

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



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

NOTICE AND AGENDA FOR THE RUBIDOUX COMMUNITY SERVICES DISTRICT BOARD MEETING

Thursday, November 3, 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 October 20, 2022, Regular Meeting
5. Consideration to Approve November 4, 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

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

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

ACTION ITEMS:

- 9. Consider Expenditure of Funds For the Purchase of Property From the County of Riverside – 5473 Mission Blvd: **DM 2022-99**
- 10. Consideration to Adopt Resolution No. 2022-899, A Resolution Regarding the Disposal of Surplus District Personal Property to a Prohibited Group: **DM 2022-100**
- 11. Directors Comments - Non-action
- 12. Adjournment

4. APPROVAL OF:
MINUTES FOR OCTOBER 20, 2022, REGULAR MEETING

MINUTES OF REGULAR MEETING
October 20, 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
Ted Beckwith, District Engineer
Brian Jennings, Customer Service Manager
Miguel Valdez, Director of Operations
Martha Perez

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, October 20, 2022, by teleconferencing at District Office, 3590 Rubidoux Boulevard, Jurupa Valley, California.

The Board President at the request of the General Manager moved the following Agenda Items to the beginning of the Board Meeting:

ITEM 10. Receive Draft Administrative Report on the Rate Study and Authorize Staff to Prepare and Set Water and Wastewater Protest Hearing Pursuant to Proposition. DM 2022-95.

ITEM 12. Receive, File and Move to Issue Rubidoux Community Services District Draft Financial Statements for Fiscal Year Ending June 30, 2022. DM 2022-97.

This request was made to accommodate consultant schedule. The balance of the agenda was handled in order as originally presented.

ITEM 4. APPROVAL OF MINUTES

Approval of Minutes for October 6, 2022, Board Meeting.

Director Skerbelis moved, and Director Muniz seconded to approve the September 15, 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 October 21, 2022, Salaries, Expenses and Transfers.

Consideration to Approve the October 21, 2022, Salaries, Expenses and Transfers.

Director Skerbelis moved, and Director Muniz seconded to Approve the October 21, 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

No correspondence included.

ITEM 8. MANAGER'S REPORT

It was reported Martha Perez was selected to replace Brian Jennings upon his retirement at the end of the year. With her promotion, her current position – Customer Service Representative will need to be filled. Brian Laddusaw will become General Manager at the end of the year necessitating filling his current position of Director of Finance and Administration.

Operations Report:

Miguel Valdez reported on the water/wastewater report for the month of September. Water production was an average of 7.41 mgd per day, including 2.14 MGD of water sales to JCSD. Wastewater discharge averaged 1.69 mgd to Riverside. Water production by well is as follows: Well No. 18 produced 26%, No. 1 produced 2%, Well No. 2 produced 16%, Well No. 4 produced 10%, Well No. 6 produced 18%, and Well No. 8 produced 28 %.

Emergency and Fire Report:

Chief Otterman reported provided the Incidents Reported for the month of September 2022 and Special District Rubidoux CSD. Station 38 had a total of 298 calls, of which 182 calls, 61.1%,

were medical aides. There were 14 traffic collisions, 4.7%, 40 public service calls, 13.4%, and 3 wildland fires, 1.0%.

ITEM 9. Consider Approval and Acceptance of the Grant Deed and Bill of Sale for the Stockdale Court Industrial Project. DM 2022-94.

BACKGROUND

When a Developer builds a project, they often construct new water and wastewater pipelines to serve their project. Typically, these pipelines are not a part of the Rubidoux Community Service District's (District) Water or Wastewater Masterplans but necessary to serve the project being built. These "Developer Contributed Assets" are built in new public streets being constructed by the Developer or in existing public streets to enable the new development to be connected to the District's existing water and wastewater systems. At the close of the project these Developer needs to legally convey ownership of the asset to the District via a Grant Deed and Bill of Sale accompanied by an accounting of the constructed asset value so that the District may "book" the asset as a part of the District's physical plant for depreciation purposes.

This is currently the case with a project nearing close-out by the name of Stockdale Court which has been constructed by Birtcher Development and is owned by DAVIS JCR RUBIDOUX INDUSTRIAL LAND OWNER LLC, a Delaware limited liability company ("DAVIS"). This project consists of the construction of new sewer pipeline from a terminal manhole in 26th Street to the intersection of 26th Street to the intersection of 26th Street and Rubidoux Blvd., continuing along Rubidoux Blvd. to a manhole at the intersection of Stockdale Court and Rubidoux Blvd., finally going up Stockdale Court to a new terminal manhole in the cul-de-sac of Stockdale Court. Also constructed as part of this project is new water pipeline in Stockdale Court from the intersection of Rubidoux Blvd. and Stockdale Court.

The watershed wastewater pipelines were constructed and inspected in accordance with plans approved by the District.

The Grant Deed, attached, includes a map showing the pipeline locations. For the District to take legal possession of the physical asset, the Grant Deed must be signed by District Staff and the Owner, notarized, and then recorded with the County of Riverside.

Once accepted by the District the value of the new Developer Contributed Assets is booked as a part of the District's physical plant. DAVIS has provided the District the value of the constructed works, which is \$912,233.29 for the sewer pipeline and \$484,040.58 for the water pipeline.

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

- 1. Have staff sign the Bill of Sale so it and the Grant Deed may be recorded with the County of Riverside.**
- 2. Accept the Developer Contributed Assets with a value of \$912,233.29 for the sewer pipeline and \$484,040.58 for the water pipeline.**

Roll call:

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

Noes – 0

Abstain – 0

Absent – 0

The motion was carried unanimously.

ITEM 10. Receive Draft Administrative Report on the Rate Study and Authorize Staff to Prepare and Set Water and Wastewater Protest Hearing Pursuant to Proposition. DM 2022-95.

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 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. 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. The District estimates these new costs will add approximately \$1,200,000 to the annual water system 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 suage 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 the homes and businesses 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, which 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 has 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 realized 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 rate structure established 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. Below is a table showing the schedule of events done to date and going forward:

| Date | Event |
|------------|--|
| 10/7/2021 | Board Authorized Hire of Water Resources Economics to assist with Rate Study process |
| 10/20/2021 | Issued RFP for Cost-of-Service Study |
| 12/3/2021 | Proposal Due |
| 12/15/2021 | Interviewed Prospective Consultants |
| 12/22/21 | Selected/Negotiated with IB Consulting |
| 1/6/2022 | Board Approved IB Consulting |
| 2/9/2022 | Kick off meeting with IB Consulting – Staff and WRE |

| | |
|----------------|---|
| 3/17/2022 | Board Workshop – Rates 101 Workshop |
| 4/21/2022 | Board Workshop – Financial Planning and Reserves Workshop |
| 6/16/2022 | Board Workshop – Long Term Financial Plans Workshop |
| 9/14/2022 | Board Workshop – Long Term Financial Plans and Proposed Rates Workshop |
| | |
| Tonight | |
| 10/20/2022 | Board Meeting – Receive Administrative Report on the Rate Study/Issue Prop 218 Notice |
| | |
| Next Steps | |
| 12/15/2022 | Public Hearing on Adopting Rates |
| July-23 | Rates Implemented |

The District's COSS is now substantially complete and it was determined the existing rates are not adequate to meet the District's future financial obligations. Attached (Exhibit A) to tonight's Director's Memorandum for distribution and review is the Draft Administrative Record Report ("Report") prepared by the District's rate consultants, IB Consulting. The Report becomes 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. A draft copy of the Report is also available at the Administrative Building for review or an electronic copy can be accessed on the District website at www.rcsd.org.

Additionally, staff seeks authorization to prepare and set the water and wastewater protest hearing pursuant to Proposition 218 and AB 3030, the conditions and timeline of which are as follows:

Conditions

- Hold noticed public hearing
- Notice of public hearing must be mailed to property owners of record or tenants directly responsible for the fee at least 45 days prior to the public hearing.
- Notice must contain: 1) the amounts of the fee or charge proposed to be imposed; 2) the basis upon which it was calculated; 3) the reason for the fee or charge; and 4) the date, time, and location of the public hearing. (Exhibit)

Additionally, although not required by Proposition 218, the District provides the notice in English and Spanish.

Note: For proposed water and wastewater rates to "not take effect" a majority of the property owners and tenants are required to file opposition to the proposed rates. The majority is defined as 50% plus (1) of the affected properties owners.

Timeline

- No later than October 31, 2022 – Mail Proposition 218 (English and Spanish) to property owners and renters.
- December 15, 2022 (Board Meeting) – Protest Hearing for the proposed water and wastewater rates.
- July 1, 2023 – Rates implemented.

Note: Although Proposition 218 sets the allowed 5-year rate adjustments from July 1, 2023-2027, all effective adjustments to water and wastewater rates require the necessary Ordinance adoption procedures consistent with current District practice.

The Draft Report provided in Exhibit A will remain in draft form up until the Protest Hearing on December 15, 2022. Staff encourages the Board review the Report and provide comments to Staff prior to preparation of the Board packet on December 12, 2022.

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

1. Prepare and set Water and Wastewater Protest Hearing Pursuant to Proposition 218 and AB 3030.
2. Mail Proposition 218 notices to all affected property owners.

Roll call:

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

Noes – 0

Abstain – 0

Absent – 0

The motion was carried unanimously.

ITEM 11. Receive and File Statement of Cash Asset Schedule Report Ending September 2022. DM 2022-96.

BACKGROUND

Attached for the Board of Directors' consideration is the September 2022 Statement of Cash Asset Schedule Report for all District Fund Accounts. Our YTD interest is \$31,410.58 for District controlled accounts. With respect to District "Funds in Trust", we show \$1,596.42 which has been earned and posted. The district has a combined YTD interest earned total of \$33,007.00 as of September 30, 2022.

The District's Operating Funds (Excluding Restricted Funds and Operating Reserves), we show a balance of \$8,378,780.94 ending September 30, 2022. That's **\$631,405.31 MORE** than July 1, 2022, beginning balance of \$9,010,186.25.

Further, the District's Field/Admin Fund current fund balance is \$752,827.83.

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

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

Roll call:

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

Noes – 0

Abstain – 0

Absent – 0

The motion was carried unanimously.

ITEM 12. Receive, File and Move to Issue Rubidoux Community Services District Draft Financial Statements for Fiscal Year Ending June 30, 2022. DM 2022-97.

BACKGROUND

During the Rubidoux Community Services District (District) Board of Directors meeting on October 6, 2022, the Board was presented with the District's draft financial statements for the fiscal year ending June 30, 2022. The financial statements were prepared by the CPA firm of Rogers, Anderson, Malody, and Scott (RAMS). The financial statements include RAMS independent auditor's report and contains management's discussion and analysis, government-wide financial statements, fund financial statements, notes to the financial statements, required supplementary information, other information, and the independent auditor's report on internal control.

The purpose of providing the draft financial statements October 6, 2022, was to allow ample time for the Directors to review and provide comments back to staff. As of the writing of this memorandum, staff has not received comments from any of the Directors. Since October 6, 2022, staff has made minor, non-substantive changes to a couple of items in the draft financial statements with no adjustments made to the underlying numbers. The minor changes included grammatical, formatting, and spelling edits.

Due to the length of the financial statements and there were only minimal modifications made since presented on October 6, 2022, the final draft financial statements are not included again as an attachment to tonight's memorandum. One hard copy of the draft financial statements is available at the Administrative Building for review, or an electronic copy can be accessed on the District website in the 'Meetings' subsection of the 'About the District' drop down list for October 20, 2022.

PRESENTATION BY RAMS

A representative from RAMS gave a presentation to the board.

Director Murphy had some questions: a) regarding CalPers rate, labor, inflation; b) the MOU was modified to use a published rate and what was used was not averaged in, he contacted the general manager about this sometime ago; c) When the board adopts a policy it is his expectation that it will be implemented by the general manager. At a prior public meeting the door was locked to the board meeting before the start of the meeting so that the public was excluded. We receive payments until 5:00, is that the case? The gate is being locked before 5:00.

Response: Yes, that was changed 2 months ago. We will make sure the gates are to remain unlocked and open until that time. Regarding the CalPers, annually the district receives the letter to prepay the annual fees to save money.

Brian Laddusaw gave some additional presentation slides.

Director Muniz moved, and Director Skerbelis seconded the Board of Directors Receive and File and move to issue the Rubidoux Community Services District draft financial statements for fiscal year ending June 30, 2022.

Roll call:

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

Noes – 1 (Murphy)

Abstain – 0

Absent – 0

The motion was carried 4-1.

ITEM 13. Consider Rubidoux Community Services District Membership in Jurupa Valley Chamber of Commerce. DM 2022-98.

BACKGROUND

At the direction of Rubidoux Community Services District (“District”) Board President, staff has inquired about possible membership in the Jurupa Valley Chamber of Commerce (“Jurupa Valley Chamber”). Attached is a Membership Application, Attachment 1, information about the Jurupa Valley Chamber, the top eight reasons to join, levels of membership opportunities, and a listing of companies and organizations who are members and their membership level.

The Jurupa Valley Chamber has been organized since 1963 and its mission is – “Dedicated To Advancing the Interests of the Business Community.” The reasons for joining the Jurupa Valley Chamber are described on Attachment 2. The District has been organized since 1952 and serves the Rubidoux area of the City of Jurupa Valley as a community partner with the provision of water, sewer, solid waste, fire protection, weed abatement, and street lighting services.

Several other Jurupa Valley area public agencies are members of the Jurupa Valley Chamber – City of Jurupa Valley, Jurupa Area Recreational and Park District, Riverside County Board of Supervisors, Western Municipal Water District, and the Jurupa Unified School District, see Attachment 5. With involvement these entities have direct access to networking opportunities with other agencies, and representatives of local politicians. Also, when there are pressing issues such as rate increases, regulatory pressures, and drought, the Jurupa Valley Chamber meetings and network can be used to raise awareness and support. The Board is suggested to reading the “Top 8 Reasons to Join the Chamber”, Attachment 4.

If the Board of Directors decides to apply for membership in the Jurupa Valley Chamber the level of membership needs to be decided. The range of membership levels goes from “bronze” at \$500 per year to “platinum” at \$2,500 per year. The higher the membership level provides more

exposure of name and logo on chamber banners displayed at events, and on chamber programs. Levels of membership and associated benefits are shown on Attachment 3.

Based on a review of the approved FY 2023 Budget, staff has identified \$75,000 of expenses which will not be incurred – 1) election expense due to both Directors being unopposed, and 2) recruitment for General Manager expense. Some of these funds through a budget amendment could be used to fund District membership in the Jurupa Valley Chamber.

Staff recommends the District consider joining the Jurupa Valley Chamber. This action is consistent with recent hiring of DeGrave Communications to enhance the community's awareness of the District and the services it provides.

Director Murphy moved, and Director Trowbridge seconded the Board of Directors:

- 1. Apply for membership to the Jurupa Valley Chamber as a platinum member and approve a budget amendment for the annual membership up to \$3,000.**

Roll call:

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

Noes – 0

Abstain – 0

Absent – 0

The motion was carried unanimously.

ITEM 14. Directors Comments

Director Trueba adjourned the meeting at 5:19 PM.

5. CONSIDERATION TO:

APPROVE NOVEMBER 4, 2022, SALARIES, EXPENSES AND TRANSFERS

RUBIDOUX COMMUNITY SERVICES DISTRICT
NOVEMBER 3, 2022 (BOARD MEETING)
FUND TRANSFER AUTHORIZATION

| | |
|--|-----------|
| NET PAYROLL 11/11/22 | 77,500.00 |
| WIRE TRANSFER: FEDERAL PAYROLL TAXES 11/14/22 | 30,000.00 |
| WIRE TRANSFER: STATE PAYROLL TAXES 11/14/22 | 6,200.00 |
| WIRE TRANSFER: TO CREDIT UNION | 2,500.00 |
| WIRE TRANSFER: PERS RETIREMENT | 17,850.00 |
| WIRE TRANSFER: PERS HEALTH PREMIUMS | 38,053.00 |
| WIRE TRANSFER: PERS RETIRED HEALTH PREMIUMS AND FEES | 1,520.00 |
| WIRE TRANSFER: SECTION 125 | 127.00 |
| WIRE TRANSFER: SECTION 457 AND 401(A) | 3,807.00 |

CHECKING ACCOUNT TRANSFERS FOR ACCOUNTS PAYABLE:

| | |
|---|---------------|
| 11/4/2022 WATER FUND TO GENERAL FUND-Payables | 108,732.60 |
| WATER FUND TO GENERAL FUND-Trash | 229,436.13 |
| WATER FUND TO SEWER FUND | 152,423.63 |
| SEWER FUND TO GENERAL FUND-Payables | 28,213.56 |

INTERFUND TRANSFERS:

| | |
|--|--------------|
| 11/4/2022 SEWER FUND CHECKING TO LAIF SEWER OP | 124,316.00 |
| SEWER FUND CHECKING TO LAIF SEWER ML | 1,646,684.00 |
| SEWER FUND CHECKING TO GENERAL FUND CHECKING | - |
| SEWER FUND CHECKING TO WATER FUND CHECKING | - |
| GENERAL FUND CHECKING TO LAIF SEWER ML | - |
| 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 | 8,684.00 |
| GENERAL FUND CHECKING TO WATER FUND CHECKING | 11,926.00 |
| LAIF PROPERTY TAX TO GENERAL FUND CHECKING | 635,000.00 |
| LAIF FIRE MITIGATION TO LAIF PROPERTY TAX | 2,620.00 |
| LAIF PROJECT ADMIN BLDG TO LAIF PROPERTY TAX | 391,356.00 |
| WATER FUND CHECKING TO LAIF-COP PAYBACK | 35,000.00 |
| WATER FUND CHECKING TO LAIF-W.R. | 5,000.00 |
| WATER FUND CHECKING TO GENERAL FUND CHECKING | - |
| LAIF WATER ML TO LAIF WATER REPLACEMENT | - |
| WATER FUND CHECKING TO LAIF WATER RESERVE | - |
| WATER FUND CHECKING TO LAIF WATER OP | 293,644.00 |
| WATER FUND CHECKING TO LAIF WATER ML | 2,153,356.00 |
| WATER FUND CHECKING TO WATER FUND BOFA PAYMODE | 1,500.00 |
| WATER FUND CHECKING TO LAIF CALOES | - |
| WATER FUND CHECKING TO SEWER FUND CHECKING | 1,638,000.00 |
| WATER FUND CHECKING TO LAIF PROJECT OPS BLDG | - |

NOTES PAYABLE

| <u>DESCRIPTION</u> | <u>BALANCE</u> | | <u>PAYMENT</u> | <u>DUE DATE</u> |
|--|----------------|-------|----------------|-----------------|
| U.S. Bank Trust (1998 COP's Refunding) | 1,970,000 | Prin. | 625,000 | Dec-22 |
| U.S. Bank Trust (1998 COP's Refunding) | 154,020 | Intr. | 50,235 | Dec-22 |
| 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 |

AP Enter Bills Edit Report

Rubidoux Community Services District (RCSACT)

10/27/2022 1:45:31 PM

Batch: AAAARV

Page 1

| Tr. # | Vendor | Inv Date | Paid Out | Immediate | Credit Card Vendor | Due Date | Discount Date | Invoice # |
|--------------------|--|----------------------|----------|-----------|--------------------|----------------|---------------|----------------|
| PO Number | | Immediate GL Account | | | Check # | | Payment Date | Discount |
| GL Date | | | | | Credit Card | CC Reference # | | Total Invoice |
| 1 | BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓ | | | | | | | CJ20952-0267 ✓ |
| WTR ANALYSES | 10/14/2022 ✓ | N | N | | | 11/13/2022 ✓ | 10/14/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | N | | | | \$30.00 ✓ |
| 2 | BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓ | | | | | | | CJ20953-0267 ✓ |
| WTR ANALYSES | 10/14/2022 ✓ | N | N | | | 11/13/2022 ✓ | 10/14/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | N | | | | \$60.00 ✓ |
| 3 | BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓ | | | | | | | CJ20969-0267 ✓ |
| WTR ANALYSES | 10/14/2022 ✓ | N | N | | | 11/13/2022 ✓ | 10/14/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | N | | | | \$150.00 ✓ |
| 4 | BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓ | | | | | | | CJ21250-0267 ✓ |
| WTR ANALYSES | 10/18/2022 ✓ | N | N | | | 11/17/2022 ✓ | 10/18/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | N | | | | \$134.00 ✓ |
| 5 | BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓ | | | | | | | CJ21253-0267 ✓ |
| WTR ANALYSES | 10/18/2022 ✓ | N | N | | | 11/17/2022 ✓ | 10/18/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | N | | | | \$108.00 ✓ |
| 6 | BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓ | | | | | | | CJ21251-0267 ✓ |
| WTR ANALYSES | 10/18/2022 ✓ | N | N | | | 11/17/2022 ✓ | 10/18/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | N | | | | \$1,172.50 ✓ |
| 7 | BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓ | | | | | | | CJ21252-0267 ✓ |
| WTR ANALYSES | 10/18/2022 ✓ | N | N | | | 11/17/2022 ✓ | 10/18/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | N | | | | \$300.00 ✓ |
| 8 | BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓ | | | | | | | CJ21254-0267 ✓ |
| WTR ANALYSES | 10/18/2022 ✓ | N | N | | | 11/17/2022 ✓ | 10/18/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | N | | | | \$110.00 ✓ |
| 9 | BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓ | | | | | | | CJ21255-0267 ✓ |
| WTR ANALYSES | 10/18/2022 ✓ | N | N | | | 11/17/2022 ✓ | 10/18/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | N | | | | \$75.00 ✓ |
| 10 | BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓ | | | | | | | CJ21047-0267 ✓ |
| WTR ANALYSES | 10/17/2022 ✓ | N | N | | | 11/16/2022 ✓ | 10/17/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | N | | | | \$30.00 ✓ |
| 11 | BENS / BEN'S LOCK & SAFE INC. ✓ | | | | | | | 4803 ✓ |
| R&M OFC | 10/18/2022 ✓ | N | N | | | 11/17/2022 ✓ | 10/18/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | N | | | | \$354.62 ✓ |
| 12 | CA SPECIAL DISTRICTS ASSOC / CA SPECIAL DIST ✓ | | | | | | | 20221001_243 ✓ |
| 2023 MEMBR DUES | 10/01/2022 ✓ | N | N | | | 10/31/2022 ✓ | 10/01/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | N | | | | \$8,835.00 ✓ |
| 13 | CARQUEST AUTO PARTS / CARQUEST AUTO PARTS ✓ | | | | | | | 7456-504668 ✓ |
| R&M TRK | 10/06/2022 ✓ | N | N | | | 11/05/2022 ✓ | 10/06/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | N | | | | \$17.01 ✓ |
| 14 | COUGAR / COUGAR MTN SOFTWARE ✓ | | | | | | | 1557 ✓ |
| LICENSES | 10/18/2022 ✓ | N | N | | | 11/17/2022 ✓ | 10/18/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | N | | | | \$922.03 ✓ |
| 15 | RIVERSIDE CNTY DEPT ENVIRONMENTAL / RIVERSID ✓ | | | | | | | IN0460525 ✓ |
| PERMIT | 10/07/2022 ✓ | N | N | | | 11/06/2022 ✓ | 10/07/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | N | | | | \$1,214.00 ✓ |
| 16 | GENESIS PRINTERS / GENESIS PRINTERS ✓ | | | | | | | 12004 ✓ |
| RED CARDS/POLICIES | 10/18/2022 ✓ | N | N | | | 11/17/2022 ✓ | 10/18/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | N | | | | \$1,339.58 ✓ |

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| PO Number | | Immediate GL Account | | | Check # | | Payment Date | Discount |
| GL Date | | | | | Credit Card | CC Reference # | | Total Invoice |
| 17 | GRAINGER / GRAINGER ✓ | | | | | | | 9477483250 ✓ |
| SUPPLIES | | 10/13/2022 ✓ | N | N | | 11/12/2022 ✓ | 10/13/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$86.40 ✓ |
| 18 | HOUSTON HARRIS / HOUSTON & HARRIS PCS, INC. ✓ | | | | | | | 22-24816 ✓ |
| HYDRO-WSH | | 10/12/2022 ✓ | N | N | | 11/11/2022 ✓ | 10/12/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$8,275.50 ✓ |
| 19 | HOUSTON HARRIS / HOUSTON & HARRIS PCS, INC. ✓ | | | | | | | 22-24830 ✓ |
| HYDRO-WSH | | 10/14/2022 ✓ | N | N | | 11/13/2022 ✓ | 10/14/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$580.00 ✓ |
| 20 | INFOSEND / INFOSEND, INC. ✓ | | | | | | | 221788.A ✓ |
| SEPT BILL PRNT | | 09/30/2022 ✓ | N | N | | 10/30/2022 ✓ | 09/30/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$1,790.81 ✓ |
| 21 | INFOSEND / INFOSEND, INC. ✓ | | | | | | | 221788.B ✓ |
| SEPT PSTG | | 09/30/2022 ✓ | N | N | | 10/30/2022 ✓ | 09/30/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$2,814.44 ✓ |
| 22 | KH METALS / KH METALS & SUPPLY ✓ | | | | | | | 0611566-IN ✓ |
| 6" PIPE | | 08/16/2022 ✓ | N | N | | 09/15/2022 ✓ | 08/16/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$319.46 ✓ |
| 23 | KH METALS / KH METALS & SUPPLY ✓ | | | | | | | 0616815-IN ✓ |
| PART | | 10/11/2022 ✓ | N | N | | 11/10/2022 ✓ | 10/11/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$83.74 ✓ |
| 24 | KH METALS / KH METALS & SUPPLY ✓ | | | | | | | 0617083-IN ✓ |
| SAW BLDE | | 10/13/2022 ✓ | N | N | | 11/12/2022 ✓ | 10/13/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$23.28 ✓ |
| 25 | KH METALS / KH METALS & SUPPLY ✓ | | | | | | | 0617402-IN ✓ |
| FSTNRS | | 10/17/2022 ✓ | N | N | | 11/16/2022 ✓ | 10/17/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$25.02 ✓ |
| 26 | LOCKWOOD, KENNETH / LOCKWOOD, KENNETH ✓ | | | | | | | 20221017 ✓ |
| D1 CERT | | 10/17/2022 ✓ | N | N | | 11/16/2022 ✓ | 10/17/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$160.00 ✓ |
| 27 | MASTER'S / MASTER'S SERVICES (GLACIER) ✓ | | | | | | | 0000000584954 ✓ |
| BTL WTR | | 10/11/2022 ✓ | N | N | | 11/10/2022 ✓ | 10/11/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$63.00 ✓ |
| 28 | MERIT OIL / MERIT OIL COMPANY ✓ | | | | | | | 736369 ✓ |
| GASOLINE | | 10/06/2022 ✓ | N | N | | 10/21/2022 ✓ | 10/06/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$1,482.26 ✓ |
| 29 | MERIT OIL / MERIT OIL COMPANY ✓ | | | | | | | 737743 ✓ |
| GASOLINE | | 10/12/2022 ✓ | N | N | | 10/27/2022 ✓ | 10/12/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$982.80 ✓ |
| 30 | QUINN CAT / QUINN CAT / MACHINERY ✓ | | | | | | | WOG00014626 ✓ |
| R&M GEN | | 10/07/2022 ✓ | N | N | | 11/06/2022 ✓ | 10/07/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$635.54 ✓ |
| 31 | QUINN CAT / QUINN CAT / MACHINERY ✓ | | | | | | | WOG00014627 ✓ |
| R&M GEN | | 10/07/2022 ✓ | N | N | | 11/06/2022 ✓ | 10/07/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$719.30 ✓ |
| 32 | QUINN CAT / QUINN CAT / MACHINERY ✓ | | | | | | | WOG00014628 ✓ |
| R&M GEN | | 10/07/2022 ✓ | N | N | | 11/06/2022 ✓ | 10/07/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$656.59 ✓ |

44,605.25

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|----------------------|--|----------------------|-------------|-----------|--------------------|--------------|---------------|-------------------|
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| GL Date | | | Credit Card | | CC Reference # | | | Total Invoice |
| 33 | RDO EQUIPMENT / RDO EQUIPMENT CO. ✓ | | | | | | | P8890035 ✓ |
| R&M EQUIP | | 10/11/2022 ✓ | N | N | | 11/10/2022 ✓ | 10/11/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$381.33 ✓ |
| 34 | SCE / SCE ✓ | | | | | | | 22N700044576190 ✓ |
| SWR PMP ENRGY | | 10/18/2022 ✓ | N | N | | 11/07/2022 ✓ | 10/18/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$1,246.94 ✓ |
| 35 | SCE / SCE ✓ | | | | | | | 22N700158802582 ✓ |
| WTR PMP ENRGY | | 10/18/2022 ✓ | N | N | | 11/07/2022 ✓ | 10/18/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$21,381.01 ✓ |
| 36 | SCE / SCE ✓ | | | | | | | 22N700136714571 ✓ |
| SWR PMP ENRGY | | 10/19/2022 ✓ | N | N | | 11/08/2022 ✓ | 10/19/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$3,829.12 ✓ |
| 37 | SCE / SCE ✓ | | | | | | | 22N700179651118 ✓ |
| SWR PMP ENRGY | | 10/19/2022 ✓ | N | N | | 11/08/2022 ✓ | 10/19/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$488.77 ✓ |
| 38 | SCE / SCE ✓ | | | | | | | 22N700609292713 ✓ |
| WTR PMP ENRGY | | 10/18/2022 ✓ | N | N | | 11/17/2022 ✓ | 10/18/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$299.84 ✓ |
| 39 | RIVERSIDE COUNTY TREASURER TAX / RIVERSIDE C ✓ | | | | | | | 2022000852732 ✓ |
| PROP TAX | | 10/18/2022 ✓ | N | N | | 11/17/2022 ✓ | 10/18/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$46.12 ✓ |
| 40 | SOCAL TRUCK / SOCAL TRUCKWORKS ✓ | | | | | | | 12228 ✓ |
| R&M TRK | | 10/07/2022 ✓ | N | N | | 11/06/2022 ✓ | 10/07/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$560.26 ✓ |
| 41 | SOCAL TRUCK / SOCAL TRUCKWORKS ✓ | | | | | | | 12229 ✓ |
| R&M TRK | | 10/07/2022 ✓ | N | N | | 11/06/2022 ✓ | 10/07/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$423.77 ✓ |
| 42 | SCAQMD / SCAQMD ✓ | | | | | | | 4069841 ✓ |
| 5245 34TH ST ICE/GEN | | 10/04/2022 ✓ | N | N | | 12/01/2022 ✓ | 10/04/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$468.76 ✓ |
| 43 | SCAQMD / SCAQMD ✓ | | | | | | | 4073524 ✓ |
| 5245 34TH FLT FEE | | 10/04/2022 ✓ | N | N | | 12/01/2022 ✓ | 10/04/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$151.85 ✓ |
| 44 | J THAYER / J THAYER COMPANY, INC ✓ | | | | | | | 1616757-0 ✓ |
| SUPPLIES | | 10/11/2022 ✓ | N | N | | 11/10/2022 ✓ | 10/11/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$16.09 ✓ |
| 45 | J THAYER / J THAYER COMPANY, INC ✓ | | | | | | | 1617927-0 ✓ |
| SUPPLIES | | 10/18/2022 ✓ | N | N | | 11/17/2022 ✓ | 10/18/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$575.31 ✓ |
| 46 | J THAYER / J THAYER COMPANY, INC ✓ | | | | | | | 1618117-0 ✓ |
| SUPPLIES | | 10/19/2022 ✓ | N | N | | 11/18/2022 ✓ | 10/19/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$79.69 ✓ |
| 47 | TRANSLATING / TRANSLATING SVCS INC ✓ | | | | | | | 30406 ✓ |
| PROP 218 | | 10/14/2022 ✓ | N | N | | 11/13/2022 ✓ | 10/14/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$430.65 ✓ |
| 48 | TRUSSELL TECHNOLOGIES / TRUSSELL TECHNOLOG ✓ | | | | | | | 0000008659 ✓ |
| SOP'S | | 10/14/2022 ✓ | N | N | | 11/13/2022 ✓ | 10/14/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$20,850.63 ✓ |

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| PO Number | | Immediate GL Account | | | Check # | | Payment Date | Discount |
| GL Date | | | | | Credit Card | CC Reference # | | Total Invoice |
| 49 | UPS / UNITED PARCEL SERVICE ✓ | 10/15/2022 ✓ | N | N | | 11/14/2022 ✓ | 10/15/2022 | 0000F908W2422 ✓ |
| PSTG | | | | | | | | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$1.74 ✓ |
| 50 | YO FIRE / YO FIRE ✓ | 10/11/2022 ✓ | N | N | | 11/10/2022 ✓ | 10/11/2022 | 2019235 ✓ |
| PARTS | | | | | | | | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$279.30 ✓ |
| 51 | AIRESPRING / AIRESPRING ✓ | 10/16/2022 ✓ | N | N | | 11/09/2022 ✓ | 10/16/2022 | 166007166 ✓ |
| PHN CHGS | | | | | | | | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$489.01 ✓ |
| 52 | BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓ | 10/20/2022 ✓ | N | N | | 11/19/2022 ✓ | 10/20/2022 | CJ21475-0267 ✓ |
| WTR ANALYSES | | | | | | | | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$191.58 ✓ |
| 53 | BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓ | 10/20/2022 ✓ | N | N | | 11/19/2022 ✓ | 10/20/2022 | CJ21476-0267 ✓ |
| LAB FEES | | | | | | | | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$116.86 ✓ |
| 54 | BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓ | 10/20/2022 ✓ | N | N | | 11/19/2022 ✓ | 10/20/2022 | CJ21477-0267 ✓ |
| WTR ANALYSES | | | | | | | | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$300.00 ✓ |
| 55 | BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓ | 10/20/2022 ✓ | N | N | | 11/19/2022 ✓ | 10/20/2022 | CJ21478-0267 ✓ |
| WTR ANALYSES | | | | | | | | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$225.00 ✓ |
| 56 | BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓ | 10/20/2022 ✓ | N | N | | 11/19/2022 ✓ | 10/20/2022 | CJ21479-0267 ✓ |
| WATER ANALYSES | | | | | | | | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$129.00 ✓ |
| 57 | BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓ | 10/20/2022 ✓ | N | N | | 11/19/2022 ✓ | 10/20/2022 | CJ21480-0267 ✓ |
| WATER ANALYSES | | | | | | | | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$36.00 ✓ |
| 58 | BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓ | 10/21/2022 ✓ | N | N | | 11/20/2022 ✓ | 10/21/2022 | CJ21527-0267 ✓ |
| WTR ANALYSES | | | | | | | | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$30.00 ✓ |
| 59 | BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓ | 10/21/2022 ✓ | N | N | | 11/20/2022 ✓ | 10/21/2022 | CJ21528-0267 ✓ |
| WTR ANALYSES | | | | | | | | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$30.00 ✓ |
| 60 | BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓ | 10/25/2022 ✓ | N | N | | 11/24/2022 ✓ | 10/25/2022 | CJ21798-0267 ✓ |
| WTR ANALYSES | | | | | | | | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$75.00 ✓ |
| 61 | BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓ | 10/25/2022 ✓ | N | N | | 11/24/2022 ✓ | 10/25/2022 | CJ21800-0267 ✓ |
| WTR ANALYSES | | | | | | | | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$75.00 ✓ |
| 62 | BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓ | 10/25/2022 ✓ | N | N | | 11/24/2022 ✓ | 10/25/2022 | CJ21804-0267 ✓ |
| WTR ANALYSES | | | | | | | | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$43.00 ✓ |
| 63 | BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓ | 10/25/2022 ✓ | N | N | | 11/24/2022 ✓ | 10/25/2022 | CJ21809-0267 ✓ |
| WTR ANALYSES | | | | | | | | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$36.00 ✓ |
| 64 | BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓ | 10/25/2022 ✓ | N | N | | 11/24/2022 ✓ | 10/25/2022 | CJ21817-0267 ✓ |
| WTR ANALYSES | | | | | | | | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$55.00 ✓ |

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| GL Date | | | | | Credit Card | CC Reference # | | Total Invoice |
| 65 | BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN | 10/21/2022 | N | N | | | | CJ21529-0267 |
| WTR ANALYSES | | | | | | 11/20/2022 | 10/21/2022 | \$0.00 |
| 11/03/2022 | | | | N | | | | \$150.00 |
| 66 | BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN | 10/25/2022 | N | N | | | | CJ21822-0267 |
| WTR ANALYSES | | | | | | 11/24/2022 | 10/25/2022 | \$0.00 |
| 11/03/2022 | | | | N | | | | \$75.00 |
| 67 | BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN | 10/25/2022 | N | N | | | | CJ21825-0267 |
| WTR ANALYSES | | | | | | 11/24/2022 | 10/25/2022 | \$0.00 |
| 11/03/2022 | | | | N | | | | \$1,800.00 |
| 68 | BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN | 10/25/2022 | N | N | | | | CJ21827-0267 |
| WTR ANALYSES | | | | | | 11/24/2022 | 10/25/2022 | \$0.00 |
| 11/03/2022 | | | | N | | | | \$2,150.00 |
| 69 | CHASE CARD SERVICES / CHASE CARD SERVICES | 10/17/2022 | N | N | | | | 22N77049795.A |
| FLAGS | | | | | | 11/11/2022 | 10/17/2022 | \$0.00 |
| 11/03/2022 | | | | N | | | | \$145.18 |
| 70 | CHASE CARD SERVICES / CHASE CARD SERVICES | 10/17/2022 | N | N | | | | 22N77049795.B |
| FOOD/MEETING | | | | | | 11/11/2022 | 10/17/2022 | \$0.00 |
| 11/03/2022 | | | | N | | | | \$287.41 |
| 71 | CHASE CARD SERVICES / CHASE CARD SERVICES | 10/17/2022 | N | N | | | | 22N77049795.C |
| SUBSCRIPTION | | | | | | 11/11/2022 | 10/17/2022 | \$0.00 |
| 11/03/2022 | | | | N | | | | \$82.50 |
| 72 | CHASE CARD SERVICES / CHASE CARD SERVICES | 10/17/2022 | N | N | | | | 22N77049795.D |
| SUPPLIES | | | | | | 11/11/2022 | 10/17/2022 | \$0.00 |
| 11/03/2022 | | | | N | | | | \$735.78 |
| 73 | CHASE CARD SERVICES / CHASE CARD SERVICES | 10/17/2022 | N | N | | | | 22N77049795.E |
| GASOLINE | | | | | | 11/17/2022 | 10/17/2022 | \$0.00 |
| 11/03/2022 | | | | N | | | | \$192.29 |
| 74 | CHASE CARD SERVICES / CHASE CARD SERVICES | 10/17/2022 | N | N | | | | 22N77049795.F |
| ENG LIC | | | | | | 11/11/2022 | 10/17/2022 | \$0.00 |
| 11/03/2022 | | | | N | | | | \$360.00 |
| 75 | CHASE CARD SERVICES / CHASE CARD SERVICES | 10/17/2022 | N | N | | | | 22N77049795.G |
| DOOR REPAIR | | | | | | 11/11/2022 | 10/17/2022 | \$0.00 |
| 11/03/2022 | | | | N | | | | \$1,429.14 |
| 76 | CHASE CARD SERVICES / CHASE CARD SERVICES | 10/17/2022 | N | N | | | | 22N77049795.H |
| VNV SFTWR | | | | | | 11/11/2022 | 10/17/2022 | \$0.00 |
| 11/03/2022 | | | | N | | | | \$115.66 |
| 77 | CHASE CARD SERVICES / CHASE CARD SERVICES | 10/17/2022 | N | N | | | | 22N77049795.I |
| DOOR REPAIR | | | | | | 11/11/2022 | 10/17/2022 | \$0.00 |
| 11/03/2022 | | | | N | | | | \$2,858.28 |
| 78 | BPS B'S POOL SUPPLIES / B.P.S. B's POOL SUPPLIES | 10/21/2022 | N | N | | | | 118415 |
| SODIUM HYPO | | | | | | 11/20/2022 | 10/21/2022 | \$0.00 |
| 11/03/2022 | | | | N | | | | \$2,233.21 |
| 79 | DURNEY DON / DURNEY, DON | 10/24/2022 | N | N | | | | 20221024 |
| GRDNG/WD ABATE | | | | | | 11/23/2022 | 10/24/2022 | \$0.00 |
| 11/03/2022 | | | | N | | | | \$2,532.50 |
| 80 | EVERSOFT / EVERSOFT | 11/01/2022 | N | N | | | | 11337 |
| SFT RNTL | | | | | | 12/01/2022 | 11/01/2022 | \$0.00 |
| 11/03/2022 | | | | N | | | | \$807.44 |

46,206.24

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| PO Number | | Immediate GL Account | | | Check # | | Payment Date | Discount |
| GL Date | | | | | Credit Card | CC Reference # | | Total Invoice |
| 81 | FERGUSON / FERGUSON ENTERPRISE INC #1350 ✓ | 10/14/2022 ✓ | N | N | | | 11/13/2022 ✓ 10/14/2022 | 0811639-01 ✓ |
| TOOLS | | | | | | | | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$203.97 ✓ |
| 82 | GRAINGER / GRAINGER ✓ | 10/24/2022 ✓ | N | N | | | 11/23/2022 ✓ 10/24/2022 | 9489109828 ✓ |
| GLOVES | | | | | | | | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$33.80 ✓ |
| 83 | GRAINGER / GRAINGER ✓ | 10/24/2022 ✓ | N | N | | | 11/23/2022 ✓ 10/24/2022 | 9489109836 ✓ |
| TOOL | | | | | | | | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$16.17 ✓ |
| 84 | ICW / ICW INSURANCE CO OF THE WEST ✓ | 10/17/2022 ✓ | N | N | | | 11/16/2022 ✓ 10/17/2022 | 100000549908 ✓ |
| WRKS COMP INS | | | | | | | | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$471.89 |
| 85 | INFOSEND / INFOSEND, INC ✓ | 09/13/2022 ✓ | N | N | | | 10/13/2022 ✓ 09/13/2022 | 220558 ✓ |
| SYS OPII RECRUIT | | | | | | | | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$918.46 ✓ |
| 86 | JADTEC SECURITY / JADTEC SECURITY SVCS, INC. ✓ | 11/01/2022 ✓ | N | N | | | 11/11/2022 ✓ 11/01/2022 | 2348453 ✓ |
| MONITORING | | | | | | | | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$53.85 ✓ |
| 87 | LAWNMOWER CENTER / LAWNMOWER CENTER ✓ | 10/24/2022 ✓ | N | N | | | 11/23/2022 ✓ 10/24/2022 | 19939 ✓ |
| R&M EQUIP | | | | | | | | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$165.64 ✓ |
| 88 | MERIT OIL / MERIT OIL COMPANY ✓ | 10/19/2022 ✓ | N | N | | | 11/03/2022 ✓ 10/19/2022 | 739035 ✓ |
| GASOLINE | | | | | | | | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$1,345.28 ✓ |
| 89 | QUINN CAT / QUINN CAT / MACHINERY ✓ | 10/14/2022 ✓ | N | N | | | 11/13/2022 ✓ 10/14/2022 | WOG00014665 ✓ |
| R&M GEN | | | | | | | | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$708.79 ✓ |
| 90 | QUINN CAT / QUINN CAT / MACHINERY ✓ | 10/14/2022 ✓ | N | N | | | 11/13/2022 ✓ 10/14/2022 | WOG00014666 ✓ |
| R&M GEN | | | | | | | | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$741.96 ✓ |
| 91 | QUINN CAT / QUINN CAT / MACHINERY ✓ | 10/14/2022 ✓ | N | N | | | 11/13/2022 ✓ 10/14/2022 | WOG00014667 ✓ |
| R&M GEN | | | | | | | | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$1,647.55 ✓ |
| 92 | QUINN CAT / QUINN CAT / MACHINERY ✓ | 10/14/2022 ✓ | N | N | | | 11/13/2022 ✓ 10/14/2022 | WOG00014668 ✓ |
| R&M GEN | | | | | | | | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$597.94 ✓ |
| 93 | QUINN CAT / QUINN CAT / MACHINERY ✓ | 10/14/2022 ✓ | N | N | | | 11/13/2022 ✓ 10/14/2022 | WOG00014670 ✓ |
| R&M GEN | | | | | | | | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$1,219.46 ✓ |
| 94 | QUINN CAT / QUINN CAT / MACHINERY ✓ | 10/14/2022 ✓ | N | N | | | 11/13/2022 ✓ 10/14/2022 | WOG00014671 ✓ |
| R&M GEN | | | | | | | | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$1,944.12 ✓ |
| 95 | WEBB ALBERT A ASSOC / WEBB, ALBERT A. ASSOCI ✓ | 07/01/2022 ✓ | N | N | | | 08/01/2022 ✓ 07/01/2022 | 221311 ✓ |
| GRNT SUPPORT | | | | | | | | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$894.75 ✓ |
| 96 | YO FIRE / YO FIRE ✓ | 10/20/2022 ✓ | N | N | | | 11/19/2022 ✓ 10/20/2022 | 2019446 ✓ |
| PARTS | | | | | | | | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$1,020.39 ✓ |

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| PO Number | | | | | Check # | | | Discount |
| GL Date | Immediate GL Account | | | | Credit Card | CC Reference # | Payment Date | Total Invoice |
| 97 | ZELDAS / GRISELDA RODRIGUEZ ✓ | | | | | | | INVOICE11212 ✓ |
| POLO SHIRTS OFC STAF | 10/25/2022 ✓ | N | N | | | 11/24/2022 ✓ | 10/25/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$663.46 ✓ |
| 98 | ESRI / ESRI ✓ | | | | | | | 94346074 ✓ |
| GPS MAINT FEE | 10/15/2022 ✓ | N | N | | | 11/14/2022 ✓ | 10/15/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$13,000.00 ✓ |
| 99 | KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓ | | | | | | | 47429 ✓ |
| WTR CONSTL | 10/24/2022 ✓ | N | N | | | 11/23/2022 ✓ | 10/24/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$3,913.25 ✓ |
| 100 | KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓ | | | | | | | 47430 ✓ |
| WSTE WTR CNSLT | 10/24/2022 ✓ | N | N | | | 11/23/2022 ✓ | 10/24/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$348.25 ✓ |
| 101 | KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓ | | | | | | | 47431 ✓ |
| PRETRTMNT | 10/24/2022 ✓ | N | N | | | 11/23/2022 ✓ | 10/24/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$5,684.20 ✓ |
| 102 | KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓ | | | | | | | 47432 ✓ |
| PRTTRMT REV | 10/24/2022 ✓ | N | N | | | 11/23/2022 ✓ | 10/24/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$1,476.25 ✓ |
| 103 | KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓ | | | | | | | 47433 ✓ |
| AGUA/COMM PK37528 | 10/24/2022 ✓ | N | N | | | 11/23/2022 ✓ | 10/24/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$2,811.90 ✓ |
| 104 | KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓ | | | | | | | 47434 ✓ |
| AGUA/COMM PARK 37528 | 10/24/2022 ✓ | N | N | | | 11/23/2022 ✓ | 10/24/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$34,871.52 ✓ |
| 105 | KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓ | | | | | | | 47435 ✓ |
| AVLN/ WTR SWR 36649 | 10/24/2022 ✓ | N | N | | | 11/23/2022 ✓ | 10/24/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$6,725.56 ✓ |
| 106 | KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓ | | | | | | | 47436 ✓ |
| CATERPILLAR CT 22503 | 10/24/2022 ✓ | N | N | | | 11/23/2022 ✓ | 10/24/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$1,712.00 ✓ |
| 107 | KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓ | | | | | | | 47437 ✓ |
| EMRLD RDGE 37640 | 10/24/2022 ✓ | N | N | | | 11/23/2022 ✓ | 10/24/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$798.00 ✓ |
| 108 | KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓ | | | | | | | 47438 ✓ |
| EMRLD RDGE -ONSITE | 10/24/2022 ✓ | N | N | | | 11/23/2022 ✓ | 10/24/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$4,598.50 ✓ |
| 109 | KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓ | | | | | | | 47439 ✓ |
| EMRLD RIDGE-OFFSITE | 10/24/2022 ✓ | N | N | | | 11/23/2022 ✓ | 10/24/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$372.00 ✓ |
| 110 | KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓ | | | | | | | 47440 ✓ |
| TR 32721 | 10/24/2022 ✓ | N | N | | | 11/23/2022 ✓ | 10/24/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$700.25 ✓ |
| 111 | KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓ | | | | | | | 47441 ✓ |
| HALL IND PK | 10/24/2022 ✓ | N | N | | | 11/23/2022 ✓ | 10/24/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$858.00 ✓ |
| 112 | KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓ | | | | | | | 47442 ✓ |
| WTR CNSLT | 10/24/2022 ✓ | N | N | | | 11/23/2022 ✓ | 10/24/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | | N | | | \$5,323.25 ✓ |

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| GL Date | Immediate GL Account | | | | Credit Card | CC Reference # | Payment Date | Total Invoice |
| 113 | MASTER'S / MASTER'S SERVICES (GLACIER) ✓ | | | | | | | 592587 ✓ |
| BTL WATER | 10/25/2022 ✓ | N | N | | | 11/24/2022 ✓ | 10/25/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | N | | | | \$70.50 ✓ |
| 114 | RAMS / ROGERS, ANDERSON, MALODY & SCOTT, LL ✓ | | | | | | | 71465 ✓ |
| PROGRESS BILL 21-22 | 09/30/2022 ✓ | N | N | | | 10/30/2022 ✓ | 09/30/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | N | | | | \$5,200.00 ✓ |
| 115 | T & B / T & B ENGINEERING, INC ✓ | | | | | | | 4082 ✓ |
| FENCE CNSLT | 10/25/2022 ✓ | N | N | | | 11/24/2022 ✓ | 10/25/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | N | | | | \$2,620.00 ✓ |
| 116 | TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓ | | | | | | | 1012-102622A ✓ |
| COMM TRSH | 10/26/2022 ✓ | N | N | | | 11/25/2022 ✓ | 10/26/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | N | | | | \$65,460.96 ✓ |
| 117 | TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓ | | | | | | | 1012-102622B ✓ |
| RES. TRSH | 10/26/2022 ✓ | N | N | | | 11/25/2022 ✓ | 10/26/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | N | | | | \$163,975.17 ✓ |
| 118 | TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓ | | | | | | | 1012-102622C ✓ |
| RCSD SHR COMM | 10/26/2022 ✓ | N | N | | | 11/25/2022 ✓ | 10/26/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | N | | | | (\$8,509.92) ✓ |
| 119 | TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓ | | | | | | | 1012-102622D ✓ |
| RCSD SHR RES | 10/26/2022 ✓ | N | N | | | 11/25/2022 ✓ | 10/26/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | N | | | | (\$4,810.05) ✓ |
| 120 | TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓ | | | | | | | 1012-102622E ✓ |
| BILLING FEE | 10/26/2022 ✓ | N | N | | | 11/25/2022 ✓ | 10/26/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | N | | | | (\$3,000.00) ✓ |
| 121 | WEBB ALBERT A ASSOC / WEBB, ALBERT A. ASSOCI ✓ | | | | | | | 20220701 ✓ |
| WVMP/WSCP ADUTSNG | 07/01/2022 ✓ | N | N | | | 07/31/2022 ✓ | 07/01/2022 | \$0.00 |
| 11/03/2022 ✓ | | | | N | | | | \$10,930.00 ✓ |

Grand Totals

Total Direct Expense: \$446,943.94
Total Direct Expense Adj: (\$16,319.97) ②
Total Non-Electronic Transactions: \$430,623.97 ②

Report Summary

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

① 416,319.97

② 4430,623.97

16,319.97 Tri-Co

430,893.97

0.00

270.00

PR
10/27/22

270.00 Union

0.00

ms

10/31/22

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

RUBIDOUX COMMUNITY SERVICES DISTRICT

MEMORANDUM

October 31, 2022

To: RCSD Board of Directors

From: Jeff Sims

Subject: **Notification and Response Limits Established by DDW for PFHxS**

The State of California Water Resources Control Board Division of Drinking Water ("DDW") has established Notification and Response Limits for a fourth PFAS contaminate - Perfluorohexane Sulfonic Acid ("PFHxS"). The Notification Limit ("NL") has been established at 3 ng/l, and the Response Limit ("RL") has been established at 20 ng/l.

As a reminder if a contaminant exceeds the:

Notification Limit – the water supply can be used for potable use, but the agency's board must be notified in a public meeting of the NL exceedance and the level published in the agency's annual consumer confidence report. DDW also recommends the agency's customers be advised.

Response Limit – if the RL is met or exceeded the water is removed as a potable water supply in the public system and the customers are to be notified within 30 days. All NL notifications are also required.

The District's consultant Trussell Technologies has reviewed the amount of PFHxS at each District well prior to treatment which is shown below:

| Well | PFHxS Conc. (ng/l) | Above NL (3 ng/l) | Above RL (20 ng/l) |
|------|-----------------------|----------------------|-----------------------|
| 1a | 11 | yes | no |
| 2 | 100 | yes | yes |
| 4 | 15 | yes | no |
| 6 | 11 | yes | no |
| 8 | 13 | yes | no |
| 18 | 12 | yes | no |

Fortunately, GAC and IX treatment installed for removal of PFOA and PFOS on all District wells used for potable supply will remove PFHxS. Potable water in the system is non-detect for PFHxS.

PFHxS has been tracked with sampling of the wells over the past year and Trussell Technologies indicates PFHxS breaks through sooner than PFOA and PFOS. This means the

District should anticipate change outs of Well 2 GAC more frequently to maintain non-detect levels for PFHxS and avoid having to take any notification actions required by DDW. This will be considered with budget setting activities for FY 2024 Budget starting in February 2023. GAC changeouts for Well 2 is approximately \$90,000 per event, with changeouts budgeted every 9 months. Using this interval, the current FY 2023 included approximately \$120,000 for Well 2 GAC changeouts. For FY 2024 Budget, this number should be increased based on actual breakthrough data established for PFHxS in Well 2.

Attached is the formal DDW Notification Level Issuance.

If you have questions, please contact me.



NOTIFICATION LEVEL ISSUANCE

| | |
|-------------------------------------|--|
| Contaminant(s): | Perfluorohexane Sulfonic Acid (PFHxS) |
| Proposed Notification Level: | 3 nanograms per liter (ng/L) |
| Proposed Response Level: | 20 nanograms per liter (ng/L) |
| Analytical Method: | EPA Methods 537.1 and 533 |
| Toxicological Endpoint: | Decreased total thyroid hormone in male rats |

FINDINGS:

1. Health and Safety Code section 116455 authorizes the State Water Resources Control Board (State Water Board) to issue notification and response levels for contaminants in drinking water delivered for human consumption before a maximum contaminant level (MCL) has been adopted. Pursuant to subdivision (k)(2) of section 116271 of the Health and Safety Code, the Deputy Director of the Division of Drinking Water (DDW) is delegated the State Water Board's authority to issue notification and response levels.
2. Notification levels are nonregulatory, health-based advisory levels for contaminants that are established as precautionary measures.
3. Response levels are established in conjunction with notification levels and represent the concentration of a drinking water contaminant at which additional steps, beyond notification, are recommended to reduce public exposure. For contaminants with non-cancer health risks, a response level up to 10 times the toxicological endpoint is consistent with an acceptable margin of safety.
4. Information on notification and response levels is available at https://www.waterboards.ca.gov/drinking_water/certlic/drinkingwater/NotificationLevels.html.
5. PFHxS is a member of a large class of chemicals known as per- and polyfluoroalkyl substances (PFAS). PFHxS is a six-carbon fluorocarbon with a functional group that acts as an anionic surfactant that can be used in numerous commercial products to offer water- and stain-repellent properties and in fire-fighting foams. It does not occur naturally, and its presence in the environment is due to anthropogenic activity. Due to its saturation with highly stable carbon-fluorine bonds, the PFHxS molecule is resistant to degradation. As a result, this compound persists in the environment and in biological organisms. PFHxS adversely affects the growth and development in fetuses, infants, and young children.



NOTIFICATION LEVEL ISSUANCE

6. The establishment of notification and response levels does not require public water systems to monitor for the contaminant, except when water systems are subject to recycled water regulations at Title 22, California Code of Regulations, division 4, chapter 3. Some water systems, however, will sample for constituents in addition to those contaminants for which there are maximum contaminant levels, and if those monitoring results indicate that a notification level or response level has been exceeded, the water system must comply with Health and Safety Code section 116455.
7. Health and Safety Code section 116378 requires community and nontransient noncommunity water systems, when ordered to monitor for any PFAS with a notification level, to
 - A. Report detected results in the water system's annual consumer confidence report,
 - B. Notify the water system's governing body if a notification level is exceeded, and
 - C. Either remove a water source from use or provide public notification within 30 days if a response level is exceeded.
8. In addition to the requirements for notification in sections 116378 and 116455 requirements, DDW recommends that a public water system inform its customers and consumers about the exceedance of notification levels and response levels, as well as associated health concerns.
9. In February 2020, DDW requested that the Office of Health Hazard and Assessment (OEHHA) prepare a recommendation for a notification level for PFHxS.
10. On March 17, 2022, OEHHA provided a memorandum and technical document entitled *Perfluorohexane Sulfonic Acid in Drinking Water*. The recommended notification level of 2 ng/L or parts per trillion (ppt) represents the concentration of PFHxS in drinking water that would not pose any significant health risk.
11. In accordance with Health and Safety Code section 116456, DDW posted the proposed PFHxS notification and response levels on its website, along with links to peer-reviewed studies relied upon and OEHHA's recommendation. DDW provided notice of the proposed notification and response levels, with supporting documentation, via email on July 7, 2022. Documents related to development of the notification and response levels are available at https://www.waterboards.ca.gov/drinking_water/certlic/drinkingwater/NotificationLevels.html.
12. On July 7, 2022, DDW provided public notice of proposed notification and response levels for PFHxS of 2 ng/L and 20 ng/L, respectively.
13. On August 17, 2022, DDW presented an informational item on the proposed notification and response levels during the regularly noticed meeting of the State Water Board.



NOTIFICATION LEVEL ISSUANCE

14. According to the 2022-2026 Unregulated Contaminant Monitoring Rule (UCMR 5), U.S. EPA Method 533 will be used to analyze for PFHxS in drinking water samples and has a minimum reporting level of 3 ng/L.
15. Based on laboratory capacity, the Deputy Director finds that a notification level of 3 ng/L is more appropriate for statewide sampling needs.
16. For the purposes of U.S. EPA Method 533, field duplicates are separate samples collected at the same time and sampling location, shipped and stored under identical conditions, to support potential repeat analyses (if the original field sample is lost or if there are quality control failures associated with the analysis of the original field sample).
17. Because PFHxS adversely affects fetal and infant development, DDW recommends that:
 - A. The laboratory notify the public water system within 48 hours of obtaining a result that exceeds the notification and/or response level, and
 - B. A field duplicate be collected for potential sample confirmation.
18. PFHxS detections will be evaluated for notification and response level exceedance using one of the following:
 - A. Through confirmation of a positive detection by analysis of a field duplicate collected with the initial sample, or
 - B. Using the single initial positive sample result, if the water system chooses not to analyze a field duplicate for confirmation.
19. If the average of the initial and field duplicate PFHxS sample results, or the initial positive sample result if the water system chooses not to analyze a field duplicate for confirmation, exceeds the notification or response level, the water system must conduct the public notification and actions specified in Health and Safety Code section 116455 and, if ordered to monitor pursuant to section 116378, in section 116378. If the average or initial sample result does not exceed the notification or response level, the water system should inform the State Water Board of the results.

Therefore, the Deputy Director of DDW establishes a notification level of 3 ng/L and response level of 20 ng/L for PFHxS.

Approved:

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



Digitally signed by Darrin
Polhemus

Date: 2022.10.31 08:34:15 -07'00'

Darrin Polhemus, P.E.
Deputy Director, Division of Drinking Water
State Water Resources Control Board

Date

8. MANAGER'S REPORT (Second Meeting each Month)

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

9. CONSIDER EXPENDITURE OF FUNDS FOR THE PURCHASE OF
PROPERTY FROM THE COUNTRY OF RIVERSIDE-5473 MISSION

BLVD:

DM 2022-99

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



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

DIRECTORS MEMORANDUM 2022-99

November 3, 2022

To: Rubidoux Community Services District
Board of Directors

Subject: Consider Expenditure Of Funds For The Purchase Of Property From The County Of Riverside –
5473 Mission Blvd.

BACKGROUND:

Rubidoux Community Services District ("District") has been working with the County of Riverside ("County") on the purchase of property owned by the County with a street address of 5473 Mission Blvd., Jurupa Valley, CA 92509 ("Property"). The County in the early 2000's acquired several parcels of property along Mission Blvd. and then built an approximate 3,800 sf office building which was used as the Rubidoux Family Resource Center until June 30, 2021. Soon thereafter the County decided to surplus the Property.

The County had the Property appraised and the appraisal indicated the fair market value range of the Property from \$390,000 to \$440,000. Through a Purchase and Sales Agreement ("PSA") between the District and the County, the purchase price was agreed to be \$390,000. The District on August 4, 2022 in Closed Session approved the PSA. The PSA effective date became August 18, 2022 after signature by the County.

Per the fully executed PSA the close of escrow for the Property is November 10, 2022. Lawyers Title has provided a 'Buyers Settlement Statement' showing the funds to be submitted to escrow by the District is a total of \$391,356.

Over the past year the District has actively done due diligence on the Property and has initiated preparation of plans for the complete remodel of the Property for use as the District's new Administrative Facility. In addition, the District secured financing for the remodel of the Property, and the proceeds of this financing are held in a designated District account. To move forward with the purchase of the Property, staff recommends

the Board consider authorizing the use of \$391,356 from LAIF Project Admin Building cash fund, which currently has a balance of \$1.495 million.

RECOMMENDATION:

The General Manager recommends the Board of Directors consider approval of authorizing:

1. Staff to use of \$391,356 from LAIF Project Admin Building cash fund to place in escrow pursuant to the attached escrow instructions for the purchase of the Property.
2. Submit via wire transfer the \$391,356 to Lawyers Title on or before November 8, 2022.

Respectfully,



JEFFREY D. SIMS, P. E.
General Manager

Attach:

1. Buyers Settlement Statement
2. Escrow Instructions

| | | |
|--|--|--|
|  Lawyers Title <small>TM</small> | Lawyers Title Company 625 E. Carnegie Drive, Suite 105 San Bernardino CA 92408 Phone: (909) 963-5588 Fax: (909) 963-5589 Escrow Officer: Debbie Strickland Escrow Officer Email: DStrickland@ltic.com |  SBL25128-DS |
|--|--|--|

Buyer's / Borrower's Settlement Statement - Estimated

Property: Vacant Land (179-202-030, 179-212-005, 179-212-006, 179-221-014 & 179-221-015) , Jurupa Valley, CA

Closed Date:

Est. Closing Date: 10/28/2022

Loan Number:

Escrow Number: SBL25128-DS

Buyer: Rubidoux Community Services District

| | <u>Debits</u> | <u>Credits</u> |
|--|----------------------------|----------------------------|
| Purchase Price | | |
| Purchase Price | \$390,000.00 | |
| Escrow Fees | | |
| Escrow Fees to Lawyers Title Co | \$1,130.00 | |
| Recording Fees / Transfer Taxes | | |
| Record Deed | \$60.00 | |
| Recording Service Fee to Simplifile | \$16.00 | |
| Additional Services | | |
| Additional Deposit for Final Calculations at Close | \$150.00 | |
| Balance Due From Buyer/Borrower | | \$391,356.00 |
| Totals: | <u>\$391,356.00</u> | <u>\$391,356.00</u> |

This is an estimated closing statement and is subject to changes, corrections or additions at the time of final closing.

Signed on this _____ day of _____, _____.

Rubidoux Community Services District, a
public agency organized and existing under
and by virtue of the Community Services District Law

By: _____
Jeff Sims, General Manager



Escrow Division
625 E. Carnegie Drive, Suite 105
San Bernardino, CA 92408
Phone: (951) 248-0660 Fax: (866) 640-0197
Escrow Officer: Debbie Strickland
Escrow Officer's e-mail: DStrickland@ltic.com

**THE ESCROW HOLDER IS LAWYERS TITLE COMPANY WHICH IS LICENSED BY THE CALIFORNIA
DEPARTMENT OF INSURANCE.**

ACCEPTANCE ESCROW INSTRUCTIONS

THIS DOCUMENT WILL AFFECT YOUR LEGAL RIGHTS - READ IT CAREFULLY!

Debbie Strickland
Escrow Officer

Escrow No. SBL25128

Date: September 19, 2022

Lawyers Title Company is in receipt of that certain Agreement of Purchase and Sale and Joint Escrow Instructions, (hereinafter referred to as Agreement), with effective date of August 18, 2022, by and between **The County of Riverside, a political subdivision of the State of California** (hereinafter referred as seller(s)), and **Rubidoux Community Services District, a public agency organized and existing under and by virtue of the Community Services District Law**, (hereinafter referred to as buyer(s)), and hereby agrees to:

- A. Accept the hereinabove referenced Agreement under our escrow no **SBL25128** and be escrow holder under said instructions; and
- B. Be bound by said instructions in the performance of its duties as escrow holder; provided, however, the undersigned shall have no obligations, liability or responsibility under any amendment to said instructions unless and until the same be accepted by the undersigned in writing; and
- C. **THIS ACCEPTANCE OF ANY AGENCY AS ESCROW HOLDER IS FURTHER CONDITIONED ON THE FOLLOWING:**
 1. Escrow holder's General Provisions are incorporated herein by this reference;
 2. Escrow holder reserves the right to require mutual instructions in the event this escrow is terminated, and upon any such termination title and/or escrow charges for services rendered may be due;
 3. Escrow holder reserves the right to require mutual disbursement instructions in the event such disbursement is to be made pursuant to termination of escrow or liquidated damage provision contained in said Agreement;
 4. Escrow holder reserves the right to require the parties to deliver written approval, satisfaction or waiver of all conditions precedent to (A) any release of funds and/or (B) close of this escrow;
 5. Any provision for release (payment) of funds prior to the close of escrow is made with knowledge of the condition(s) of escrow and title to the property that is the subject of this escrow. The escrow holder shall have no responsibility or liability in connection therewith except compliance with any such release (payment) instructions and any payment so made is without recourse upon **Lawyers Title Company**.

6. All parties understand that **Lawyers Title Company** may not be able to provide underwriting approval with regard to issuance of policy(ies) of title insurance requested within a reasonable period of time to review all requirements and documentation supporting same, **MINIMUM OF THREE (3) BUSINESS DAYS**. Copies of draft documentation will be accepted to commence underwriting approval process;

D. All parties hereto acknowledge that the seller is a public entity and exempt from payment of any real property taxes. There will be no proration of taxes through escrow. Buyer will be responsible for payment of any real property taxes due after the close of escrow. Any adjustments and/or prorated amounts will be calculated and billed to the Buyer from the County of Riverside Tax Assessors Office and Escrow Holder shall have no liability and/or responsibility in connections therein

We appreciate this opportunity to serve you. Please notify us immediately in the event there are changes in terms, documentation or time periods set forth.

Sincerely,

Debbie Strickland
Debbie Strickland
Escrow Officer

Notifications made as required on page(s) 2 of said Agreement.

THE DUTIES AND RESPONSIBILITIES OF THE ESCROW HOLDER HEREUNDER COMMENCE ONLY UPON RECEIPT OF COPIES OF THIS LETTER SIGNED BY ALL PARTIES. The undersigned do(es) hereby acknowledge receipt, and agreement with the conditions of acceptance of the escrow agency as set forth above.

BUYERS

Rubidoux Community Services District, a
public agency organized and existing under
and by virtue of the Community Services District Law

SELLERS

County of Riverside,
a political subdivision of the State of California

By: _____
Jeff Sims, General Manager

By: _____
Authorized Signor

LAWYERS TITLE COMPANY GENERAL PROVISIONS

Please read this important information

(Revised August, 2022)

1. DEPOSIT OF FUNDS

The law dealing with the disbursement of funds requires that all funds be available for withdrawal as a matter of right by the title entity's escrow and/or sub escrow account prior to disbursement of any funds. Only cash or wire-transferred funds can be given immediate availability upon deposit. Cashier's checks, teller's checks and Certified checks may be available one business day after deposit. All other funds such as personal, corporate or partnership checks and drafts are subject to mandatory holding periods which may cause material delays in disbursement of funds in this escrow. In order to avoid delays, all fundings should be wire transfer. Outgoing wire transfers will not be authorized until confirmation of the respective incoming wire transfer or of availability of deposited checks. Parties are aware and understand the California Insurance Code Section 12413.1 (also known as "Good Funds").

Deposit of funds into general escrow trust account unless instructed otherwise. You may instruct Escrow Holder to deposit your funds into an interest bearing account by signing and returning the "Notice of Opportunity to Open Interest Bearing Account", which has been provided to you. If you do not so instruct us, then all funds received in this escrow shall be deposited with other escrow funds in one or more general escrow trust accounts, which include both non-interest bearing demand accounts and other depository accounts of Escrow Holder, in any state or national bank or savings and loan association insured by the Federal Deposit Insurance Corporation (the "depository institutions") and may be transferred to any other such escrow trust accounts of Escrow Holder or one of its affiliates, either within or outside the State of California. A general escrow trust account is restricted and protected against claims by third parties and creditors of Escrow Holder and its affiliates.

Receipt of benefits by Escrow Holder and affiliates. The parties to this escrow acknowledge that the maintenance of such general escrow trust accounts with some depository institutions may result in Escrow Holder or its affiliates being provided with an array of bank services, accommodations or other benefits by the depository institution. Some or all of these benefits may be considered interest due you under California Insurance Code Section 12413.5. Escrow Holder or its affiliates also may elect to enter into other business transactions with or obtain loans for investment or other purposes from the depository institution. All such services, accommodations, and other benefits shall accrue to Escrow Holder or its affiliates and Escrow Holder shall have no obligation to account to the parties to this escrow for the value of such services, accommodations, interest or other benefits.

Said funds will not earn interest unless the instructions otherwise specifically state that funds shall be deposited in an interest-bearing account. All disbursements shall be made by check of Lawyers Title Company. The principals to this escrow are hereby notified that the funds deposited herein are insured only to the limit provided by the Federal Deposit Insurance Corporation. Any instruction for bank wire will provide reasonable time or notice for Escrow Holder's compliance with such instruction. Escrow Holder's sole duty and responsibility shall be to place said wire transfer instructions with its wiring bank upon confirmation of (1) satisfaction of conditions precedent or (2) document recordation at close of escrow. Escrow Holder will NOT be held responsible for lost interest due to wire delays caused by any bank or the Federal Reserve System, and recommends that all parties make themselves aware of banking regulations with regard to placement of wires.

In the event there is insufficient time to place a wire upon any such confirmation or the wires have closed for the day, the parties agree to provide written instructions for an alternative method of disbursement. **WITHOUT AN ALTERNATIVE DISBURSEMENT INSTRUCTION, FUNDS WILL BE HELD IN TRUST IN A NON-INTEREST BEARING ACCOUNT UNTIL THE NEXT OPPORTUNITY FOR WIRE PLACEMENT.**

2. PRORATIONS AND ADJUSTMENTS

All prorations and/or adjustments called for in this escrow are to be made on the basis of a thirty (30) day month unless otherwise instructed in writing. You are to use information contained on last available tax statement, rental statement as provided by the Seller, beneficiary's statement and fire insurance policy delivered into escrow for the prorations provided for herein.

3. GENERAL/SPECIAL PROPERTY TAXES, SUPPLEMENTAL TAX BILLS, BONDS AND ASSESSMENTS

General/Special Property Taxes: Escrow holder shall prorate general and special taxes for the current fiscal year, based on the most recent and available tax bill from the County Assessor's for this subject property.

Supplemental Taxes: Buyer is advised the County Tax Assessor will revalue property which changes ownership or contains new construction, and this revaluation may result in a supplemental assessment. The supplemental taxes will be assessed from the date of the change in ownership or completion of construction. In addition, a lien of supplemental taxes for the current fiscal year, if any, assessed pursuant to Chapter 3.5 (commencing with Section 75) of the California Revenue and Taxation Code will be prorated at the close of escrow.

Bonds and Assessments: All existing unpaid bonds and assessments levied or assessed prior to the date of the close of escrow shall be prorated, based upon the latest available public information. Any assessments made by the Tax Assessor prior to closing but not part of the public records and not disclosed by the Seller in writing to escrow holder, including but not limited to: weed abatement and code violations, shall not be the responsibility of escrow holder and will not be included in any prorations at closing. The parties agree to make any adjustments outside of escrow.

Refunds: Any tax refunds issued to Seller outside of this escrow by the Tax Collectors office which are not of public record and are not disclosed in writing to escrow holder prior to the close of escrow, shall not be the responsibility of escrow holder in the proration calculations used for the closing of this transaction. The parties are to make any adjustments OUTSIDE OF THIS ESCROW and agree the escrow holder shall have no responsibility regarding same. It is the sole responsibility of the Seller to disclose to the Buyer if such a refund is received.

Any tax bills, supplemental tax bills, bonds and assessments issued, levied or adjusted after the close of this transaction shall be handled directly between Buyer and Seller, outside of escrow.

4. UTILITIES/POSSESSION

Transfer of utilities and possession of the premises are to be settled by the parties directly and outside escrow.

5. PREPARATION AND RECORDATION OF INSTRUMENTS

Escrow Holder is authorized to prepare, obtain, record and deliver the necessary instruments to carry out the terms and conditions of this escrow and to order the policy of title insurance to be issued at close of escrow as called for in these instructions. Close of escrow shall mean the date instruments are recorded.

6. SPECIAL RECORDING; LATE CONFIRMATION OF RECORDING

Seller's proceeds may not be available, and encumbrances may not be paid off, until the first business day following the day of recording if 1) documents recorded at close of escrow are recorded later in the day than 8:00 a.m. (which is called a "special recording") or if 2) the County Recorder does not provide confirmation of recording within sufficient time to allow same-day disbursement of funds by wire or check.

7. AUTHORIZATION TO FURNISH COPIES

You are authorized to furnish copies of these instructions, supplements, amendments, notices of cancellation and closing statements, to the Real Estate/Mortgage Broker(s) and Lender(s) named in this escrow. Any requests for duplicate copies of the file or any documentation within the file, after the close of escrow, is subject to an additional work charge of \$25.00.

8. FEES PAID IN ADVANCE:

In this transaction, there may be fees which will be required from Buyer (Borrower) or Seller to be paid in advance ("up-front fees") prior to the close of escrow. These fees may include, but are not limited to: charges by a homeowners association or their designated management company for ordering documents, lenders charges for payoff statements, or a city's charge for city reports/inspections related to the subject property. Escrow holder is to notify the applicable principal of any amounts which may be due "up-front". Principal may either deposit the necessary funds with escrow holder within three (3) days of request, or pay the fee directly to the party requesting the up-front fee. In the event escrow should cancel, Buyer and Seller agree to handle the exchange of any documents, inspections, reports and/or funds advanced, outside of this escrow. Escrow holder shall not be held liable or responsible for the reimbursement of funds advanced or the return of any documentation provided to Buyer.

9. FEES, CHARGES AND MESSENGER FEES

Escrow, Title and Overnight Fees are to be charged to the principals' accounts in accordance with the posted rates filed with the Department of Insurance. The charges which the Company will make for sending documents and/or checks via overnight services shall be the amount actually billed providing a bill is secured by escrow holder. Special messenger fees will be charged at the actual cost of the messenger service. Recording charges are to be charged to the principals' accounts in accordance with customary practices in this County, unless Escrow Holder is instructed to do otherwise in writing.

10. RIGHT OF CANCELLATION

Any principal instructing you to cancel this escrow shall file notice of cancellation in your office in writing. You shall, within two (2) working days thereafter, deliver one copy of such notice to each of the other principals at the addresses stated in this escrow. **UNLESS WRITTEN OBJECTION TO CANCELLATION IS FILED IN YOUR OFFICE BY A PRINCIPAL WITHIN TEN (10) DAYS AFTER DATE OF SUCH MAILING, YOU ARE AUTHORIZED TO COMPLY WITH SUCH NOTICE AND DEMAND PAYMENT OF YOUR CANCELLATION CHARGES.** If written objection is filed, you are authorized to hold all money and instruments in this escrow and take no further action until otherwise directed, either by the principals' mutual written instructions, or by final order of a court of competent jurisdiction.

11. RIGHT OF RESIGNATION

Escrow Holder has the right to resign upon written notice delivered to the principals herein. If such right is exercised, all funds and documents shall be returned to the party who deposited them and Escrow Holder shall have no liability hereunder.

12. HAZARD INSURANCE POLICIES

Buyer shall obtain Fire/Hazard Insurance coverage, if applicable, on the subject property prior to the close of escrow, as per requirements of the new lender. If Buyer has not paid policy premium prior to close of escrow, Escrow Holder is authorized and instructed to debit Buyer's account with the cost of the annual premium and pay such premium to the insurance agent and/or company, at the close of escrow, from funds deposited by Buyer. Escrow Holder is instructed to request that the insurance company deliver the original policy and copies, as required, to all necessary parties. In the event the property is covered by a blanket insurance policy, Buyer shall provide Escrow Holder with a Certificate of Insurance. **FAILURE TO PROVIDE FIRE/HAZARD INSURANCE WILL DELAY THE CLOSE OF ESCROW.** Escrow Holder has no obligation to obtain fire or other insurance in the absence of a written instruction to do so.

Further, there shall be no responsibility upon the part of Escrow Holder to renew hazard insurance policy(s) upon expiration or otherwise keep it in force either during or subsequent to the close of escrow. Cancellation of any existing hazard insurance policies is to be handled directly by the principals, and outside of escrow.

13. ACTION IN INTERPLEADER

The principals hereto expressly agree that you, as Escrow Holder, have the absolute right at your election to file an action in interpleader requiring the principals to answer and litigate their several claims and rights among themselves and you are authorized to deposit with the clerk of the court all documents and funds held in this escrow. In the event such action is filed, the principals jointly and severally agree to pay your cancellation charges and costs, expenses and reasonable attorney's fees which you are required to expend or incur in such interpleader action, the amount thereof to be fixed and judgment therefore to be rendered by the court. Upon the filing of such action, you shall thereupon be fully released and discharged from all obligations imposed by the terms of this escrow or otherwise.

14. TERMINATION OF AGENCY OBLIGATION

If there is no action taken on this escrow within six (6) months after the "time limit date" as set forth in the escrow instructions or written extension thereof, your agency obligation shall terminate at your option and all documents, monies or other items held by you shall be returned to the parties depositing same. In the event of cancellation of this escrow, whether it be at the request of any of the principals or otherwise, the fees and charges due Lawyers Title Company,

including expenditures incurred and/or authorized shall be borne equally by the parties hereto (unless otherwise agreed to specifically).

15. CONFLICTING INSTRUCTIONS/DISPUTES

Upon receipt of any conflicting instructions, you are to take no action in connection with this escrow until non-conflicting instructions are received from all of the principals to this escrow (subject to sections 10, 11, and 13 above).

No notice, demand or change of instruction shall be of any effect in this escrow unless given in writing by all parties affected thereby. In the event a demand for funds and/or documents deposited with Escrow Holder in connection with this escrow is made and which is not concurred in by all parties hereto, Escrow Holder, notwithstanding which party made such demand, may elect to do any of the following:

- (i) Take no further action in connection with this escrow and continue to hold such funds and/or documents until receipt of mutual concurring instructions from all parties to this escrow as to the disposition of such funds and/or documents;
- (ii) Commence an action in interpleader and obtain an order from the court allowing Escrow Holder to deposit such funds and/or documents with the court, in which case Escrow Holder shall have no further liability or obligations with respect to this escrow; or
- (iii) In the event that any party commences an action against any other party with respect to this escrow, deposit such funds and/or documents with the court, in which case Escrow Holder shall have no further liability or obligations with respect to this escrow.

In the event Escrow Holder interpleads any funds and/or documents with any court pursuant to either subparagraphs (ii) or (iii) above, Escrow Holder shall be entitled to reimbursement of its reasonable attorneys' fees and expenses of litigation in connection with such action and any cancellation or work charges incurred during the transaction.

16. DELIVERY/RECEIPT

Delivery to principals as used in these instructions, unless otherwise stated, shall be by personal delivery to the principal, regular mail, email or fax to any of the contact information, provided by the principals or their representatives, to escrow holder. If delivered by regular mail receipt is determined to be 72 hours after such mailing. All documents, balances and statements due to the undersigned may be delivered to the contact information provided. All notices, change of instructions, communications and documents, addressed to Escrow Holder, are to be delivered in writing to the office of Lawyers Title Company at the address as set forth in these instructions.

17. STATE/FEDERAL CODE NOTIFICATIONS

1099 Reporting: According to Federal Law, the Seller, when applicable, will be required to furnish escrow holder with sufficient information in order to file a 1099 statement to the Internal Revenue Service.

PCOR FORM: Prior to the close of escrow, Buyer may hand Escrow Holder a fully completed and executed "Preliminary Change of Ownership Report" (PCOR) pursuant to the requirements of California Revenue and Taxation Code Section 480.3. Buyer may elect not to complete and execute said form prior to the close of escrow. Should Buyer choose not to execute the PCOR or should the County Recorder's office reject the PCOR for any reason, Buyer is aware that a \$20.00 charge will be assessed by the County Recorder's office and Escrow Holder will charge the account of Buyer accordingly. In the event the PCOR has not been filed at the time the documents record OR the County Tax Assessors office determines that the form has not been properly completed, Buyer will be responsible for obtaining and completing a new PCOR and any additional documents that may be required by the Assessor's office. Failure to file a proper PCOR will result in additional penalties in accordance with Section 480 of the California Revenue and Taxation Code. Escrow Holder's sole duty shall be the delivery of the PCOR to the County Recorder at the time of recordation of transfer documents, if it is provided to Escrow Holder. Escrow Holder assumes no liability or responsibility regarding the proper completion of the PCOR.

NON-RESIDENT ALIEN (FIRPTA): The Foreign Investment in Real Property Tax Act (FIRPTA), Title 26 U.S.C., Section 1445, and the regulations there under, provide in part, that a transferee (buyer) of a U.S. real property interest from a foreign person must withhold a statutory percentage of the amount realized on the disposition, report the transaction and remit the withholding to the Internal Revenue Service (IRS) within twenty (20) days after the transfer. Lawyers Title Company will not determine nor aid in the determination of whether the FIRPTA withholding provisions are applicable to the subject transaction, nor act as a Qualified Substitute under state or federal law, nor furnish tax advice to any party to the transaction. Lawyers Title Company will not determine nor aid in the determination of whether the transaction will qualify for an exception or an exemption and is not responsible for the filing of any tax forms with the IRS as they relate to FIRPTA, nor responsible for collecting and holding of any documentation from the buyer or seller on the buyer's behalf for the purpose of supporting a claim of an exception or exemption. Lawyers Title Company is not an agent for the buyer for the purposes of receiving and analyzing any evidence or documentation that the seller in the subject transaction is a U.S. citizen or resident alien. Lawyers Title Company is not responsible for the payment of this tax and/or penalty and/or interest incurred in connection therewith and such taxes are not a matter covered by the Owner's Policy of Title Insurance to be issued to the buyer. Lawyers Title Company is not responsible for the completion of any IRS documents or related forms related to the referenced statute. The buyer is advised: they must independently make a determination of whether the contemplated transaction is subject to the withholding requirement; bear full responsibility for compliance with the withholding requirement if applicable and/or for payment of any tax, interest, penalties and/or other expenses that may be due on the subject transaction; and they are responsible for the completion of any and all forms, including but not limited to applicable IRS documentation, and the mailing of those forms. The Buyer is advised any forms, documents, or information received from Lawyers Title Company is not tax or legal advice and should not be construed as such nor treated as a complete representation of FIRPTA requirements. Buyer should seek outside counsel from a qualified individual to determine any and all implications of the referenced statute.

CALIFORNIA WITHHOLDING: In accordance with Section 18662 of the Revenue and Taxation Code, a buyer may be required to withhold an amount equal to 3 1/3 percent of the sales price or the amount that is specified in a written certificate executed by the transferor in the case of a disposition of California real property interest by either:

1. A seller who is an individual, trust, or estate or when the disbursement instructions authorize the proceeds to be sent to a financial intermediary of the seller, OR

2. A corporate seller that has no permanent place of business in California immediately after the transfer of title to the California real property.

The buyer may become subject to penalty for failure to withhold an amount equal to the greater of 10 percent of the amount required to be withheld or five hundred dollars (\$500).

However, notwithstanding any other provision included in the California statutes referenced above, no buyer will be required to withhold any amount or be subject to penalty for failure to withhold if:

1. The sales price of the California real property conveyed does not exceed one hundred thousand dollars (\$100,000), OR
2. The seller executes a written certificate, under the penalty of perjury, certifying that the seller is a corporation with a permanent place of business in California, OR
3. The seller, who is an individual, trust, estate or a corporation without a permanent place of business in California executes a written certificate, under the penalty of perjury, of any of the following:
 - A. The California real property being conveyed is the seller's or decedent's principal residence (within the meaning of Section 121 of the Internal Revenue Code).
 - B. The last use of the property being conveyed was use by the transferor as the transferor's principal residence within the meaning of Section 121 of the Internal Revenue Code.
 - C. The California real property being conveyed is or will be exchanged for property of like kind (within the meaning of Section 1031 of the Internal Revenue Code), but only to the extent of the amount of gain not required to be recognized for California income tax purposes under Section 1031 of the Internal Revenue Code.
 - D. The California real property has been compulsorily or involuntarily converted (within the meaning of Section 1033 of the Internal Revenue Code) and that the seller intends to acquire property similar or related in service or use so as to be eligible for nonrecognition of gain for California income tax purposes under Section 1033 of the Internal Revenue Code.
 - E. The California real property transaction will result in a loss or a net gain not required to be recognized for California income tax purposes.

The seller is subject to penalty for knowingly filing a fraudulent certificate for the purpose of avoiding the withholding requirement.

The California statutes referenced above include provisions which authorize the Franchise Tax Board to grant reduced withholding and waivers from withholding on a case-by-case basis for corporations or other entities.

Buyer understands that in no event will Escrow Holder undertake to advise Buyer and/or Buyer's representative on the possible application of the above code sections to this specific transaction. Unless expressly instructed by Seller and Buyer herein, Buyer understands that Escrow Holder will NOT assist in obtaining a waiver from withholding from the Franchise Tax Board.

Should Buyer and Seller herein direct Escrow Holder to undertake any activities pursuant to the withholding provisions under California law, Buyer and Seller agree to cooperate fully in providing necessary information to Escrow Holder. Buyer and Seller agree to indemnify and hold Escrow Holder harmless in the event of noncompliance resulting from information supplied by either Buyer and/or Seller. For additional information concerning the withholding provisions under the code sections referenced above, please contact the Franchise Tax Board-Withhold-at-Source Unit at (888) 792-4900, P.O. Box 651, Sacramento, CA 95812-0651. Web address: www.ftb.ca.gov

Seller is required to complete and sign a CA FTB 593 Form and same will be remitted to the California Franchise Tax Board. Escrow holder shall collect from the Seller at the close of escrow, a fee of \$45 as allowed by California Statute.

18. ENCUMBRANCES

Escrow Holder is to act upon any statements furnished by a lienholder or his agent without liability or responsibility for the accuracy of such statements. Any adjustments necessary because of a discrepancy between the information furnished Escrow Holder and any amount later determined to be correct shall be settled between the parties direct and outside of escrow.

You are authorized, without the need for further approval, to debit my account for any fees and charges that I have agreed to pay in connection with this escrow, and for any amounts that I am obligated to pay to the holder of any lien or encumbrance to establish the title as insured by the policy of title insurance called for in these instructions. If for any reason my account is not debited for such amounts at the time of closing, I agree to pay them immediately upon demand, or to reimburse any other person or entity who has paid them.

Seller is aware that interest on any existing loan(s) being paid off through this escrow, may continue to accrue after the close of escrow until the actual receipt of the payoff funds by the lien holder. This includes weekends and holidays.

19. ENVIRONMENTAL ISSUES

Escrow Holder has made no investigation concerning said property as to environmental/toxic waste issues. Any due diligence required or needed to determine environmental impact as to forms of toxification, if applicable, will be done directly and by principals outside of escrow. Escrow Holder is released of any responsibility and/or liability in connection therewith.

20. USURY

Escrow Holder is not to be concerned with any questions of usury in any loan or encumbrance involved in the processing of this escrow and is hereby released of any responsibility or liability therefore.

21. DISCLOSURE

Escrow Holder's knowledge of matters affecting the property, provided such facts do not prevent compliance with these instructions, does not create any liability or duty in addition to these instructions.

22. FACSIMILE/ELECTRONIC SIGNATURE

Escrow Holder is authorized and instructed that, in the event any party utilizes electronic or "facsimile" transmitted signed documents or instructions to Escrow Holder, you are to rely on the same for all escrow instruction purposes and the closing of escrow as if they bore original signatures. **Electronic signatures are not acceptable on recordable documents.** "Electronic Signature" means, as applicable, an electronic copy or signature complying with California Law.

23. CLARIFICATION OF DUTIES

Legal Advice: Lawyers Title Company serves ONLY as an Escrow Holder in connection with these instructions and cannot give legal advice to any party hereto.

Sufficiency/Correctness: Escrow Holder is not to be held accountable or liable for the sufficiency or correctness as to form, manner of execution, or validity of any instrument deposited in this escrow, nor as to the identity, authority or rights of any person executing the same. Escrow Holder's duties hereunder shall be limited to the proper handling of such money and the proper safekeeping of such instruments, or other documents received by Escrow Holder, and for the disposition of same in accordance with the written instructions accepted by Escrow Holder.

Executed Instructions: The agency and duties of Escrow Holder commence only upon receipt of copies of these Escrow Instructions executed by all parties.

No Duty To Notify As To Other Transaction: Escrow Holder shall have no duty or responsibility to notify any party to this escrow of any sale, resale, loan, exchange or other transaction involving the property which is the subject of this escrow or any profit realized by any person or entity in connection therewith, notwithstanding that Escrow Holder may act as escrow holder for such transaction(s) in this or another escrow(s).

Record Retention: After the closing or cancellation of this escrow, Escrow Holder shall retain the escrow file(s) pertaining to this escrow for a minimum of five (5) years, after which time Escrow Holder is authorized to destroy or otherwise dispose of such file(s) without notice or liability to the parties hereto.

Disclosure Reports: Escrow Holder is not to be concerned with disclosures made by the parties to each other. In the event Escrow Holder receives any disclosure reports requiring signatures or approval by a party, Escrow Holder's only responsibility will be to forward the report to the appropriate party.

24. FAILURE TO CLOSE TIMELY

If the conditions for closing this escrow have not occurred at the time set forth herein for closing, Escrow Holder is nevertheless to continue to act hereunder and to close this escrow as soon thereafter as such conditions (except as to time) shall have been met, unless any party shall have made a written demand on Escrow Holder for cancellation of this escrow and/or for the return of any funds and/or documents deposited by such party.

25. FUNDS HELD IN ESCROW

When the company has funds remaining in escrow over 90 days after close of escrow or estimated close of escrow, the Company shall impose a monthly holding fee of \$25.00 that is to be charged against the funds held by the Company. Any funds remaining in the file or principals failure to negotiate funds issued by escrow holder may result in the funds being escheated to the State of California's Unclaimed Property. This process includes a due diligence period through our local and corporate offices. Any refunds requested during this process may take up to 6 months. Refunds requested through the State of California are not controlled by escrow holder. For more information about the State of California Unclaimed property visit: www.sco.ca.gov.

26. LIMITED ENGLISH PROFICIENCY (LEP) DISCLOSURE

If this transaction has a new loan with an institutional lender, Borrowers who are limited in English proficiency in need of an interpreter or assistance translating the loan documents from English to another language should contact their lender or the Escrow Holder (contact information is on page 1 of these instructions for escrow holder) as soon as possible in order for arrangements to be made.

THIS AGREEMENT IN ALL PARTS APPLIES TO, INURES TO THE BENEFIT OF, AND BINDS ALL PARTIES HERETO, THEIR HEIRS, LEGATEES, DEVISEES, ADMINISTRATORS, EXECUTORS, SUCCESSORS AND ASSIGNS, AND WHENEVER THE CONTEXT SO REQUIRES THE MASCULINE GENDER INCLUDES THE FEMININE AND NEUTER, AND THE SINGULAR NUMBER INCLUDES THE PLURAL. THESE INSTRUCTIONS AND ANY OTHER AMENDMENTS MAY BE EXECUTED IN ANY NUMBER OF COUNTERPARTS, EACH OF WHICH SHALL BE CONSIDERED AS AN ORIGINAL AND BE EFFECTIVE AS SUCH.

MY SIGNATURE HERETO CONSTITUTES INSTRUCTION TO ESCROW HOLDER OF ALL TERMS AND CONDITIONS CONTAINED IN THIS AND ALL PRECEEDING PAGES AND FURTHER SIGNIFIES THAT I HAVE READ AND UNDERSTAND THESE GENERAL PROVISIONS.

Lawyers Title Company conducts escrow business under Certificate of Authority No. 5920-4
issued by the California Department of Insurance.

BUYERS

Rubidoux Community Services District, a
public agency organized and existing under
and by virtue of the Community Services District Law

By: _____
Jeff Sims, General Manager

SELLERS

County of Riverside,
a political subdivision of the State of California

By: _____
Authorized Signor

10. CONSIDERATION TO ADOPT RESOLUTION NO. 2022-899, A
RESOLUTION REGARDING THE DISPOSAL OF SURPLUS DISTRICT
PERSONAL PROPERTY TO A PROHIBITED GROUP:

DM: 2022-100

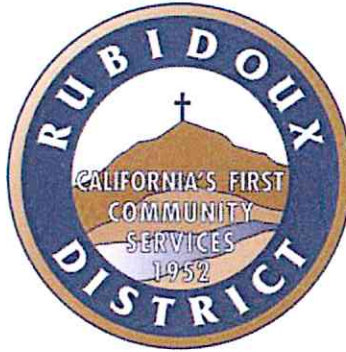
Rubidoux Community Services District

Board of Directors

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

General Manager

Jeffrey D. Sims



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

DIRECTORS MEMORANDUM 2022-100

November 3, 2022

To: Rubidoux Community Services District
Board of Directors

Subject: Consideration to Adopt Resolution No. 2022-899, A Resolution Regarding the Disposal of Surplus District Personal Property to a Prohibited Group

BACKGROUND:

Pursuant to Water Code Section 71690, the Rubidoux Community Services District ("District") is authorized to hold, use, enjoy, lease, or dispose of real and personal property of every kind. The District regularly purchases personal property based upon the needs of the District and its staff. Personal property consists of equipment and materials purchased by the District to enable the District to accomplish its mission. Over the years, as equipment becomes worn, outdated, inadequate, or near the end of its useful life, the District will replace the personal property and surplus the existing. It has been District practice to identify, catalog, and store unused property until there is an accumulation of equipment and materials where storage is no longer practical and surplusing is necessary. Surplusing was authorized by the Board at a regularly scheduled Board meeting.

On October 6, 2022, the Rubidoux Community Services District Board of Directors ("Board") adopted Resolution No. 2022-898, a resolution regarding the disposal of surplus District personal property. Resolution No. 2022-898 addressed the following:

- Authority to dispose of surplus personal property
- Maximum values for which personal property may be surplused under the Resolution
- Methods in which personal property may be surplused
- Prohibited participation

Pursuant to Section 7 of Resolution No. 2022-898, to avoid a conflict-of-interest District Board members, employees, officers, consultants or any members of the immediate family, or cohabitating individual(s) of the aforementioned groups of people would be prohibited in buying District personal property. However, sales of surplus District personal property may be permitted to the prohibited groups under the following circumstances:

- Board's sole discretion
- By resolution
- Subject to applicable laws, rules, and regulations

The District has not surplused personal property over the last few years. In August 2022, staff split the existing General Manager's office in two to accommodate a new full-time employee. By doing so, certain office equipment and furniture was no longer useful and identified as surplus personal property. Additionally, other office equipment and furniture replaced over the last few years no longer has use by District staff. These items, until they are surplused, continue to take up space in the District's Board room, apparatus bay, hallways, etc. Due to space constraints at these locations, the District can no longer hold these items and they must be surplused.

These items have been cataloged by District staff and consist of chairs, a computer monitor, filing cabinets, etc. The complete catalog of items are identified in Exhibit "A" in the attached Resolution No. 2022-899. Due to the nature of these items having little to no salvage value, staff does not believe surplusing these to the public will generate revenue in excess of the administrative effort required under the Resolution.

Alternatively, staff is recommending the Board consider adoption of Resolution No. 2022-899, a resolution allowing the disposal of surplus District personal property to one of the prohibited groups, employees, identified in Section 7 of Resolution No. 2022-898. If adopted, the General Manager or their designee will hold a one-time sealed bid auction based on the procedures identified in Section 2(a) of Resolution No. 2022-898 with the exception staff will not make the bid open to the public. If an item does not receive a bid, the General Manager or their designee will make an attempt to donate the item to a non-profit within the District's jurisdiction. If one cannot be found, the District will scrap the item. The employee designated to conduct the sealed bid is prohibited from participation amongst the employees.

The adoption of Resolution No. 2022-899 does not supersede Resolution No. 2022-898 but allows for a one-time surplus of personal property to District staff. The Board must consider and adopt a new resolution each time surplus personal property is sold to a prohibited group identified in Section 7 of Resolution No. 2022-898.

Financial Considerations

The items identified in Exhibit A of Resolution No. 2022-899 are determined to have little to no salvage value. Any monies received from the sale of the items to employees will be recorded as other miscellaneous income in the District's General Fund. The District expects to generate less than \$200 from all sales.

Additional financial considerations include staff time to facilitate the sealed bid auction or donation, which is deemed minimal.

RECOMMENDATION:

Staff recommends the Board of Directors adopt Resolution No. 2022-899, A Resolution Regarding the Disposal of Surplus District Personal Property to a Prohibited Group.

Respectfully,



JEFFREY D. SIMS, P. E.
General Manager

Attachment: Resolution No. 2022-899 and Exhibit "A"
Resolution No. 2022-898, Section 2(a) and Section 7

RESOLUTION NO. 2022-899

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
RUBIDOUX COMMUNITY SERVICES DISTRICT REGARDING THE
DISPOSAL OF SURPLUS DISTRICT PERSONAL PROPERTY TO A
PROHIBITED GROUP**

WHEREAS, pursuant to Water Code Section 71690, the Rubidoux Community Services District (the "District") is authorized to hold, use, enjoy, lease, or dispose of real and personal property of every kind; and

WHEREAS, from time-to-time personal property, such as equipment, formerly necessary for District operations becomes outdated, worn-out, unnecessary, or otherwise surplus to District needs; and

WHEREAS, the Board of Directors desired to adopt a Resolution as a necessary and prudent business practice in order to establish procedures under which the District may dispose of surplus District personal property; and

WHEREAS, the Board of Directors on October 6, 2022 adopted Resolution No. 2022-898, A Resolution Regarding the Disposal of Surplus District Personal Property; and

WHEREAS, pursuant to Section 7 of Resolution No. 2022-898, certain groups are prohibited from participation but may be allowed at the Board's sole discretion and by resolution; and

WHEREAS, the Board of Directors desires to allow the sale of certain identified surplus District personal property to employees, an identified prohibited group, on a one-time basis, at its sole discretion and by adoption of this Resolution.

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

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

Section 2. Resolution No. 2022-898 is not rescinded and remains in effect.

Section 3. The Board hereby deems the personal property listed and attached as Exhibit "A" as surplus District personal property.

Section 4. The Board will allow a one-time sale of the surplus District personal property to employees, via a sealed bid auction.

Section 5. The General Manager shall designate the Director of Finance and Administration who is prohibited from participation in the sale to administer the sealed bid auction pursuant to Section 2(a) of Resolution No. 2022-898.

Section 6. This Resolution shall take effect from and after the date of its passage and adoption.

APPROVED AND ADOPTED by the Board of Directors of the Rubidoux Community Services District at a meeting thereof on the 3rd day of November 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Hank Trueba, Jr., President
Rubidoux Community Services District

(Seal)

ATTEST:

Jeffrey Sims, General Manager
Rubidoux Community Services District



Rubidoux Community Services District
Surplus Property Catalog
Date: October 26, 2022

| Item | Model # | Serial # | Functional? | Link | Comments |
|-------------------------------|---------|-------------------------|-------------|------------------------|----------|
| 1 Flat Panel Dell Monitor | E2010HT | CN-0C201R-7445-03M-DWSS | Yes | Item 1 | |
| 2 (5)Mayline C-File/(2) Bases | N/A | N/A | Yes | Item 2 | |
| 3 Enclosed Whiteboard | N/A | N/A | Yes | Item 3 | |
| 4 8' Wood Table | N/A | N/A | Yes | Item 4 | |
| 5 (2) Standing Cubbies | N/A | N/A | Yes | Item 5 | |
| 6 (4) Grey Office Chairs | N/A | N/A | Yes | Item 6 | |
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RESOLUTION NO. 2022-898

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
RUBIDOUX COMMUNITY SERVICES DISTRICT REGARDING THE
DISPOSAL OF SURPLUS DISTRICT PERSONAL PROPERTY**

WHEREAS, pursuant to Water Code Section 71690, the Rubidoux Community Services District (the "District") is authorized to hold, use, enjoy, lease, or dispose of real and personal property of every kind; and

WHEREAS, from time-to-time personal property, such as equipment, formerly necessary for District operations becomes outdated, worn-out, unnecessary, or otherwise surplus to District needs; and

WHEREAS, the Board of Directors desires to adopt this Resolution in order to establish procedures under which the District may dispose of surplus District personal property.

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

Section 1. Authority to Dispose of Surplus Personal Property. The authority and powers set forth herein shall be exercised by the General Manager or their designee (collectively referred to herein as the "General Manager") to sell such personal property, such as equipment, at prices, terms and conditions that are determined to be the most efficient and economical means and pursuant to the following procedures. Items that may be designated as surplus personal property may include any items of District property including, but not limited to, machinery, motor vehicles, furniture, supplies, metals, or other equipment owned by the District.

Section 2. Value of Surplus Personal Property is Less Than \$10,000. In all cases where the estimated value of surplus personal property is less than ten thousand (\$10,000), the General Manager may sell or otherwise dispose of such surplus personal property by any of the following methods:

(a) **Sealed bid or public auction.** The procedure for conducting a sale by means of sealed bid or public auction shall be determined by the General Manager providing, however, that the following are included in such procedure:

- i. At least one (1) notice, three (3) days before the sale, shall be posted in three (3) public places in the District, containing a general description of the type of property to be sold and the time and place of such bid opening or auction;
- ii. The terms of all sales shall be cash;
- iii. The sale by sealed bid or auction shall be to the highest responsible bidder; and
- iv. A receipt shall be given to the purchaser.

Section 3. Value of Surplus Property is \$10,000 or Greater. In all cases where the estimated value of surplus personal property is ten thousand dollars (\$10,000) or greater, the surplus personal property will be sold or otherwise disposed of as follows. The Board, by resolution, may make the following findings and determinations:

- (a) That certain personal property held by the District is no longer necessary to be retained for the uses or purposes of the District, and is not anticipated to become necessary to the District in the future;
- (b) That said property is therefore declared surplus; and
- (c) That the General Manager or designee shall then proceed to sell or otherwise dispose of said property in accordance with Resolution No. 2022-898 Regarding Disposal of Surplus District Property.

Section 4. Trade-In Surplus Personal Property. Notwithstanding any provisions of this Resolution for the sale of surplus personal property in the open market or any auction, the General Manager may trade in surplus personal property with an amount they determine to be reasonable, to be allowed toward the purchase of a similar type of personal property. Typical situations where this might apply might be in the disposal of used motor vehicles and other machinery and equipment for which trade-ins are commonly permitted by the manufacturer.

Section 5. Donation of Surplus Personal Property with Minimal or No Salvage Value. In all cases where the estimated value of surplus personal property has minimal or no salvage value, the General Manager may donate such personal property to non-profit groups and organizations. The General Manager shall ascertain donees through a list generated from applications filed by interested non-profits. Publication of available surplus property will be made to the public to provide an ongoing opportunity for various non-profits to apply. Although the District recognizes that non-profits aligning with the District's mission will receive priority for the donation of District's surplus property, efforts will be made to rotate donations equitably among the listed non-profit groups and organizations.

Section 6. Sale of Unserviceable Junk or Scrap Personal Property. When any surplus personal property is deemed to be unserviceable, junk or scrap, or otherwise no longer suitable for its original purpose, the General Manager shall dispose of such surplus personal property by destruction, trade, or sale of the property at the best competitive price available in the open market without regard to the other provisions of this Resolution.

Section 7. Prohibited Participation. To avoid conflict-of-interest issues, as well as the appearance of any conflict-of-interest issues, no sale or other disposition shall be made hereunder to a District Board member, employee, officer, consultant, or to any member of the immediate family, or any cohabitating individual of any such person. However, the Board may determine, in its sole discretion, to permit bids and/or sales to employees in the case of particular sales of personal property. Any such determination shall be made by resolution and shall be subject to applicable laws, rules, and regulations. Such legal requirements include, but are not necessarily limited to, the

restriction that any employee who participated in, or otherwise influenced, the determinations involved in the sale shall not be permitted to participate in said sale.

Section 8. Resolution Shall be Controlling. This Resolution shall be effective upon adoption and shall be deemed to be controlling over any other policy, rule or regulation which may be contrary to the provisions of this Resolution. .

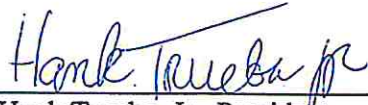
APPROVED AND ADOPTED by the Board of Directors of the Rubidoux Community Services District at a meeting thereof on the 6th day of October 2022, by the following vote:

AYES: Director Muniz, Director Murphy, Director Skerbelis, Director Trueba, Director Trowbridge

NOES: None

ABSENT: None

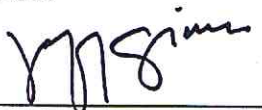
ABSTAIN: None



Hank Trueba, Jr., President
Rubidoux Community Services District

(Seal)

ATTEST:



Jeffrey Sims, General Manager
Rubidoux Community Services District

11. DIRECTORS COMMENTS - NON-ACTION

12. ADJOURNMENT