

# Rubidoux Community Services District

## Board of Directors

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

## General Manager

Steven W. Appel



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

## NOTICE AND AGENDA FOR THE RUBIDOUX COMMUNITY SERVICES DISTRICT BOARD MEETING Thursday, April 16, 2020 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 not be allowed to attend and address the Board in person.

Members of the public wanting to listen to the meeting or address the Board may do so by:

- Using the Zoom App or website for free at: <https://zooms.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 **433-532-2766**.
  
- 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.

1. Call to Order – Armando Muniz, President
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes for the April 2, 2020, Regular Meeting.
5. Consideration to Approve April 17, 2020, Salaries, Expenses and Transfers
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
8. Manager’s Report (Second Meeting each Month):
  - a) Operations Report
  - b) Emergency and Incident Report

**ACTION ITEMS:**

9. Consider Establishment of a District 401(a) Plan: **DM 2020–23**
10. Consider Adopting Resolution 2020-863, A Resolution Recognizing Steve Appel for Service to Rubidoux Community Services District: **DM 2020-24**
11. Consider Purchase of Refurbished GAC Pressure Vessels: **DM 2020-25**
12. Consider Adopting Resolution 2020-864, A Resolution Designating and Authorizing Certain Staff Members for Local Agency Investment Fund (LAIF) Banking Purposes: **DM 2020-26**
13. Consider Adopting Resolution 2020-865, A Resolution Designating and Authorizing Certain Staff Members the Ability to Conduct Electronic Transactions Between Banking Institutions: **DM 2020-27**
14. Receive and File the March 2020 Statement of Cash Assets Schedule: **DM 2020-28**
15. Directors Comments - Non-action
16. Adjournment

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

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

4. APPROVAL OF MINUTES FOR APRIL 2, 2020, REGULAR  
MEETING

**MINUTES OF REGULAR MEETING**

**April 2, 2020**

**RUBIDOUX COMMUNITY SERVICES DISTRICT**

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

**DIRECTORS ABSENT:**

**STAFF PRESENT:** Jeffrey Sims, Asst. General Manager/District Engineer  
Brian Laddusaw, Director of Finance  
Brian Jennings, Manager Budgeting & Accounting

Call to order: the meeting of the Board of Directors of the Rubidoux Community Services District by Director Murphy, at 4:00 P.M., Thursday, April 2, 2020, by teleconferencing at District Office, 3590 Rubidoux Boulevard, Jurupa Valley, California.

**ITEM 4. APPROVAL OF MINUTES**

Approval of Minutes for March 19, 2020, Special Board Meeting.

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

**Roll call:**

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

**Noes – 0**

**Abstain – 0**

**Away – 1 (Muniz)**

**The motion was carried unanimously.**

**ITEM 5. Consideration to Ratify March 24, 2020, Salary and Retirement Pay; Approve the April 3, 2020 the Salaries, Expenses and Transfers.**

Consideration to: Ratify March 24, 2020, Salary and Retirement Pay; Approve the April 3, 2020 the Salaries, Expenses and Transfers.

**Director Trueba moved and Director Skerbelis seconded to Ratify the March 24, 2020, Salaries, Expenses and Transfers; Approve the April 3, 2020 Salaries, Expenses and Transfers.**

**Roll call:**

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

**Noes – 0**

**Abstain – 0**

**Away – 1 (Muniz)**

**The motion was carried unanimously.**

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

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

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

The first article was information on COVID-19 from the Mercury News in northern California. A worker at a San Jose wastewater plant tested positive for COVID-19 and 17 employees were in self-quarantine. This resulted in the plant running at 70% staffing.

## **ITEM 8. MANAGER'S REPORT**

### **Operations Report:**

RCSD implemented a modified work schedule on March 23, 2020. Staff has been split into five 8-hr work schedules with a 1-hr lunch. On a rotating weekly basis, half of the staff (field and office) are working remotely from home and on stand-by in case reporting staff runs into a situation where they need support, staff members become sick or need to quarantine due to exposure or suspected exposure to COVID-19. Management staff reports every week and keeping the regular 4/10 work schedule, with three days in the office and one day working remotely. To accommodate remote working, the District worked coordinate with its IT support consultant and purchased VPN (virtual private network) licenses and additional lap top computers. So far remote capabilities are working well.

Staff is still working with Hazen and Sawyer regarding the PFAS compounds. That problem has not gone away. As soon as a revised sampling and reporting Order is received from the State Water Board, the District will have approximately one-year to implement necessary treatment or develop alternative water supplies. Ron Young, the District's Assistant Engineer, retired March 19, 2020. Two District positions are currently being recruited. The first is for the Assistant Engineer's replacement. The second is for Director of Engineering position. The recruitments closed on April 3, 2020. The goal is to have the new positions start by mid-May or early June 2020. Benny Manrique has been promoted to the Cross-Connection/Pretreatment position, Miguel Valdez's previous position.

## **Emergency and Fire Report:**

Presented at second meeting of the month.

## **ITEM 9. Consider Award of a Professional Services Contract to Blais & Associates for Grant Support Services: DM 2020-20.**

### **BACKGROUND**

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

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

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

Blais has provided the District with a time and materials proposal, attached. Tasks 1 through 3 are more research and guidance related with a cost of \$5,250. Task 4 in the amount of \$8,400, is an estimated amount for assistance in the development and preparation of grant/loan application(s). The total is \$13,650. Staff is recommending approval for the entire amount, but initially authorizing Blais for Tasks 1 – 3 (\$5,250), with Task 4 authorized after a viable grant/loan opportunity is identified and the District decides to apply.

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

**Director Trueba moved and Director Skerbelis seconded the Board of Directors authorize the Assistant General Manager to:**

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

**Roll call:**

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

**Noes – 0**

**Abstain – 0**

**Away – 1 (Muniz)**

**The motion was carried unanimously.**

**ITEM 10. Consideration to Approve and Authorize Staff to Set Solid Waste Hearing Pursuant to Prop 218 for Trash Rate Increase for FY 2020-2021: DM 2020-21.**

**BACKGROUND**

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

Burrtec proposes a rate increase for District trash services for the upcoming FY 2020-2021. Burrtec attributes the bulk of the increase to:

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

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

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

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



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

If authorized, the following rate implementation schedule is proposed:

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

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

**Director Trueba moved and Director Trowbridge seconded the Board of Directors authorize Staff to prepare and set the solid waste Protest Hearing pursuant to Proposition 218 for consideration of increased solid waste customers rates.**

**Roll call:**

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

**Noes – 0**

**Abstain – 0**

**Away – 1 (Muniz)**

**The motion was carried unanimously.**

**\*Director Muniz joined back in on the teleconference meeting.**

**ITEM 11. Consider Weed Abatement Contractor Fulfillment. DM 2020-22.**

### **BACKGROUND**

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

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

The Fire Marshal has an assigned Fire Prevention Technician (Weed Abatement Officer) for the District.

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

### **CONTRACTOR FULFILLMENT:**

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

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

indicated the District can utilize weed abatement contractor(s) identified through the County's bidding process.

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

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

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

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

**Director Murphy moved and Director Trowbridge seconded the Rubidoux Community Services District Board of Directors Receive and File.**

**Roll Call:**

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

**Noes – 0**

**Abstain – 0**

**The motion was carried unanimously.**

**ITEM 12. CLOSED EXECUTIVE SESSION – Pursuant to Government Code Section 54956.9: Legal Counsel Status on Litigation Case No. CIVDS 1310520, City of Riverside vs. Rubidoux Community Services District.**

The courts are closed.

**ITEM 13. Directors Comments.**

Director Murphy adjourned the meeting at 4:43 pm.

5. CONSIDERATION TO APPROVE APRIL 17, 2020, SALARIES,  
EXPENSES AND TRANSFERS

RUBIDOUX COMMUNITY SERVICES DISTRICT  
 APRIL 16, 2020 (BOARD MEETING)  
**FUND TRANSFER AUTHORIZATION**

<b>NET PAYROLL 4/17/20</b>	56,434.00
WIRE TRANSFER: FEDERAL PAYROLL TAXES 4/20/20	23,710.00
WIRE TRANSFER: STATE PAYROLL TAXES 4/20/20	4,577.00
WIRE TRANSFER: TO CREDIT UNION	2,509.00
WIRE TRANSFER: PERS RETIREMENT	15,878.00
WIRE TRANSFER: PERS REPLACEMENT BENEFIT	-
WIRE TRANSFER: PERS HEALTH PREMIUMS	-
WIRE TRANSFER: PERS RETIRED HEALTH PREMIUMS AND FEES	-
WIRE TRANSFER: SECTION 125	-
WIRE TRANSFER: SECTION 457	3,169.00

<b>NET PAYROLL 5/1/20</b>	57,000.00
WIRE TRANSFER: FEDERAL PAYROLL TAXES 5/4/20	24,000.00
WIRE TRANSFER: STATE PAYROLL TAXES 5/4/20	4,700.00
WIRE TRANSFER: TO CREDIT UNION	2,500.00
WIRE TRANSFER: PERS RETIREMENT	16,000.00
WIRE TRANSFER: PERS HEALTH PREMIUMS	34,334.00
WIRE TRANSFER: PERS RETIRED HEALTH PREMIUMS AND FEES	1,283.00
WIRE TRANSFER: SECTION 125	-
WIRE TRANSFER: SECTION 457	3,169.00

**CHECKING ACCOUNT TRANSFERS FOR ACCOUNTS PAYABLE:**

4/17/2020 WATER FUND TO GENERAL FUND-Payables	33,821.21
WATER FUND TO GENERAL FUND-Trash	149,471.27
WATER FUND TO SEWER FUND	104,883.76
SEWER FUND TO GENERAL FUND-Payables	280,569.07
SALARIES/BENEFITS REIMB WTR FUND TO GENERAL FUND FYQ3	523,595.51
SALARIES/BENEFITS REIMB SWR FUND TO GENERAL FUND FYQ3	28,997.55
BUDGET ADMIN WATER FUND TO GENERAL FUND	150,000.00
BUDGET ADMIN SEWER FUND TO GENERAL FUND	125,000.00
BUDGET ADMIN TRASH FUND	25,000.00

**INTERFUND TRANSFERS:**

4/17/2020 SEWER FUND CHECKING TO LAIF SEWER OP	-
SEWER FUND CHECKING TO LAIF SEWER ML	-
SEWER FUND CHECKING TO WATER FUND CHECKING	-
LAIF SEWER OP TO SEWER FUND CHECKING	330,000.00
LAIF WASTEWATER REPLACEMENT TO LAIF SEWER OP	-
LAIF SEWER ML TO LAIF SEWER OP	278,428.50
LAIF SEWER ML TO SEWER FUND CHECKING	-
LAIF SEWER ML TO LAIF WASTEWATER REPLACEMENT	48,826.73
LAIF SEWER OP TO LAIF WASTEWATER REPLACEMENT	-
GENERAL FUND CHECKING TO LAIF SEWER ML	-
GENERAL FUND CHECKING TO LAIF PROP TAX	567,000.00
GENERAL FUND CHECKING TO LAIF FIRE MITIGATION	-
GENERAL FUND PROP TAX TO GENERAL FUND CHECKING	-
LAIF PROPERTY TAX TO GENERAL FUND CHECKING	-
WATER FUND CHECKING TO LAIF-COP PAYBACK	800.00
WATER FUND CHECKING TO LAIF-W.R.	200.00
WATER FUND CHECKING TO GENERAL FUND CHECKING	-
LAIF WATER ML TO LAIF WATER REPLACEMENT	-
LAIF WATER ML TO LAIF WATER OPS	-
LAIF WATER OP TO WATER FUND CHECKING	491,000.00
LAIF WATER RESERVE TO LAIF WATER OP	-

**NOTES PAYABLE**

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

# AP Enter Bills Edit Report

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Tr. #	Vendor	Inv Date	Paid Out	Immediate	Credit Card Vendor	Due Date	Discount Date	Invoice #
PO Number		Immediate GL Account	Immediate GL Account	Check #	CC Reference #		Payment Date	Discount
GL Date				Credit Card				Total Invoice
1	AQUA METRIC SALES / AQUA METRIC SALES CO ✓	4/1/2020 ✓	N	N		5/1/2020 ✓	4/1/2020	INV0077302 ✓
3/4" MTRS								\$0.00
4/16/2020 ✓				N				\$13,037.75 ✓
2	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	3/16/2020 ✓	N	N		4/16/2020 ✓	3/16/2020	CC01300-0267 ✓
WTR ANALYSES								\$0.00
4/16/2020 ✓				N				\$42.00 ✓
3	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	3/20/2020 ✓	N	N		4/20/2020 ✓	3/20/2020	CC01814-0267 ✓
WTR ANALYSES								\$0.00
4/16/2020 ✓				N				\$420.00 ✓
4	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	3/20/2020 ✓	N	N		4/20/2020 ✓	3/20/2020	CC01817-0267 ✓
WTR ANALYSES								\$0.00
4/16/2020 ✓				N				\$126.00 ✓
5	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	3/25/2020 ✓	N	N		4/25/2020 ✓	3/25/2020	CC02241-0267 ✓
WTR ANALYSES								\$0.00
4/16/2020 ✓				N				\$32.00 ✓
6	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	3/25/2020 ✓	N	N		4/25/2020 ✓	3/25/2020	CC02245-0267 ✓
WTR ANALYSES								\$0.00
4/16/2020 ✓				N				\$96.00 ✓
7	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	3/31/2020 ✓	N	N		4/30/2020 ✓	3/31/2020	CC02811-0267 ✓
WTR ANALYSES								\$0.00
4/16/2020 ✓				N				\$96.00 ✓
8	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	4/1/2020 ✓	N	N		5/1/2020 ✓	4/1/2020	CD00023-0267 ✓
LAB FEES								\$0.00
4/16/2020 ✓				N				\$254.00 ✓
9	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	4/1/2020 ✓	N	N		5/1/2020 ✓	4/1/2020	CD00085-0267 ✓
WTR ANALYSES								\$0.00
4/16/2020 ✓				N				\$820.00 ✓
10	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	4/2/2020 ✓	N	N		5/2/2020 ✓	4/2/2020	CD00165-0267 ✓
LAB FEES								\$0.00
4/16/2020 ✓				N				\$254.00 ✓
11	BPS B'S POOL SUPPLIES / B.P.S. B's POOL SUPPLIES ✓	3/31/2020 ✓	N	N		4/30/2020 ✓	3/31/2020	102380 ✓
SODIUM HYPO								\$0.00
4/16/2020 ✓				N				\$927.82 ✓
12	CARQUEST AUTO PARTS / CARQUEST AUTO PARTS ✓	3/27/2020 ✓	N	N		4/27/2020 ✓	3/27/2020	7456-43398 ✓
TOOL								\$0.00
4/16/2020 ✓				N				\$43.09 ✓
13	CITY OF JURUPA VALLEY / CITY OF JURUPA VALLEY ✓	4/2/2020 ✓	N	N		5/2/2020 ✓	4/2/2020	3085 ✓
PERMIT 3327 MURIEL								\$0.00
4/16/2020 ✓				N				\$427.10 ✓
14	CROWN ACE HARDWARE / CROWN ACE HARDWARE ✓	3/20/2020 ✓	N	N		4/20/2020 ✓	3/20/2020	080291 ✓
SUPPLIES/TOOL								\$0.00
4/16/2020 ✓				N				\$30.14 ✓
15	CROWN ACE HARDWARE / CROWN ACE HARDWARE ✓	3/27/2020 ✓	N	N		4/27/2020 ✓	3/27/2020	080321 ✓
PVC PARTS								\$0.00
4/16/2020 ✓				N				\$4.45 ✓
16	CROWN ACE HARDWARE / CROWN ACE HARDWARE ✓	4/2/2020 ✓	N	N		5/2/2020 ✓	4/2/2020	080348 ✓
PAINT								\$0.00
4/16/2020 ✓				N				\$21.09 ✓
17	DIG SAFE / DIG SAFE C/O UNDERGROUND SVC ALEF ✓	4/1/2020 ✓	N	N		5/1/2020 ✓	4/1/2020	DSB20191697 ✓
DIG SAFE								\$0.00
4/16/2020 ✓				N				\$36.26 ✓

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

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Tr. #	Vendor	Inv Date	Paid Out	Immediate	Credit Card Vendor	Due Date	Discount Date	Invoice #
PO Number		Immediate GL Account	Immediate GL Account		Check #		Payment Date	Discount
GL Date					Credit Card	CC Reference #		Total Invoice
18	DURNEY DON / DURNEY, DON ✓							20200323 ✓
GRDNG SVC		3/23/2020 ✓	N	N		4/23/2020 ✓	3/23/2020	\$0.00
4/16/2020 ✓					N			\$175.00 ✓
19	EAGLE / EAGLE ROAD SVC & TIRE ✓							1-166406 ✓
R&M TRK		3/27/2020 ✓	N	N		4/27/2020 ✓	3/27/2020	\$0.00
4/16/2020 ✓					N			\$30.35 ✓
20	JADTEC SECURITY / JADTEC SECURITY SVCS, INC. ✓							2140373 ✓
MONITORING		4/1/2020 ✓	N	N		4/11/2020 ✓	4/1/2020	\$0.00
4/16/2020 ✓					N			\$53.85 ✓
21	KH METALS / KH METALS & SUPPLY ✓							0510324-IN ✓
SUPPLIES		3/24/2020 ✓	N	N		4/24/2020 ✓	3/24/2020	\$0.00
4/16/2020 ✓					N			\$69.00 ✓
22	LUNA / LUNA, RICARDO ✓							13637000-01 ✓
RFND OVRPYMT		3/27/2020 ✓	N	N		4/27/2020 ✓	3/27/2020	\$0.00
4/16/2020 ✓					N			\$164.75 ✓
23	MERIT OIL / MERIT OIL COMPANY ✓							572198 ✓
GASOLINE		3/25/2020 ✓	N	N		4/9/2020 ✓	3/25/2020	\$0.00
4/16/2020 ✓					N			\$734.18 ✓
24	MOSS / MOSS BROS. RIVERSIDE ✓							A1CS630030 ✓
R&M JEEP		3/31/2020 ✓	N	N		4/30/2020 ✓	3/31/2020	\$0.00
4/16/2020 ✓					N			\$328.85 ✓
25	R&D MECHANICAL / R&D MECHANICAL SUPPLY, INC ✓							11003407 ✓
PARTS		3/24/2020 ✓	N	N		4/24/2020 ✓	3/24/2020	\$0.00
4/16/2020 ✓					N			\$217.50 ✓
26	READY REFRESH / READY REFRESH by NESTLE ✓							10C7701128196 ✓
BTL WTR		3/25/2020 ✓	N	N		4/13/2020 ✓	3/25/2020	\$0.00
4/16/2020 ✓					N			\$205.35 ✓
27	RELIABLE / RELIABLE WORKPLACE SOLUTIONS ✓							AR91820 ✓
MARCH COPIER USG		3/25/2020 ✓	N	N		4/25/2020 ✓	3/25/2020	\$0.00
4/16/2020 ✓					N			\$453.92 ✓
28	RELIABLE / RELIABLE WORKPLACE SOLUTIONS ✓							AR91821 ✓
MARCH PRINTER USG		3/25/2020 ✓	N	N		4/25/2020 ✓	3/25/2020	\$0.00
4/16/2020 ✓					N			\$30.26 ✓
29	SOCAL TRUCK / SOCAL TRUCKWORKS ✓							9238 ✓
R&M TRK		3/27/2020 ✓	N	N		4/27/2020 ✓	3/27/2020	\$0.00
4/16/2020 ✓					N			\$76.02 ✓
30	TRAUTWEIN CONST. / TRAUTWEIN CONSTRUCTION ✓							20041.R ✓
RETEN AVALON SWR		2/24/2020 ✓	N	N		4/27/2020 ✓	2/24/2020	\$0.00
4/16/2020 ✓					N			\$2,900.00 ✓
31	UPS / UNITED PARCEL SERVICE ✓							0000F908W2120 ✓
POSTAGE		3/21/2020 ✓	N	N		4/21/2020 ✓	3/21/2020	\$0.00
4/16/2020 ✓					N			\$14.16 ✓
32	UNDERGROUND SERVICE ALERT / UNDERGROUND ✓							320200560 ✓
DIG ALERTS		4/1/2020 ✓	N	N		5/1/2020 ✓	4/1/2020	\$0.00
4/16/2020 ✓					N			\$64.45 ✓
33	UPS / UNITED PARCEL SERVICE ✓							0000F908W2130 ✓
POSTAGE		3/28/2020 ✓	N	N		4/28/2020 ✓	3/28/2020	\$0.00
4/16/2020 ✓					N			\$22.26 ✓
34	VULCAN MATERIALS / CALMAT DBA VULCAN MATERI ✓							72534205 ✓
ASPHALT		3/25/2020 ✓	N	N		4/15/2020 ✓	3/25/2020	\$0.00
4/16/2020 ✓					N			\$802.36 ✓

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Tr. #	Vendor	Inv Date	Paid Out	Immediate	Credit Card Vendor	Due Date	Discount Date	Invoice #
PO Number		Immediate GL Account	Immediate GL Account		Check #		Payment Date	Discount
GL Date					Credit Card	CC Reference #		Total Invoice
35	WESTERN MUNICIPAL WATER / WESTERN MUNICIPAL							IN11895
FEB '20 BRINE		3/31/2020 ✓	N	N		4/30/2020 ✓	3/31/2020	\$0.00
4/16/2020 ✓					N			\$150.00 ✓
36	ACORN / ACORN TECHNOLOGY SERVICE ✓							53281 ✓
APR IT SUPT		4/1/2020 ✓	N	N		4/20/2020 ✓	4/1/2020	\$0.00
4/16/2020 ✓					N			\$3,010.00 ✓
37	CITY OF JURUPA VALLEY / CITY OF JURUPA VALLEY ✓							3121 ✓
PERMIT		4/7/2020 ✓	N	N		5/7/2020 ✓	4/7/2020	\$0.00
4/16/2020 ✓					N			\$421.38 ✓
38	CORELOGIC / CORELOGIC, INC. ✓							82015285 ✓
ONLINE SVC		3/31/2020 ✓	N	N		4/30/2020 ✓	3/31/2020	\$0.00
4/16/2020 ✓					N			\$178.75 ✓
39	HARPER BURNS LLP / HARPER & BURNS LLP ✓							20200401.A ✓
MAR '20 LGL SVC		4/1/2020 ✓	N	N		5/1/2020 ✓	4/1/2020	\$0.00
4/16/2020 ✓					N			\$978.75 ✓
40	HARPER BURNS LLP / HARPER & BURNS LLP ✓							20200401.B ✓
CITY RVSD LTGN		4/1/2020 ✓	N	N		5/1/2020 ✓	4/1/2020	\$0.00
4/16/2020 ✓					N			\$674.00 ✓
41	J. MCLOUGHLIN / J. MCLOUGHLIN ENG., INC ✓							15100020-03 ✓
HYDRNT MTR RFND		4/7/2020 ✓	N	N		5/7/2020 ✓	4/7/2020	\$0.00
4/16/2020 ✓					N			\$1,470.00 ✓
42	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD ✓							9400 ✓
R&M BOOSTER		3/30/2020 ✓	N	N		4/30/2020 ✓	3/30/2020	\$0.00
4/16/2020 ✓					N			\$294.00 ✓
43	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD ✓							9402 ✓
R&M CNTRL CIRCT		3/30/2020 ✓	N	N		4/30/2020 ✓	3/30/2020	\$0.00
4/16/2020 ✓					N			\$4,405.34 ✓
44	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD ✓							9403 ✓
R&M OFC		3/30/2020 ✓	N	N		4/30/2020 ✓	3/30/2020	\$0.00
4/16/2020 ✓					N			\$1,921.46 ✓
45	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD ✓							9404 ✓
R&M OFC		3/30/2020 ✓	N	N		4/30/2020 ✓	3/30/2020	\$0.00
4/16/2020 ✓					N			\$811.26 ✓
46	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD ✓							9405 ✓
R&M RSVR		3/30/2020 ✓	N	N		4/30/2020 ✓	3/30/2020	\$0.00
4/16/2020 ✓					N			\$896.12 ✓
47	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD ✓							9406 ✓
R&M WELLS		3/30/2020 ✓	N	N		4/30/2020 ✓	3/30/2020	\$0.00
4/16/2020 ✓					N			\$392.00 ✓
48	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD ✓							9407 ✓
R&M JUAN DIAZ		3/30/2020 ✓	N	N		4/30/2020 ✓	3/30/2020	\$0.00
4/16/2020 ✓					N			\$196.00 ✓
49	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD ✓							9408 ✓
R&M REGIONAL		3/30/2020 ✓	N	N		4/30/2020 ✓	3/30/2020	\$0.00
4/16/2020 ✓					N			\$245.00 ✓
50	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD ✓							9409 ✓
R&M REGIONAL		3/30/2020 ✓	N	N		4/30/2020 ✓	3/30/2020	\$0.00
4/16/2020 ✓					N			\$196.00 ✓
51	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD ✓							9410 ✓
COMMS RPR		3/30/2020 ✓	N	N		4/30/2020 ✓	3/30/2020	\$0.00
4/16/2020 ✓					N			\$784.00 ✓

\$11652.75

20200401.A ✓  
\$0.00  
\$978.75 ✓  
20200401.B ✓  
\$0.00  
\$674.00 ✓



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**Ruidoux Community Services District (RCSACT)**  
**Batch: AAAAJA**

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Tr. #	Vendor	Inv Date	Paid Out	Immediate	Credit Card Vendor	Due Date	Discount Date	Invoice #
PO Number		Immediate GL Account	GL Account	Check #	CC Reference #	Payment Date	Discount	Total Invoice
52	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD ✓	3/30/2020 ✓	N	N		4/30/2020 ✓	3/30/2020	9411 ✓
R&M SWR							\$0.00	
4/16/2020 ✓					N		\$196.00 ✓	
53	SCE / SCE ✓	4/7/2020 ✓	N	N		4/27/2020 ✓	4/7/2020	20A2283710317 ✓
FIRE STN UTLTY							\$0.00	
4/16/2020 ✓					N		\$887.74 ✓	
54	SCE / SCE ✓	4/7/2020 ✓	N	N		4/27/2020 ✓	4/7/2020	20A2036525640 ✓
MAIN OFC UTLTY							\$0.00	
4/16/2020 ✓					N		\$670.71 ✓	
55	SCE / SCE ✓	4/7/2020 ✓	N	N		4/27/2020 ✓	4/7/2020	20A2011970662 ✓
STRTLGHTS							\$0.00	
4/16/2020 ✓					N		\$10,294.79 ✓	
56	SCG / SCG ✓	4/3/2020 ✓	N	N		4/23/2020 ✓	4/3/2020	20A01302181001 ✓
FLD OFC UTLTY							\$0.00	
4/16/2020 ✓					N		\$25.10 ✓	
57	SCG / SCG ✓	4/3/2020 ✓	N	N		4/23/2020 ✓	4/3/2020	20A05925730565 ✓
FIRE STN UTLTY							\$0.00	
4/16/2020 ✓					N		\$219.75 ✓	
58	SCG / SCG ✓	4/3/2020 ✓	N	N		4/23/2020 ✓	4/3/2020	20A17882256005 ✓
MAIN OFC UTLTY							\$0.00	
4/16/2020 ✓					N		\$70.52 ✓	
59	WEKA INC / WEKA, INC. ✓	2/29/2020 ✓	N	N		3/30/2020 ✓	2/29/2020	205-001 ✓
JH LIFT STN							\$0.00	
4/16/2020 ✓					N		\$275,528.50 ✓	
60	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	1/14/2020 ✓	N	N		2/14/2020 ✓	1/14/2020	BL91392-0267 ✓
WTR ANALYSES							\$0.00	
4/16/2020 ✓					N		\$420.00 ✓	
61	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	1/14/2020 ✓	N	N		2/14/2020 ✓	1/14/2020	CA00693-0267 ✓
WTR ANALYSES							\$0.00	
4/16/2020 ✓					N		\$53.00 ✓	
62	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	1/28/2020 ✓	N	N		2/28/2020 ✓	1/28/2020	CA01856-0267 ✓
WTR ANALYSES							\$0.00	
4/16/2020 ✓					N		\$96.00 ✓	
63	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	3/13/2020 ✓	N	N		4/13/2020 ✓	3/13/2020	CC01192-0267 ✓
WTR ANALYSES							\$0.00	
4/16/2020 ✓					N		\$420.00 ✓	
64	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	3/13/2020 ✓	N	N		4/13/2020 ✓	3/13/2020	CC01193-0267 ✓
WTR ANALYSES							\$0.00	
4/16/2020 ✓					N		\$84.00 ✓	
65	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	3/27/2020 ✓	N	N		4/27/2020 ✓	3/27/2020	CC02425-0267 ✓
WTR ANALYSES							\$0.00	
4/16/2020 ✓					N		\$420.00 ✓	
66	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	4/7/2020 ✓	N	N		5/7/2020 ✓	4/7/2020	CD00563-0267 ✓
WTR ANALYSES							\$0.00	
4/16/2020 ✓					N		\$96.00 ✓	
67	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	4/7/2020 ✓	N	N		5/7/2020 ✓	4/7/2020	CD00565-0267 ✓
WTR ANALYSES							\$0.00	
4/16/2020 ✓					N		\$32.00 ✓	
68	BRINKS / BRINKS INC. ✓	4/1/2020 ✓	N	N		5/1/2020 ✓	4/1/2020	4516853 ✓
ARMORED SVCS							\$0.00	
4/16/2020 ✓					N		\$25.65 ✓	

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Tr. #	Vendor	Inv Date	Paid Out	Immediate	Credit Card Vendor	Due Date	Discount Date	Invoice #
PO Number		Immediate GL Account	GL Account		Check #		Payment Date	Discount
GL Date					Credit Card	CC Reference #		Total Invoice
69	GRAINGER / GRAINGER ✓	3/27/2020 ✓	N	N		4/26/2020 ✓	3/27/2020	9488781866 ✓
SUPPLIES								\$0.00
4/16/2020 ✓					N			\$29.97 ✓
70	GRAINGER / GRAINGER ✓	3/27/2020 ✓	N	N		4/26/2020 ✓	3/27/2020	9488781874 ✓
SUPPLIES								\$0.00
4/16/2020 ✓					N			\$72.80 ✓
71	HARRINGTON INDUSTRIAL / HARRINGTON INDUSTRI ✓	4/6/2020 ✓	N	N		5/5/2020 ✓	4/6/2020	012K3093 ✓
TUBING								\$0.00
4/16/2020 ✓					N			\$195.75 ✓
72	KH METALS / KH METALS & SUPPLY ✓	4/3/2020 ✓	N	N		5/2/2020 ✓	4/3/2020	0511683IN ✓
FASTENERS								\$0.00
4/16/2020 ✓					N			\$3.98 ✓
73	MERIT OIL / MERIT OIL COMPANY ✓	4/1/2020 ✓	N	N		4/16/2020 ✓	4/1/2020	573267 ✓
GASOLINE								\$0.00
4/16/2020 ✓					N			\$314.06 ✓
74	CROWN ACE HARDWARE / CROWN ACE HARDWARE ✓	4/7/2020 ✓	N	N		5/6/2020 ✓	4/7/2020	080366 ✓
SUPPLIES								\$0.00
4/16/2020 ✓					N			\$24.75 ✓
75	TEKCOLLECT / TEK COLLECT ✓	3/31/2020 ✓	N	N		4/30/2020 ✓	3/31/2020	453356 ✓
COLLECTION FEES								\$0.00
4/16/2020 ✓					N			\$170.33 ✓
76	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓	4/8/2020 ✓	N	N		5/7/2020 ✓	4/8/2020	0325_040720.A ✓
COMM TRSH 3/25-4/7								\$0.00
4/16/2020 ✓					N			\$37,771.46 ✓
77	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓	4/8/2020 ✓	N	N		5/7/2020 ✓	4/8/2020	0325_040720.B ✓
RES TRSH 3/25-4/7								\$0.00
4/16/2020 ✓					N			\$111,699.81 ✓
78	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓	4/8/2020 ✓	N	N		5/7/2020 ✓	4/8/2020	0325_040720.C ✓
RCSD SHR COMM								\$0.00
4/16/2020 ✓					N			(\$3,777.15) ✓
79	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓	4/8/2020 ✓	N	N		5/7/2020 ✓	4/8/2020	0325_040720.D ✓
RCSD SHR RES								\$0.00
4/16/2020 ✓					N			(\$897.94) ✓
80	WESTERN MUNICIPAL WATER / WESTERN MUNICIPAL ✓	4/1/2020 ✓	N	N		5/1/2020 ✓	4/1/2020	RI3522 ✓
APR '20 BRINE FXD								\$0.00
4/16/2020 ✓					N			\$749.94 ✓
81	SPECTRUM / SPECTRUM BUSINESS ✓	4/6/2020 ✓	N	N		4/23/2020 ✓	4/6/2020	0914404040620 ✓
INTERNET 4/6-5/5								\$0.00
4/16/2020 ✓					N			\$254.99 ✓

Grand Totals

**Total Direct Expense:** \$480,861.62  
**Total Direct Expense Adj:** (\$4,675.09) ①  
**Total Non-Electronic Transactions:** \$476,186.53 ②

Report Summary

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

④ 4,675.09  
 4,675.09 Tr. - Co  
.00

② 476,186.53  
 479,610.53  
3,424.00

  
 4.13.20

PR 4/17/20 { 255.00 Union  
 3,169.00 Lincoln  
3,424.00  
.00

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

## 7. CORRESPONDENCE AND RELATED INFORMATION

## 8. MANAGER'S REPORT

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

## Water and Wastewater Production Comparison

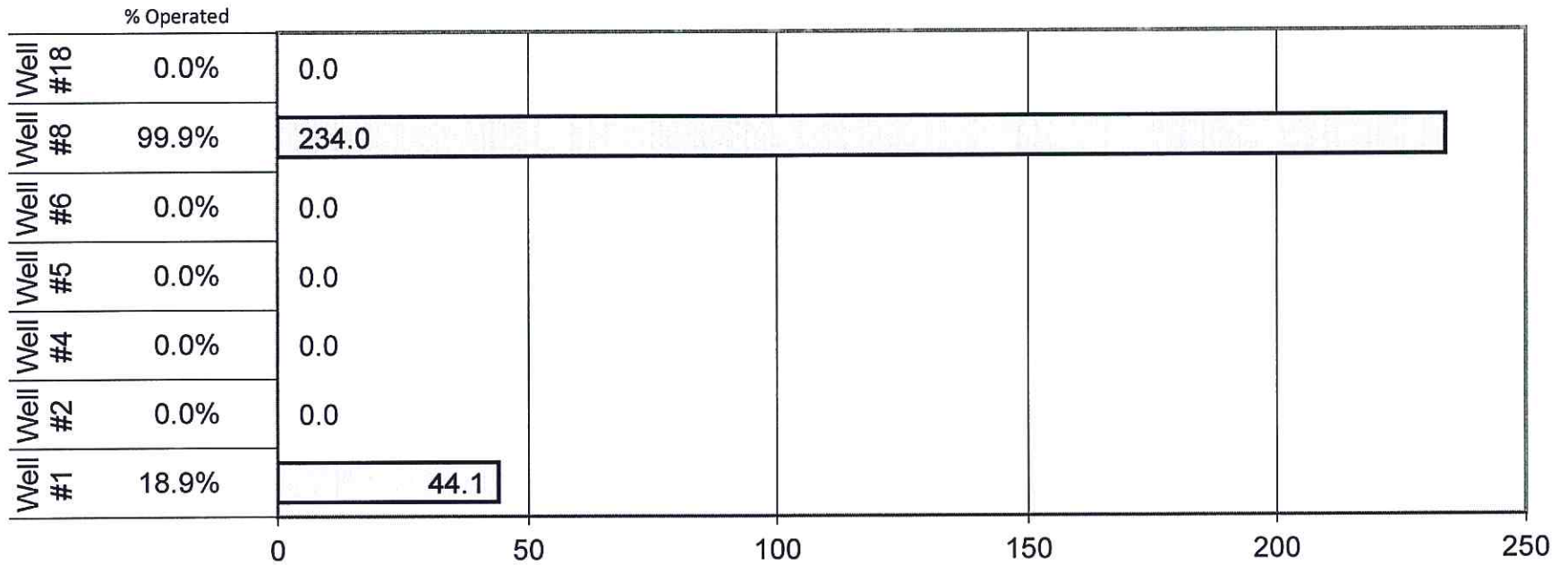
Date	TOTAL WELL PRODUCTION in Million Gallons					Consumption to	WASTEWATER
	Purchased	Potable	Potable	Non-Potable	Total	JURUPA C.S.D.	FLOW TO
		Wells	Total	Wells		(Million Gallons)	RIVERSIDE
						(Million Gallons)	(Million Gallons)
03/01/2020	0.00	3.29	3.29	0.01	3.30	0.00	1.63
03/02/2020	0.00	4.13	4.13	0.56	4.69	0.00	1.62
03/03/2020	0.00	3.19	3.19	0.39	3.58	0.00	1.60
03/04/2020	0.00	4.43	4.43	0.30	4.73	0.00	1.64
03/05/2020	0.00	3.45	3.45	0.38	3.84	0.00	1.58
03/06/2020	0.00	4.37	4.37	0.52	4.89	0.00	1.54
03/07/2020	0.00	2.26	2.26	0.37	2.62	0.00	1.61
03/08/2020	0.00	2.44	2.44	0.01	2.45	0.00	1.61
03/09/2020	0.00	3.19	3.19	0.01	3.19	0.00	1.56
03/10/2020	0.00	2.69	2.69	0.35	3.04	0.00	1.71
03/11/2020	0.00	4.04	4.04	0.30	4.34	0.00	1.62
03/12/2020	0.00	2.81	2.81	0.01	2.82	0.00	2.03
03/13/2020	0.00	2.70	2.70	0.01	2.71	0.00	1.57
03/14/2020	0.00	2.70	2.70	0.01	2.71	0.00	1.65
03/15/2020	0.00	2.24	2.24	0.00	2.24	0.00	1.66
03/16/2020	0.00	2.52	2.52	0.00	2.52	0.00	1.65
03/17/2020	0.00	3.04	3.04	0.01	3.05	0.00	1.69
03/18/2020	0.00	2.36	2.36	0.01	2.36	0.00	1.63
03/19/2020	0.00	2.55	2.55	0.01	2.56	0.00	1.65
03/20/2020	0.00	2.31	2.31	0.01	2.32	0.00	1.65
03/21/2020	0.00	2.63	2.63	0.01	2.64	0.00	1.70
03/22/2020	0.00	2.68	2.68	0.01	2.68	0.00	1.68
03/23/2020	0.00	2.56	2.56	0.01	2.57	0.00	1.84
03/24/2020	0.00	3.25	3.25	0.01	3.25	0.00	1.68
03/25/2020	0.00	2.44	2.44	0.01	2.44	0.00	1.66
03/26/2020	0.00	2.53	2.53	0.01	2.54	0.00	1.64
03/27/2020	0.00	2.24	2.24	0.01	2.24	0.00	1.59
03/28/2020	0.00	2.58	2.58	0.01	2.59	0.00	1.64
03/29/2020	0.00	2.85	2.85	0.01	2.85	0.00	1.63
03/30/2020	0.00	3.38	3.38	0.01	3.38	0.00	1.65
03/31/2020	0.00	2.78	2.78	0.43	3.20	0.00	1.64
MINIMUM	0.00	2.24	2.24	0.00	2.24	0.00	1.54
AVERAGE	0.00	2.92	2.92	0.12	3.04	0.00	1.65
MAXIMUM	0.00	4.43	4.43	0.56	4.89	0.00	2.03
TOTAL	0.00	90.60	90.60	3.74	94.34	0.00	51.22

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

DATE	POTABLE WATER								NONPOTABLE WATER					TOTALS		TOTAL PROD. (MG)
	JURUPA TIE-IN (MG)	MN Rmvl Plt #1 Well #1A (MG)	GAC Plt TROYER Well #2 (MG)	Nitrate Removal Plt		DALY Well #5 (MG)	GOULD Well #8A (MG)	MN Rmvl Plt #2 Well #18 (MG)	28th ST. Well #3 (MG)	DALY Well #7 (MG)	CLEMENT Well #11 (MG)	46th ST. Well #14 (MG)	Mission Wells #19 & #20 (MG)	POTABLE (MG)	NON POTABLE (MG)	
03/01/2020	0.00	0.88	0.00	0.00	0.00	0.00	2.41	0.00	0.00	0.00	0.00	0.00	0.01	3.29	0.01	3.30
03/02/2020	0.00	1.89	0.00	0.00	0.00	0.00	2.24	0.00	0.03	0.00	0.52	0.00	0.01	4.13	0.56	4.69
03/03/2020	0.00	0.83	0.00	0.00	0.00	0.00	2.36	0.00	0.00	0.00	0.39	0.00	0.01	3.19	0.39	3.58
03/04/2020	0.00	1.92	0.00	0.00	0.00	0.00	2.51	0.00	0.00	0.00	0.29	0.00	0.01	4.43	0.30	4.73
03/05/2020	0.00	0.95	0.00	0.00	0.00	0.00	2.50	0.00	0.01	0.00	0.37	0.00	0.01	3.45	0.38	3.84
03/06/2020	0.00	1.74	0.00	0.00	0.00	0.00	2.63	0.00	0.00	0.00	0.52	0.00	0.01	4.37	0.52	4.89
03/07/2020	0.00	0.00	0.00	0.00	0.00	0.00	2.26	0.00	0.00	0.00	0.36	0.00	0.01	2.26	0.37	2.62
Subtotal	0.00	8.21	0.00	0.00	0.00	0.00	16.91	0.00	0.04	0.00	2.44	0.00	0.05	25.12	2.53	27.65
03/08/2020	0.00	0.00	0.00	0.00	0.00	0.00	2.44	0.00	0.00	0.00	0.00	0.00	0.01	2.44	0.01	2.45
03/09/2020	0.00	1.25	0.00	0.00	0.00	0.00	1.93	0.00	0.00	0.00	0.00	0.00	0.01	3.19	0.01	3.19
03/10/2020	0.00	0.10	0.00	0.00	0.00	0.00	2.59	0.00	0.00	0.00	0.35	0.00	0.01	2.69	0.35	3.04
03/11/2020	0.00	1.58	0.00	0.00	0.00	0.00	2.47	0.00	0.00	0.00	0.29	0.00	0.01	4.04	0.30	4.34
03/12/2020	0.00	0.46	0.00	0.00	0.00	0.00	2.35	0.00	0.00	0.00	0.00	0.00	0.01	2.81	0.01	2.82
03/13/2020	0.00	0.00	0.00	0.00	0.00	0.00	2.70	0.00	0.00	0.00	0.00	0.00	0.01	2.70	0.01	2.71
03/14/2020	0.00	0.00	0.00	0.00	0.00	0.00	2.70	0.00	0.00	0.00	0.00	0.00	0.01	2.70	0.01	2.71
Subtotal	0.00	3.39	0.00	0.00	0.00	0.00	17.18	0.00	0.00	0.00	0.64	0.00	0.05	20.57	0.69	21.26
03/15/2020	0.00	0.00	0.00	0.00	0.00	0.00	2.24	0.00	0.00	0.00	0.00	0.00	0.00	2.24	0.00	2.24
03/16/2020	0.00	0.55	0.00	0.00	0.00	0.00	1.97	0.00	0.00	0.00	0.00	0.00	0.00	2.52	0.00	2.52
03/17/2020	0.00	0.27	0.00	0.00	0.00	0.00	2.77	0.00	0.00	0.00	0.00	0.00	0.01	3.04	0.01	3.05
03/18/2020	0.00	0.00	0.00	0.00	0.00	0.00	2.36	0.00	0.00	0.00	0.00	0.00	0.01	2.36	0.01	2.36
03/19/2020	0.00	0.00	0.00	0.00	0.00	0.00	2.55	0.00	0.00	0.00	0.00	0.00	0.01	2.55	0.01	2.56
03/20/2020	0.00	0.00	0.00	0.00	0.00	0.00	2.31	0.00	0.00	0.00	0.00	0.00	0.01	2.31	0.01	2.32
03/21/2020	0.00	0.00	0.00	0.00	0.00	0.00	2.63	0.00	0.00	0.00	0.00	0.00	0.01	2.63	0.01	2.64
Subtotal	0.00	0.82	0.00	0.00	0.00	0.00	16.83	0.00	0.00	0.00	0.00	0.00	0.04	17.65	0.04	17.68
03/22/2020	0.00	0.00	0.00	0.00	0.00	0.00	2.68	0.00	0.00	0.00	0.00	0.00	0.01	2.68	0.01	2.68
03/23/2020	0.00	0.00	0.00	0.00	0.00	0.00	2.56	0.00	0.00	0.00	0.00	0.00	0.01	2.56	0.01	2.57
03/24/2020	0.00	0.59	0.00	0.00	0.00	0.00	2.66	0.00	0.00	0.00	0.00	0.00	0.01	3.25	0.01	3.25
03/25/2020	0.00	0.00	0.00	0.00	0.00	0.00	2.44	0.00	0.00	0.00	0.00	0.00	0.01	2.44	0.01	2.44
03/26/2020	0.00	0.00	0.00	0.00	0.00	0.00	2.53	0.00	0.00	0.00	0.00	0.00	0.01	2.53	0.01	2.54
03/27/2020	0.00	0.00	0.00	0.00	0.00	0.00	2.24	0.00	0.00	0.00	0.00	0.00	0.01	2.24	0.01	2.24
03/28/2020	0.00	0.00	0.00	0.00	0.00	0.00	2.58	0.00	0.00	0.00	0.00	0.00	0.01	2.58	0.01	2.59
03/29/2020	0.00	0.27	0.00	0.00	0.00	0.00	2.58	0.00	0.00	0.00	0.00	0.00	0.01	2.85	0.01	2.85
03/30/2020	0.00	0.97	0.00	0.00	0.00	0.00	2.41	0.00	0.00	0.00	0.00	0.00	0.01	3.38	0.01	3.38
03/31/2020	0.00	0.13	0.00	0.00	0.00	0.00	2.65	0.00	0.00	0.00	0.42	0.00	0.01	2.78	0.43	3.20
Subtotal	0.00	1.95	0.00	0.00	0.00	0.00	25.32	0.00	0.00	0.00	0.42	0.00	0.06	27.26	0.48	27.75
<b>TOTAL</b>	<b>0.000</b>	<b>14.361</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>76.236</b>	<b>0.000</b>	<b>0.042</b>	<b>0.000</b>	<b>3.503</b>	<b>0.000</b>	<b>0.196</b>	<b>90.597</b>	<b>3.741</b>	<b>94.338</b>

# TOTAL WATER PRODUCED w/ % Operated

## March 2020



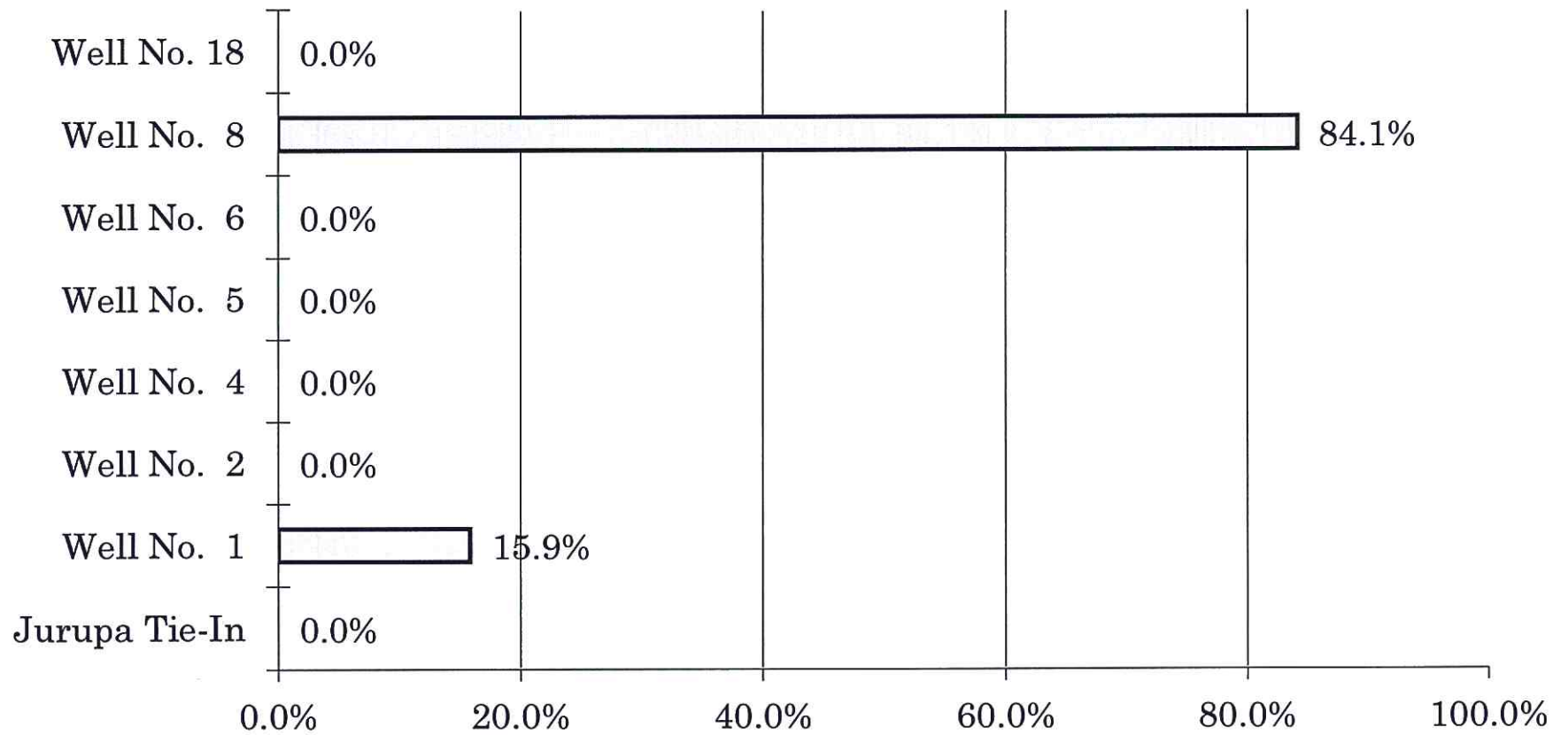
Max Production      **1205.6 AF**  
 Monthly Production    **431.4 AF**  
 Reserve Production    **774.2 AF**

**ACRE FEET**

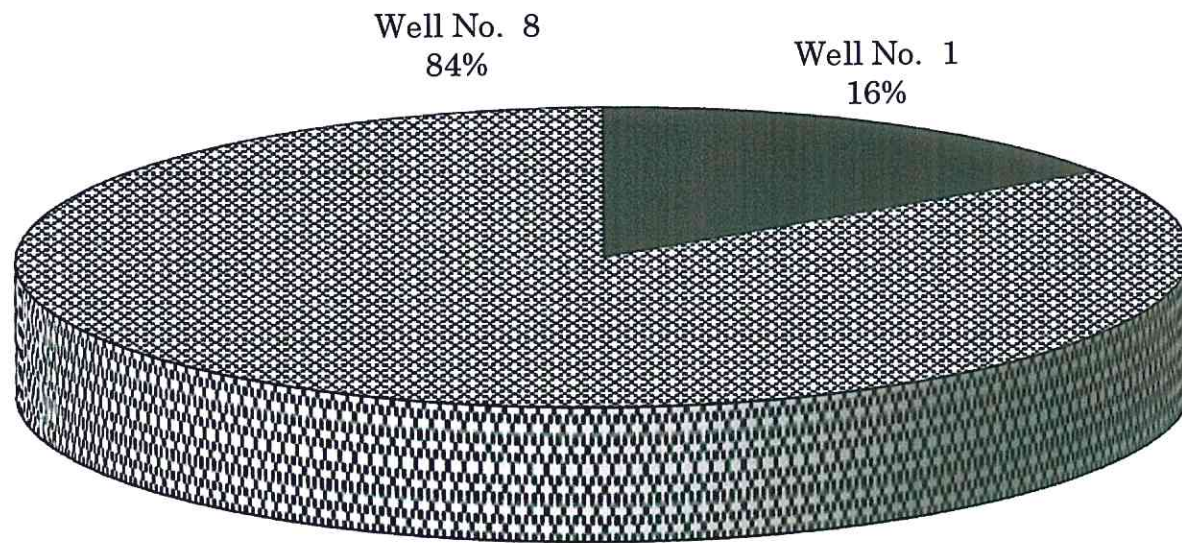
1 Acre Foot = 43,560 Cubic Feet = 325,829 Gallons



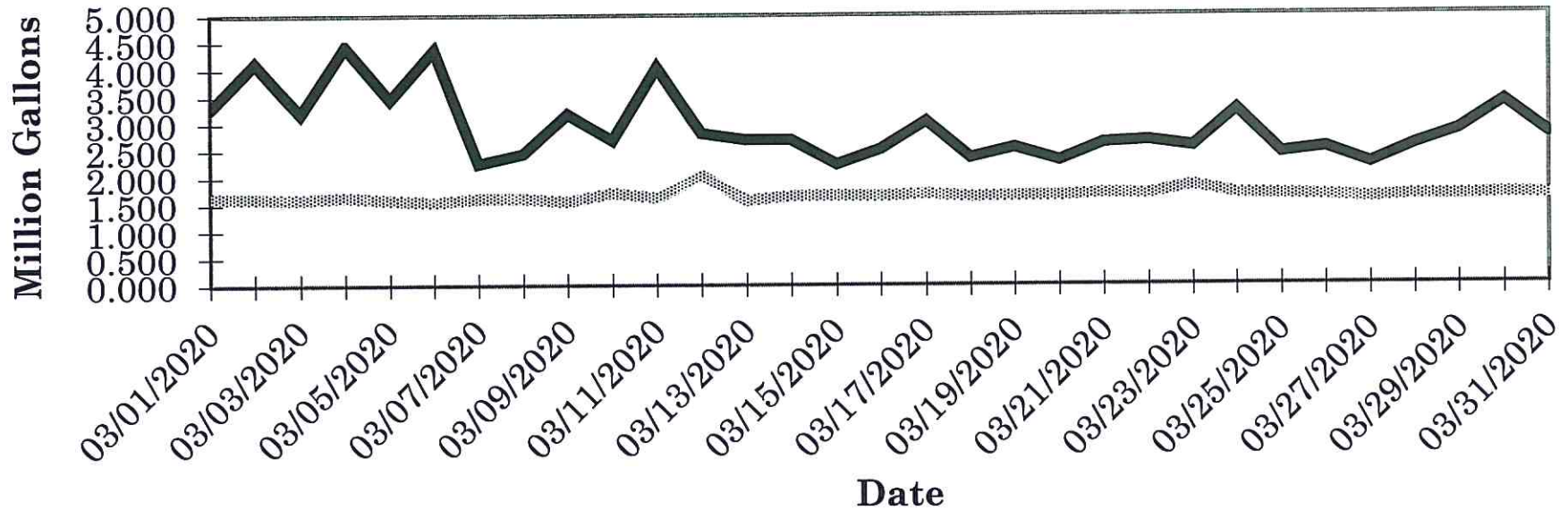
## Source Potable Production Comparison March 2020



# Source Potable Production Comparison March 2020



# Potable Water & Wastewater Comparison March 2020

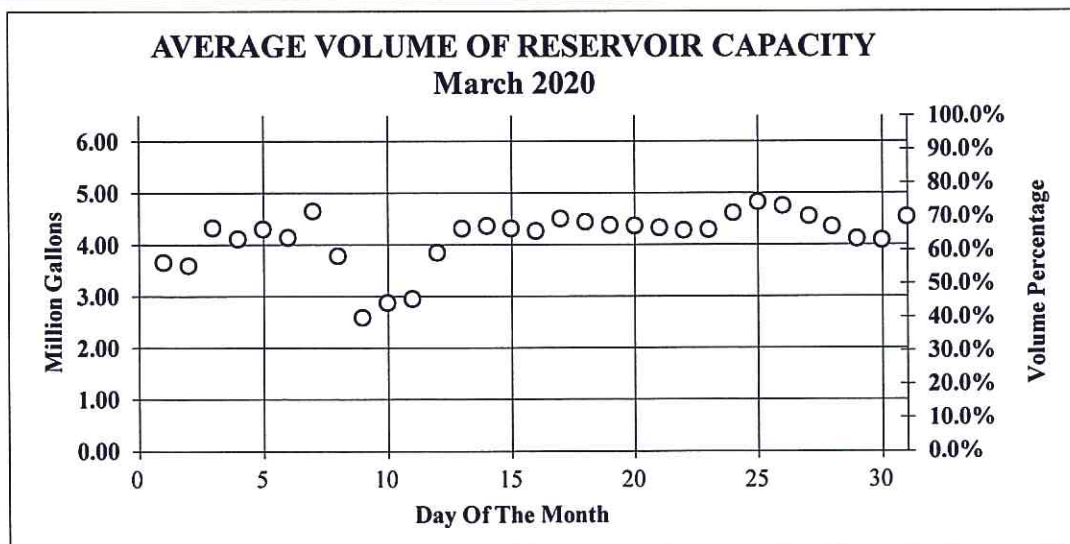


— Potable Water Prod.      ..... Wastewater Prod

# RUBIDOUX COMMUNITY SERVICES DISTRICT

## Reservoir Capacity Report

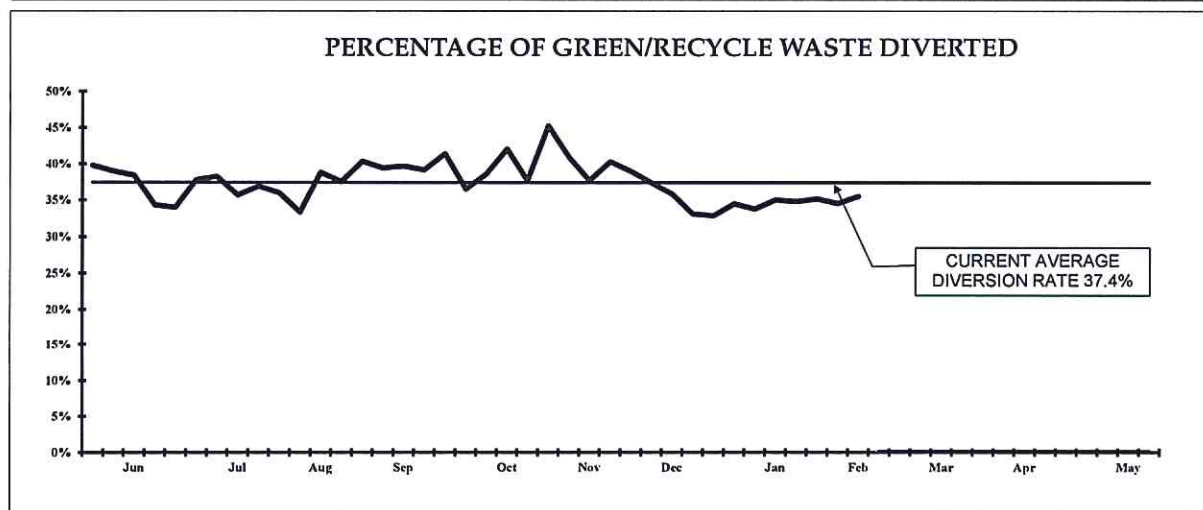
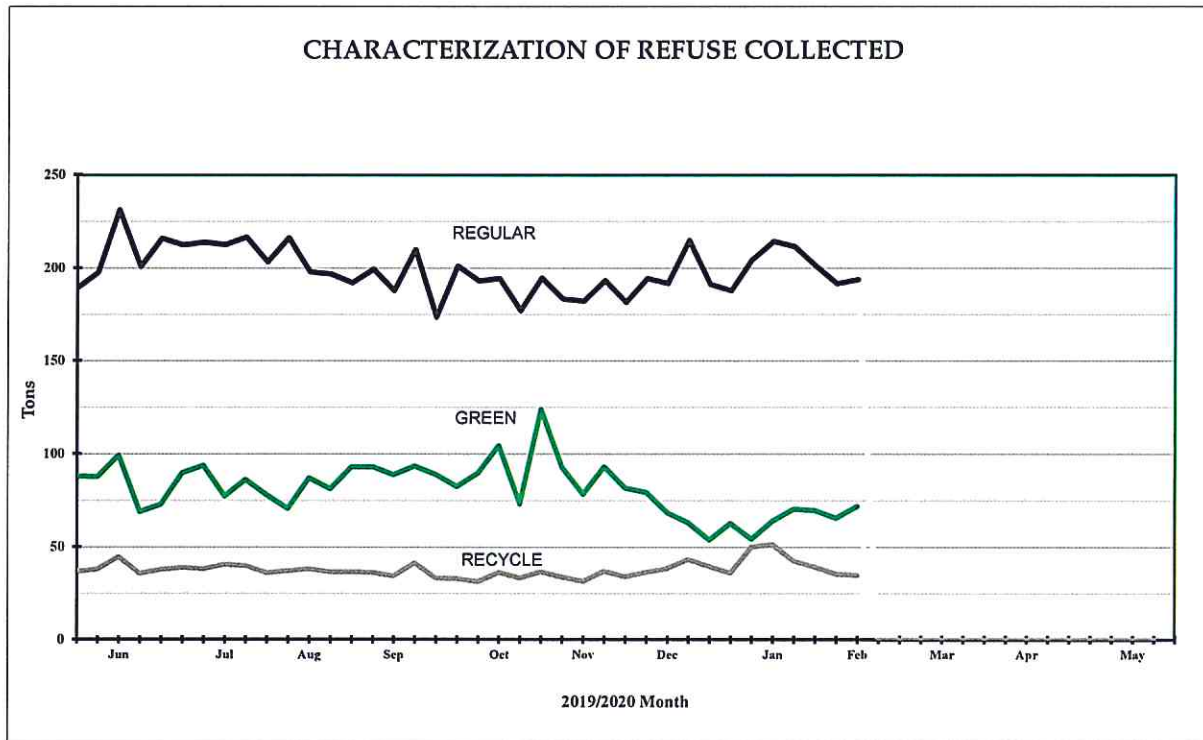
CAPACITY	ATKINSON SYSTEM		HUNTER SYSTEM		WATER AVAILABLE (Gallons)*	PERCENTAGE OF TOTAL CAPACITY
	2,000,000	3,000,000	425,000	1,000,000		
DATE	ATKINSON	WATSON	HUNTER 1	PERRONE		
03/01/2020	26.1	72.6	77.8	62.2	3,652,109	56.8%
03/02/2020	37.7	62.6	79.9	62.8	3,598,725	56.0%
03/03/2020	69.3	65.7	78.2	62.1	4,325,846	67.3%
03/04/2020	64.6	62.3	77.2	61.2	4,112,229	64.0%
03/05/2020	72.1	68.2	64.7	54.3	4,293,020	66.8%
03/06/2020	65.6	63.4	67.7	60.2	4,130,792	64.3%
03/07/2020	77.0	72.1	79.0	61.0	4,649,095	72.4%
03/08/2020	57.4	57.1	77.5	60.9	3,784,034	58.9%
03/09/2020	31.7	32.8	82.4	64.8	2,588,842	40.3%
03/10/2020	71.7	16.1	76.6	61.5	2,868,605	44.6%
03/11/2020	61.8	25.1	78.1	61.3	2,945,308	45.8%
03/12/2020	67.1	51.8	77.7	61.0	3,838,834	59.7%
03/13/2020	72.4	63.6	77.8	61.3	4,312,859	67.1%
03/14/2020	69.7	67.0	78.1	61.7	4,358,053	67.8%
03/15/2020	68.1	66.3	78.7	61.8	4,309,147	67.1%
03/16/2020	66.8	65.6	78.2	61.8	4,256,172	66.2%
03/17/2020	75.1	68.6	77.0	61.5	4,496,597	70.0%
03/18/2020	72.1	68.2	77.8	61.5	4,436,879	69.1%
03/19/2020	70.2	67.4	77.7	61.4	4,373,213	68.1%
03/20/2020	69.8	67.1	77.9	61.3	4,356,426	67.8%
03/21/2020	68.7	66.2	78.2	61.9	4,316,229	67.2%
03/22/2020	67.4	65.3	79.1	61.7	4,265,816	66.4%
03/23/2020	68.1	65.7	77.3	61.4	4,281,613	66.6%
03/24/2020	75.3	71.3	77.4	61.5	4,608,618	71.7%
03/25/2020	80.6	75.3	77.8	61.5	4,820,486	75.0%
03/26/2020	78.8	74.0	77.8	61.4	4,743,891	73.8%
03/27/2020	74.3	70.5	78.0	61.4	4,544,089	70.7%
03/28/2020	69.4	66.8	79.2	61.6	4,344,427	67.6%
03/29/2020	63.8	62.5	79.1	62.2	4,110,448	64.0%
03/30/2020	63.7	62.3	77.6	61.5	4,088,439	63.6%
03/31/2020	73.4	69.7	79.3	62.3	4,532,603	70.5%



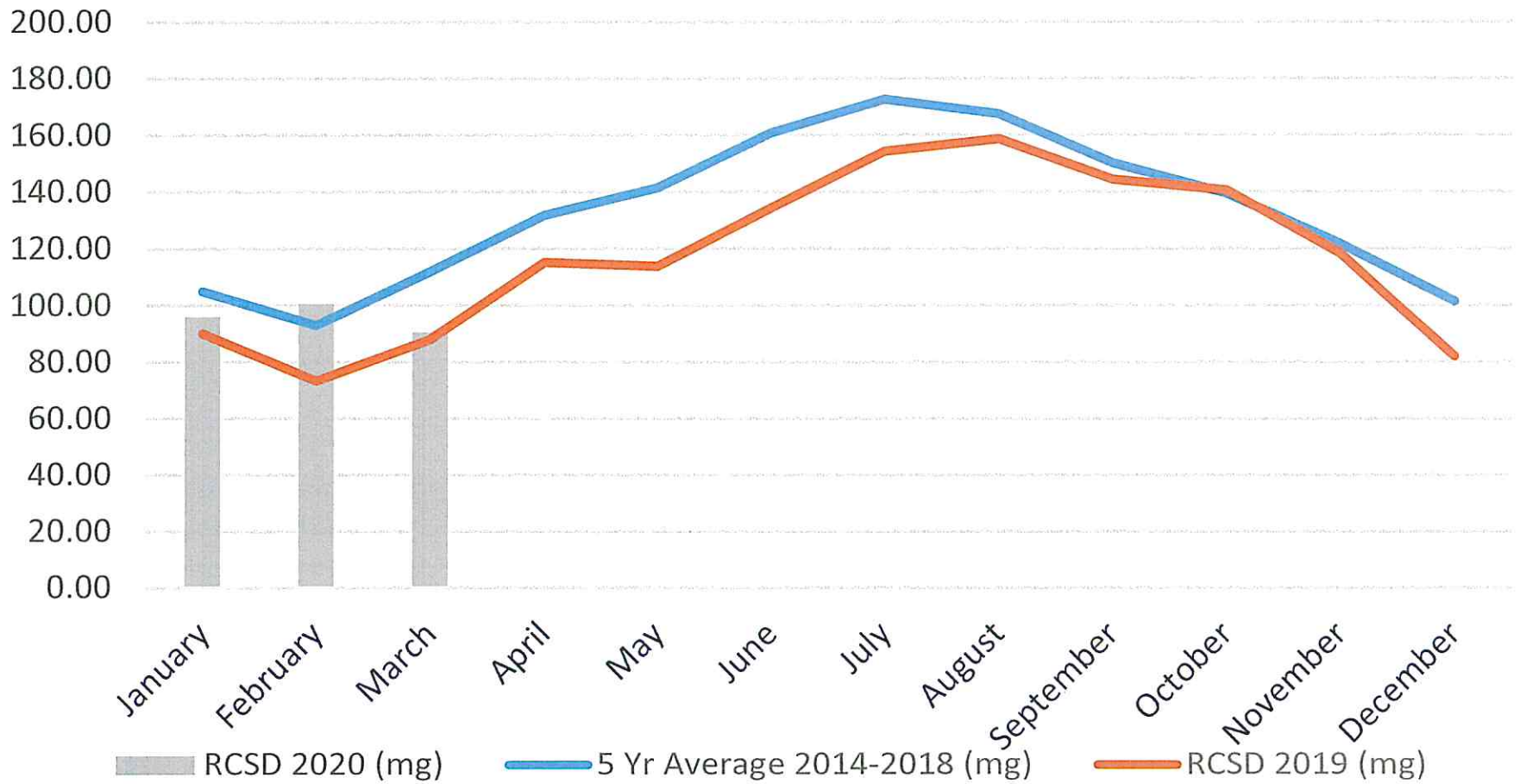
\* The total capacity of all District reservoirs is 6,425,000 gallons.



RUBIDOUX COMMUNITY SERVICES DISTRICT  
 Green Waste Program  
 (May 19 to June 20)



# Potable Water Production Year 2020



# CAL FIRE/Riverside County Fire Department

## Emergency Incident Statistics

March 2010 - March 2020



## Rubidoux Community Service District





## Total Calls for Rubidoux CSD March 2010-2020



<u>Month/Year</u>	<u>Total Calls for Station 38</u>	<u>Total Calls for District</u>
March 2010	160	174
March 2011	172	183
March 2012	191	205
March 2013	187	200
March 2014	198	209
March 2015	206	213
March 2016	237	253
March 2017	225	246
March 2018	237	259
March 2019	226	241
March 2020	255	272

# CAL FIRE/Riverside County Fire Department

## Emergency Incident Statistics



**Shawn C. Newman**

**Fire Chief**

4/1/2020

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

**Communications and Technology Division**

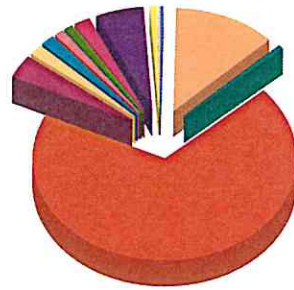
**GIS Section**

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

Incidents Reported for the month of March2020 and Special District Rubidoux CSD And Both (Code 2, Alpha, Omega, Code 3, Charlie, Delta, Bravo, Echo)  
\*Incidents are shown based on the primary response area for the incident location. This does not represent total response times for all units only the first unit in.

## Response Activity

### Incidents Reported for the month of March 2020 and Special District Rubidoux CSD And Both (Code 2, Alpha, Omega, Code 3, Charlie, Delta, Bravo, Echo)



Com Fire	1	0.4%
False Alarm	34	12.5%
Haz Mat	1	0.4%
Medical	187	68.8%
Other Fire	10	3.7%
Other Misc	4	1.5%
Public Service Assist	5	1.8%
Res Fire	3	1.1%
Ringing Alarm	3	1.1%
Standby	5	1.8%
Traffic Collision	16	5.9%
Vehicle Fire	2	0.7%
Wildland Fire	1	0.4%
<b>Total:</b>	<b>272</b>	<b>100.0%</b>

Com Fire	1
False Alarm	34
Haz Mat	1
Medical	187
Other Fire	10
Other Misc	4
Public Service Assist	5
Res Fire	3
Ringing Alarm	3
Standby	5
Traffic Collision	16
Vehicle Fire	2
Wildland Fire	1
<b>Incident Total:</b>	<b>272</b>

### Average Enroute to Onscene Time\*

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

<5 Minutes	+5 Minutes	+10 Minutes	+20 Minutes	Average	% 0 to 5 min
165	104	18	1	5.0	60.7%

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

### Incidents by Battalion, Station and Jurisdiction

			Com Fire	False Alarm	Haz Mat	Medical	Other Fire	Other Misc	Public Service	Res Fire	Ringling Alarm	Standby	Traffic Collisio	Vehicle Fire	Wildlan d Fire	Total
<b>Special District</b>	Station Out of Jurisdiction Call	Out of Jurisdiction Call	0	4	0	0	0	0	0	0	1	0	0	0	0	5
		Station Total	0	4	0	0	0	0	0	0	1	0	0	0	0	5
		<b>Battalion Total</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5</b>
<b>Battalion 14</b>	Station 16 Pedley	City of Jurupa Valley	0	0	0	1	0	0	0	0	0	0	0	0	0	1
		Station Total	0	0	0	1	0	0	0	0	0	0	0	0	0	1
	Station 18 West Riverside	City of Jurupa Valley	0	0	0	8	0	0	0	0	0	0	3	0	0	11
		Station Total	0	0	0	8	0	0	0	0	0	0	3	0	0	11
	Station 38 Rubidoux	City of Jurupa Valley	1	30	1	178	10	4	5	3	2	5	13	2	1	255
	Station Total	1	30	1	178	10	4	5	3	2	5	13	2	1	255	
	<b>Battalion Total</b>	<b>1</b>	<b>30</b>	<b>1</b>	<b>187</b>	<b>10</b>	<b>4</b>	<b>5</b>	<b>3</b>	<b>2</b>	<b>5</b>	<b>16</b>	<b>2</b>	<b>1</b>	<b>267</b>	
<b>Grand Total</b>			<b>1</b>	<b>34</b>	<b>1</b>	<b>187</b>	<b>10</b>	<b>4</b>	<b>5</b>	<b>3</b>	<b>3</b>	<b>5</b>	<b>16</b>	<b>2</b>	<b>1</b>	<b>272</b>

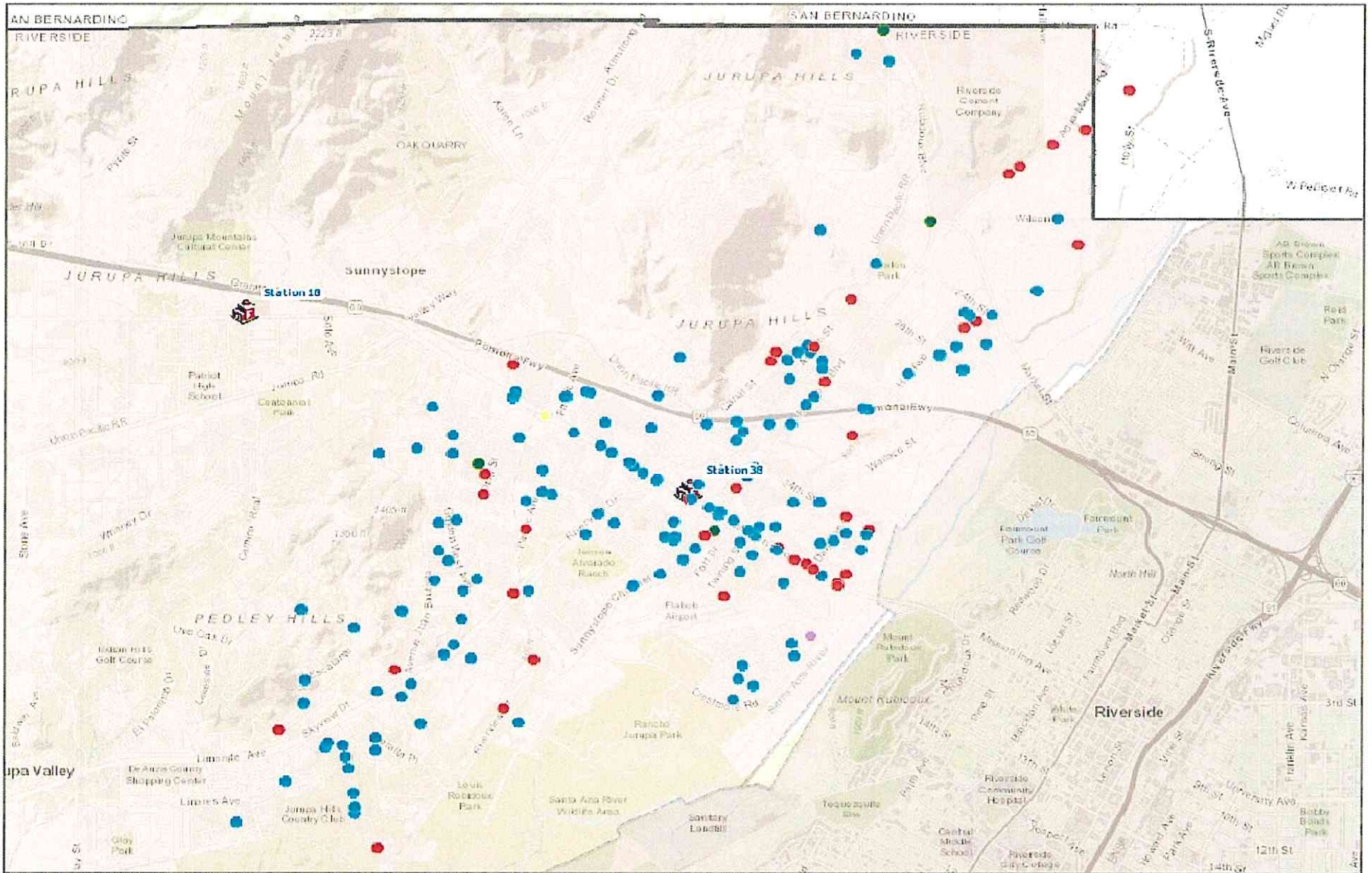
### Incidents by Jurisdiction

	Com Fire	False Alarm	Haz Mat	Medical	Other Fire	Other Misc	Public Service	Res Fire	Ringling Alarm	Standby	Traffic Collisio	Vehicle Fire	Wildlan d Fire	Total
City of Jurupa Valley	1	30	1	187	10	4	5	3	2	5	16	2	1	267
Out of Jurisdiction Call	0	4	0	0	0	0	0	0	1	0	0	0	0	5
<b>Grand Total</b>	<b>1</b>	<b>34</b>	<b>1</b>	<b>187</b>	<b>10</b>	<b>4</b>	<b>5</b>	<b>3</b>	<b>3</b>	<b>5</b>	<b>16</b>	<b>2</b>	<b>1</b>	<b>272</b>

**Incidents by Supervisorial District - Summary**

	<b>DISTRICT 2 KAREN SPIEGEL</b>	<b>NOT TIED TO DISTRICT</b>	<b>Grand Total</b>
Com Fire	1	0	1
False Alarm	30	4	34
Haz Mat	1	0	1
Medical	187	0	187
Other Fire	10	0	10
Other Misc	4	0	4
Public Service Assist	5	0	5
Res Fire	3	0	3
Ringin Alarm	2	1	3
Standby	5	0	5
Traffic Collision	16	0	16
Vehicle Fire	2	0	2
Wildland Fire	1	0	1
<b>Total</b>	<b>267</b>	<b>5</b>	<b>272</b>

MONTH = 3 and YEAR = 2020 and SPECIAL= 'Rubidoux CSD'



Legend

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



Riverside County Fire GIS

Last Updated 4/1/2020 2:5

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

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

## **Emergency Incident Statistics**



**Shawn C. Newman**

**Fire Chief**

4/1/2020

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

**Communications and Technology Division**

**GIS Section**

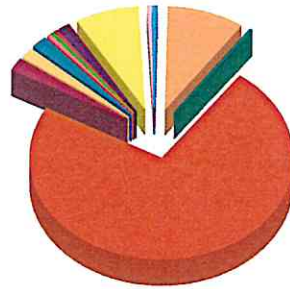
**Please refer to Map and Incident by Battalion, Station, Jurisdiction**

Incidents Reported for the month of March,2020 and City of Jurupa Valley And Both (Code 2, Alpha, Omega, Code 3, Charlie, Delta, Bravo, Echo)  
\*Incidents are shown based on the primary response area for the incident location. This does not represent total response times for all units only the first unit in.



## Response Activity

**Incidents Reported for the month of March,2020 and City of Jurupa Valley And Both (Code 2, Alpha, Omega, Code 3, Charlie, Delta, Bravo, Echo)**



Com Fire	3	0.3%
False Alarm	88	9.5%
Haz Mat	3	0.3%
Medical	677	73.0%
Other Fire	19	2.0%
Other Misc	13	1.4%
Public Service Assist	19	2.0%
Res Fire	6	0.6%
Rescue	3	0.3%
Ringing Alarm	4	0.4%
Standby	13	1.4%
Traffic Collision	71	7.7%
Vehicle Fire	6	0.6%
Wildland Fire	3	0.3%
<b>Total:</b>	<b>928</b>	<b>100.0%</b>

Com Fire	3
False Alarm	88
Haz Mat	3
Medical	677
Other Fire	19
Other Misc	13
Public Service Assist	19
Res Fire	6
Rescue	3
Ringing Alarm	4
Standby	13
Traffic Collision	71
Vehicle Fire	6
Wildland Fire	3
<b>Incident Total:</b>	<b>928</b>

### Average Enroute to Onscene Time\*

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

<5 Minutes	+5 Minutes	+10 Minutes	+20 Minutes	Average	% 0 to 5 min
574	343	43	7	4.9	61.9%

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

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

### Incidents by Battalion, Station and Jurisdiction

			Com Fire	False Alarm	Haz Mat	Medical	Other Fire	Other Misc	Public Service	Res Fire	Rescue	Ringing Alarm	Standby	Traffic Collisio	Vehicle Fire	Wildlan d Fire	Total	
<b>Battalion 4</b>	Station 47 Norco	City of Jurupa Valley	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	
	Station Total		0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1
	<b>Battalion Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>
<b>Battalion 14</b>	Station 16 Pedley	City of Jurupa Valley	0	16	0	174	4	1	1	0	1	0	2	21	1	2	223	
	Station Total		0	16	0	174	4	1	1	0	1	0	2	21	1	2	223	
	Station 17 Glen Avon	City of Jurupa Valley	1	30	1	160	2	3	9	1	1	2	3	18	1	0	232	
	Station Total		1	30	1	160	2	3	9	1	1	2	3	18	1	0	232	
	Station 18 West Riverside	City of Jurupa Valley	1	10	1	149	3	5	4	1	1	0	1	17	1	0	194	
	Station Total		1	10	1	149	3	5	4	1	1	0	1	17	1	0	194	
	Station 27 Eastvale	City of Jurupa Valley	0	2	0	16	0	0	0	1	0	0	2	0	0	0	21	
	Station Total		0	2	0	16	0	0	0	1	0	0	2	0	0	0	21	
	Station 38 Rubidoux	City of Jurupa Valley	1	30	1	178	10	4	5	3	0	2	5	14	3	1	257	
	Station Total		1	30	1	178	10	4	5	3	0	2	5	14	3	1	257	
<b>Battalion Total</b>		<b>3</b>	<b>88</b>	<b>3</b>	<b>677</b>	<b>19</b>	<b>13</b>	<b>19</b>	<b>6</b>	<b>3</b>	<b>4</b>	<b>13</b>	<b>70</b>	<b>6</b>	<b>3</b>	<b>927</b>		
<b>Grand Total</b>			<b>3</b>	<b>88</b>	<b>3</b>	<b>677</b>	<b>19</b>	<b>13</b>	<b>19</b>	<b>6</b>	<b>3</b>	<b>4</b>	<b>13</b>	<b>71</b>	<b>6</b>	<b>3</b>	<b>928</b>	

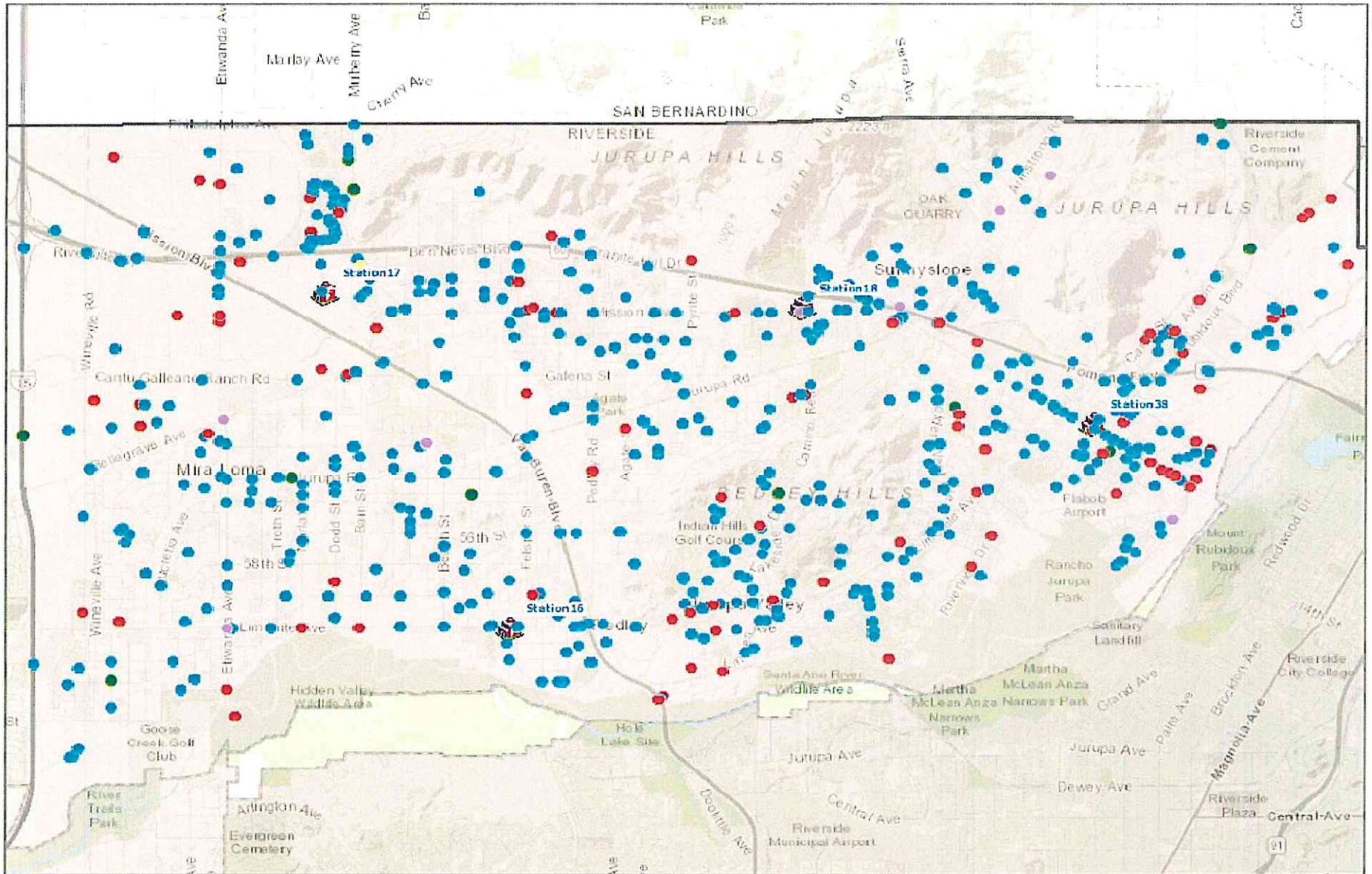
### Incidents by Jurisdiction

	Com Fire	False Alarm	Haz Mat	Medical	Other Fire	Other Misc	Public Service	Res Fire	Rescue	Ringin Alarm	Standby	Traffic Collisio	Vehicle Fire	Wildlan d Fire	Total
City of Jurupa Valley	3	88	3	677	19	13	19	6	3	4	13	71	6	3	928
<b>Grand Total</b>	<b>3</b>	<b>88</b>	<b>3</b>	<b>677</b>	<b>19</b>	<b>13</b>	<b>19</b>	<b>6</b>	<b>3</b>	<b>4</b>	<b>13</b>	<b>71</b>	<b>6</b>	<b>3</b>	<b>928</b>

**Incidents by Supervisorial District - Summary**

	<b>DISTRICT 2 KAREN SPIEGEL</b>	<b>Grand Total</b>
Com Fire	3	3
False Alarm	88	88
Haz Mat	3	3
Medical	677	677
Other Fire	19	19
Other Misc	13	13
Public Service Assist	19	19
Res Fire	6	6
Rescue	3	3
Ringng Alarm	4	4
Standby	13	13
Traffic Collision	71	71
Vehicle Fire	6	6
Wildland Fire	3	3
<b>Total</b>	<b>928</b>	<b>928</b>

MONTH = 3 and YEAR = 2020 and CITYNAME = 'Jurupa Valley'



Legend

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



Riverside County Fire GIS

9. CONSIDER ESTABLISHMENT OF A DISTRICT 401(A) PLAN:  
**DM 2020-23**

# Rubidoux Community Services District

## Board of Directors

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

## General Manager

Steven W. Appel



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

## DIRECTORS MEMORANDUM 2020-23

April 16, 2020

To:     Rubidoux Community Services District  
         Board of Directors

Subject: **CONSIDER ESTABLISHMENT OF A DISTRICT 401(A) PLAN**

### BACKGROUND

On April 7, 2020 the Personnel Committee met and considered the establishment of a District 401(a) Plan to supplement current deferred compensation opportunities for District staff. The Personnel Committee indicated its recommendation to establish a 401(a) Plan and to present this matter to the full Board of Directors. This Director's Memorandum provides information about current and proposed District deferred compensation plans as presented to the Personnel Committee.

Rubidoux Community Services District ("District") as a public agency provides its employees a variety of common benefits as part of an employee's compensation package. Besides base salary, benefits include: paid time off (vacation, sick leave, holiday), medical, vision and dental insurance, and payment of employer share of CalPERS contribution. Employees not part of the collective bargaining unit also receive administrative leave.

An ancillary benefit provided to all employees is the opportunity to participate in a 457(b) deferred compensation plan. Deferred compensation plans provide employees an opportunity to reduce their tax liability exposure on current salary with the understanding that taxes will be paid in the future when deferred salary is withdrawn.

### 457(b) Deferred Compensation Plan

Currently the District offers to its employees a 457(b) Deferred Compensation Plan. Generally speaking, 457(b) plans are tax-advantaged, deferred compensation supplemental retirement plans offered by state governments,

local governments, and some nonprofit employers. Employees can elect to use the plan to make pre-tax salary deferral contributions to lower their current tax exposure and build up retirement funds. Deferred funds are not taxed on the principal or interest earned until it is withdrawn. Withdrawals can start on or after reaching age 59 ½ without an early withdrawal penalty. Minimum mandatory withdrawals start at age 72.

The District does not contribute funding to the 457(b) Plan on behalf of its employees. All funds contributed to the 457(b) Plan is made by each employee to their 457(b) Plan account. There is no cost to the District other than minor administrative expenses. Employees contributions to the plan have an annual deferral limit based on federally set rules. For employees less than 50 years of age, the deferral limit for calendar year 2020 is \$19,500. For employees 50 and older an additional \$6,500 can be deferred, bringing the annual maximum deferral limit to \$26,000.

To summarize, the current District 457(b) Plan provides a way for employees to voluntarily save money for retirement while lowering their current tax obligation. The funds saved in the employee's 457(b) Plan are taxed when withdrawn at the employee's then current tax rate based on the employee's income at that time. Currently Lincoln Financial provides administrative duties for the District's 457(b) Plan. Approximately 50% of the District's staff voluntarily participate. The District has offered a 457(b) plan to employees since 1998.

#### 401(a) Deferred Compensation Plans

In addition to 457(b) Plans, public agencies can establish 401(a) Deferred Compensation Plans. These are plans where the agency can contribute pre-tax compensation on behalf of the employee. The total employer contributions to a 401(a) in a calendar year is limited to a federally set dollar limit or 100 percent of the participant's compensation, whichever is less. For Calendar Year 2020, the dollar limit is \$57,000. The 401(a) Plan deferral limit is separate from the 457(b) Plan deferral limit.

Public agencies have several options when the agency offers both 401(a) and 457(b) plans. An article published by Best, Best & Krieger on February 4, 2020 entitled "Taking Advantage of Governmental Retirement Plan Contribution Limits" explains options public agencies can have offering both 401(a) and 457(b) plans: These include:

1. Making and/or matching employees' 457(b) pre-tax deferrals with employer contributions to a 401(a) for the benefit of the employee. Because employees can save on taxes by making pre-tax deferrals to the 457(b), many employees prefer not having the overall annual deferral limit to the 457(b) Plan used up by employer matching contributions.
2. Using the 457(b) and 401(a) limits to benefit employees on a targeted basis. In a post-PEPRA world, there is more interest in providing "targeted" employee benefits to new hires, certain bargaining groups and mission-critical employees. Public agencies have the freedom to design their 401(a) and 457(b) plans to make employer contributions for certain individuals or groups of individuals. Employer contributions can be set up as fixed dollar or formula amounts (e.g., dollars per pay period or percentage of pay per paycheck) or determined annually by the employer on a discretionary basis. If appropriate, the 401(a) Plan can use a vesting schedule to "encourage" longevity.



3. Using deferral limits to “convert” excess or unused paid time off. If done properly, amounts of excess or unused paid time off can be “converted” by the employer (not at the election of the employee) on a mandatory basis into a 401(a) contribution. This tool may be particularly important to employees who have accumulated more paid time off than they can use and who are concerned about building their retirement savings. A mandatory conversion of paid time off if done properly, should not create tax burden associated with an elective cash-out.
4. Employer contributions to a 401(a) defined contribution plan are not subject to FICA taxes (Medicare and, if applicable, Social Security).

To summarize, a 401(a) Plan can be useful to public agencies to: 1) allow their employees to maximize deferral of compensation to their 457(b) Plan and minimize current tax liabilities, 2) provide compensation incentives other than increase in base pay, and 3) a place to convert excess or unused paid time off into savings rather than a cash out with current tax liability.

Currently there are two District employees receiving deferred compensation contributions from the District as part of their total compensation package. In the absence of establishment of a 401(a) Plan for the District, deferred compensation contribution by the District goes into these employee’s 457(b) Plan. That contribution amount goes against the annual deferral limit for the 457(b) Plan of the employee resulting in less base salary deferral causing more tax liability for the employee. Creation of a 401(a) Plan allows the District deferred compensation contribution to go to the 401(a) Plan leaving the full annual deferral limit amount of the 457(b) Plan available to the employee. Except for a one-time \$500 expenditure to Lincoln Financial to set up the 401(a) Plan, there is no added cost to the District.

In addition to addressing the situation as discussed above, a 401(a) Plan for the District could be created to reward outstanding performance on a discretionary basis, encourage longevity for employees hired under PEPR, and potential compensation adjustment for employees at top of range, etc. Adding these expanded employer benefits to District employees would impact the District’s Annual Budget and would be vetted with the Board of Directors for approval prior to implementation.

#### Request

Lincoln Financial has indicated there is a \$500 fee to set up a 401(a) Plan for the District. Staff requests authorization to proceed with paying Lincoln Financial to assist the District in setting up a 401(a) Plan for the District. Initially the plan would be set up for current employees receiving a deferred compensation contribution from the District but would be flexible to potentially include additional participants. This issue was presented to the District’s Personnel Committee on April 7, 2020. The Personnel Committee concurred with establishment of a District 401(a) Plan and recommended approval by the Board of Directors.

#### **RECOMMENDATION**

The Personnel Committee and staff recommend the Board of Directors:

1. Authorize an expenditure of \$500 to have Lincoln Financial assist in establishing a 401(a) Plan for the District.
2. Authorize the General Manager and Director of Finance & Administration to work with Lincoln Financial on establishment of 401(a) Plan to accommodate initial participation for the General Manager Position, with flexibility to include additional participants upon approval by the Board of Directors.

Respectfully,



JEFFREY D. SIMS, PE  
Assistant General Manager

10. CONSIDER ADOPTING RESOLUTION 2020-863, A  
RESOLUTION RECOGNIZING STEVE APPEL FOR SERVICE TO  
RUBIDOUX COMMUNITY SERVICES DISTRICT:  
**DM 2020-24**

# Rubidoux Community Services District

## Board of Directors

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

## Secretary-Manager

Steven W. Appel



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

**DIRECTORS MEMORANDUM 2020-24**

April 16, 2020

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

**Subject:** Consider Adopting Resolution 2020-863, A Resolution Recognizing Steve Appel for Service to Rubidoux Community Services District

## BACKGROUND:

As the Board is aware, General Manager Steve Appel is retiring after a distinguished 26-year career with the District. His last day with the District is May 17, 2020. In recognition of his leadership and commitment to the District Board of Directors, employees, and customers, Resolution No. 2020-863 was prepared for the Board to consider adopting.

## RECOMMENDATION:

Staff recommends:

1. The Board of Directors adopt Resolution 2020-863 recognizing General Manager Steve Appel's 26-year distinguished and committed service to the District.

Respectfully,

A handwritten signature in blue ink that reads 'Jeffrey D. Sims'.

JEFFREY D. SIMS, PE  
Assistant General Manager

Attach: Resolution No. 2020-863

RESOLUTION No. 2020-863

A RESOLUTION OF THE BOARD OF DIRECTORS  
OF RUBIDOUX COMMUNITY SERVICES  
DISTRICT RECOGNIZING STEVE APPEL FOR  
HIS 26 YEARS OF DEDICATED SERVICE

**WHEREAS**, Steve Appel joined Rubidoux Community Services District (Rubidoux) on August 8, 1994; and,

**WHEREAS**, Mr. Appel began work with Rubidoux as Assistant General Manager and was promoted throughout his tenure to the position he holds today, General Manager; and,

**WHEREAS**, he has provided dedicated and valued service to Rubidoux's customers; and,

**WHEREAS**, Mr. Appel prior to joining Rubidoux worked for six years at Western Municipal Water District as a Civil Engineer / Project Manager completing several significant projects including design and construction of pump stations, pipelines and coordinating development activities while supervising assigned engineering staff; and

**WHEREAS**, Mr. Appel was Commissioned as an Officer in the United States Navy Reserve Civil Engineer Corps in 1992 and honorably retired as a Commander (O5) in November 2014 after 22 years of service. His service for the country included deployment for 10 months as part of Operation Enduring Freedom in 2002-2003, and for 8 months as part of Operation Iraqi Freedom in 2005-2006; and

**WHEREAS**, Mr. Appel has continuously expected of himself, and all those he has provided leadership, a commitment to provide high-quality services for all functions at all of Rubidoux's facilities; and

**WHEREAS**, Mr. Appel provided an excellent example of continued investment in ongoing education benefiting Rubidoux

including completing an Associates of Science degree from Cypress College, a Bachelor of Science degree in Civil Engineering from California Polytechnic University, Pomona, a Master of Public Administration from California State University, San Bernardino, and a Doctor of Public Administration from California Baptist University; and

**WHEREAS**, Mr. Appel applied investments in education with successful acquisition of professional civil engineering licenses in the states of California, Arizona, Washington and Texas, along with Operator Certifications of Treatment 3 and Distribution 3 in the State of California; and

**WHEREAS**, Mr. Appel's significant accomplishments at Rubidoux include being involved with the planning, design and implementation of every Rubidoux project since 1994 including by example - treatment facilities (nitrate removal and manganese removal), installation of new and replacement pipelines, rehabilitation and installation of water wells, new water storage reservoirs, sewer lift station rehabilitation and new construction, guide new development activities within the service area, provide guidance in District Master Planning and establishing of capacity fees and rates; and

**WHEREAS**, Mr. Appel, for the benefit of Rubidoux and its customers, successfully obtained over \$12 million in grants and low interest loans from the State of California and over \$10 million in FEMA/OES emergency funding; and

**WHEREAS**, Mr. Appel has truly committed himself to developing and maintaining strategic partnerships with staff both inside and outside Rubidoux, and mentored employees throughout his 26 years of service; and,

**WHEREAS**, Mr. Appel has been a distinguished member and

leader of the Rubidoux Team, and his experience and knowledge will be missed by his Rubidoux family.

**NOW THEREFORE, BE IT RESOLVED** by the Board of Directors of Rubidoux Community Services District that this Board and all employees express their appreciation to Steve Appel for his 26 years of devoted service to Rubidoux; and,

**BE IT FURTHER RESOLVED** that the Board does hereby express its best wishes to Steve in his future endeavors.

**BE IT FURTHER RESOLVED** this resolution was approved and adopted this April 16, 2020 at the regular meeting of the Board of Directors of the Rubidoux Community Services District by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTENTIONS:**

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Armando Muniz, President

**ATTEST:**

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Jeffrey D. Sims  
Assistant General Manager

**APPROVED AS TO FORM AND CONTENT:**

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John R. Harper  
District Counsel

11. CONSIDER PURCHASE OF REFURBISHED GAC PRESSURE  
VESSELS:  
**DM 2020-25**



# Rubidoux Community Services District

## Board of Directors

Hank Trueba Jr.  
Armando Muniz  
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F. Forest Trowbridge

## Secretary-Manager

Steven W. Appel



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

## DIRECTORS MEMORANDUM 2020-25

April 16, 2020

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

**Subject:**    Consider Purchase of Refurbished GAC Pressure Vessel

### **BACKGROUND:**

As the Board may recall on March 5, 2020 the Board was presented DM 2020-11 discussing mitigation efforts related to lowering of PFAS Compound limits by the State Water Resources Control Board. DM 2020-11 is attached for reference. Mitigation measures outlined effort to develop alternate water supplies by collaboration with other water suppliers such as Jurupa Community Services District ("JCSD") and Western Municipal Water District ("Western"), and adding PFAS removal treatment on District wells. To date the Board has authorized staff to:

1. Prepare a Memorandum of Understanding ("MOU") regarding collaboration with Jurupa Community Services District. This MOU has been approved by the Boards of JCSD and RCSD. Western's Board is considering joining the MOU in May 2020. The MOU provides understandings on allocating costs and benefits of water supply projects the agencies collaborate on.
2. Hire Hazen & Sawyer to provide engineering expertise on PFAS treatment processes to guide successful implementation that is effective, efficient and able to be completed within a one-year period from receipt of new sampling standards from the Division of Drinking Water of the State Water Resources Control Board.
3. Hire Blais & Associates to provide professional services associated with identifying an applying for various grants and loans the District may be eligible for PFAS Treatment expenses.
4. Purchase two pressure vessels from Carbon Activated Corp. USA that will be refurbished and put into use for PFAS Treatment. These two pressure vessels come at significant savings when compared to costs for comparably outfitted new pressure vessels.

It is anticipated the District will have to purchase several more pressure vessels to mitigate PFAS concentrations in its drinking water wells to meet lowered PFAS limits established by the State Water Resources Control Board. All water suppliers in the state of California face this same requirement, thereby placing a high demand on pressure vessels.

Carbon Activated Corp. USA has contacted District staff indicating they have one more used pressure vessel available that can be refurbished and used for PFAS treatment. The cost is \$50,000 plus tax. In addition, there will be costs for retrofitting the vessel for resin treatment, site setup, delivery and filling with resin (or GAC) media. Initial costs for purchase and retrofitting is estimated at \$65,000.

As a reminder in DM 2020-11 staff projected the District will incur an estimated \$2 to \$4 million in expenses addressing the lower PFAS limits. Once Hazen & Sawyer provides overall guidance on treatment sequencing and location of necessary pressure vessels, there will be additional costs for site preparation, foundation installation, piping and media purchases. The purchase of this pressure vessel is part of the overall expense. Total authorizations to date specific to PFAS compound treatment is \$587,650. This includes purchase of two pressure vessels, hiring of Hazen & Sawyer, and Blais & Associates. If the Board approves this purchase, total authorizations will be \$652,650.

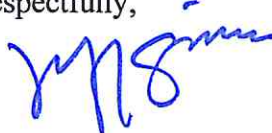
It's anticipated several more pressure vessels will need to be purchased. Given the demand, the additional pressures vessels will be new and have an approximate six (6) month lead time. New pressure vessels are anticipated to cost approximately \$150,000 to \$200,000 each plus tax.

**RECOMMENDATION:**

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

1. Purchase from Carbon Activated Corp. USA a refurbished pressure vessel per Quotation No. 4274 dated March 25, 2020 for \$50,000 plus tax.
2. Approve up to \$10,000 to be paid to Carbon Activated Corp. USA for retrofitting expenses of the pressure vessel to utilize both GAC and resin for PFAS compound treatment.
3. Amend the FY 2019/2020 to allocate \$65,000 of reserves from the Water Fund Budget to be allocated to the Water Capital Improvement Project (CIP) Budget.

Respectfully,



JEFFREY D. SIMS, PE  
Assistant General Manager

Attach:

1. Carbon Activated Corp. USA Quotation No. 4274
2. DM 2020-11 dated March 5, 2020



# CARBON ACTIVATED CORP. USA

2250 SOUTH CENTRAL AVE,  
COMPTON, CA 90220

## Quotation

Date	Quotation No.
3/25/2020	4274

Name / Address
RUBIDOUX COMMUNITY SERVICE DISTRICT 3590 RUBIDOUX BLVD. JURUOA VALLEY CA 92509

Ship To

Attention To	Terms	valid Until	FOB	Ship Via	Rep
Lee		3/25/2020	PRE-PAID	CAC	DK

Item	Description	Ordered	Rate	Amount
321	<p>Quantity- 1 total Refurbished GAC Filter System For additional costs we can modify the Filter System to work with Resin.</p> <ul style="list-style-type: none"> <li>One (1) Vertical GAC Filter</li> <li>Onsite Assembly by others</li> </ul> <p><b>Tank Definition:</b></p> <ul style="list-style-type: none"> <li>Vessel were originally designed and stamped per ASME code, Section VIII, Div. 1 for 125 psi at 150° F with no corrosion allowance. During the Refurbishment of the filters we recertified for 125 psi at 150° F.</li> <li>Carbon steel construction.</li> <li>Vessel to be 144"0 OD x 96" side shell.</li> <li>All nozzles currently installed and connections. Any change on this line item there will be extra costs.</li> <li>Vessel interior surfaces was originally coated with Plasite 4110 and during Refurbishment all Plasite areas were repaired as needed.</li> <li>Vessel exterior surfaces are prepared and primed with 4 to 6 mils Carboguard 890 and finished with 2 to 4 mils of Carbothane 134.</li> </ul> <p><b>Piping Definition:</b> None supplied</p> <p><b>Underdrain:</b></p> <ul style="list-style-type: none"> <li>Conical design with 80 2" X 3" Stainless steel nozzles with 0.015 slots. Any change on this line item there will be extra costs.</li> <li>6 each Test port Nozzles.</li> </ul> <p><b>Mechanical Assembly Definition:</b> No Process Wafer Valves included.</p> <ul style="list-style-type: none"> <li>8 each new 2" Ball Valves.</li> </ul>	1	50,000.00	50,000.00T
<b>Total</b>				



# CARBON ACTIVATED CORP. USA

2250 SOUTH CENTRAL AVE,  
COMPTON, CA 90220

## Quotation

Date	Quotation No.
3/25/2020	4274

<b>Name / Address</b>
RUBIDOUX COMMUNITY SERVICE DISTRICT 3590 RUBIDOUX BLVD. JURUOA VALLEY CA 92509

<b>Ship To</b>

<b>Attention To</b>	<b>Terms</b>	<b>valid Until</b>	<b>FOB</b>	<b>Ship Via</b>	<b>Rep</b>
Lee		3/25/2020	PRE-PAID	CAC	DK

Item	Description	Ordered	Rate	Amount
	<ul style="list-style-type: none"> <li>◦ 10 each new 1" Ball Valves.</li> <li>◦ 2 each new APCO 142 1" Air Gap.</li> <li>◦ 2" and 4" Stainless Steel Kamlock connections with cap.</li> </ul> <p>Clarifications:</p> <ul style="list-style-type: none"> <li>◦ All galvanized and stainless steel piping will not have any additional coatings.</li> <li>◦ All hardware to be galvanized carbon steel.</li> <li>◦ All gaskets to be EDPM.</li> <li>◦ Foundation, anchorage, and embedment design to be performed by others.</li> </ul> <p>Deposit:</p> <p>Due to demand we would like a 25% Deposit.</p> <p>Schedule:</p> <ul style="list-style-type: none"> <li>◦ Lead time 14 to 16 Weeks ARO.</li> </ul>			
<b>Total</b>				



# CARBON ACTIVATED CORP. USA

2250 SOUTH CENTRAL AVE,  
COMPTON, CA 90220

## Quotation

Date	Quotation No.
3/25/2020	4274

<b>Name / Address</b>
RUBIDOUX COMMUNITY SERVICE DISTRICT 3590 RUBIDOUX BLVD. JURUOA VALLEY CA 92509

<b>Ship To</b>

Attention To	Terms	valid Until	FOB	Ship Via	Rep
Lee		3/25/2020	PRE-PAID	CAC	DK

Item	Description	Ordered	Rate	Amount
	Sales Tax		8.75%	4,375.00
<b>Total</b>				\$54,375.00

# Rubidoux Community Services District

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## General Manager

Steven W. Appel



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

**DIRECTORS MEMORANDUM 2020-11**

March 5, 2020

To:        Rubidoux Community Services District  
              Board of Directors

Subject: PFAS Compound Treatment Actions

## **BACKGROUND:**

On Thursday, Feb. 6, the California Division of Drinking Water (DDW) issued new response levels (RLs) for perfluorooctanoic acid (PFOA) at ten parts per trillion and perfluorooctane sulfonate (PFOS) at 40 parts per trillion.

PFAS, short for per- and polyfluoroalkyl substances, are a group of more than 4,700 synthetic chemicals created to repel water, oil, grease and stains. The chemicals, dating to the 1940s and nearly indestructible over time, appear in a range of industrial and everyday consumer products, including makeup, food wrappers, nonstick cookware, carpets, stain repellents, and firefighting foams.

Because PFAS have been so widely used, most Americans have been exposed to them.

People ingest PFAS by eating, drinking or breathing the chemicals when they are present in food, water, fire retardants, and consumer and industrial products. Based on research cited by the California State Water Resources Control Board, most people are exposed to PFAS through food via food packaging, farming processes, or bioaccumulation (gradual chemical buildup).

Over time, PFAS also have accumulated in land near airports, industrial sites, military bases, and landfills. Once PFAS leach into the land, the chemicals can, in some cases, seep into groundwater.

Regulators and stakeholders, including water agencies, have monitored PFAS for years. But only recently have technologies been developed to detect extremely low amounts of PFAS in food and water - down to the

level of parts per trillion. One parts per trillion (ppt) is akin to one grain of sand in an Olympic-size swimming pool, or a pinch of salt in ten tons of potato chips.

These technologies are only available for PFOA, PFOS and more than a dozen other PFAS.

As research into PFAS continues, it is unclear if, or how, microscopic levels of the chemicals affect people's health. However, the chemicals can build up in the human body over time, and high concentrations of PFOA and PFOS have been linked to health concerns such as heightened cholesterol levels, decreased responses to vaccines and increased risks of liver damage, thyroid disease and low birth weights. Across the board, scientists still have much to learn about PFAS and human health. Many areas of PFAS testing and research remain in development.

While water is not the primary source of PFAS, new testing methods have raised awareness, and concerns, about trace levels of PFAS in drinking water.

In response, legislators and regulators in California have increased oversight of PFOA and PFOS. The state's Division of Drinking Water has set the following guidelines:

- In August 2019, California regulators set the Notification Levels of 5.1 ppt for PFOA and 6.5 ppt for PFOS, down from 14 ppt and 13 ppt, respectively.

If PFOA or PFOS levels reach or exceed those levels - the equivalent of five to seven grains of sand in an Olympic-size swimming pool, water agencies must notify local governing bodies such as city councils or boards of supervisors. RCSD's Board was notified in July 2019 and then again in September 2019 when the notification limits were lowered.

- State regulators recently set new Response Levels (RLs) - the level at which water agencies are expected to remediate the PFOA and PFOS. The new lower RLs are set at 10 ppt for PFOA and 40 ppt for PFOS. Previously, the RL was 70 ppt for the total concentration of the two chemicals combined. Per DDW reporting on the new lower RLs for PFOA and PFOS will be based on a rolling four (4) quarter average of sampling results.

Due to the District's location of wells, which is within proximity of a closed landfill (northwest of the intersection of the Highway 60 and the Santa Ana River), DDW issued an Order for mandatory sampling of various District wells. Staff voluntarily expanded the sampling to all wells and has done so for two quarters. Sampling results reflect RCSD's wells supplying the potable system are just above the new lowered RL for PFOA (10 ppt). DDW staff has directed staff at RCSD to cease sampling under the prior Order as the State will be issuing a new Order that will start the new rolling four (4) quarter average of sampling.

How does this effect the District?

State DDW requires water agencies to remediate for PFOA and PFOS levels above the new lowered RL based on the average of four quarters of sampling. Remediation options are:

1. Remove wells out of the system in excess of the lowered RLs
2. If wells need to stay in service, the District is to notify each customer in writing of the potential adverse health effects and publish a notice in the newspaper.
3. Implement treatment or obtain other sources of water to ensure all water delivered to customers is at or below the lowered RLs.

Currently the District is 100% reliant on groundwater supplies. Removing wells out of service is not a viable option. Notifying customers of potential adverse health risks in water is an undesirable option – this would impact public trust of a public service the District provides. This leaves implementing treatment solutions to remove the contaminant to below the RL.

Although the new Order initiating sampling requirements has not been issued, it is anticipated the new Order will be issued soon. Once the Order is issued, the District will essentially be on a one-year clock to implement treatment or other options to ensure all water delivered is below the RL. This will require expeditious action and involve significant expense.

#### Initial actions proposed

##### Action 1 – Purchase two pressure vessels

A proven treatment method for PFAS compound removals is use of ion exchange. This is accomplished by adding pressure vessels filled with appropriate material that removes the contaminant. The pressure vessels will be similar in type to the vessels the District purchased and using at Well 2 to remove 1,2,3 TCP. Based on preliminary estimates, the District will likely need to purchase approximately 6 to 10 vessels to supplement vessels already in use by the District. Carbon Activated Corp. USA has quoted pricing for two refurbished vessels. The price with tax is \$174,000. Additional expenses for delivery, construction of pads, piping fabrication and resin is not included. The delivery schedule for the two vessels is 14 to 16 weeks. New vessels cost approximately twice as much and have a 25 to 30 week delivery schedule. The delivery delays are due to heightened number of water utilities reacting to implement treatment to meet the lowered RLs.

##### Action 2 - Obtain consultant expertise

Preliminary estimates to implement treatment for PFAS Compounds for the District's wells may range from \$2.0 to \$4.0 million. Given the complexity and need to make quick but prudent decisions to meet an approximate one-year timeline, staff has obtained a proposal from Hazen Sawyer ("HS") for technical support. HS has recognized expertise in treatment processes. Their proposal is attached. The support is intended to provide technical analysis to aide in the District's decision making on use of financial resources in the most effective manner. In addition to upfront capital expenses to implement the treatment, there will be ongoing operation and maintenance expenses that will need to be understood.



### Action 3 – Evaluate other water supply alternatives

In addition to the new PFAS contaminant problem, the District has ongoing issues with water quality, mainly high total dissolved solids (salt) that creates issues with wastewater sent for treatment at the City of Riverside. The District has done a solid job meeting DDW Permit requirements, for all other contaminants – 1, 2, 3 TCP, nitrate, perchlorate, and manganese with addition of treatment processes and blending. This has been a necessity due to the long-standing policy of self-reliance on local groundwater supplies. However, with this policy the District is subjected to mitigating whatever is in the pumped water. Staff is in discussions with Jurupa Community Services District (“JCSD”), who also is wholly dependent on groundwater, to evaluate potential cooperative alternatives for water supply. Potential alternatives include:

- a. Addition of reverse osmosis treatment for water pumped out of Riverside South Basin to remove TDS and other contaminants
- b. Access to Colorado River Aqueduct water through a Metropolitan Water District meter
- c. Access to Chino Desalter Water Authority water purchased from Western Municipal Water District and conveyed through JCSD’s distribution system
- d. Access to State Water Project water through a Metropolitan Water District meter

Staff is in the process of drafting a Memorandum of Understanding between the District and JCSD to cooperatively work on water supply alternatives. Once in final draft form, staff will present this to the Board for consideration. It is anticipated this subject will be presented at the March 19, 2020 Board Meeting. This will be a longer-term effort to help provide the Board foresight as to costs for various water supplies. These costs would then be included into District Master Planning and used as a basis for future connection fee and rate analyses.

In summary, the new lower RL for PFAS contaminants and short time frame to remediate, creates cost and timing pressures on the District. These are unavoidable as compliance is mandated by DDW. Since there is an opportunity to obtain two of the needed 6 to 10 pressure vessels at a lower cost since they are refurbished (rather than new), staff recommends the Board approve the expense. Obtaining expertise to help make informed decisions on meeting the RL in a short time frame is prudent. The proposal from HS is \$155,444 and will include project management, development of a basis of design report, procurement and installation report, and permitting assistance. Given the cost of actual implementation, having this expertise will help guide the District to a successful outcome – addition of treatment within a one-year time period so there is adequate supply to meet all customer demands.

These expenses were not anticipated in the current approved Fiscal Year Budget and will require an amendment to the Budget. It is proposed \$400,000 of reserves from the Water Fund Budget be allocated to the Water Capital Improvement Project (CIP) Budget.

**RECOMMENDATION**

Staff recommends the Board of Directors authorize the General Manger to take the following actions:

1. Amend the FY 2019/2020 to allocate \$400,000 of reserves from the Water Fund Budget to be allocated to the Water Capital Improvement Project (CIP) Budget.
2. Execute a purchase order in the amount of \$174,000 with Carbon Activated Corp. USA for the purchase of two pressure vessels per Carbon Activated Corp. USA Quotation No. 4133.
3. Execute a professional services contract with Hazen and Sawyer in the amount of \$155,444 per proposal dated February 21, 2020.

Respectfully,



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

Attachments: .

1. Carbon Activated Corp. USA Quotation No. 4133
2. Hazen and Sawyer Proposal dated February 21, 2020

12. CONSIDER ADOPTING RESOLUTION 2020-864, A  
RESOLUTION DESIGNATING AND AUTHORIZING CERTAIN STAFF  
MEMBERS FOR LOCAL AGENCY INVESTMENT FUND (LAIF)  
BANKING PURPOSES:  
**DM 2020-26**

# Rubidoux Community Services District

## Board of Directors

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

## General Manager

Steven W. Appel



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

**DIRECTORS MEMORANDUM 2020-26**

April 16, 2020

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

**Subject:** Consideration to Adopt Resolution 2020-864, A Resolution Designating and Authorizing Certain Staff Members for Local Agency Investment Fund (LAIF) Banking Purposes

### **BACKGROUND:**

As the Board is aware, the current General Manager Steve Appel will be leaving District employment next month via retirement. The adoption of Resolution No. 2020-864 replaces Steve with Jeff Sims, current Assistant General Manager and District contracted General Manager effective May 18, 2020, for purposes of making electronic transfers between LAIF and District accounts. This authorization does not allow withdrawals from any District account, only transfers between accounts.

### **RECOMMENDATION:**

This item is presented to the Board of Directors as an Administrative item for the smooth transition and financial operations of the District. Consequently, Staff recommends adoption of Resolution 2020-864, which supersedes and replaces Resolution No. 2019-849 in its entirety.

Respectfully,

A handwritten signature in blue ink, appearing to read 'Jeff Sims', is written over a faint, larger version of the signature.

JEFFREY D. SIMS, PE  
Assistant General Manager

Attach: Resolution No. 2020-864  
Local Agency Investment Fund (LAIF) – Authorization for Transfer of Funds

**RESOLUTION NO. 2020-864**

**RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE RUBIDOUX COMMUNITY SERVICES DISTRICT  
AUTHORIZING INVESTMENT OF MONIES IN THE LOCAL  
AGENCY INVESTMENT FUND**

**WHEREAS**, the Local Agency Investment Fund (LAIF) is established in the State Treasury under Government Code section 16429.1 et. seq. for the deposit of money of a local agency for purposes of investment by the State Treasurer; and

**WHEREAS**, in 1997, the Rubidoux Community Services District's (District) Board of Directors authorized the deposit and withdrawal of money in the Local Agency Investment Fund in accordance with Government Code section 16429.1 et. seq. for the purpose of investment as provided therein in the best interests of the District.

**NOW THEREFORE, BE IT RESOLVED**, that the following persons **or their successors in office** are each authorized to deposit or withdrawal District funds in LAIF in accordance with provisions of Government Code section 16429.1 for the purpose of investment as stated herein:

\_\_\_\_\_  
Jeffrey D. Sims, General Manager

\_\_\_\_\_  
Brian R. Laddusaw, Director of Finance and Admin.

**AND**, the adoption of Resolution No. 2020-864 shall have an effective date of May 18, 2020;

**AND**, this resolution shall remain in full force and effect until rescinded by the Board of Directors by resolution and a copy of the resolution rescinding this resolution is filed with the State Treasurer's Office;

**AND**, the adoption of Resolution No. 2020-864 shall supersede District Resolution No. 2019-849, dated April 18, 2019, in its entirety.

**BE IT FURTHER RESOLVED** that this Resolution was approved and adopted this 16<sup>th</sup> day of April, 2020, at the Regular Meeting of the Board of Directors of the Rubidoux Community Services District by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTENTIONS:**

\_\_\_\_\_  
Armando Muniz, President

\_\_\_\_\_  
Hank Trueba, Jr., Director

\_\_\_\_\_  
Bernard Murphy, Director

\_\_\_\_\_  
John Skerbelis, Director

\_\_\_\_\_  
F. Forest Trowbridge, Director

(Seal)

**ATTEST:**

\_\_\_\_\_  
Jeffrey D. Sims  
Secretary to the Board

**APPROVED AS TO FORM AND CONTENT:**

\_\_\_\_\_  
John R. Harper, District Counsel



**California State Treasurer's Office  
Local Agency Investment Fund (LAIF)**

**Authorization for Transfer of Funds**

Effective Date  
5/18/2020

Agency Name  
Rubidoux Community Services District

LAIF Account #  
16-33-003

Agency's LAIF Resolution # 2020-864 or Resolution Date 4/16/2020

**ONLY** the following individuals whose names appear in the table below are hereby authorized to order the deposit or withdrawal of funds in LAIF. **This authorization REPLACES AND SUPERSEDES all prior authorizations on file with LAIF for the transfer of funds.**

Name	Title
Jeffrey D. Sims	General Manager
Brian R. Laddusaw	Director of Finance and Admin.

**Two authorized signatures required.** Each of the undersigned certifies that he/she is authorized to execute this form under the agency's resolution, and that the information contained herein is true and correct.

\_\_\_\_\_  
Signature  
Jeffrey D. Sims  
\_\_\_\_\_  
Print Name  
General Manager  
\_\_\_\_\_  
Title  
951-684-7580  
\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Signature  
Brian R. Laddusaw  
\_\_\_\_\_  
Print Name  
Director of Finance and Administration  
\_\_\_\_\_  
Title  
951-684-7580  
\_\_\_\_\_  
Telephone

Please provide email address to receive LAIF notifications.

Name	Email
Jeffrey D. Sims	jsims@rcsd.org
Brian R. Laddusaw	bladdusaw@rcsd.org

Please email a scanned copy for review to [laif@treasurer.ca.gov](mailto:laif@treasurer.ca.gov).  
After approval is received, mail the original form to: State Treasurer's Office  
Local Agency Investment Fund  
P.O. Box 942809  
Sacramento, CA 94209-0001

13. CONSIDER ADOPTING RESOLUTION 2020-865, A  
RESOLUTION DESIGNATING AND AUTHORIZING CERTAIN STAFF  
MEMBERS THE ABILITY TO CONDUCT ELECTRONIC  
TRANSACTIONS BETWEEN BANKING INSTITUTIONS:  
**DM 2020-27**



# Rubidoux Community Services District

## Board of Directors

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

## Secretary-Manager

David D. Lopez



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

**DIRECTORS MEMORANDUM 2020-27**

April 16, 2020

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

**Subject:** Consideration to Adopt Resolution 2020-865, A Resolution Designating and Authorizing Certain Staff Members the Ability to Conduct Electronic Transactions Between Banking Institutions

## BACKGROUND:

As the Board is aware, the current General Manager Steve Appel will be leaving District employment next month via retirement. The adoption of Resolution No. 2020-865 replaces Steve with Jeff Sims, current Assistant General Manager and District contracted General Manager effective May 18, 2020, for purposes of making electronic transfers between banking institutions. This authorization does not allow withdrawals from any District account, only transfers between accounts.

## RECOMMENDATION:

This item is presented to the Board of Directors as an Administrative item for the smooth transition and financial operations of the District. Consequently, Staff recommends adoption of Resolution 2020-865, which supersedes and replaces Resolution No. 2019-850 in its entirety.

Respectfully,

A handwritten signature in blue ink, appearing to read 'Jeff Sims'.

JEFFREY D. SIMS, PE  
Assistant General Manager

Attach: Resolution No. 2020-865

**RESOLUTION NO. 2020-865**

**RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE RUBIDOUX COMMUNITY SERVICES DISTRICT  
AUTHORIZING THE ELECTRONIC TRANSFER OF FUNDS BETWEEN BANK  
ACCOUNTS AND/OR BETWEEN BANKING INSTITUTIONS**

**WHEREAS**, the Board of Directors does hereby acknowledge that the deposit and transfer of money between bank accounts and/or between banking institutions is inherent to the efficient operations of the Rubidoux Community Services District (District);

**WHEREAS**, it has become necessary to utilize electronic transfers to perform certain transactions with banking institutions;

**NOW THEREFORE BE IT RESOLVED** that the following persons are authorized to electronically transfer District funds between Rubidoux CSD bank accounts or banking institutions for the purpose of investment or operations only and not for third party endorsements:

Jeffrey D. Sims, General Manager  
Brian R. Laddusaw, Director of Finance and Admin.

**AND**, the adoption of Resolution No. 2020-865 shall have an effective date of May 18, 2020;

**AND**, the adoption of Resolution No. 2020-865 shall supersede District Resolution No. 2020-850, dated April 18, 2019, in its entirety.

**BE IT FURTHER RESOLVED** that this Resolution was approved and adopted this 16<sup>th</sup> day of April, 2020, at the Regular Meeting of the Board of Directors of the Rubidoux Community Services District by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTENTIONS:**

\_\_\_\_\_  
Armando Muniz, President

\_\_\_\_\_  
Hank Trueba, Jr., Director

\_\_\_\_\_  
Bernard Murphy, Director

\_\_\_\_\_  
John Skerbelis, Director

\_\_\_\_\_  
F. Forest Trowbridge, Director

(Seal)

**ATTEST:**

\_\_\_\_\_  
Jeffrey D. Sims  
Secretary to the Board

**APPROVED AS TO FORM AND CONTENT:**

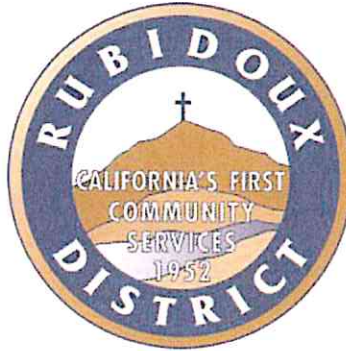
\_\_\_\_\_  
John R. Harper, District Counsel

14. RECEIVE AND FILE THE MARCH 2020 STATEMENT OF CASH  
ASSETS SCHEDULE:  
**DM 2020-28**

# Rubidoux Community Services District

## Board of Directors

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



## General Manager

Steven W. Appel

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

**DIRECTORS MEMORANDUM 2020-28**

April 16, 2020

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

**Subject:** Receive and File the March 2020 Statement of Cash Assets Schedule

## **BACKGROUND:**

Attached for the Board of Directors' consideration is the March 2020 Statement of Cash Assets Schedule Report for all District Fund Accounts. Our YTD interest is \$315,999.64 for District controlled accounts. With respect to District "Funds in Trust", we show \$13,870.62 which has been earned and posted. The District has a combined YTD interest earned total of \$329,870.26 as of March 31, 2020.

With respect to the District's Operating Funds (Excluding Restricted Funds and Operating Reserves), we show a balance of \$6,389,729.15 ending March 31, 2020. That is **\$250,728.85 MORE** than July 1, 2019, beginning balance of \$6,139,000.30.

Further, the District's Field/Admin Fund current fund balance is \$558,983.92.

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

**RECOMMENDATION:**

Staff recommends to **“Receive and File”** the March 2020 Statement of Cash Assets Schedule Report to the Rubidoux Community Services District Board of Directors.

Respectfully,

A handwritten signature in blue ink, appearing to read "J.D. Sims".

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

Attachment: March 2020, Cash Assets Schedule Report

RUBIDOUX COMMUNITY SERVICES DISTRICT

INVESTMENT SUMMARY - MARCH 31, 2020  
CASH BASIS

	Beg. Balance 7/1/2019	YTD Int.	Other Activity YTD	Balance 3/31/2020	YTD Avg. Int. Rate
<b>Operating Accounts</b>	<b>\$ 6,139,000.30</b>	<b>\$ 80,738.69</b>	<b>\$ 169,990.16</b>	<b>\$ 6,389,729.15</b>	<b>1.26%</b>
Water Operating Reserve	4,138,967.51	74,396.49	-	4,213,364.00	1.77%
Wastewater Operating Reserve	118,074.97	7,380.23	450,000.00	575,455.20	1.28%
Water Replacement Reserve	549,602.85	10,641.56	111,342.35	671,586.76	1.58%
Fire Mitigation Reserve	1,398,215.47	24,874.94	18,000.00	1,441,090.41	1.73%
Wastewater Reserve	3,247,636.40	41,364.87	(2,335,490.71)	953,510.56	4.34%
Wastewater Replacement Res.	108,352.46	2,102.32	26,809.27	137,264.05	1.53%
Water Reserve	2,383,077.37	18,311.93	(126,004.01)	2,275,385.29	0.80%
COP Restricted	2,538,527.30	47,149.63	223,586.00	2,809,262.93	1.68%
Field/Admin Reserve	484,950.44	9,038.98	64,994.50	558,983.92	1.62%
Funds in Trust	762,956.91	13,870.62	-	776,827.53	1.79%
<b>Total Investments</b>	<b>\$ 21,869,361.98</b>	<b>\$ 329,870.26</b>	<b>\$ (1,396,772.44)</b>	<b>\$ 20,802,459.80</b>	<b>1.59%</b>

\$0.00

RUBIDOUX COMMUNITY SERVICES DISTRICT  
**CASH ASSET SCHEDULE**  
**INVESTMENT ACTIVITY**  
 FOR PERIOD JULY 1, 2019 THRU MARCH 31, 2020  
 CASH BASIS  
**FIRE MITIGATION**

<u>DATE</u>	<u>INSTITUTION</u>	<u>INSTRUMENT</u>	<u>MATURITY</u>	<u>STATUS</u>	<u>PURCHASE / REDEEM</u>	<u>INT. RATE</u>	<u>INTEREST</u>	<u>PAR/ BALANCE</u>	<u>TOTAL</u>
3/1/2020	Premier Bank	<b>CD</b>		Beg. Bal.				170,000.20	
	Premier Bank			Interest	134.76	1.00	-	170,000.20	
	Premier Bank			Redeem	-			170,000.20	
3/31/2020	Premier Bank	<b>CD</b>	4/3/2020	Purchase	-			170,000.20	
3/1/2020	Premier Bank	<b>Checking</b>		Beg. Bal.				8,835.50	
	Premier Bank	<b>Fire Mitigation</b>		Activity	-	0.00	-	8,835.50	
3/31/2020	Premier Bank			End Bal.	-			8,835.50	
3/1/2020	LAIF	<b>Fire Mitigation</b>		Beg. Bal.				1,241,855.70	
	LAIF			Interest		1.91	-	1,241,855.70	
3/31/2020	LAIF			Activity	-			1,241,855.70	
3/1/2020	Premier Bank	<b>Safekeeping</b>		Beg. Bal				20,264.25	
	Premier Bank			Activity	-	-	134.76	20,399.01	
3/31/2020	Premier Bank			End Bal.				20,399.01	\$ 1,441,090.41



**RUBIDOUX COMMUNITY SERVICES DISTRICT**  
**CASH ASSET SCHEDULE**  
**INVESTMENT ACTIVITY**  
 FOR PERIOD JULY 1, 2019 THRU MARCH 31, 2020  
 CASH BASIS  
**WASTEWATER CIP FUNDS**

<u>DATE</u>	<u>INSTITUTION</u>	<u>INSTRUMENT</u>	<u>MATURITY</u>	<u>STATUS</u>	<u>PURCHASE / REDEEM</u>	<u>INT. RATE</u>	<u>INTEREST</u>	<u>PAR/ BALANCE</u>	<u>TOTAL</u>
3/1/2020	LAIF	<b>Sewer Mainline</b>		Beg. Bal.				941,347.06	
	LAIF			Interest		1.91	-	941,347.06	
3/31/2020	LAIF			Activity	(60,098.40)			881,248.66	
3/1/2020	CBB	<b>Safekeeping</b>		Beg. Bal				72,243.89	
				Activity	-	0.10	18.01	72,261.90	
3/31/2020	CBB			End Bal.				72,261.90	\$ 953,510.56

RUBIDOUX COMMUNITY SERVICES DISTRICT  
**CASH ASSET SCHEDULE**  
**INVESTMENT ACTIVITY**  
FOR PERIOD JULY 1, 2019 THRU MARCH 31, 2020  
CASH BASIS  
**WATER CIP FUNDS**

<u>DATE</u>	<u>INSTITUTION</u>	<u>INSTRUMENT</u>	<u>MATURITY</u>	<u>STATUS</u>	<u>PURCHASE / REDEEM</u>	<u>INTEREST RATE</u>	<u>INTEREST</u>	<u>PAR/ BALANCE</u>	<u>TOTAL</u>
3/1/2020	LAIF	<b>Water Mainline</b>		Beg. Bal.				297,486.40	
	LAIF			Interest		1.91	-	297,486.40	
3/31/2020	LAIF			Activity	(43,500.00)			253,986.40	
3/1/2020	Premier Bank	<b>CD</b>		Beg. Bal.				575,000.00	
	Premier Bank			Activity	455.77	1.00	-	575,000.00	
	Premier Bank			Redeem	-			575,000.00	
3/31/2020	Premier Bank	<b>CD</b>	4/3/2020	Purchase	-			575,000.00	
3/1/2020	Citizens Bus	<b>CD</b>		Beg. Bal.				225,000.00	
	Citizens Bus			Activity	-	0.50	-	225,000.00	
	Citizens Bus			Redeem	-	n/a		225,000.00	
3/31/2020	Citizens Bus	<b>CD</b>	4/23/2020	Purchase	-			225,000.00	
3/1/2020	CBB-CDARS	<b>CD</b>		Beg. Bal.				500,000.00	
	CBB-CDARS			Interest	-	0.15	-	500,000.00	
	CBB-CDARS			Redeem	-	n/a		500,000.00	
3/31/2020	CBB-CDARS	<b>CD</b>	4/23/2020	Purchase	-			500,000.00	
3/1/2020	CBB-CDARS	<b>CD</b>		Beg. Bal.				630,000.00	
	CBB-CDARS			Interest	-	0.15	-	630,000.00	
	CBB-CDARS			Redeem	-	n/a		630,000.00	
3/31/2020	CBB-CDARS	<b>CD</b>	4/23/2020	Purchase	-			630,000.00	

RUBIDOUX COMMUNITY SERVICES DISTRICT  
**CASH ASSET SCHEDULE**  
**INVESTMENT ACTIVITY**  
 FOR PERIOD JULY 1, 2019 THRU MARCH 31, 2020  
 CASH BASIS

3/1/2020	Premier Bank	<b>Safekeeping</b>	Beg. Bal.				68,637.24	
	Premier Bank		Activity	-	-	455.77	69,093.01	
3/31/2020	Premier Bank		End Bal.				69,093.01	
3/1/2020	CBB	<b>Safekeeping</b>	Beg. Bal.				22,300.35	
	CBB		Activity	-	0.10	5.53		
3/31/2020	CBB		End Bal.				22,305.88	\$ 2,275,385.29

RUBIDOUX COMMUNITY SERVICES DISTRICT  
**CASH ASSET SCHEDULE**  
**INVESTMENT ACTIVITY**  
 FOR PERIOD JULY 1, 2019 THRU MARCH 31, 2020  
 CASH BASIS  
**OPERATING FUNDS**

<u>DATE</u>	<u>INSTITUTION</u>	<u>INSTRUMENT</u>	<u>MATURITY</u>	<u>STATUS</u>	<u>DEPOSIT/ WITHDRAW</u>	<u>INTEREST RATE</u>	<u>INTEREST</u>	<u>PAR/ BALANCE</u>	<u>TOTAL</u>
3/1/2020	Premier Bank	<b>Checking-Gen.</b>		Beg. Bal.				114,009.21	
	Premier Bank			Deposits	3,596,092.24	0.00	-	3,710,101.45	
3/31/2020	Premier Bank			Disbursements	(3,656,219.01)			53,882.44	
3/1/2020	Premier Bank	<b>Checking Property Tax</b>		Beg. Bal.				40,551.51	
	Premier Bank			Deposits	35,962.30	0.00	-	76,513.81	
3/31/2020	Premier Bank			Disbursements	(72,000.00)			4,513.81	
3/1/2020	Premier Bank	<b>Checking-Sewer</b>		Beg. Bal.				4,989.72	
	Premier Bank			Deposits	231,172.94	0.00	-	236,162.66	
3/31/2020	Premier Bank			Disbursements	(230,914.21)			5,248.45	
3/1/2020	Premier Bank	<b>Checking-Water</b>		Beg. Bal.				569,282.22	
	Premier Bank			Deposits	1,014,079.19	0.00	-	1,583,361.41	
3/31/2020	Premier Bank			Disbursements	(1,004,465.07)			578,896.34	

RUBIDOUX COMMUNITY SERVICES DISTRICT  
**CASH ASSET SCHEDULE**  
**INVESTMENT ACTIVITY**  
 FOR PERIOD JULY 1, 2019 THRU MARCH 31, 2020  
 CASH BASIS  
**OPERATING FUNDS**

<u>DATE</u>	<u>INSTITUTION</u>	<u>INSTRUMENT</u>	<u>MATURITY</u>	<u>STATUS</u>	<u>DEPOSIT/ WITHDRAW</u>	<u>INTEREST RATE</u>	<u>INTEREST</u>	<u>PAR/ BALANCE</u>	<u>TOTAL</u>
3/1/2020	Premier Bank	<b>CD</b>		Beg. Bal.				255,000.00	
	Premier Bank			Activity	1,273.47	1.00	-	255,000.00	
	Premier Bank			Redeem	(255,000.00)			-	
3/31/2020	Premier Bank	<b>CD</b>	3/3/2020	Purchase	-			-	
3/1/2020	Premier Bank	<b>Operations</b>		Beg. Bal				20,069.52	
	Premier Bank	<b>Safekeeping</b>		Deposits	255,000.00	0.00	1,273.47	276,342.99	
3/31/2020	Premier Bank			Disbursements				276,342.99	
3/1/2020	LAIF	<b>Gen. Fund-Prop Tax</b>		Beg. Bal				1,013,292.29	
	LAIF	Qtrly. Interest		Deposits	-	1.91	-	1,013,292.29	
3/31/2020	LAIF			Disbursements	(615,000.00)			398,292.29	
3/1/2020	LAIF	<b>Water Op.</b>		Beg. Bal				3,951,703.15	
	LAIF	Qtrly. Interest		Deposits	294,357.65	1.91	-	4,246,060.80	
3/31/2020	LAIF			Disbursements	(8,162.00)			4,237,898.80	
3/1/2020	LAIF	<b>Sewer Op.</b>		Beg. Bal				842,514.31	
	LAIF	Qtrly. Interest		Deposits	82,211.72	1.91	-	924,726.03	
3/31/2020	LAIF			Disbursements	(90,072.00)			834,654.03	\$ 6,389,729.15

RUBIDOUX COMMUNITY SERVICES DISTRICT  
**CASH ASSET SCHEDULE**  
**INVESTMENT ACTIVITY**  
 FOR PERIOD JULY 1, 2019 THRU MARCH 31, 2020  
 CASH BASIS  
**RESERVED FUNDS**

<u>DATE</u>	<u>INSTITUTION</u>	<u>INSTRUMENT</u>	<u>MATURITY</u>	<u>STATUS</u>	<u>DEPOSIT/ WITHDRAW</u>	<u>INTEREST RATE</u>	<u>INTEREST</u>	<u>PAR/ BALANCE</u>	<u>TOTAL</u>
3/1/2020	LAIF	<b>Water Op. Reserve</b>		Beg. Bal				4,213,364.00	
	LAIF	Qtrly. Interest		Deposits	-	1.91	-	4,213,364.00	
3/31/2020	LAIF			Disbursements	-			4,213,364.00	
3/1/2020	LAIF	<b>Water Replacement</b>		Beg. Bal				674,294.41	
	LAIF	Qtrly. Interest		Deposits	13,150.00	1.91	-	687,444.41	
3/31/2020	LAIF			Disbursements	(15,857.65)			671,586.76	
3/1/2020	LAIF	<b>Wastewater Replacement</b>		Beg. Bal.				150,305.37	
	LAIF			Interest		1.91	-	150,305.37	
3/31/2020	LAIF			Activity	(13,041.32)			137,264.05	
3/1/2020	LAIF	<b>COP-Payback</b>		Beg. Bal				2,717,412.93	
	LAIF	Qtrly. Interest		Deposits	91,850.00	1.91	-	2,809,262.93	
3/31/2020	LAIF			Disbursements	-			2,809,262.93	
3/1/2020	LAIF	<b>Field/Admin Bldg.</b>		Beg. Bal				550,821.92	
	LAIF	Qtrly Interest		Deposits	8,162.00	1.91	-	558,983.92	
3/31/2020	LAIF			Disbursements	-			558,983.92	
3/1/2020	LAIF	<b>Wastewater Op. Reserve</b>		Beg. Bal				575,455.20	
	LAIF	Qtrly. Interest		Deposits	-	1.91	-	575,455.20	
3/31/2020	LAIF			Disbursements	-			575,455.20	\$ 8,965,916.86

RUBIDOUX COMMUNITY SERVICES DISTRICT  
**CASH ASSET SCHEDULE**  
**INVESTMENT ACTIVITY**  
 FOR PERIOD JULY 1, 2019 THRU MARCH 31, 2020  
 CASH BASIS  
**FUNDS IN TRUST**

<u>DATE</u>	<u>INSTITUTION</u>	<u>INSTRUMENT</u>	<u>MATURITY</u>	<u>STATUS</u>	<u>PURCHASE / REDEEM</u>	<u>INTEREST RATE</u>	<u>INTEREST</u>	<u>PAR/ BALANCE</u>	<u>TOTAL</u>
3/1/2020	U.S. Bank	<b>COP's Refunding-Series 1998</b>						774,259.52	
		Install Sale		44,311.91	-	0.17	36.67	774,296.19	
		Reserve-LAIF		729,984.28			0.65	-	774,296.19
3/31/2020								774,296.19	
3/1/2020	Premier Bank	<b>Fiscal Agent-SRL MN Plant</b>		Beg. Bal				2,531.23	
				Deposits	-	0.20	0.11	2,531.34	
3/31/2020				Disbursements	-			2,531.34	\$ 776,827.53
TOTAL CASH FUNDS									\$ 20,802,459.80

RCSD PORTFOLIO HOLDINGS REPORT  
MARCH 31, 2020

<u>Par \$</u>	<u>Issuer</u>	<u>Maturity</u>	<u>Acquisition Cost</u>	<u>Current Market</u>	<u>Gain/Loss</u>	<u>Yld Mat</u>
<b>AGENCY</b>						
<hr/>						
	Subtotals		-	-	-	
<b>U.S. TREASURIES</b>						
<b>COMMERCIAL PAPER</b>						
<hr/>						
	Subtotals		-	-	-	
<b>COLLATERALIZED TIME DEPOSITS</b>						
170,000.00	Premier	4/3/2020	\$ 170,000.20	\$ 170,000.20		1.00
500,000.00	Citizens CDARS	4/23/2020	500,000.00	500,000.00		0.15
630,000.00	Citizens CDARS	4/23/2020	630,000.00	630,000.00		0.15
575,000.00	Premier	4/3/2020	575,000.00	575,000.00		1.00
225,000.00	Citizens Business Bank	4/23/2020	225,000.00	225,000.00		0.50
	Subtotals		\$ 2,100,000.20	\$ 2,100,000.20	-	
<b>CASH EQUIVALENT &amp; MONEY MARKET</b>						
16,813,853.01	LAIF	-	\$ 16,813,853.01	\$ 16,813,853.01	-	1.91
13,349.31	CHECK-PPBI-Fire- Prop tax		13,349.31	13,349.31	-	-
460,402.79	SAFEKEEPING		460,402.79	460,402.79	-	-
	Subtotals		17,287,605.11	17,287,605.11	-	
	<b>GRAND TOTALS</b>		<u>\$ 19,387,605.31</u>	<u>\$ 19,387,605.31</u>	-	



RCS D Investment Portfolio  
March 31, 2020

**Maturity**

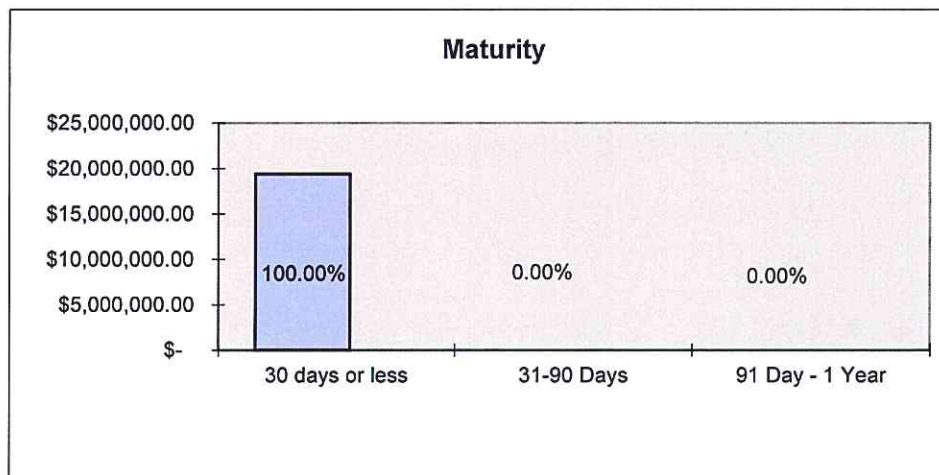
30 days or less  
31-90 Days  
91 Day - 1 Year

**Assets**

\$ 19,387,605.31  
-  
-

Total

\$ 19,387,605.31



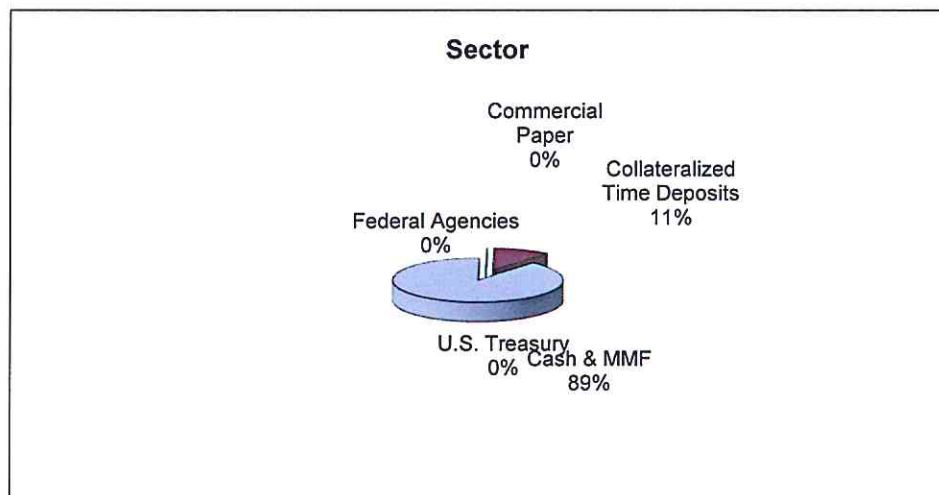
**Sector**

Cash & MMF  
U.S. Treasury  
Federal Agencies  
Commercial Paper  
Collateralized Time Deposits

\$ 17,287,605.11  
-  
-  
-  
2,100,000.20

Total

\$ 19,387,605.31



15. DIRECTORS COMMENTS – NON-ACTION

16. ADJOURNMENT