871.75	

RUBIDOUX COMMUNITY SERVICES DISTRICT  
**CASH ASSET SCHEDULE**  
**INVESTMENT ACTIVITY**  
 FOR PERIOD JULY 1, 2022 THRU NOVEMBER 30, 2022  
 CASH BASIS

11/1/2022	LAIF	<b>Wastewater Op. Reserve</b>	Beg. Bal				587,596.29	
	LAIF	Qtrly. Interest	Deposits	-	1.77	-	587,596.29	
11/30/2022	LAIF		Disbursements	-			587,596.29	
11/1/2022	LAIF	<b>Project Admin Bldg</b>	Beg. Bal				1,499,983.88	
	LAIF	Qtrly. Interest	Deposits	-	1.77	-	1,499,983.88	
11/30/2022	LAIF		Disbursements	(391,356.00)			1,108,627.88	
11/1/2022	LAIF	<b>Project Ops Bldg</b>	Beg. Bal				2,001,426.91	
	LAIF	Qtrly. Interest	Deposits	-	1.77	-	2,001,426.91	
11/30/2022	LAIF		Disbursements	-			2,001,426.91	\$ 11,762,149.87



RUBIDOUX COMMUNITY SERVICES DISTRICT  
**CASH ASSET SCHEDULE**  
**INVESTMENT ACTIVITY**  
 FOR PERIOD JULY 1, 2022 THRU NOVEMBER 30, 2022  
 CASH BASIS  
**FUNDS IN TRUST**

<u>DATE</u>	<u>INSTITUTION</u>	<u>INSTRUMENT</u>	<u>MATURITY</u>	<u>STATUS</u>	<u>PURCHASE / REDEEM</u>	<u>INTEREST RATE</u>	<u>INTEREST</u>	<u>PAR/ BALANCE</u>	<u>TOTAL</u>
11/1/2022	U.S. Bank	<b>COP's Refunding-Series 1998</b>						790,298.03	
		Install Sale		675,235.00	(57,596.64)	0.17	123.11	732,824.50	
		Reserve-LAIF		732,701.39		0.65	-	732,824.50	
11/30/2022								732,824.50	
11/1/2022	Premier Bank	<b>Fiscal Agent-SRL MN Plant</b>		Beg. Bal				366,741.08	
				Deposits	-	0.20	45.22	366,786.30	
11/30/2022				Disbursements	-			366,786.30	\$ 1,099,610.80
<b>TOTAL CASH FUNDS</b>									<b>\$ 33,773,095.38</b>

RCSD PORTFOLIO HOLDINGS REPORT  
NOVEMBER 30, 2022

<u>Par \$</u>	<u>Issuer</u>	<u>Maturity</u>	<u>Acquisition Cost</u>	<u>Current Market</u>	<u>Gain/Loss</u>	<u>Yld Mat</u>
<b>AGENCY</b>						
	Subtotals		-	-	-	
<b>U.S. TREASURIES</b>						
<b>COMMERCIAL PAPER</b>						
	Subtotals		-	-	-	
<b>COLLATERALIZED TIME DEPOSITS</b>						
170,424.60	Premier	4/3/2023	\$ 170,424.60	\$ 170,424.60		0.05
225,000.00	Citizens Business Bank	4/8/2023	225,000.00	225,000.00		0.10
	Subtotals		\$ 395,424.60	\$ 395,424.60	-	
<b>CASH EQUIVALENT &amp; MONEY MARKET</b>						
25,841,686.38	LAIF	-	\$25,841,686.38	\$25,841,686.38	-	1.77
113,960.45	CHECK-PPBI-Fire- Prop tax		113,960.45	113,960.45	-	-
396,236.91	SAFEKEEPING		396,236.91	396,236.91	-	-
	Subtotals		26,351,883.74	26,351,883.74	-	
	<b>GRAND TOTALS</b>		<b>\$26,747,308.34</b>	<b>\$26,747,308.34</b>	<b>-</b>	

RCSD Investment Portfolio  
November 30, 2022

**Maturity**

30 days or less  
31-90 Days  
91 Day - 1 Year

Total

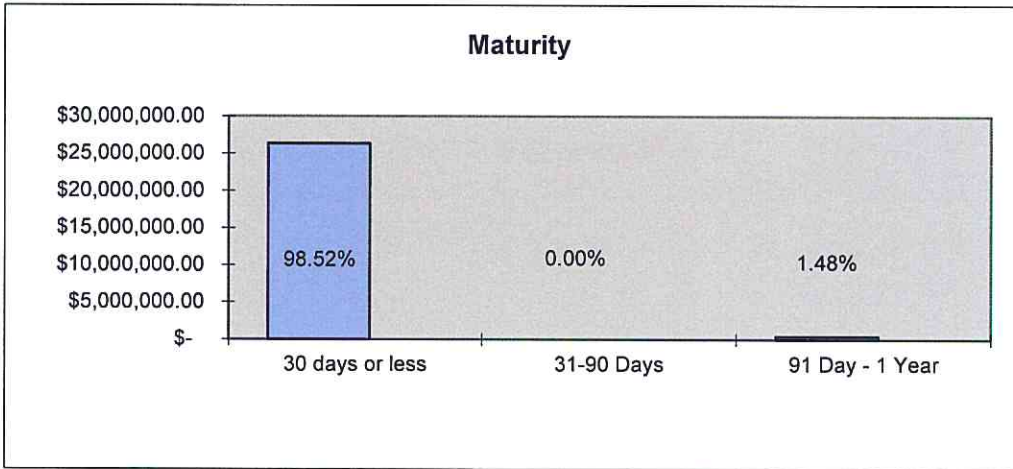
**Assets**

\$ 26,351,883.74

-

395,424.60

\$ 26,747,308.34



**Sector**

Cash & MMF

U.S. Treasury

Federal Agencies

Commercial Paper

Collateralized Time Deposits

Total

\$ 26,351,883.74

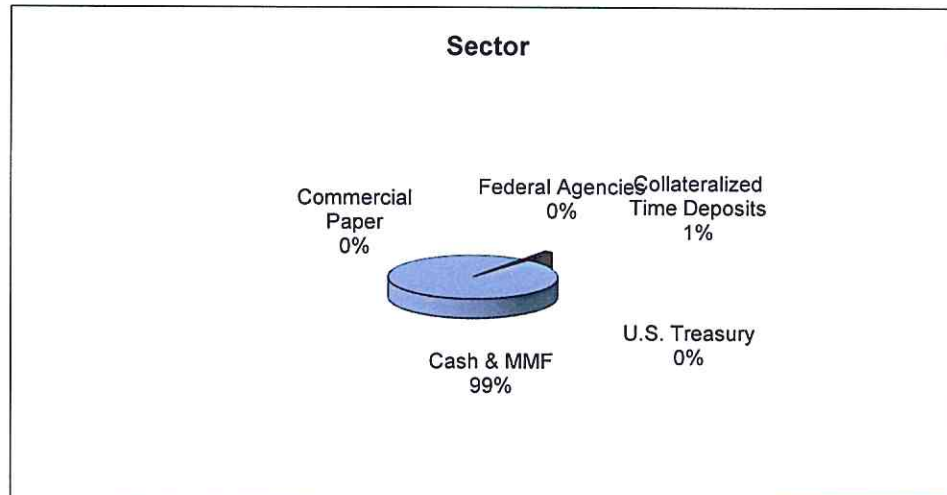
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395,424.60

\$ 26,747,308.34



11. Consideration to Approve Amended Salary Schedule for FY 2022-2023:  
**DM 2022-107**

# Rubidoux Community Services District

## Board of Directors

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

## General Manager

Jeffrey D. Sims



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

**DIRECTORS MEMORANDUM 2022-107**

December 15, 2022

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

**Subject:** Consideration to Approve Amended Salary Schedule for FY 2022-2023

## **BACKGROUND:**

On June 16, 2022, the Board of Directors (“Board”) of the Rubidoux Community Services District (“District”) unanimously approved the District’s FY 2022-2023 Operations and Capital Improvement Budgets and Salary Schedule. The FY 2022-2023 Salary Schedule included the following changes from the previous year:

1. 5% cost-of-living-adjustment (“COLA”) across all District employee classifications.
2. Transition of current part-time customer service Administrative Assistant to full-time Administrative Assistant with dedicated hours to customer service and engineering / operations.
3. Add one (1) full-time equivalent (“FTE”) to Systems Operator classification.
4. Add one (1) FTE for new HR Generalist / Safety and Facilities Coordinator position.
5. Reduction in Customer Service / Accounts Payable Manager salary range due to transition of certain job duties / responsibilities to new HR position.

Since June, when the FY 2022-2023 Salary Schedule was adopted, the District has completed the following personnel changes:

1. Director of Finance and Administration → General Manager (Effective December 30, 2022)
2. Accounting / Customer Service Clerk II → Customer Service / Accounts Payable Manager (Effective October 24, 2022)
3. Part-time Administrative Assistant → Accounting / Customer Service Clerk I (Effective November 28, 2022)

4. New HR Generalist / Safety and Facilities Coordinator (Effective December 12, 2022)

With the personnel changes above, modifications must be made to the FY 2022-2023 Salary Schedule to eliminate salary overlap with the Customer Service / Accounts Payable Manager position and to reflect the incoming General Manager's new salary.

Additionally, with the promotion of the District's part-time Administrative Assistant to a full-time Accounting / Customer Service Clerk position, the District must fill the vacant Administrative Assistant position. Prior to this promotion, the District intended to transition the Administrative Assistant from part-time to full-time with dedicated hours to customer services and engineering / operations. The vacancy allowed staff to rethink the Administrative Assistant position and instead of converting it from part-time to full-time for one individual, its best suited two have two part-time Administrative Assistants, one dedicated to customer service and the other to engineering / operations. Staff believes this new approach will allow for greater flexibility, better continuity, and for the part-time individuals to focus on one designated department instead of "floating" between two departments.

Included as Attachment A is the original FY 2022-2023 Salary Schedule approved by the Board June 16, 2022 with an effective date of July 1, 2022. For the Board's consideration tonight and included as Attachment B is the amended FY 2022-2023 Salary Schedule with a future effective date of December 30, 2022 and includes the following changes:

1. Administrative Assistant – Revert from one (1) full-time Administrative Assistant to two (2) part-time Administrative Assistants.
2. Removal of old Customer Service / Accounts Payable Manager salary range.
3. Update General Manager salary.

**RECOMMENDATION:**

Staff recommends the approval of the amended FY 2022-2023 Salary Schedule of the Rubidoux Community Services District with an effective date of December 30, 2022.

Respectfully,



JEFFREY D. SIMS, P. E.  
General Manager

Attachment(s):            Attachment A - Original RCSD FY 2022-2023 Salary Schedule  
                                  Attachment B - Amended RCSD FY 2022-2023 Salary Schedule

**RUBIDOUX COMMUNITY SERVICES DISTRICT**

FY 2022-2023 Salary Plan - 5.0% COLA  
Approved and Adopted by the Board 6/16/2022  
Payrates Effective 7/1/2022

<u>Job Classification</u>		<u>Step</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>Authorized Positions</u>
<u>Administrative Assistant</u>	Non-Exempt	Hourly	\$ 22.54	\$ 23.67	\$ 24.85	\$ 26.09	\$ 27.40	\$ 28.77	1
		Monthly	\$ 3,906.93	\$ 4,102.80	\$ 4,307.33	\$ 4,522.27	\$ 4,749.33	\$ 4,986.80	
		Annual	\$ 46,883.20	\$ 49,233.60	\$ 51,688.00	\$ 54,267.20	\$ 56,992.00	\$ 59,841.60	
<u>Accounting / Customer Service Clerk I</u>	Non-Exempt	Hourly	\$ 28.04	\$ 29.44	\$ 30.91	\$ 32.46	\$ 34.08	\$ 35.79	3
		Monthly	\$ 4,860.27	\$ 5,102.93	\$ 5,357.73	\$ 5,626.40	\$ 5,907.20	\$ 6,203.60	
		Annual	\$ 58,323.20	\$ 61,235.20	\$ 64,292.80	\$ 67,516.80	\$ 70,886.40	\$ 74,443.20	
<u>Accounting / Customer Service Clerk II</u>	Non-Exempt	Hourly	\$ 32.64	\$ 34.27	\$ 35.99	\$ 37.79	\$ 39.68	\$ 41.66	3
		Monthly	\$ 5,657.60	\$ 5,940.13	\$ 6,238.27	\$ 6,550.27	\$ 6,877.87	\$ 7,221.07	
		Annual	\$ 67,891.20	\$ 71,281.60	\$ 74,859.20	\$ 78,603.20	\$ 82,534.40	\$ 86,652.80	
<u>Meter Reader</u>	Non-Exempt	Hourly	\$ 28.04	\$ 29.44	\$ 30.91	\$ 32.46	\$ 34.08	\$ 35.79	1
		Monthly	\$ 4,860.27	\$ 5,102.93	\$ 5,357.73	\$ 5,626.40	\$ 5,907.20	\$ 6,203.60	
		Annual	\$ 58,323.20	\$ 61,235.20	\$ 64,292.80	\$ 67,516.80	\$ 70,886.40	\$ 74,443.20	
<u>Utility Maintenance Worker I</u>	Non-Exempt	Hourly	\$ 28.89	\$ 30.34	\$ 31.85	\$ 33.44	\$ 35.12	\$ 36.87	8
		Monthly	\$ 5,007.60	\$ 5,258.93	\$ 5,520.67	\$ 5,796.27	\$ 6,087.47	\$ 6,390.80	
		Annual	\$ 60,091.20	\$ 63,107.20	\$ 66,248.00	\$ 69,555.20	\$ 73,049.60	\$ 76,689.60	
<u>Utility Maintenance Worker II</u>	Non-Exempt	Hourly	\$ 30.77	\$ 32.30	\$ 33.93	\$ 35.61	\$ 37.40	\$ 39.27	8
		Monthly	\$ 5,333.47	\$ 5,598.67	\$ 5,881.20	\$ 6,172.40	\$ 6,482.67	\$ 6,806.80	
		Annual	\$ 64,001.60	\$ 67,184.00	\$ 70,574.40	\$ 74,068.80	\$ 77,792.00	\$ 81,681.60	
<u>Senior Utility Maintenance Worker I</u>	Non-Exempt	Hourly	\$ 35.20	\$ 36.96	\$ 38.81	\$ 40.75	\$ 42.79	\$ 44.93	2
		Monthly	\$ 6,101.33	\$ 6,406.40	\$ 6,727.07	\$ 7,063.33	\$ 7,416.93	\$ 7,787.87	
		Annual	\$ 73,216.00	\$ 76,876.80	\$ 80,724.80	\$ 84,760.00	\$ 89,003.20	\$ 93,454.40	
<u>Senior Utility Maintenance Worker II</u>	Non-Exempt	Hourly	\$ 38.82	\$ 40.75	\$ 42.79	\$ 44.93	\$ 47.16	\$ 49.52	2
		Monthly	\$ 6,728.80	\$ 7,063.33	\$ 7,416.93	\$ 7,787.87	\$ 8,174.40	\$ 8,583.47	
		Annual	\$ 80,745.60	\$ 84,760.00	\$ 89,003.20	\$ 93,454.40	\$ 98,092.80	\$ 103,001.60	
<u>Systems Operator I</u>	Non-Exempt	Hourly	\$ 31.61	\$ 33.20	\$ 34.86	\$ 36.60	\$ 38.43	\$ 40.35	3
		Monthly	\$ 5,479.07	\$ 5,754.67	\$ 6,042.40	\$ 6,344.00	\$ 6,661.20	\$ 6,994.00	
		Annual	\$ 65,748.80	\$ 69,056.00	\$ 72,508.80	\$ 76,128.00	\$ 79,934.40	\$ 83,928.00	
<u>Systems Operator II</u>	Non-Exempt	Hourly	\$ 35.20	\$ 36.96	\$ 38.81	\$ 40.75	\$ 42.79	\$ 44.93	3
		Monthly	\$ 6,101.33	\$ 6,406.40	\$ 6,727.07	\$ 7,063.33	\$ 7,416.93	\$ 7,787.87	
		Annual	\$ 73,216.00	\$ 76,876.80	\$ 80,724.80	\$ 84,760.00	\$ 89,003.20	\$ 93,454.40	
<u>Senior Systems Operator I</u>	Non-Exempt	Hourly	\$ 42.58	\$ 44.71	\$ 46.94	\$ 49.29	\$ 51.75	\$ 54.34	1
		Monthly	\$ 7,380.53	\$ 7,749.73	\$ 8,136.27	\$ 8,543.60	\$ 8,970.00	\$ 9,418.93	
		Annual	\$ 88,566.40	\$ 92,996.80	\$ 97,635.20	\$ 102,523.20	\$ 107,640.00	\$ 113,027.20	
<u>Senior Systems Operator II</u>	Non-Exempt	Hourly	\$ 46.80	\$ 49.14	\$ 51.60	\$ 54.18	\$ 56.89	\$ 59.73	1
		Monthly	\$ 8,112.00	\$ 8,517.60	\$ 8,944.00	\$ 9,391.20	\$ 9,860.93	\$ 10,353.20	
		Annual	\$ 97,344.00	\$ 102,211.20	\$ 107,328.00	\$ 112,694.40	\$ 118,331.20	\$ 124,238.40	
<u>Backflow / Cross Connect Inspector</u>	Non-Exempt	Hourly	\$ 36.28	\$ 38.09	\$ 39.99	\$ 41.99	\$ 44.09	\$ 46.30	1
		Monthly	\$ 6,288.53	\$ 6,602.27	\$ 6,931.60	\$ 7,278.27	\$ 7,642.27	\$ 8,025.33	
		Annual	\$ 75,462.40	\$ 79,227.20	\$ 83,179.20	\$ 87,339.20	\$ 91,707.20	\$ 96,304.00	

<u>Assistant Engineer</u>	Exempt	Hourly	\$ 56.25	\$ 59.06	\$ 62.01	\$ 65.11	\$ 68.37	\$ 71.79	1
		Monthly	\$ 9,750.00	\$ 10,237.07	\$ 10,748.40	\$ 11,285.73	\$ 11,850.80	\$ 12,443.60	
		Annual	\$ 117,000.00	\$ 122,844.80	\$ 128,980.80	\$ 135,428.80	\$ 142,209.60	\$ 149,323.20	
<u>HR Generalist / Safety and Facilities Coordinator</u>	Exempt	Hourly	\$ 44.84	\$ 47.08	\$ 49.43	\$ 51.90	\$ 54.50	\$ 57.23	1
		Monthly	\$ 7,772.27	\$ 8,160.53	\$ 8,567.87	\$ 8,996.00	\$ 9,446.67	\$ 9,919.87	
		Annual	\$ 93,267.20	\$ 97,926.40	\$ 102,814.40	\$ 107,952.00	\$ 113,360.00	\$ 119,038.40	
<u>Customer Service / Accounts Payable Manager</u> <sup>[a]</sup>	Exempt	Hourly	\$ 51.03	\$ 53.58	\$ 56.26	\$ 59.07	\$ 62.02	\$ 65.12	1
		Monthly	\$ 8,845.20	\$ 9,287.20	\$ 9,751.73	\$ 10,238.80	\$ 10,750.13	\$ 11,287.47	
		Annual	\$ 106,142.40	\$ 111,446.40	\$ 117,020.80	\$ 122,865.60	\$ 129,001.60	\$ 135,449.60	
<u>Customer Service / Accounts Payable Manager (Incumbent)</u>	Exempt	Hourly	\$ 58.89	\$ 61.83	\$ 64.92	\$ 68.17	\$ 71.58	\$ 75.16	1
		Monthly	\$ 10,207.60	\$ 10,717.20	\$ 11,252.80	\$ 11,816.13	\$ 12,407.20	\$ 13,027.73	
		Annual	\$ 122,491.20	\$ 128,606.40	\$ 135,033.60	\$ 141,793.60	\$ 148,886.40	\$ 156,332.80	
<u>Director of Operations</u>	Exempt	Hourly	\$ 69.19	\$ 72.65	\$ 76.29	\$ 80.10	\$ 84.11	\$ 88.31	1
		Monthly	\$ 11,992.93	\$ 12,592.67	\$ 13,223.60	\$ 13,884.00	\$ 14,579.07	\$ 15,307.07	
		Annual	\$ 143,915.20	\$ 151,112.00	\$ 158,683.20	\$ 166,608.00	\$ 174,948.80	\$ 183,684.80	
<u>Director of Finance and Administration</u>	Exempt	Hourly	\$ 81.30	\$ 85.37	\$ 89.64	\$ 94.12	\$ 98.82	\$ 103.77	1
		Monthly	\$ 14,092.00	\$ 14,797.47	\$ 15,537.60	\$ 16,314.13	\$ 17,128.80	\$ 17,986.80	
		Annual	\$ 169,104.00	\$ 177,569.60	\$ 186,451.20	\$ 195,769.60	\$ 205,545.60	\$ 215,841.60	
<u>Director of Engineering</u>	Exempt	Hourly	\$ 81.30	\$ 85.37	\$ 89.64	\$ 94.12	\$ 98.82	\$ 103.77	1
		Monthly	\$ 14,092.00	\$ 14,797.47	\$ 15,537.60	\$ 16,314.13	\$ 17,128.80	\$ 17,986.80	
		Annual	\$ 169,104.00	\$ 177,569.60	\$ 186,451.20	\$ 195,769.60	\$ 205,545.60	\$ 215,841.60	
<u>Assistant General Manager</u>	Exempt	Hourly	\$ 97.56	\$ 102.44	\$ 107.56	\$ 112.94	\$ 118.59	\$ 124.52	0
		Monthly	\$ 16,910.40	\$ 17,756.27	\$ 18,643.73	\$ 19,576.27	\$ 20,555.60	\$ 21,583.47	
		Annual	\$ 202,924.80	\$ 213,075.20	\$ 223,724.80	\$ 234,915.20	\$ 246,667.20	\$ 259,001.60	
<u>General Manager</u>	Exempt	Hourly	\$ 143.26						1
		Monthly	\$ 24,831.24						
		Annual	\$ 297,974.88	Flat Rate					

[a] - Effective for new hires after 7/1/2022



**RUBIDOUX COMMUNITY SERVICES DISTRICT**

FY 2022-2023 Salary Plan - 5.0% COLA

Approved and Adopted by the Board 6/16/2022 \*\*Amended 12/15/22\*\*

Payrates Effective 7/1/2022 \*\*Effective 12/30/22\*\*

<u>Job Classification</u>		<u>Step</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>Authorized Positions</u>
<u>Administrative Assistant (Part-Time)</u>	Non-Exempt	Hourly	\$ 22.54	\$ 23.67	\$ 24.85	\$ 26.09	\$ 27.40	\$ 28.77	2
		Monthly	\$ 1,953.47	\$ 2,051.40	\$ 2,153.67	\$ 2,261.13	\$ 2,374.67	\$ 2,493.40	
		Annual	\$ 23,441.60	\$ 24,616.80	\$ 25,844.00	\$ 27,133.60	\$ 28,496.00	\$ 29,920.80	
<u>Accounting / Customer Service Clerk I</u>	Non-Exempt	Hourly	\$ 28.04	\$ 29.44	\$ 30.91	\$ 32.46	\$ 34.08	\$ 35.79	3
		Monthly	\$ 4,860.27	\$ 5,102.93	\$ 5,357.73	\$ 5,626.40	\$ 5,907.20	\$ 6,203.60	
		Annual	\$ 58,323.20	\$ 61,235.20	\$ 64,292.80	\$ 67,516.80	\$ 70,886.40	\$ 74,443.20	
<u>Accounting / Customer Service Clerk II</u>	Non-Exempt	Hourly	\$ 32.64	\$ 34.27	\$ 35.99	\$ 37.79	\$ 39.68	\$ 41.66	3
		Monthly	\$ 5,657.60	\$ 5,940.13	\$ 6,238.27	\$ 6,550.27	\$ 6,877.87	\$ 7,221.07	
		Annual	\$ 67,891.20	\$ 71,281.60	\$ 74,859.20	\$ 78,603.20	\$ 82,534.40	\$ 86,652.80	
<u>Meter Reader</u>	Non-Exempt	Hourly	\$ 28.04	\$ 29.44	\$ 30.91	\$ 32.46	\$ 34.08	\$ 35.79	1
		Monthly	\$ 4,860.27	\$ 5,102.93	\$ 5,357.73	\$ 5,626.40	\$ 5,907.20	\$ 6,203.60	
		Annual	\$ 58,323.20	\$ 61,235.20	\$ 64,292.80	\$ 67,516.80	\$ 70,886.40	\$ 74,443.20	
<u>Utility Maintenance Worker I</u>	Non-Exempt	Hourly	\$ 28.89	\$ 30.34	\$ 31.85	\$ 33.44	\$ 35.12	\$ 36.87	8
		Monthly	\$ 5,007.60	\$ 5,258.93	\$ 5,520.67	\$ 5,796.27	\$ 6,087.47	\$ 6,390.80	
		Annual	\$ 60,091.20	\$ 63,107.20	\$ 66,248.00	\$ 69,555.20	\$ 73,049.60	\$ 76,689.60	
<u>Utility Maintenance Worker II</u>	Non-Exempt	Hourly	\$ 30.77	\$ 32.30	\$ 33.93	\$ 35.61	\$ 37.40	\$ 39.27	8
		Monthly	\$ 5,333.47	\$ 5,598.67	\$ 5,881.20	\$ 6,172.40	\$ 6,482.67	\$ 6,806.80	
		Annual	\$ 64,001.60	\$ 67,184.00	\$ 70,574.40	\$ 74,068.80	\$ 77,792.00	\$ 81,681.60	
<u>Senior Utility Maintenance Worker I</u>	Non-Exempt	Hourly	\$ 35.20	\$ 36.96	\$ 38.81	\$ 40.75	\$ 42.79	\$ 44.93	2
		Monthly	\$ 6,101.33	\$ 6,406.40	\$ 6,727.07	\$ 7,063.33	\$ 7,416.93	\$ 7,787.87	
		Annual	\$ 73,216.00	\$ 76,876.80	\$ 80,724.80	\$ 84,760.00	\$ 89,003.20	\$ 93,454.40	
<u>Senior Utility Maintenance Worker II</u>	Non-Exempt	Hourly	\$ 38.82	\$ 40.75	\$ 42.79	\$ 44.93	\$ 47.16	\$ 49.52	2
		Monthly	\$ 6,728.80	\$ 7,063.33	\$ 7,416.93	\$ 7,787.87	\$ 8,174.40	\$ 8,583.47	
		Annual	\$ 80,745.60	\$ 84,760.00	\$ 89,003.20	\$ 93,454.40	\$ 98,092.80	\$ 103,001.60	
<u>Systems Operator I</u>	Non-Exempt	Hourly	\$ 31.61	\$ 33.20	\$ 34.86	\$ 36.60	\$ 38.43	\$ 40.35	3
		Monthly	\$ 5,479.07	\$ 5,754.67	\$ 6,042.40	\$ 6,344.00	\$ 6,661.20	\$ 6,994.00	
		Annual	\$ 65,748.80	\$ 69,056.00	\$ 72,508.80	\$ 76,128.00	\$ 79,934.40	\$ 83,928.00	
<u>Systems Operator II</u>	Non-Exempt	Hourly	\$ 35.20	\$ 36.96	\$ 38.81	\$ 40.75	\$ 42.79	\$ 44.93	3
		Monthly	\$ 6,101.33	\$ 6,406.40	\$ 6,727.07	\$ 7,063.33	\$ 7,416.93	\$ 7,787.87	
		Annual	\$ 73,216.00	\$ 76,876.80	\$ 80,724.80	\$ 84,760.00	\$ 89,003.20	\$ 93,454.40	
<u>Senior Systems Operator I</u>	Non-Exempt	Hourly	\$ 42.58	\$ 44.71	\$ 46.94	\$ 49.29	\$ 51.75	\$ 54.34	1
		Monthly	\$ 7,380.53	\$ 7,749.73	\$ 8,136.27	\$ 8,543.60	\$ 8,970.00	\$ 9,418.93	
		Annual	\$ 88,566.40	\$ 92,996.80	\$ 97,635.20	\$ 102,523.20	\$ 107,640.00	\$ 113,027.20	
<u>Senior Systems Operator II</u>	Non-Exempt	Hourly	\$ 46.80	\$ 49.14	\$ 51.60	\$ 54.18	\$ 56.89	\$ 59.73	1
		Monthly	\$ 8,112.00	\$ 8,517.60	\$ 8,944.00	\$ 9,391.20	\$ 9,860.93	\$ 10,353.20	
		Annual	\$ 97,344.00	\$ 102,211.20	\$ 107,328.00	\$ 112,694.40	\$ 118,331.20	\$ 124,238.40	
<u>Backflow / Cross Connect Inspector</u>	Non-Exempt	Hourly	\$ 36.28	\$ 38.09	\$ 39.99	\$ 41.99	\$ 44.09	\$ 46.30	1
		Monthly	\$ 6,288.53	\$ 6,602.27	\$ 6,931.60	\$ 7,278.27	\$ 7,642.27	\$ 8,025.33	
		Annual	\$ 75,462.40	\$ 79,227.20	\$ 83,179.20	\$ 87,339.20	\$ 91,707.20	\$ 96,304.00	

<u>Assistant Engineer</u>	Exempt	Hourly	\$ 56.25	\$ 59.06	\$ 62.01	\$ 65.11	\$ 68.37	\$ 71.79	
		Monthly	\$ 9,750.00	\$ 10,237.07	\$ 10,748.40	\$ 11,285.73	\$ 11,850.80	\$ 12,443.60	1
		Annual	\$ 117,000.00	\$ 122,844.80	\$ 128,980.80	\$ 135,428.80	\$ 142,209.60	\$ 149,323.20	
<u>HR Generalist / Safety and Facilities Coordinator</u>	Exempt	Hourly	\$ 44.84	\$ 47.08	\$ 49.43	\$ 51.90	\$ 54.50	\$ 57.23	
		Monthly	\$ 7,772.27	\$ 8,160.53	\$ 8,567.87	\$ 8,996.00	\$ 9,446.67	\$ 9,919.87	1
		Annual	\$ 93,267.20	\$ 97,926.40	\$ 102,814.40	\$ 107,952.00	\$ 113,360.00	\$ 119,038.40	
<u>Customer Service / Accounts Payable Manager</u>	Exempt	Hourly	\$ 51.03	\$ 53.58	\$ 56.26	\$ 59.07	\$ 62.02	\$ 65.12	
		Monthly	\$ 8,845.20	\$ 9,287.20	\$ 9,751.73	\$ 10,238.80	\$ 10,750.13	\$ 11,287.47	1
		Annual	\$ 106,142.40	\$ 111,446.40	\$ 117,020.80	\$ 122,865.60	\$ 129,001.60	\$ 135,449.60	
<u>Director of Operations</u>	Exempt	Hourly	\$ 69.19	\$ 72.65	\$ 76.29	\$ 80.10	\$ 84.11	\$ 88.31	
		Monthly	\$ 11,992.93	\$ 12,592.67	\$ 13,223.60	\$ 13,884.00	\$ 14,579.07	\$ 15,307.07	1
		Annual	\$ 143,915.20	\$ 151,112.00	\$ 158,683.20	\$ 166,608.00	\$ 174,948.80	\$ 183,684.80	
<u>Director of Finance and Administration</u>	Exempt	Hourly	\$ 81.30	\$ 85.37	\$ 89.64	\$ 94.12	\$ 98.82	\$ 103.77	
		Monthly	\$ 14,092.00	\$ 14,797.47	\$ 15,537.60	\$ 16,314.13	\$ 17,128.80	\$ 17,986.80	1
		Annual	\$ 169,104.00	\$ 177,569.60	\$ 186,451.20	\$ 195,769.60	\$ 205,545.60	\$ 215,841.60	
<u>Director of Engineering</u>	Exempt	Hourly	\$ 81.30	\$ 85.37	\$ 89.64	\$ 94.12	\$ 98.82	\$ 103.77	
		Monthly	\$ 14,092.00	\$ 14,797.47	\$ 15,537.60	\$ 16,314.13	\$ 17,128.80	\$ 17,986.80	1
		Annual	\$ 169,104.00	\$ 177,569.60	\$ 186,451.20	\$ 195,769.60	\$ 205,545.60	\$ 215,841.60	
<u>Assistant General Manager</u>	Exempt	Hourly	\$ 97.56	\$ 102.44	\$ 107.56	\$ 112.94	\$ 118.59	\$ 124.52	
		Monthly	\$ 16,910.40	\$ 17,756.27	\$ 18,643.73	\$ 19,576.27	\$ 20,555.60	\$ 21,583.47	0
		Annual	\$ 202,924.80	\$ 213,075.20	\$ 223,724.80	\$ 234,915.20	\$ 246,667.20	\$ 259,001.60	
<u>General Manager</u>	Exempt	Hourly	\$ 108.96						
		Monthly	\$ 18,886.14						1
		Annual	\$ 226,633.68	Flat Rate					

12. Consider Approval of Consulting Services with MV  
Engineering Service, Inc. **DM 2022-108**

# Rubidoux Community Services District

## Board of Directors

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

**General Manager**  
Jeffrey D. Sims



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

**DIRECTORS MEMORANDUM 2022-108**

December 15, 2022

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

**Subject:**     Consider Approval of Consulting Services with MV Engineering Service, Inc

## **BACKGROUND:**

With leadership of Rubidoux Community Services District ("District") changing at the end of this Calendar Year attention has been placed on efforts to make the transition smooth and ensure business continuity. District Leadership staff regularly meet and go over issues, including currently pressing issues and longer-term strategic issues desired to be accomplished/resolved. Projects and issues the District is currently working on include in part:

1. Project management of remodeling efforts related to the District's new Administrative Facility at 5473 Mission Blvd., and the Operation Facility at 3590 Rubidoux Blvd.
2. Securing an imported water supply to provide the District with a redundant source of supply and improve water quality. Lowering Total Dissolved Solid ("TDS") concentration of the District's water supply is an important goal in meeting City of Riverside wastewater influent requirements. Currently the District's wastewater sent to the City of Riverside for treatment and disposal exceeds the TDS limit. Because of this, the City of Riverside has objected to the annexation of the Rio Vista Development into the District. Securing a low TDS imported supply will enable the District to lower the TDS concentration in wastewater delivered to the City of Riverside.
3. City of Riverside Lawsuit appeal and subsequent negotiations with the City of Riverside. Regardless of the outcome of the appeal decision, the District and the City of Riverside will

need to negotiate the terms of the relationship going forward. This may include a payment plan, future capital contributions, and quality surcharges.

4. Preparation of various participation and reimbursement agreements between the District and area Developers. Ongoing efforts include:
  - a. Offsite sewer reimbursement agreements with Highpointe and Century Communities
  - b. Property acquisition and reimbursement agreements with The District at Jurupa Valley – well sites, and expansion of the Thompson Plant
  - c. Participation agreement for sewer improvements made for the Stockdale Court Project
  
5. Various District Capital Improvement Projects:
  - a. Golden West cell site disposition
  - b. Meter replacement strategy
  - c. Installation of emergency generators at three locations
  - d. Assistance with finalizing the District’s Development Services workflow

The retiring General Manager has institutional knowledge regarding these issues and can be available through MV Engineering Service, Inc. (“MV Engineering”) to assist the District as a consultant. The District with approval of the FY 2023 Budget included \$20,000 of funding in the General Fund Line 31 – Consulting Fee: Administrative Oversight. In addition, work performed related to development projects would be paid using developer paid deposits, and work performed on District capital improvement projects would be charged against District funded budgets for those specific projects. It is anticipated MV Engineering utilization by staff would average approximately ten hours per week of effort, or a total of 240 hours for the balance of FY 2023.

Over the next 10 – 12 months the Director of Engineering will be highly engaged in the Project Management of the remodel effort of 5473 Mission Blvd. in addition to regular ongoing work associated with the District Engineering function and assistance on District Operation functions. Having assistance from MV Engineering will add a resource to staff to assist with the District’s leadership transition and maintain smooth continuity of District functions.

**RECOMMENDATION:**

Staff recommends the Board of Directors approve a master consulting agreement with MV Engineering to assist the District as an extension of staff to work on various issues for a not to exceed amount of \$48,000 funded from:

- a. \$20,000 of District Funding - General Fund Line 31 – Consulting Fee: Administrative Oversight
  
- b. \$28,000 from Developer paid deposits and District funding for CIP Projects

*<signature following page>*

Respectfully,



BRIAN LADDUSAW  
Director of Finance and Administration

Attach:

1. Letter proposal from MV Engineering dated December 11, 2022

December 11, 2022

Brian Laddusaw  
Director of Finance and Administration  
**RUBIDOUX COMMUNITY SERVICES DISTRICT**  
3590 Rubidoux Blvd.  
Jurupa Valley, CA 92509

Subject:       **PROPOSAL FOR CONSULTING SERVICES**  
                  **MV Engineering Service, Inc.**

MV Engineering Service, Inc. is pleased to be considered by Rubidoux Community Services District ("District") for consulting services. Since 2017 MV Engineering Service, Inc. has provided consulting services to public agencies including Western Municipal Water District, Home Gardens Sanitary District, and Western Riverside County Regional Wastewater Authority and looks forward to working with the District.

Jeff Sims, owner of MV Engineering Service, Inc. has worked for public utility agencies in the Inland Empire for nearly 30 years on water and wastewater issues. This experience has provided Mr. Sims an understanding of various issues facing public agencies, relevant contacts, and an ability to develop strategies to navigate through issues in an efficient manner.

The District is transitioning leadership and in various stages of progress on several projects and efforts such as:

1.     Acquisition of and remodel of 5473 Mission Blvd. to become the new District Administrative Facility
2.     Remodel of 3590 Rubidoux Blvd. as the District Operation Center
3.     Resolution of the City of Riverside Lawsuit and subsequent settlement agreement
4.     Securing an imported water supply to diversify water supply and improve water quality
5.     Preparing various agreements with Developers in the District
6.     Various District Capital Improvement Projects; coordinate project management and utilization of other District consultants

7. Setting up workflow processes for various functions

MV Engineering Service, Inc. offers consulting services on an as-requested basis to assist District staff on issues such as those listed above. Attached Exhibit A outlines a scope of services, and proposed compensation.

Given Mr. Sims' retirement from the General Manager role at the District, he is uniquely familiar with all issues facing the District. Having this knowledge, Mr. Sims would act as an extension of staff in developing positions on issues, generate principles of agreements, and layout strategies to move District initiatives forward.

If there are any questions, please do not hesitate to contact me at (951) 809-3308 or [jeff.sims51@gmail.com](mailto:jeff.sims51@gmail.com).

JEFF SIMS  
MV Engineering Service, Inc.  
Owner



**EXHIBIT A**  
**SCOPE OF WORK, BILLING RATE AND INSURANCE**

**December 11, 2022**

**Scope of Services**

MV Engineering Service, Inc. will provide technical advisory support to Rubidoux Community Services District (“District”) on various issues related to the administrative, engineering, and operational needs of the District’s water, wastewater, and solid waste enterprises. Examples of various types of efforts include:

- a. Development Services issues – review developments, write conditions of approval, assist with creation of development agreements
- b. Interagency agreements – assist in generation of terms of agreement for the District with other public agencies
- c. Position papers on issues
- d. Advice on negotiations with City of Riverside regarding lawsuit and settlement agreement
- e. Review of agreements and prepare summaries describing impacts on Operation
- f. Project management on CIP projects as an extension of staff
- g. Generate Board letters and presentations
- h. Coordinate with other District consultants as needed

**Compensation**

Labor, overhead and expense, invoiced monthly at \$200 per hour for actual time expended on District matters. Monthly invoices will contain a summary of the work performed and associated cost by project/activity.

**Insurance**

A proof of insurance certificate will be provided for auto liability coverages

13. Consider Approval of Increased Billing Rate for District  
Attorney Services: **DM 2022-109**

# Rubidoux Community Services District

## Board of Directors

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



**General Manager**  
Jeffrey D. Sims

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

**DIRECTORS MEMORANDUM 2022-109**

December 15, 2022

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

**Subject:**    Consider Approval of Increased Billing Rate For District Attorney Services

## BACKGROUND:

John Harper of Harper & Burns LLP is Rubidoux Community Services District's ("District") District Attorney. Mr. Harper has filled this role since 1980 and continues to provide valuable legal support to the District, the Board, and District leadership staff. Example of services provided include:

- Review of Board Agendas and Packets
- Procedural advice for compliance with the Brown Act and other legislative requirements
- Review of agreements and contracts
- Advice on potential impacts new legislation and/or administrative requirements from state and federal agencies has on the District

Harper & Burns LLP currently bills Mr. Harper at \$145.00 per hour, which has remained the same for over 20 years. Attachment A is a letter dated December 8, 2022, requesting an increase of the hourly billing rate to \$200.00 per hour effective starting January 1, 2023. Staff finds the proposed rate to be modest and a good value. To provide some perspective, Varner & Brandt bills at \$550.00 per hour mainly for legal issues related to labor/personnel issues, and Ring Bender bills at \$365.00 per hour for efforts related to the City of Riverside lawsuit.

Hours charged by Harper & Burns LLP usually range between 5 to 10 hours per month so this increase in billing rate is anticipated to add approximately \$3,500 of costs to the legal services budget for the balance of Fiscal Year 2023. Staff recommends the Board consider approving a budget amendment by adding \$3,500 to

Line 27 of the General Fund Budget (Expenses) from General Fund Reserves and authorize the increase in billing rate for Harper & Burns LLP to \$200.00 per hour.

**RECOMMENDATION:**

Staff recommends the Board of Directors consider authorizing the General Manager to:

1. Amend the approved District Fiscal Year 2023 Budget by adding \$3,500 to Line 27 of the General Fund Budget (Expenses) from General Fund Reserves.
2. Issue a letter to Harper & Burns LLP notifying approval of the increased billing rate for Harper & Burns LLP of \$200.00 per hour.

Respectfully,



JEFFREY D. SIMS, P. E.  
General Manager

Attach:

- A. Letter from Harper & Burns LLP dated December 8, 2022



harper & burns LLP  
ATTORNEYS AT LAW

December 8, 2022

Rubidoux Community Services District  
**BOARD OF DIRECTORS**  
3590 Rubidoux Blvd.  
Jurupa Valley, California 92509

Members of the Board:

As perhaps you are aware, I have served as General Counsel to the District since 1980. During that time, the hourly billing rate for District Counsel services was increased one time, to one hundred and forty-five dollars (\$145.00) per hour slightly over twenty (20) years ago. Principally out of concern for the District 's financial condition, I have been reluctant to increase the billing rate. Unfortunately, the current billing rate does not cover the overhead to provide the services; consequently, it will be to increase the billing rate to two hundred dollars (\$200.00) per hour, effective January 1, 2023, which is still significantly less than the median for providing legal services to community services and special districts.

Since the number of hours billed remains relatively small, (plus or minus ten (10) hours per month), the impact on the District budget should be minimal.

If you have questions or concerns, as always, I am happy to discuss it with you.

Your truly,

HARPER & BURNS LLP

John R. Harper  
District Counsel

c: Jeff Sims, General Manager

Brian Laddusaw

14. Consider Annual Board of Directors Reorganization for  
Calendar Year 2023: **DM 2022-110**

# Rubidoux Community Services District

## Board of Directors

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



**General Manager**  
Jeffrey D. Sims

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

**DIRECTORS MEMORANDUM 2022-110**

December 15, 2022

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

**Subject:**      Consider Annual Board of Directors Reorganization for Calendar Year 2023

## **BACKGROUND:**

Since 1991, the Rubidoux Community Services District ("District") Board of Directors have practiced the custom of the yearly rotation of the Vice-President position into the President position. Last December, Vice-President Trueba was affirmed president for Calendar Year 2022 and Director Murphy was elected Vice-President. Should the Board continue to maintain this legacy practice of Board leadership rotation, Director Murphy will serve as Board President for Calendar Year 2023 and the Board will need to elect a Vice-President.

Directors Trueba and Trowbridge were not challenged for their District Board Seats during the last election held on November 8, 2022. The November 8, 2022 election results have been certified and the County Registrar of Voters has provided the District with their "Certificate of Appointment in Lieu of Election" forms. To complete the process, Director Trueba and Director Trowbridge need to be sworn in for their new term as Directors of the District for the period of December 2, 2022 and ending December 4, 2026. General Manager Sims as Board Secretary will administer the swearing of office oath and will retain the "Certificate of Appointment in Lieu of Election" forms in the District vault.

For the December 15, 2022, Board Meeting, the Board should consider the following order of events:

1.     Administering the oath of office by General Manager Sims for Director Trueba and Director Trowbridge.
2.     Recognize Director Murphy as Board President for Calendar Year 2023.

3. President Murphy assumes the President role and conducts the balance of the Board Meeting.
4. Board considers nominations and vote on who will be Vice-President for Calendar Year 2023 with eventual rotation to Board President in 2024.
5. President Murphy begins the process of filling the District Committee assignments for Calendar Year 2023. This should be finalized by the regularly scheduled Board Meeting of January 5, 2023.

**RECOMMENDATION:**

Staff recommends the Board of Directors consider:

1. Affirming Director Murphy as Board President for Calendar Year 2023
2. Discuss, nominate, and elect a Board Vice President for Calendar Year 2023
3. President Murphy seek interest from fellow Board Members on desired Committee assignments

Respectfully,



JEFFREY D. SIMS, P. E.  
General Manager

Attach:

1. Certificate of Appointment in Lieu of Election – F. Forest Trowbridge
2. Certificate of Appointment in Lieu of Election – Hank Trueba, Jr.
3. 2022 Committee Assignment List





# CERTIFICATE OF APPOINTMENT IN LIEU OF ELECTION

State of California )  
 ) ss.  
County of Riverside )

I, **REBECCA SPENCER**, Registrar of Voters in and for the County of Riverside, State of California, do hereby certify that in lieu of the election on November 8, 2022, which was not held,

**HANK TRUEBA JR**

was appointed to the office of **Director, Rubidoux Community Services District**, for a term commencing December 2, 2022 and ending December 4, 2026.

IN WITNESS WHEREOF, I have hereunto affixed my hand and seal on December 1, 2022.

**REBECCA SPENCER, Registrar of Voters**

By



Deputy

\*\*\*\*\*

## OATH OF OFFICE

(Required by Article XX, Constitution of California)

State of California )  
 ) ss.  
County of Riverside )

I do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

Subscribed and sworn to before me

Signature \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Title

**FILE THIS OATH OF OFFICE WITH THE  
DISTRICT SECRETARY PROMPTLY**

# **RCSD COMMITTEE ASSIGNMENTS FOR 2022**

## **REGIONAL ADVISORY COMMITTEE BOARD ELECTED REPRESENTATIVE**

Trueba  
Skerbelis (alternate)

## **SEWER COMMITTEE**

1. Muniz
2. Murphy

## **STREET LIGHTING COMMITTEE**

1. Muniz
2. Trowbridge

## **PERSONNEL COMMITTEE**

1. Trueba
2. Skerbelis

## **FINANCE & BUDGET COMMITTEE**

1. Entire Board

## **TRASH DISPOSAL COMMITTEE**

1. Murphy
2. Skerbelis

## **WATER COMMITTEE**

1. Trowbridge
2. Murphy

## **AD HOC FIELD/ADMIN BUILDING COMMITTEE**

1. Trueba
2. Skerbelis

Other committees, as required may be appointed and shall be dissolved upon completion of their specific assignments.

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President Trueba

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January 6, 2022

15. **CLOSED EXECUTIVE SESSION** – Conference with Labor  
Negotiators Pursuant to Government Code Section 54957.6:  
Article XXIV of MOU

16. **CLOSED EXECUTIVE SESSION** – Conference with Labor  
Negotiators Pursuant to Government Code Section 54957.6:  
Article XV of MOU