

Rubidoux Community Services District

Board of Directors

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

General Manager

Brian R. Laddusaw



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

NOTICE AND AGENDA FOR THE RUBIDOUX COMMUNITY SERVICES DISTRICT BOARD MEETING

Thursday, March 2, 2023, at 4:00 PM

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

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

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

- Calling into the meeting at any one of the following numbers:

+1 669 900 9128
+1 346 248 7799
+1 301 715 8592
+1 312 626 6799
+1 646 558 8656
+1 253 215 8782

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

Closed Session: At any time during the regular session, the Board may adjourn to a closed executive session to consider matter of litigation, personnel, negotiations, or to deliberate on decisions as

allowed and pursuant with the open meetings laws. Discussion of litigation is within the Attorney/Client privilege and may be held in closed session.

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

1. Call to Order – Bernard Murphy, President
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes for February 16, 2023, Regular Meeting
5. Consideration to Approve March 3, 2023, Salaries, Expenses and Transfers
6. Public Comment

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

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

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

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

ACTION ITEMS:

9. First Reading of Ordinance No. 2023-133, An Ordinance Establishing Board Member Stipends: **DM 2023-20**
10. Riverside LAFCO 2023 Election – Regular Special District Member – Western and Eastern Region: **DM 2023-21**
11. Consider Adopting Resolution No. 2023-902, A Resolution Concurring in the Nomination of John Skerbelis to the CSDA Board of Directors: **DM 2023-22**
12. Consider Proposal to Provide Commercial Driver’s License Class “A” Training to Field Employees: **DM 2023-23**
13. Directors Comments - Non-action
14. Adjournment

4. Approval of Minutes for February 16, 2023, Regular Meeting

MINUTES OF REGULAR MEETING
February 16, 2023
RUBIDOUX COMMUNITY SERVICES DISTRICT

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

DIRECTORS ABSENT:

STAFF PRESENT: Brian Laddusaw, General Manager
Ted Beckwith, District Engineer (virtually)
Martha Perez, Accounts Payable Manager
Miguel Valdez, Director of Operations
Melissa Trujillo, Human Resources

Call to order: the meeting of the Board of Directors of the Rubidoux Community Services District by President Murphy, at 4:00 P.M., Thursday, February 16, 2023, by teleconferencing at District Office, 3590 Rubidoux Boulevard, Jurupa Valley, California.

ITEM 4. APPROVAL OF MINUTES

Approval of Minutes for February 2, 2022, Board Meeting.

Director Skerbelis moved, and Director Trueba seconded to approve the February 2, 2023, Regular Board Minutes as presented.

Roll call:

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

Noes – 0

Abstain – 0

Absent – 0

The motion was carried unanimously.

ITEM 5. Consideration to Approve the February 17, 2023, Salaries, Expenses and Transfers.

Consideration to Approve the February 17, 2023, Salaries, Expenses and Transfers.

Director Skerbelis moved, and Director Trowbridge seconded to Approve the February 17, 2023, Salaries, Expenses and Transfers.

Roll call:

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

Noes – 0

Abstain – 0

Absent – 0

The motion was carried unanimously.

ITEM 6. PUBLIC ACKNOWLEDGE OF NON-AGENDA MATTERS

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

ITEM 7. CORRESPONDENCE AND RELATED INFORMATION

There was nothing to offer at this time.

ITEM 8. MANAGER’S REPORT

Operations Report:

Miguel Valdez reported on the water/wastewater report for the month of January, production was an average of just under 2.8 mgd per day and an average of 1.68 mg/day was the wastewater flow to Riverside. On average 0 mg/day of water to JCSO. The District is not currently selling water to JCSO. Well No. 1 produced 0% of the water, Well No. 2 produced 19%, Well No. 4 produced 6% and Well No. 6 produced 10%, Well No. 8 produced 65% and Well No. 18 produced 0% of the water.

Emergency and Fire Report:

Chief Otterman reported the Incidents Reported for the month of January 2023 and Special District Rubidoux CSD. Station 38 had a total of 266 calls. 178 calls, 66.9% were medical aides. Additionally, there was a report for the City of Jurupa Valley. There were 25 False Alarms, 9.4%, 2 Other Misc, .8%, 12 Other Fire, 4.5%, 10 Public Service Assist, 3.8%, 1 Ringing Alarm 0.4%, 4 Standby, 1.5%, 28 Traffic Collisions, 10.5%, 2 Vehicle Fire, 0.8% and 3 Wildland Fires, 1.1%.

Form 700 must be submitted to the county by April 1, 2023. Personnel updates: there were 6 interviews yesterday for the Financial Director position. They all have a heavy financial background. There will be second interviews scheduled for the top candidates. In Miguel’s department, they promoted from within - a senior utility maintenance II worker, Marco Salas (a lead supervisor) in the field; he’s now the senior maintenance worker in the production side/treatment. There were also interviews to replace Marco’s position. There have been two offers made today. There is also a part-time position, Claudia, who is now a full-time position.

Brian Laddusaw gave a short presentation on IE Works and the funding. The purpose is to develop a diverse talent pipeline via apprenticeship, internships, and career opportunities as it relates solely to the water/wastewater industry. It's structured. There are four (4) different types of programs. The Career Awareness Program is the very first program. It is introduced at the high school level to students that may possibly be looking to not enter a 4-year university program. This is a sustainable career. There is a Pre-Apprenticeship Program. This is an introductory knowledge to the field of water/wastewater. It provides literature and information about the industry. There is the Internship Program. This is for the person who has made the choice that they may think they want to go down this career path, and how do they get on with an agency. What the internship program does is gets someone hired with an agency on an internship basis. It's usually a paid (\$17-\$19/hr.), part-time position, with a commitment of 20-30 hrs./week on an average of 12 weeks. The interns would be vetted by IE Works. Scott would then place interns for the future program. Lastly there is an Apprenticeship Program. This is for someone who is well past the Internship program who wants to be hired on with a public agency full time. This is like a hand holding for a period of 3 years to give someone time to move their career along and get their certifications to what they would need to be portable with other agencies. How the funding works: 2/3 of the wages would be paid for by the district and 1/3 of the wages would be reimbursed from IE Works. This program currently has secured grant funding through 2024 and they are trying to get a third grant of funding to carry them through 2026.

RCSD could become involved with this program by becoming a partner and signing a charter. There is a fee. If the board wanted to become involved our fee would be \$2,000 because we would be considered the top tier. For the remainder of the year, our buy in fee would be \$500.00, and next year it would be the \$2,000.

March 2, 2023, Gracie Torres, President of IE Works, could possibly give a presentation to the board.

ITEM 9. First Reading of Ordinance No. 2023-133, An Ordinance Establishing Board Member Stipends. DM 2023-15.

BACKGROUND

On February 2, 2023, at the regularly scheduled Rubidoux Community Services District ("District") Board of Director's ("Board") meeting, the Board directed staff to prepare DRAFT Ordinance No. 2023-133 and schedule its introduction (First Reading) at tonight's regularly scheduled Board meeting. At the direction of the Board, staff was instructed to complete the following:

Ordinance No. 2023-133:

1. Adjust the Board member stipend for regular meetings (including special, emergency, advisory, etc.) and committee meetings to the maximum allowed under current California Water Code.

Regular: From \$155.13/meeting to **\$179.58/meeting**

Committee: From \$63.81/meeting to **\$73.87/meeting**

2. Adjust the Board member stipends automatically, on an annual basis, **commencing July 1, 2024**, to the maximum allowed under the then current California Water Code. For reference, the current California Water Code allows for a maximum 5% annual increase.

Schedule:

1. Complete the Ordinance adoption process as fast as administratively possible, which is as follows:

February 16, 2023 (tonight) – 1st Reading of Ordinance No. 2023-133

March 2, 2023 – 2nd Reading, Public Hearing, and Adoption of Ordinance No. 2023-133

May 1, 2023 – Effective Date of Ordinance No. 2023-133 (60 days past adoption)

Based on the above schedule, the Board would notice an adjustment to their stipend pay on their June 9, 2023 paycheck, as the Board is paid in arrears.

If no material changes are proposed to DRAFT Ordinance No. 2023-133, staff recommends the Board continue with the timeline above and schedule the 2nd Reading and Public Hearing at the regularly scheduled March 2, 2023 Board meeting.

Director Skerbelis moved, and Director Trueba seconded to not increase the Board Member stipend and not proceed with Ordinance No. 2023-133 adoption.

Roll call:

Ayes – 2 (Skerbelis, Trueba)

Noes – 3 (Murphy, Trowbridge, Muniz)

Abstain – 0

Absent – 0

The motion failed.

Director Trueba moved, and Director Muniz seconded to Table this item to the next board meeting, March 2, 2023.

Roll call:

Ayes – 3 (Muniz, Trowbridge, Trueba)

Noes – 1 (Murphy)

Abstain – 1 (Skerbelis)

Absent – 0

The motion was carried by majority vote.

ITEM 10. Receive and File Statement of Cash Asset Schedule Report Ending January 2023. DM 2023-16.

BACKGROUND

Attached for the Board of Directors' consideration is the January 2023 Statement of Cash Asset Schedule Report for all District Fund Accounts. Our YTD interest is \$230,742.31 for District controlled accounts. With respect to District "Funds in Trust", we show \$8,969.85 which has been earned and posted. The district has a combined YTD interest earned total of \$239,712.16 as of January 31, 2023.

The District's Operating Funds (Excluding Restricted Funds and Operating Reserves), we show a balance of \$14,421,863.13 ending January 31, 202. That's **\$5,411,676.88 MORE** than July 1, 2022, beginning balance of \$9,010,186.25.

Further, the District's Field/Admin Fund current fund balance is \$711,658.77.

Submitted for the Board of Directors consideration is the *January 2023, Statement of Cash Asset Schedule Report* for your review and acceptance this afternoon.

Director Trowbridge moved, and Director Skerbelis seconded to Receive and File the Statement of Cash for the Month of January 2023 for the Rubidoux Community Services District.

Roll call:

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

Noes – 0

Abstain – 0

Absent – 0

The motion was carried unanimously.

ITEM 11. Consider Updates to Certain Policies of the Rubidoux Community Services District Employee Handbook. DM 2023-17.

BACKGROUND

The Rubidoux Community Services District ("District") Employee Handbook ("Handbook") is designed to be a user-friendly source of general information about the District, compensation, benefits, policies, and state and federal laws. The Handbook contains a wide variety of information that should be especially useful to new hires as well as current staff. It serves as reinforcement to all employees of the importance of the District's mission and goals and as a reminder to employees of the vital role they play at the District.

The Handbook is not a replacement for the current Memorandum of Understanding ("MOU") between the District and employees represented by the Laborers' International Union of North America, Local 777 ("Union"), but rather supplements the MOU.

The District's Board of Directors ("Board") last updated the Handbook in its entirety on June 17, 2021 (DM 2021-40). Since that time, California law and statutes have made changes to the

following: Bereavement Leave, California Family Rights Act “CFRA”, and Sick Leave. The District’s labor counsel and staff reviewed the policies in the Handbook and are proposing modifications to the verbiage accordingly to conform with current state law and statutes. Additionally, the District’s labor counsel and staff are proposing and modifications to District Pregnancy Disability Leave “PDL” policy to better “streamline” the policy so it doesn’t need revisions each time the legislature modifies CFRA law. During this process the following policies were identified as needing updates:

1. Policy 2405 – Bereavement Leave
2. Policy 2425 – Family & Medical Leave
3. Policy 2450 – Pregnancy Disability Leave
4. Policy 2460 – Sick Leave

For ease of review, District staff attached only the policies mentioned above and included them as “redlined” copies. These policy updates would bring the District’s employee Handbook current with existing state law and statutes. Should the Board not proceed with the update, District staff would still be required to abide by present state law and statutes.

At the advice of the District’s labor counsel, adjustments to the District’s Handbook, even minimum updates to comply with state law and statutes, triggers a notification of the District’s Union representative. In December 2022, District staff delivered the same “redlined” copies of the four policies being considered for update to the Union representative. The Union representative had six weeks to review the proposed changes and provide comments. As of the writing of this Memorandum, the District has not received any correspondence from the Union representative. Due to no objections from the Union, staff recommends the Board consider and adopt these changes.

Director Skerbelis moved, and Director Murphy seconded the Board of Directors approve updates to the Rubidoux Community Services District Employee Handbook’s following policies:

- 1. Policy 2405 – Bereavement Leave**
- 2. Policy 2425 – Family & Medical Leave**
- 3. Policy 2450 – Pregnancy Disability Leave**
- 4. Policy 2460 – Sick Leave**

Roll call:

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

Noes – 0

Abstain – 0

Absent – 0

The motion was carried unanimously.

ITEM 12. Consider California Special District Association Board of Directors Election Call for Nomination, Seat C – Southern Network for Term 2024-2026. DM 2023-18.

BACKGROUND

Rubidoux Community Services District (“District”) is a member of the California Special Districts Association (“CSDA”). CSDA is a not-for-profit association that was formed in 1969 to promote good governance and improve core local services through professional development, advocacy, and other services for all types of independent special districts.

It has a membership of over 1,000 organizations throughout California representing all types of independent special districts including irrigation, water, park and recreation, cemetery, fire, police protection, library, utility, harbor, healthcare, and community services districts. CSDA provides education and training, insurance programs, legal advice, industry-wide litigation and public relations support, legislative advocacy, capital improvement and equipment funding, collateral design services, and, most importantly, current information that is crucial to a special district’s management and operational effectiveness.

District staff received correspondence from CSDA indicating CSDA’s call for nominations for CSDA Board of Directors Seat C.

CSDA governance involves a Board of Directors comprised of six networks with three seats for each network. The networks are geographic areas within the state of California. The District is in the Southern Network. The three representative Board of Director members for each network are on staggered three-year terms. Seat C for the Southern Network has an expiring term, thus the call by CSDA for nominations to fill this position. The seat is currently filled by Arlene Schafer – Board Vice-President of Costa Mesa Sanitary District. Included in the correspondence received from CSDA was her intention of running for re-election for Seat C, Southern Section. The other two Southern Network Directors not currently up for re-election are Don Bartz – GM of Phelan Pinon Hills CSD, and Jo MacKenzie – Board President of Vista Irrigation District.

If any of the District’s Board Members are interested in submitting to CSDA for the election to fill the upcoming three-year term for Seat C, Southern Network, it is suggested the following schedule and actions be followed:

- February 16, 2023 (tonight):
 - A. Deliberate and determine which Director or Directors, if any, are interested in being considered for the CSDA Seat C – Southern Network Board of Directors seat.
 - B. If multiple Directors are interested, select a preferred candidate.
 - C. Direct staff to prepare Resolution for nomination of preferred candidate.
- March 2, 2023:
 - A. Consider and adopt resolution for preferred candidate.
 - B. Allow preferred candidate to complete candidate information sheet.
 - C. Direct staff to submit resolution and candidate information sheet to appropriate CSDA staff.

When considering your interest, please note the commitment and expectations of a CSDA Board of Director:

- Attend all Board meetings, usually 4-5 meetings annually, at the CSDA office in Sacramento.
- Participation in at least one committee, meets 3-5 times a year at the CSDA office in Sacramento.
- Attend, at minimum, the following CSDA annual events: Special District Legislative Days – held in the Spring, and the CSDA annual conference – held in the Fall.
- Complete all four modules of CSDA’s Special District Leadership Academy within 2 years of being elected.

CSDA’s deadline is April 6, 2023 for receipt of candidate nominations. Voting will begin June 5, 2023 and end July 14, 2023. The successful candidate will be notified no later than July 18, 2023 with all new CSDA Board Members introduced at the Annual CSDA Conference in Monterey, CA in August 2023.

The attached correspondence from the CSDA dated January 30, 2023 goes into more details regarding the process. It is recommended the Board review this in preparation of consideration of nominating a Director on February 16, 2023.

Director Muniz nominated himself but the motion failed for lack of a second.

Director Trueba nominated Director John Skerbelis and Director Murphy seconded the nomination. Staff will prepare a resolution with Director Skerbelis for consideration on March 2, 2023 at the regularly scheduled Board of Directors meeting.

Roll call:

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

Noes – 0

Abstain – 0

Absent – 0

The motion was carried unanimously.

ITEM 13. Consider Amended Agreement to Provide Water to Rubidoux Community Services District. DM 2023-19.

BACKGROUND

On March 3, 2022 the Board approved an agreement between Metropolitan Water District, San Bernardino Valley Municipal Water District, Western Municipal Water District, West Valley Water District and Rubidoux Community Services District under DM 2022-16 which is attached for reference.

Rubidoux Community Services District (“RCSD”) contracts with the City of Riverside (“City”) for sewage treatment at the Regional Water Quality Control Plant (“RWQCP”) and has treatment capacity in the plant, albeit a small percentage of the total capacity of the RWQCP. Groundwater pumped by the District and delivered to its residents has a high ambient level of Total Dissolved Solids (“TDS”) which is not harmful for consumption at the average concentration of 540 parts per million (“ppm”) but does create issues for maintaining the aggregate TDS levels discharged

by the City for recycled water being below the permit limit of 650ppm for the RWQCP. As outlined in DM 2022-16 the most cost-effective way for the District to deal with high TDS levels in its wastewater delivered to the City at the RWQCP is to blend high ambient TDS groundwater with lower ambient TDS imported water via West Valley Water District.

An agreement was put together between the parties to accomplish this goal and was approved by the Boards of four out of the five agencies. As the agreement was before the Metropolitan Water District (“MWD”) Board at the same time Department of Water Resources (“DWR”) announced deliveries from the State Water Project (“SWP”) would be an allocation of only 5% of normal for those receiving SWP water. Many of the member agencies of MWD are solely reliant on deliveries of SWP water and in the face of this drastic cut to their water deliveries were opposed to the agreement to allow RCSD an imported water supply even though RCSD would not be receiving any SWP water until such time as the intertie at Wilson Street is built and there actually is a need for the lower TDS water. Consequently, the agreement was not approved by the MWD Board of Directors as these same Member Agencies each have a board member serving on the MWD Board and were able to get enough votes against the agreement.

In recap, the proposed agreement entitled “Agreement to Provide Water to Rubidoux Community Services District,” (“Agreement”) attached, has the following main terms:

1. Parties:
 - a. Metropolitan Water District (“MWD” or “Met”)
 - b. San Bernardino Valley Municipal Water District (“SBVMWD” OR “Valley District”)
 - c. Western Municipal Water District (“WMWD” or “Western”)
 - d. West Valley Water District (“WVWD” or “West Valley”)
 - e. Rubidoux Community Services District (“RCSD” or “Rubidoux”)
2. Volume of Water Available: up to 2,000 AFY
3. Accounting of water sales: MWD will bill Western for full service untreated water delivered into San Bernardino Valley’s connection to MWD’s system and include volumetric charges, capacity charges, and readiness to serve charges in effect at the time.
4. West Valley Charges: West Valley will charge the District for wheeling and treatment expenses, currently indexed to 85% of the MWD treatment surcharge for full-service water. As a note, a separate agreement between West Valley and the District will follow detailing specific operation terms and conditions for actual water deliveries.
5. Term: Agreement is effective to December 31, 2035, coinciding with the termination of State Water Contracts with DWR. However, the term of the Agreement extends to match the term of the State Water Contracts if extended.

The Amended Agreement has, in addition to above, the following new terms:

1. Recital D was added as follows:

West Valley is a County Water District, a public agency of the State of California, providing retail water to approximately 95,000 customers. West Valley’s service area overlaps five political jurisdictions: The Cities of Rialto, Fontana, Colton, and Jurupa Valley; and unincorporated areas of San Bernardino County, including the community of

Bloomington. West Valley's service area overlaps the service areas of two SWP contractors, Metropolitan and Valley District.

It is important to recognize here that West Valley's Service Area overlaps two SWP Contractors, MWD and Valley District, as this is where the transfer of water brought by MWD from the SWP is actually delivered to West Valley via SBVMWD. This water is then sold to RCSD and delivered to RCSD via the proposed Wilson Street Intertie. This Recital recognizes these facts in the agreement.

2. Agreement Term 7 was added as follows:
Water Use Restrictions. During a time when the Department of Water Resources is administering SWP allocations pursuant to Article 18a of the Water Supply Contracts, or during a time when Metropolitan's Board of Directors has declared that a regional shortage is in effect, the same guidelines, procedures, and limitations that Metropolitan applies to its Member Agencies, including, but not limited to, water supply allocation surcharges, volumetric limits, outdoor watering restrictions, or other response actions to preserve supplies in times of shortages, will apply to deliveries made pursuant to this Agreement.

Based on current costs water delivered to the RCSD will cost \$1,160 to \$1,200/acre-foot.

The Agreement was reviewed by RCSD Counsel and was found acceptable with the recommendation that the Board reconsider the agreement. Thus far it has been accepted by all parties but RCSD and MWD, with it expected to be presented to MWD in March, 2023.

With approval of the agreement and construction of the intertie with West Valley, the District will have access to low TDS potable water (325 mg/l) to use as diluent to combine with higher TDS local groundwater. Based on current annual water demand, the District will need around 800 AFY. This annual volume will increase as demand increases in the District with new development.

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

1. **Sign the agreement entitled "Agreement to Provide Water to Rubidoux Community Services District" as attached or as modified with minor, non-substantive edits.**

Roll call:

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

Noes – 0

Abstain – 0

Absent – 0

The motion was carried unanimously.

ITEM 14. CLOSED SESSION – Pursuant to Government Code 54956.8: Real Property Negotiations

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

BACKGROUND

In Closed Session at the February 2, 2023 Board Meeting, the Rubidoux Community Services District (“RCSD”) Board of Directors (“Board”) approved a closed session item to enter into a Development Agreement with EM Ranch Owner, LLC (“Developer”) to purchase future well sites and land adjacent to the Leland Thompson Water Treatment Facility. While the Board approved the agreement, President Murphy requested staff investigate the date of valuation being 30 days after the approval of the Tentative Tract Map and not at 30 days after the recordation of the final Tract Map. Staff contacted the Developer and the Developer agreed this would represent a better date for appraising the property as it would be after the property could be legally transferred without use of a Meets and Bounds Legal Description.

Section of 4.02(b)(k) of the agreement has been revised as follows to reflect this change:

“Valuation. Within thirty (30) days of the recordation of the Tract Map for the Project, Developer shall have the Subject Property appraised...”

Reportable Action: The Board authorized the General Manager to sign the amended developer agreement with EM Ranch Owner, LLC by unanimous vote.

ITEM 15. Directors Comments

Director Murphy adjourned the meeting at 4:57 PM.

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

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

NET PAYROLL 3/3/23	68,000.00
WIRE TRANSFER: FEDERAL PAYROLL TAXES 3/6/23	27,500.00
WIRE TRANSFER: STATE PAYROLL TAXES 3/6/23	5,500.00
WIRE TRANSFER: TO CREDIT UNION	3,000.00
WIRE TRANSFER: PERS RETIREMENT	18,190.00
WIRE TRANSFER: PERS HEALTH PREMIUMS	38,857.00
WIRE TRANSFER: PERS RETIRED HEALTH PREMIUMS AND FEES	1,723.00
WIRE TRANSFER: SECTION 125	244.00
WIRE TRANSFER: SECTION 457 AND 401(A)	1,802.00

CHECKING ACCOUNT TRANSFERS FOR ACCOUNTS PAYABLE:

3/3/2023 WATER FUND TO GENERAL FUND-Payables	94,309.01
WATER FUND TO GENERAL FUND-Trash	185,260.84
WATER FUND TO SEWER FUND	135,472.35
SEWER FUND TO GENERAL FUND-Payables	43,383.62

INTERFUND TRANSFERS:

3/3/2023 SEWER FUND CHECKING TO LAIF SEWER OP	92,000.00
LAIF WASTEWATER REPLACEMENT TO LAIF SEWER OP	-
LAIF SEWER ML TO LAIF SEWER OP	15,586.10
GENERAL FUND CHECKING TO LAIF PROP TAX	545.00
GENERAL FUND CHECKING TO LAIF FIRE MITIGATION	46,455.00
GENERAL FUND PROP TAX TO GENERAL FUND CHECKING	-
GENERAL FUND CHECKING TO SEWER FUND CHECKING	-
GENERAL FUND CHECKING TO WATER FUND CHECKING	28,500.00
LAIF PROPERTY TAX TO GENERAL FUND CHECKING	725,000.00
LAIF FIRE MITIGATION TO LAIF PROPERTY TAX	-
LAIF PROJECT ADMIN BLDG TO LAIF PROPERTY TAX	-
WATER FUND CHECKING TO LAIF-COP PAYBACK	93,100.00
WATER FUND CHECKING TO LAIF-W.R.	12,900.00
WATER FUND CHECKING TO GENERAL FUND CHECKING	-
WATER FUND CHECKING TO LAIF WATER RESERVE	-
WATER FUND CHECKING TO LAIF WATER OP	106,000.00

NOTES PAYABLE

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

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

2/23/2023 3:06:34 PM

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Tr. #	Vendor	Inv Date	Paid Out	Immediate	Credit Card Vendor	Due Date	Discount Date	Invoice #
PO Number		Inv Date			Check #			Discount
GL Date	Immediate GL Account				Credit Card	CC Reference #	Payment Date	Total Invoice
1	AIRESPRING / AIRESPRING ✓							170006163 ✓
PHONE CHGRS		02/16/2023 ✓	N	N				\$0.00
03/02/2023 ✓					N			\$491.37 ✓
2	AIRGAS / AIRGAS USA, LLC ✓							9994846528 ✓
TNK RNTL		01/31/2023 ✓	N	N				\$0.00
03/02/2023 ✓					N			\$205.19 ✓
3	AT&T / AT&T ✓							000019467185 ✓
PHONE CHGS		02/07/2023 ✓	N	N				\$0.00
03/02/2023 ✓					N			\$445.89 ✓
4	AQUA METRIC SALES / AQUA METRIC SALES CO ✓							INV0093099 ✓
3/4" METERS		02/07/2023 ✓	N	N				\$0.00
03/02/2023 ✓					N			\$14,488.07 ✓
5	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CA30458-0267 ✓
WTR ANALYSES		01/06/2023 ✓	N	N				\$0.00
03/02/2023 ✓					N			\$123.48 ✓
6	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CA30483-0267 ✓
WTR ANALYSES		01/09/2023 ✓	N	N				\$0.00
03/02/2023 ✓					N			\$180.00 ✓
7	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CB30302-0267 ✓
WTR ANALYSES		02/06/2023 ✓	N	N				\$0.00
03/02/2023 ✓					N			\$36.00 ✓
8	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CB30303-0267 ✓
WTR ANALYSES		02/06/2023 ✓	N	N				\$0.00
03/02/2023 ✓					N			\$180.00 ✓
9	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CB30312-0267 ✓
WTR ANALYSES		02/06/2023 ✓	N	N				\$0.00
03/02/2023 ✓					N			\$90.00 ✓
10	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CB30304-0267 ✓
WTR ANALYSES		02/06/2023 ✓	N	N				\$0.00
03/02/2023 ✓					N			\$72.00 ✓
11	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CB30306-0267 ✓
WTR ANALYSES		02/06/2023 ✓	N	N				\$0.00
03/02/2023 ✓					N			\$54.00 ✓
12	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CB30568-0267 ✓
WTR ANALYSES		02/08/2023 ✓	N	N				\$0.00
03/02/2023 ✓					N			\$1,249.50 ✓
13	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CB30593-0267 ✓
WTR ANALYSES		02/08/2023 ✓	N	N				\$0.00
03/02/2023 ✓					N			\$39.00 ✓
14	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CB30686-0267 ✓
WTR ANALYSES		02/09/2023 ✓	N	N				\$0.00
03/02/2023 ✓					N			\$2,000.00 ✓
15	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CB30688-0267 ✓
WTR ANALYSES		02/09/2023 ✓	N	N				\$0.00
03/02/2023 ✓					N			\$1,500.00 ✓
16	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CB30706-0267 ✓
WTR ANALYSES		02/10/2023 ✓	N	N				\$0.00
03/02/2023 ✓					N			\$36.00 ✓

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GL Date		Immediate			Credit Card	CC Reference #	Payment Date	Total Invoice
17	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CB30707-0267 ✓
WTR ANALYSES		02/10/2023 ✓	N	N		03/12/2023 ✓	02/10/2023	\$0.00 ✓
03/02/2023 ✓					N			\$72.00 ✓
18	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CB30712-0267 ✓
WTR ANALYSES		02/10/2023 ✓	N	N		03/12/2023 ✓	02/10/2023	\$0.00 ✓
03/02/2023 ✓					N			\$54.00 ✓
19	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CB30832-0267 ✓
WTR ANALYSES		02/13/2023 ✓	N	N		03/15/2023 ✓	02/13/2023	\$0.00 ✓
03/02/2023 ✓					N			\$72.00 ✓
20	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CB30834-0267 ✓
WTR ANALYSES		02/13/2023 ✓	N	N		03/15/2023 ✓	02/13/2023	\$0.00 ✓
03/02/2023 ✓					N			\$180.00 ✓
21	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CB30841-0267 ✓
WTR ANALYSES		02/13/2023 ✓	N	N		03/15/2023 ✓	02/13/2023	\$0.00 ✓
03/02/2023 ✓					N			\$6,000.00 ✓
22	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CB30986-0267 ✓
WTR ANALYSES		02/14/2023 ✓	N	N		03/16/2023 ✓	02/14/2023	\$0.00 ✓
03/02/2023 ✓					N			\$81.00 ✓
23	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CB30987-0267 ✓
LAB FEES		02/14/2023 ✓	N	N		03/16/2023 ✓	02/14/2023	\$0.00 ✓
03/02/2023 ✓					N			\$125.02 ✓
24	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CB30988-0267 ✓
WTR ANALYSES		02/14/2023 ✓	N	N		03/16/2023 ✓	02/14/2023	\$0.00 ✓
03/02/2023 ✓					N			\$240.00 ✓
25	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CB30989-0267 ✓
WTR ANALYSES		02/14/2023 ✓	N	N		03/16/2023 ✓	02/14/2023	\$0.00 ✓
03/02/2023 ✓					N			\$320.00 ✓
26	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CB31002-0267 ✓
WTR ANALYSES		02/15/2023 ✓	N	N		03/17/2023 ✓	02/15/2023	\$0.00 ✓
03/02/2023 ✓					N			\$45.00 ✓
27	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CB31003-0267 ✓
WTR ANALYSES		02/15/2023 ✓	N	N		03/17/2023 ✓	02/15/2023	\$0.00 ✓
03/02/2023 ✓					N			\$116.00 ✓
28	BRINKS / BRINKS INC. ✓							12192217 ✓
FEB 23"ARMRD SVC		02/01/2023 ✓	N	N		03/03/2023 ✓	02/01/2023	\$0.00 ✓
03/02/2023 ✓					N			\$1,272.09 ✓
29	CARQUEST AUTO PARTS / CARQUEST AUTO PARTS ✓							7456-511994 ✓
DIESEL FLUID		02/03/2023 ✓	N	N		03/05/2023 ✓	02/03/2023	\$0.00 ✓
03/02/2023 ✓					N			\$22.62 ✓
30	CARQUEST AUTO PARTS / CARQUEST AUTO PARTS ✓							7456-512225 ✓
SUPPLIES		02/06/2023 ✓	N	N		03/08/2023 ✓	02/06/2023	\$0.00 ✓
03/02/2023 ✓					N			\$12.93 ✓
31	CARQUEST AUTO PARTS / CARQUEST AUTO PARTS ✓							7456-512416 ✓
SUPPLIES		02/09/2023 ✓	N	N		03/11/2023 ✓	02/09/2023	\$0.00 ✓
03/02/2023 ✓					N			\$42.08 ✓
32	CLA-VAL / CLA-VAL ✓							861949 ✓
REPAIRS		02/03/2023 ✓	N	N		03/05/2023 ✓	02/03/2023	\$0.00 ✓
03/02/2023 ✓					N			\$19,433.89 ✓

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GL Date		Immediate GL Account			Credit Card	CC Reference #		Total Invoice
33	CORODATA SHREDDING, INC / CORODATA SHREDDING	01/31/2023	N	N			03/02/2023	DN1399368
03/02/2023								\$0.00
								\$34.00
34	CORONA ELEC / CORONA ELECTRIC MOTORS	02/10/2023	N	N			03/12/2023	7062
03/02/2023								\$0.00
								\$42.50
35	WEBB ALBERT A ASSOC / WEBB, ALBERT A. ASSOCIATES	01/28/2023	N	N			02/27/2023	230345
03/02/2023								\$0.00
								\$15,586.10
36	WEBB ALBERT A ASSOC / WEBB, ALBERT A. ASSOCIATES	01/28/2023	N	N			02/27/2023	230367
03/02/2023								\$0.00
								\$626.00
37	WEBB ALBERT A ASSOC / WEBB, ALBERT A. ASSOCIATES	01/28/2023	N	N			02/27/2023	230107
03/02/2023								\$0.00
								\$311.75
38	WEBB ALBERT A ASSOC / WEBB, ALBERT A. ASSOCIATES	01/28/2023	N	N			02/27/2023	230384
03/02/2023								\$0.00
								\$457.25
39	DARNELL BUTTS / DARNELL BUTTS	02/09/2023	N	N			03/11/2023	14022120-04
03/02/2023								\$0.00
								\$29.36
40	FERGUSON / FERGUSON ENTERPRISE INC #1350	02/07/2023	N	N			03/09/2023	0819836
03/02/2023								\$0.00
								\$565.45
41	FERGUSON / FERGUSON ENTERPRISE INC #1350	02/07/2023	N	N			03/09/2023	0821194
03/02/2023								\$0.00
								\$1,596.42
42	FERGUSON / FERGUSON ENTERPRISE INC #1350	02/10/2023	N	N			03/12/2023	0821435
03/02/2023								\$0.00
								\$548.63
43	GENESIS PRINTERS / GENESIS PRINTERS	02/13/2023	N	N			03/15/2023	12093
03/02/2023								\$0.00
								\$236.86
44	GRAINGER / GRAINGER	02/10/2023	N	N			03/12/2023	9604361262
03/02/2023								\$0.00
								\$696.24
45	GRAINGER / GRAINGER	02/10/2023	N	N			03/12/2023	9604361270
03/02/2023								\$0.00
								\$91.18
46	HOME DEPOT / HOME DEPOT CREDIT SERVICES	02/14/2023	N	N			03/16/2023	014723/7044825
03/02/2023								\$0.00
								\$589.92
47	INFOSEND / INFOSEND, INC	01/21/2023	N	N			03/13/2023	228848.A
03/02/2023								\$0.00
								\$442.71
48	INFOSEND / INFOSEND, INC	01/21/2023	N	N			03/13/2023	228848.B
03/02/2023								\$0.00
								\$1,345.62

41,788.33

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GL Date				Credit Card	CC Reference #			Total Invoice
49	INFOSEND / INFOSEND, INC ✓	01/31/2023 ✓	N	N		03/13/2023 ✓	01/31/2023	229548.A ✓
JAN 23 BILL PRINT								\$0.00 ✓
03/02/2023 ✓				N				\$384.05 ✓
50	INFOSEND / INFOSEND, INC ✓	01/31/2023 ✓	N	N		03/13/2023 ✓	01/31/2023	229548.B ✓
JAN 23 POSTAGE								\$0.00 ✓
03/02/2023 ✓				N				\$1,213.67 ✓
51	INLAND WATER WORKS / INLAND WATER WORKS SU ✓	01/03/2023 ✓	N	N		02/02/2023 ✓	01/03/2023	S1059480.001 ✓
TOOLS								\$0.00 ✓
03/02/2023 ✓				N				\$1,952.89 ✓
52	J THAYER / J THAYER COMPANY, INC ✓	02/08/2023 ✓	N	N		03/10/2023 ✓	02/08/2023	1634347-0 ✓
SUPPLIES								\$0.00 ✓
03/02/2023 ✓				N				\$249.19 ✓
53	MASTER'S / MASTER'S SERVICES (GLACIER) ✓	02/15/2023 ✓	N	N		03/17/2023 ✓	02/15/2023	0000000671139 ✓
BTL WTR								\$0.00 ✓
03/02/2023 ✓				N				\$56.50 ✓
54	MERIT OIL / MERIT OIL COMPANY ✓	02/01/2023 ✓	N	N		02/16/2023 ✓	02/01/2023	758113 ✓
GASOLINE								\$0.00 ✓
03/02/2023 ✓				N				\$1,531.66 ✓
55	RDO EQUIPMENT / RDO EQUIPMENT CO. ✓	02/09/2023 ✓	N	N		03/11/2023 ✓	02/09/2023	W9111235 ✓
R&M EUIP								\$0.00 ✓
03/02/2023 ✓				N				\$319.25 ✓
56	RING BENDER / RING BENDER LLP ✓	02/08/2023 ✓	N	N		03/10/2023 ✓	02/08/2023	11513 ✓
CITY RVSD APPEAL								\$0.00 ✓
03/02/2023 ✓				N				\$22,942.23 ✓
57	SCE / SCE ✓	02/01/2023 ✓	N	N		02/21/2023 ✓	02/01/2023	23F700244764992 ✓
STRT LIGHTS								\$0.00 ✓
03/02/2023 ✓				N				\$139.88 ✓
58	SCE / SCE ✓	02/06/2023 ✓	N	N		02/27/2023 ✓	02/06/2023	23F700617778997 ✓
FIRE STN UTLITY								\$0.00 ✓
03/02/2023 ✓				N				\$1,674.52 ✓
59	SCE / SCE ✓	02/06/2023 ✓	N	N		02/27/2023 ✓	02/06/2023	23F700040982544 ✓
MAIN OFFICE								\$0.00 ✓
03/02/2023 ✓				N				\$1,141.21 ✓
60	SCE / SCE ✓	02/15/2023 ✓	N	N		03/07/2023 ✓	02/15/2023	23F700609292713 ✓
WTR PMP ENRGY								\$0.00 ✓
03/02/2023 ✓				N				\$218.62 ✓
61	SCE / SCE ✓	02/15/2023 ✓	N	N		03/07/2023 ✓	02/15/2023	23F700767086653 ✓
5473 UTILTY								\$0.00 ✓
03/02/2023 ✓				N				\$128.85 ✓
62	SCE / SCE ✓	02/15/2023 ✓	N	N		03/07/2023 ✓	02/15/2023	23F70004576190 ✓
SWR PMP ENRGY								\$0.00 ✓
03/02/2023 ✓				N				\$1,069.53 ✓
63	SCE / SCE ✓	02/15/2023 ✓	N	N		03/07/2023 ✓	02/15/2023	23F700158802582 ✓
WTR PMP ENRGY								\$0.00 ✓
03/02/2023 ✓				N				\$5,846.80 ✓
64	SECURITY PAVING / SECURITY PAVING CO INC ✓	01/31/2023 ✓	N	N		03/02/2023 ✓	01/31/2023	8137200000 ✓
SAND								\$0.00 ✓
03/02/2023 ✓				N				\$78.40 ✓

\$1,597.72

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GL Date					Credit Card	CC Reference #		Total Invoice
65	SHRED-IT / SHRED-IT USA ✓	01/31/2023 ✓	N	N				8003227722 ✓
	SHREDDING					03/02/2023 ✓	01/31/2023	\$0.00
03/02/2023 ✓					N			\$68.83 ✓
66	SITEONE / SITEONE LANDSCAPE SUPPLY, LLC ✓	02/08/2023 ✓	N	N				126759974-001 ✓
	SHOVEL					03/10/2023 ✓	02/08/2023	\$0.00
03/02/2023 ✓					N			\$54.33 ✓
67	SOCAL TRUCK / SOCAL TRUCKWORKS ✓	02/06/2023 ✓	N	N				12577 ✓
	R&M TRUCK					03/08/2023 ✓	02/06/2023	\$0.00
03/02/2023 ✓					N			\$144.81 ✓
68	UNITED RENTALS / UNITED RENTALS, INC ✓	01/20/2023 ✓	N	N				215249664-001 ✓
	TOOLS					02/19/2023 ✓	01/20/2023	\$0.00
03/02/2023 ✓					N			\$80.65 ✓
69	UNITED RENTALS / UNITED RENTALS, INC ✓	02/09/2023 ✓	N	N				215965780-001 ✓
	R&M EQUIP					03/11/2023 ✓	02/09/2023	\$0.00
03/02/2023 ✓					N			\$84.75 ✓
70	VARNER / VARNER & BRANDT LLP ✓	01/31/2023 ✓	N	N				20230131 ✓
	JAN.LEGL CNSLT					03/02/2023 ✓	01/31/2023	\$0.00
03/02/2023 ✓					N			\$874.16 ✓
71	VERIZON WIRELESS / VERIZON WIRELESS ✓	02/01/2023 ✓	N	N				9926598183 ✓
	CEL PHONE CHRGS					03/03/2023 ✓	02/01/2023	\$0.00
03/02/2023 ✓					N			\$720.26 ✓
72	SWRCB ACCOUNTING OFFICE / SWRCB - ACCOUNTI ✓	12/21/2023 ✓	N	N				3310044 ✓
	ANNL WTR SYS FEES					01/20/2023 ✓	12/21/2023	\$0.00
03/02/2023 ✓					N			\$36,289.93 ✓
73	SWRCB ACCOUNTING OFFICE / SWRCB - ACCOUNTI ✓	12/08/2023 ✓	N	N				WD0217828 ✓
	ANNUALPERMT7/22-6/23					01/07/2023 ✓	12/08/2023	\$0.00
03/02/2023 ✓					N			\$3,453.00 ✓
74	SWRCB ACCOUNTING OFFICE / SWRCB - ACCOUNTI ✓	01/20/2023 ✓	N	N				20230120. ✓
	RETURN PYMT FEE					02/19/2023 ✓	01/20/2023	\$0.00
03/02/2023 ✓					N			\$25.00 ✓
75	WESTERN MUNICIPAL WATER / WESTERN MUNICIPA ✓	02/07/2023 ✓	N	N				IN14520 ✓
	DEC.22 BRINE					03/09/2023 ✓	02/07/2023	\$0.00
03/02/2023 ✓					N			\$153.73 ✓
76	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	01/31/2023 ✓	N	N				CA32117-0267 ✓
	WTR ANALYSES					03/02/2023 ✓	01/31/2023	\$0.00
03/02/2023 ✓					N			\$81.00 ✓
77	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	02/17/2023 ✓	N	N				CB31287-0267 ✓
	WTR ANALYSES					03/19/2023 ✓	02/17/2023	\$0.00
03/02/2023 ✓					N			\$36.00 ✓
78	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	02/17/2023 ✓	N	N				CB31376-0267 ✓
	WTR ANALYSES					03/19/2023 ✓	02/17/2023	\$0.00
03/02/2023 ✓					N			\$91.00 ✓
79	CARQUEST AUTO PARTS / CARQUEST AUTO PARTS ✓	02/16/2023 ✓	N	N				7456-512919 ✓
	SUPPLIES					03/18/2023 ✓	02/16/2023	\$0.00
03/02/2023 ✓					N			\$18.31 ✓
80	CARQUEST AUTO PARTS / CARQUEST AUTO PARTS ✓	02/16/2023 ✓	N	N				7456-512920 ✓
	SUPPLIES					03/18/2023 ✓	02/16/2023	\$0.00
03/02/2023 ✓					N			\$33.37 ✓

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GL Date					Credit Card	CC Reference #		Total Invoice
81	CARQUEST AUTO PARTS / CARQUEST AUTO PARTS ✓	02/17/2023 ✓	N	N			03/19/2023 ✓ 02/17/2023	7456-512970 ✓
	SUPPLIES							\$0.00
03/02/2023 ✓					N			\$17.23 ✓
82	C WELLS / C. WELLS PIPELINE MATLS, INC ✓	02/11/2023 ✓	N	N			03/13/2023 ✓ 02/11/2023	SINV23-1304 ✓
	PARTS							\$0.00
03/02/2023 ✓					N			\$1,299.56 ✓
83	C WELLS / C. WELLS PIPELINE MATLS, INC ✓	02/16/2023 ✓	N	N			03/18/2023 ✓ 02/16/2023	SINV23-1347 ✓
	PARTS							\$0.00
03/02/2023 ✓					N			\$369.75 ✓
84	C WELLS / C. WELLS PIPELINE MATLS, INC ✓	02/16/2023 ✓	N	N			03/18/2023 ✓ 02/16/2023	SINV23-1348 ✓
	PARTS							\$0.00
03/02/2023 ✓					N			\$369.75 ✓
85	DURNEY DON / DURNEY, DON ✓	02/20/2023 ✓	N	N			03/22/2023 ✓ 02/20/2023	20230220 ✓
	GRDNG/WEED ABATE							\$0.00
03/02/2023 ✓					N			\$1,282.50 ✓
86	FERGUSON / FERGUSON ENTERPRISE INC #1350 ✓	02/14/2023 ✓	N	N			03/16/2023 ✓ 02/14/2023	0821659 ✓
	PVC PARTS							\$0.00
03/02/2023 ✓					N			\$19.31 ✓
87	GRAINGER / GRAINGER ✓	02/14/2023 ✓	N	N			03/16/2023 ✓ 02/14/2023	9609151692 ✓
	SUPPLIES							\$0.00
03/02/2023 ✓					N			\$136.96 ✓
88	HACH CO. / HACH COMPANY ✓	02/15/2023 ✓	N	N			03/17/2023 ✓ 02/15/2023	13468241 ✓
	REAGENT SET							\$0.00
03/02/2023 ✓					N			\$696.75 ✓
89	J THAYER / J THAYER COMPANY, INC ✓	02/21/2023 ✓	N	N			03/23/2023 ✓ 02/21/2023	1635989-0 ✓
	SUPPLIES							\$0.00
03/02/2023 ✓					N			\$133.31 ✓
90	KH METALS / KH METALS & SUPPLY ✓	02/16/2023 ✓	N	N			03/18/2023 ✓ 02/16/2023	0628431-IN ✓
	PARTS							\$0.00
03/02/2023 ✓					N			\$27.83 ✓
91	LILLESTRAND / LILLESTRAND LEADERSHIP CONSUL ✓	02/15/2023 ✓	N	N			03/17/2023 ✓ 02/15/2023	7781 ✓
	CONSULTING/BECKWITH							\$0.00
03/02/2023 ✓					N			\$955.00 ✓
92	MERIT OIL / MERIT OIL COMPANY ✓	02/08/2023 ✓	N	N			03/10/2023 ✓ 02/08/2023	759428 ✓
	GASOLINE							\$0.00
03/02/2023 ✓					N			\$1,895.96 ✓
93	MERIT OIL / MERIT OIL COMPANY ✓	02/15/2023 ✓	N	N			03/17/2023 ✓ 02/15/2023	760872 ✓
	GASOLINE							\$0.00
03/02/2023 ✓					N			\$959.75 ✓
94	REDWING / REDWING SHOES ✓	01/12/2023 ✓	N	N			02/11/2023 ✓ 01/12/2023	816-1-113452 ✓
	BOOTS-MANRIQUE							\$0.00
03/02/2023 ✓					N			\$175.00 ✓
95	RIVERSIDE COUNTY CDF / RIVERSIDE COUNTY CDF ✓	01/31/2023 ✓	N	N			03/02/2023 ✓ 01/31/2023	234954 ✓
	Q1 FY 22/23							\$0.00
03/02/2023 ✓					N			\$608,506.34 ✓
96	ROYAL INDUSTRIAL / ROYAL INDUSTRIAL SOLUTION ✓	10/27/2022 ✓	N	N			11/26/2022 ✓ 10/27/2022	6441-1072105 ✓
	SUPPLIES							\$0.00
03/02/2023 ✓					N			\$816.06 ✓

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Tr. #	Vendor	Inv Date	Paid Out	Immediate	Credit Card Vendor	Due Date	Discount Date	Invoice #
PO Number		Inv Date	Immediate GL Account		Check #		Payment Date	Discount
GL Date		Immediate GL Account			Credit Card	CC Reference #		Total Invoice
97	SCE / SCE ✓	02/16/2023 ✓	N	N				23F700136714571 ✓
SWR PMP ENRGY						03/08/2023 ✓	02/16/2023	\$0.00
03/02/2023 ✓					N			\$2,731.81 ✓
98	SCE / SCE ✓	02/16/2023 ✓	N	N				23F700179651118 ✓
SWR PMP ENRGY						03/08/2023 ✓	02/16/2023	\$0.00
03/02/2023 ✓					N			\$378.49 ✓
99	SULZER / SULZER EMS - COLTON ✓	02/06/2023 ✓	N	N				INV-00010821 ✓
BRINE PUMP						03/08/2023 ✓	02/06/2023	\$0.00
03/02/2023 ✓					N			\$659.85 ✓
100	THERMAL COOL / THERMAL-COOL, INC. ✓	02/02/2023 ✓	N	N				33413 ✓
MOTOR/REPAIR						03/04/2023 ✓	02/02/2023	\$0.00
03/02/2023 ✓					N			\$940.00 ✓
101	TRUSSELL TECHNOLOGIES / TRUSSELL TECHNOLOG ✓	02/13/2023 ✓	N	N				0000008909 ✓
SOP'S						03/15/2023 ✓	02/13/2023	\$0.00
03/02/2023 ✓					N			\$17,747.50 ✓
102	YO FIRE / YO FIRE ✓	02/20/2023 ✓	N	N				2021584 ✓
PARTS						03/22/2023 ✓	02/20/2023	\$0.00
03/02/2023 ✓					N			\$2,044.83 ✓
103	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	02/21/2023 ✓	N	N				CB31490-0267 ✓
WTR ANALYSES						03/23/2023 ✓	02/21/2023	\$0.00
03/02/2023 ✓					N			\$240.00 ✓
104	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	02/21/2023 ✓	N	N				CB31491-0267 ✓
WTR ANALYSES						03/23/2023 ✓	02/21/2023	\$0.00
03/02/2023 ✓					N			\$39.00 ✓
105	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	02/21/2023 ✓	N	N				CB31492-0267 ✓
WTR ANALYSES						03/23/2023 ✓	02/21/2023	\$0.00
03/02/2023 ✓					N			\$81.00 ✓
106	BENS / BEN'S LOCK & SAFE INC. ✓	02/22/2023 ✓	N	N				4405 ✓
REKEY MAIN OFC						03/24/2023 ✓	02/22/2023	\$0.00
03/02/2023 ✓					N			\$166.98 ✓
107	CHASE CARD SERVICES / CHASE CARD SERVICES ✓	02/17/2023 ✓	N	N				23F77049795.A ✓
ELECTRONIC FILES/FEE						03/11/2023 ✓	02/17/2023	\$0.00
03/02/2023 ✓					N			\$279.23 ✓
108	CHASE CARD SERVICES / CHASE CARD SERVICES ✓	02/17/2023 ✓	N	N				23F77049795.B ✓
TRAINING						03/11/2023 ✓	02/17/2023	\$0.00
03/02/2023 ✓					N			\$1,269.00 ✓
109	CHASE CARD SERVICES / CHASE CARD SERVICES ✓	02/17/2023 ✓	N	N				23F77049795.C ✓
MEMEBERSHIP DUES						03/11/2023 ✓	02/17/2023	\$0.00
03/02/2023 ✓					N			\$378.77 ✓
110	CHASE CARD SERVICES / CHASE CARD SERVICES ✓	02/17/2023 ✓	N	N				23F77049795.D ✓
GASOLINE						03/11/2023 ✓	02/17/2023	\$0.00
03/02/2023 ✓					N			\$65.03 ✓
111	CHASE CARD SERVICES / CHASE CARD SERVICES ✓	02/17/2023 ✓	N	N				23F77049795.E ✓
SUPPLIES						03/11/2023 ✓	02/17/2023	\$0.00
03/02/2023 ✓					N			\$332.21 ✓
112	CHASE CARD SERVICES / CHASE CARD SERVICES ✓	02/17/2023 ✓	N	N				23F77049795.F ✓
LUNCH						03/11/2023 ✓	02/17/2023	\$0.00
03/02/2023 ✓					N			\$317.49 ✓

42,304.20

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Tr. #	Vendor	Inv Date	Paid Out	Immediate	Credit Card Vendor	Due Date	Discount Date	Invoice #
PO Number		Inv Date	Immediate GL Account		Check #		Payment Date	Discount
GL Date		Immediate GL Account			Credit Card	CC Reference #		Total Invoice
113	CHASE CARD SERVICES / CHASE CARD SERVICES ✓							23F77049795.G ✓
BINDER REPLACEMENT		02/17/2023 ✓	N	N		03/11/2023 ✓	02/17/2023	\$0.00
03/02/2023 ✓					N			\$162.51 ✓
114	JADTEC SECURITY / JADTEC SECURITY SVCS, INC. ✓							2372297 ✓
MONITORING		03/01/2023 ✓	N	N		03/11/2023 ✓	03/01/2023	\$0.00
03/02/2023 ✓					N			\$53.85 ✓
115	MARTINEZ / MARTINEZ, EDUARDO ✓							20230216 ✓
DOT-MARTINEZ		02/16/2023 ✓	N	N		03/18/2023 ✓	02/16/2023	\$0.00
03/02/2023 ✓					N			\$115.00 ✓
116	MORENO, PAUL / MORENO, PAUL ✓							20230221 ✓
CONT'D EDU MORENO		02/21/2023 ✓	N	N		03/23/2023 ✓	02/21/2023	\$0.00
03/02/2023 ✓					N			\$183.00 ✓
117	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓							020723-022223.A ✓
COMM TRSH		02/23/2023 ✓	N	N		03/25/2023 ✓	02/23/2023	\$0.00
03/02/2023 ✓					N			\$38,792.32 ✓
118	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓							020723-022223.B ✓
RES TRSH		02/23/2023 ✓	N	N		03/25/2023 ✓	02/23/2023	\$0.00
03/02/2023 ✓					N			\$146,468.52 ✓
119	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓							020723-022223.C ✓
RCSD SHR COMM		02/23/2023 ✓	N	N		03/25/2023 ✓	02/23/2023	\$0.00
03/02/2023 ✓					N			(\$5,043.00) ✓
120	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓							020723-022223.D ✓
RCSD SHR RES		02/23/2023 ✓	N	N		03/25/2023 ✓	02/23/2023	\$0.00
03/02/2023 ✓					N			(\$4,296.51) ✓
121	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓							020723-022223.E ✓
BILLING FEE		02/23/2023 ✓	N	N		03/25/2023 ✓	02/23/2023	\$0.00
03/02/2023 ✓					N			(\$3,000.00) ✓

Grand Totals

Total Direct Expense: \$984,742.95
 Total Direct Expense Adj: (\$12,339.51) ①
 Total Non-Electronic Transactions: \$972,403.44 ②

Report Summary

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

① 12,339.51
 12,339.51 Tri-co
0.00

② 4972,403.44
 934,374.43 x fe sub
38,029.01

39,742.93 SWCCB
 < 1,713.92 > Munksgaard
38,029.01
0.00

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

7. Correspondence and Related Information:

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

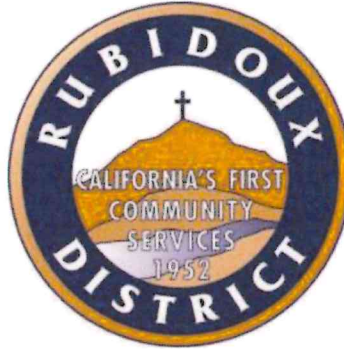
- a) Operations Report
- b) Emergency and Incident Report
- c) Follow up to questions at prior Board Meeting and other updates

9. First Reading of Ordinance No. 2023-133, An Ordinance Establishing
Board Member Stipends: **DM 2023-20**

Rubidoux Community Services District

Board of Directors

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



General Manager

Brian R. Laddusaw

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

DIRECTORS MEMORANDUM 2023-20

March 2, 2023

To: Rubidoux Community Services District
Board of Directors

Subject: First Reading of Ordinance No. 2023-133, An Ordinance Establishing Board Member Stipends

BACKGROUND:

On February 2, 2023, at the regularly scheduled Rubidoux Community Services District (“District”) Board of Director’s (“Board”) meeting, the Board directed staff to prepare draft Ordinance No. 2023-133 and schedule its introduction (First Reading) at the February 16, 2023, regular Board meeting. On February 16, 2023, prior to the First Reading of Ordinance No. 2023-133, the Board motioned and voted to table the First Reading until March 2, 2023. Following proper Ordinance adoption procedures, once the First Reading was rescheduled to March 2, 2023, the resulting Second Reading, Public Hearing, and effective date would have to be rescheduled as follows:

- March 16, 2023 – Second Reading, Public Hearing, and Adoption of Ordinance No. 2023-133
- May 15, 2023 – Effective Date of Ordinance No. 2023-133 (60 days past adoption)

The originally scheduled Public Hearing for March 2, 2023, was cancelled and will be re-noticed for March 16, 2023, in the Press Enterprise, on the District’s website, and at the District’s office. Draft Ordinance No. 2023-133 was modified accordingly to reflect these date changes. No other changes were made.

Draft Ordinance No. 2023-133 includes the following adjustments to the Board Member stipends:

1. Adjust the Board member stipend for regular meetings (including special, emergency, advisory, etc.) and committee meetings to the maximum allowed under the current California Water Code.

Regular: From \$155.13/meeting to **\$179.58/meeting**

Committee: From \$63.81/meeting to **\$73.87/meeting**

2. Adjust the Board member stipends automatically, on an annual basis, **commencing July 1, 2024**, to the maximum allowed under the then current California Water Code. For reference, the current California Water Code allows for a maximum 5% annual increase.

Based on the adjustments to the schedule above, the Board would notice an adjustment to their stipend pay on their June 9, 2023, paycheck, as the Board is paid in arrears.

If no material changes are proposed to draft Ordinance No. 2023-133, staff recommends the Board continue with the timeline above and schedule the Second Reading and Public Hearing at the regularly scheduled March 16, 2023, Board meeting.

RECOMMENDATION:

Management recommends the Board of Director's direct staff to prepare the following:

1. Schedule a Public Hearing and Second Reading of Ordinance No. 2023-133 for the March 16, 2023, regular meeting of the Board of Directors of the Rubidoux Community Services District.

Respectfully,



BRIAN R. LADDUSAW, CPA
General Manager

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

ORDINANCE NO. 2023-133

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

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

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

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

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

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

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

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

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

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

4. Each Board Member shall receive a stipend of \$73.87 for each Standing Committee, Ad Hoc Committee, and Workshop meetings at which the Board Member is in attendance.
5. Each Board Member is limited to a maximum compensation of ten (10) service days during any calendar month for all aggregate meetings in attendance at the stipend rates stated in Sections 2, 3, and 4 herein.
6. Each Board Member's stipend amount will automatically be increased each fiscal year pursuant to the maximum allowed under the then current California Water Code, commencing July 1, 2024.
7. The adoption of Ordinance No. 2023-133 will supersede and rescind Resolution No. 2020-861 in its entirety.
8. The effective date of this ordinance shall be May 15, 2023.

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

AYES:

NOES:

ABSENT:

ABSTENTIONS:

Bernard Murphy, President
Rubidoux Community Services District

(SEAL)

ATTEST:

Brian R. Laddusaw, General Manager
Rubidoux Community Services District

APPROVED AS TO FORM AND CONTENT:

John R. Harper, District Counsel

**10. Riverside LAFCO 2023 Election – Regular Special District Member –
Western and Eastern Region: DM 2023-21**

Rubidoux Community Services District

Board of Directors

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



General Manager

Brian R. Laddusaw

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

DIRECTORS MEMORANDUM 2023-21

March 2, 2023

To: Rubidoux Community Services District
Board of Directors

Subject: Riverside LAFCO 2023 Election – Regular Special District Member – Western and Eastern Region

BACKGROUND:

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

On January 19, 2023, staff received correspondence from LAFCO indicating a vacancy of its Regular Special District Member – Western Area representative and was soliciting a call for nominations for any Board Member (“Board”) interested in filling the position. The term of the western vacant position will run until May 4, 2026.

During the regularly scheduled Board meeting on February 2, 2023, Vice-President Skerbelis indicated interest in the LAFCO Regular Special District Member position and the Board subsequently supported nominating Vice-President Skerbelis to be considered for the position. Staff submitted the Special District Selection Committee 2023 Western Region Nomination Form to LAFCO on February 6, 2023 (attached).

On February 23, 2023, staff received the LAFCO Special District Selection Committee 2023 Official Election Ballot and instructions (attached). The ballot allows for the District to submit a vote for the western and eastern region. LAFCO conducts its voting using Instant Runoff Voting (“IRV”) which eliminates the requirement for the expensive and lengthy process of sending out a second runoff ballot to achieve a majority. An example of



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

I, BERNARD MURPHY of the RUBIDOUX COMMUNITY SERVICES DISTRICT
Print Name of Presiding Officer or alternate* Name of District


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

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

Nominee: JOHN SKERBELIS

District: ~~RUB~~ RUBIDOUX COMMUNITY SERVICES DISTRICT

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


Signature

2/2/2023
Date

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

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

**SPECIAL DISTRICT SELECTION COMMITTEE
2023 OFFICIAL ELECTION BALLOT**

Name of District: _____
Print District Name Here (required)

Certification of voting member:

I, _____ hereby certify that I am (check one):
Print Name Here (required)

- the presiding officer of the above-named district.
- a member of the board of the above-named district authorized by the board to vote in place of the presiding officer. [Authorization previously transmitted attached]

Presiding Officer Signature (required) _____
Date (required)

**RIVERSIDE LOCAL AGENCY FORMATION COMMISSION
Regular Special District Members**

Vote for one (1) from each region

Please rank the candidates in preferential order, "1" being the first preference, "2" being the second, etc.

Eastern Region

(Term runs through May 6, 2024)

	<i>Circle rank for each candidate</i>
BRUCE C. UNDERWOOD , Coachella Valley Public Cemetery District	1 2 3
KIMBERLY BARRAZA , Desert Healthcare District	1 2 3
CÁSTULO R. ESTRADA , Coachella Valley Water District	1 2 3

Listed in random drawing order conducted on 2-22-2023

Western Region

(Term runs through May 4, 2026)

	<i>Circle rank for each candidate</i>
LARRY SMITH , San Gorgonio Pass Water Agency	1 2 3 4 5 6
CAROL L. GONZALES-BRADY , Rancho California Water District	1 2 3 4 5 6
STEPHEN J. CORONA , Eastern Municipal Water District	1 2 3 4 5 6
STEVE A. PASTOR , Lake Hemet Municipal Water District	1 2 3 4 5 6
ANGELA D. LITTLE , Valley-Wide Recreation & Park District	1 2 3 4 5 6
JOHN SKERBELIS , Rubidoux Community Services District	1 2 3 4 5 6

Listed in random drawing order conducted on 2-22-2023

Completed ballots must be delivered via electronic mail to rholtzclaw@lafco.org, or by regular mail delivered **no later than 5:00 p.m. on March 27, 2023** to Riverside LAFCO, 6216 Brockton Avenue, Suite 111-B, Riverside CA 92506.



February 23, 2023

via electronic mail

**2023 BALLOT INSTRUCTIONS FOR SPECIAL DISTRICT SELECTION COMMITTEE,
ONE (1) EASTERN REGION MEMBER AND ONE (1) WESTERN REGION MEMBER
OF THE RIVERSIDE LOCAL AGENCY FORMATION COMMISSION**

To Special District Selection Committee Members:

Please read these instructions carefully before completing your ballot. As previously announced, a physical meeting of the Special District Selection Committee (SDSC) is not feasible at this time, therefore, the selection proceedings are being conducted by electronic mail or regular USPS mail. A nomination period for the positions in the title above was opened on Monday, January 23, 2023, and closed at 5:00 p.m. on Tuesday, February 21, 2023.

Enclosed you will find an official election ballot sectioned by region, as follows:

One (1) LAFCO Regular Special District Member – Eastern Riverside County: A total of three (3) eligible nominations were received for this position. Candidates are restricted to the eastern region area of the County.

One (1) LAFCO Regular Special District Member – Western Riverside County: A total of six (6) eligible nominations were received for this position. Candidates are restricted to the western region area of the County.

All members of the SDSC may cast a ballot for one (1) regular member from each region.

Pursuant to procedures adopted by the Selection Committee in 2016, the election for a LAFCO regular member position will be conducted using Instant Runoff Voting (IRV). IRV eliminates the requirement for the expensive and lengthy process of sending out a second runoff ballot to achieve a majority. An example demonstrating how IRV works is attached.

Please fill out your ballot by ranking each region's nominees in the order of preference, using "1" for your first choice, "2" for your second choice and so on. Please note ranking more than one candidate will not work against your first choice candidate, however, voting for only one candidate is allowed. Do not mark the same number beside more than one candidate and do not skip numbers.

General Instructions and Information:

- Completed ballots must be delivered via electronic mail to rholtzclaw@lafco.org, or by regular mail delivered to the LAFCO office at 6216 Brockton Avenue, Suite 111-B, Riverside CA 92506 **no later than 5:00 p.m. on Monday, March 27, 2023.**
- Only the presiding officer or another board member authorized by your board of directors to vote, may cast the ballot. Board members designated by their district board to vote in place of the presiding officer must provide that authorization (in the form of a resolution or minute order) to LAFCO no later than the time the ballot is cast. District managers or other staff members may not vote.
- The voting member must print his or her name on the ballot as well as sign and date the certification indicating he or she is authorized to vote for the district.
- We must receive a ballot with an original signature. However, if you deliver your ballot via electronic mail, you may return a scanned copy of the signed ballot by email to +
- Failure to follow these instructions will invalidate the ballot.

Finally, these positions ensure special districts are appropriately represented on our local boards. Appointments are only valid if ballots representing a quorum, from 28 of our 55 independent special districts, are returned. Please return your ballots in a timely manner.

If you have any questions, please contact our office at (951) 369-0631.

Sincerely,



GARY THOMPSON
Executive Officer

Attachments:

2023 Special District Selection Committee – Official Election Ballot
Instant Runoff Voting Election Process (IRV)

INSTANT RUNOFF VOTING (IRV) ELECTION PROCESS

Introduction

In 2016, the Special District Selection Committee voted to utilize instant runoff voting (IRV) for all future elections to appoint members to the Riverside Local Agency Formation Commission (LAFCO). IRV is a method of conducting elections with three or more candidates whereby a majority determines the winner without the need to have a second ballot/runoff proceeding. A separate runoff election could cause a delay of more than 90 days, as well as causing LAFCO additional expense. The explanation below and example that follows illustrates how the instant runoff voting method will be used for determining the winner in a fictional election for the Porcupine Lodge Board of Directors. A process similar to the one explained below will be utilized to determine the LAFCO Special District Member.

Ballot Specifications and Directions to Voters

The ballot will allow a voter to rank candidates in order of preference. All nominated candidates are listed on the ballot. Voters will vote for candidates by indicating their first-choice candidate, their second-choice candidate and so on. The voter will indicate his/her first choice by marking or circling the number "1" beside a candidate's name, the second choice by marking or circling the number "2" by that candidate's name, the third choice by marking the number "3," and so on, for as many choices as the voter wishes. Voters are free to rank only one candidate, however, doing so does not offer any additional advantage to that candidate, as ranking additional candidates cannot help defeat a voter's first-choice candidate. Voters must not mark the same number beside more than one candidate or skip rank numbers.

Ballot Counting

The ballots cast will be tabulated and the result declared by the official responsible for conducting the election. Votes will be counted for each candidate using the following procedure:

- The first choice marked on each ballot shall be counted. If any candidate receives a majority of the first choices, that candidate shall be declared elected.
- A majority is a number of votes greater than half of the total number of ballots received.
- If no candidate receives a majority of first choices, the candidate who received the fewest first choices shall be eliminated and each vote cast for that candidate shall be transferred to the next-ranked candidate on that voter's ballot. If, after this transfer of votes, any candidate has a number of votes constituting a majority, that candidate shall be declared elected.

INSTANT RUNOFF VOTING (IRV) ELECTION PROCESS (continued)

- If no candidate receives a majority of votes from the continuing ballots after a candidate has been eliminated and his/her votes have been transferred to the next-ranked candidate, the continuing candidate with the fewest votes from the continuing ballots shall be eliminated. All votes cast for that candidate shall be transferred to the next-ranked continuing candidate on each voter's ballot. This process of eliminating candidates and transferring their votes to the next-ranked continuing candidates shall be repeated until a candidate receives a majority of the votes from the continuing ballots. This candidate shall be declared elected.

Example:

Three candidates are running for the Porcupine Lodge Board of Directors: Paul Alto, Mort Bragg and Samantha Cruz.

60 ballots are cast, therefore a candidate needs a majority of 31 votes to win the election:

- Alto is ranked #1 by 15 voters
- Bragg is ranked #1 by 25 voters
- Cruz is ranked #1 by 20 voters

In the first round no one receives the required majority of 31 votes.

Alto, as the candidate receiving the fewest first choice (#1) votes, is eliminated. Those 15 ballots that had Alto ranked as their first choice are reviewed for their second (#2) choice. On those 15 ballots:

- Bragg is ranked #2 on 9 of those 15 ballots
- Cruz is ranked #2 on 4 of the 15 ballots.
- Two of the ballots did not pick a second choice candidate.

These second choice votes are added to the results of the first choice count as follows:

- Bragg has 25 plus 9 for a total of 34 votes
- Cruz has 20 plus 4 for a total of 24 votes

Thus, Bragg wins with 34 votes (the required majority was 31) and Cruz is second with 24 votes.

https://www.rankedchoicevoting.org/single_seat

11. Consider Adopting Resolution No. 2023-902, A Resolution Concurring in the Nomination of John Skerbelis to the CSDA Board of Directors: **DM 2023-22**

Rubidoux Community Services District

Board of Directors

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



General Manager

Brian R. Laddusaw

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

DIRECTORS MEMORANDUM 2023-22

March 2, 2023

To: Rubidoux Community Services District
Board of Directors

Subject: Consider Adopting Resolution No. 2023-902, A Resolution Concurring in the Nomination of John Skerbelis to the CSDA Board of Directors

BACKGROUND:

California Special District Association (“CSDA”) is receiving nominations for candidates to fill a Board of Director position, specifically Seat C for the Southern Network. This position is becoming available due to the current incumbent’s term expiring. The incumbent is Arlene Schafer, the Board Vice-President of Costa Mesa Sanitary District, who is running for re-election. CSDA is accepting nominations until March 31, 2023.

At the February 16, 2023, Rubidoux Community Services District (“District”) Board of Directors (“Board”) Meeting, staff suggested the Board consider the following actions:

- Deliberate and determine which Director or Directors, if any, are interested in being considered for the CSDA Seat C – Southern Network Board of Directors seat.
- If multiple Directors are interested, select a preferred candidate.
- Direct staff to prepare a Resolution for nomination of preferred candidate.

At the conclusion of the staff report, the Directors deliberated and selected their preferred candidate, Vice-President John Skerbelis, to be nominated by the District for the CSDA Seat C Southern Network Board of Director position.

The next step is for the Board to consider adopting Resolution No. 2023-902, A Resolution Concurring in the Nomination of John Skerbelis to the CSDA Board of Directors for Seat C of the Southern Network (attached).

If adopted, Resolution No. 2023-902 must accompany the 2023 Board of Directors Nomination Form along with the 2023 CSDA Board Candidate Information Sheet and must be submitted to the CSDA on or before March 31, 2023. Voting will begin June 5, 2023, and end July 14, 2023. The successful candidate will be notified no later than July 18, 2023, with all new CSDA Board Members introduced at the Annual CSDA Conference in Monterrey, CA in August 2023.

RECOMMENDATION:

Management recommends the Board of Directors of the District:

1. Consider adopting Resolution No. 2023-902, A Resolution Concurring in the Nomination of John Skerbelis to the CSDA Board of Directors for Seat C of the Southern Network.
2. Authorize the Board President to complete the 2023 Board of Directors Nomination Form.
3. Authorize the nominee, Vice-President John Skerbelis, to complete the 2023 CSDA Board Candidate Information Sheet.
4. Direct the District General Manager to submit Resolution No. 2023-902, the completed 2023 Board of Directors Nomination Form, and the completed 2023 CSDA Board Candidate Information Sheet to the CSDA on or before March 31, 2023.

Respectfully,



BRIAN R. LADDUSAW, CPA
General Manager

Attachment(s):

- A – Resolution No. 2023-902
- B – 2023 Board of Directors Nomination Form
- C – 2023 CSDA Board Candidate Information Sheet

RESOLUTION NO. 2023 - 902

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE RUBIDOUX COMMUNITY SERVICES DISTRICT
CONCURRING IN THE NOMINATION OF JOHN SKERBELIS
TO THE CSDA BOARD OF DIRECTORS**

WHEREAS, the California Special Districts Association (CSDA) is holding an election for its Board of Directors for the Southern Network, Seat C for the 2024-26 term; and

WHEREAS, the Rubidoux Community Services District is a voting member of CSDA and a voting member of the Southern Network; and

WHEREAS, John Skerbelis is Vice-President of the Board of Directors of Rubidoux Community Services District, California's first Community Services District formed in 1952; and

WHEREAS, John Skerbelis is engaged in the leadership of Rubidoux Community Services District serving as Board Vice-President, and as a Committee Member on both the Solid Waste and Ad Hoc Building Committee; and

WHEREAS, the Board of Directors of the Rubidoux Community Services District find involvement and participation in the California Special District Association beneficial to Rubidoux Community Services District and believe John Skerbelis will contribute in a meaningful manner and be an effective leader on the CSDA Board.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Rubidoux Community Services District does concur in the nomination of John Skerbelis to represent the Southern Network, Seat C, on the CSDA Board of Directors; and

BE IT FURTHER RESOLVED that the District Secretary is hereby directed to transmit a copy of this resolution to the attention of:

Amber Phelen
California Special District Association
1112 I Street, Suite 200
Sacramento, CA 95814
amberp@csda.net

PASSED AND ADOPTED by the Board of Directors of the Rubidoux Community Services District at a meeting thereof on the 2nd day of March 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Bernard Murphy, President
Rubidoux Community Services District

(seal)

ATTEST:

Brian Laddusaw, General Manager-Secretary
Rubidoux Community Services District



**California Special
Districts Association**
Districts Stronger Together

2023 BOARD OF DIRECTORS NOMINATION FORM

Name of Candidate: _____

District: _____

Mailing Address: _____

Network: _____ (see map)

Telephone: _____

(PLEASE BE SURE THE PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE)

Fax: _____

E-mail: _____

Nominated by (optional): _____

Return this form, a Board resolution/minute action supporting the candidate, and Candidate Information Sheet by mail or email to:

CSDA
Attn: Amber Phelen
1112 I Street, Suite 200
Sacramento, CA 95814
(877) 924-2732

amberp@csda.net

DEADLINE FOR RECEIVING NOMINATIONS:

March 31, 2023 at 5:00 p.m.



2023 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: _____

District/Company: _____

Title: _____

Elected/Appointed/Staff: _____

Length of Service with District: _____

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

4. List civic organization involvement:

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office March 31, 2023, after 5:00 p.m. will not be included with the ballot.**



California Special Districts Association

DISTRICT NETWORKS



**12. Consider Proposal to Provide Commercial Driver's License
Class "A" Training to Field Employees: DM 2023-23**

Rubidoux Community Services District

Board of Directors

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



General Manager

Brian R. Laddusaw

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

DIRECTORS MEMORANDUM 2023-23

March 2, 2023

To: Rubidoux Community Services District
Board of Directors

Subject: Consider Proposal to Provide Commercial Driver's License Class "A" Training to Field Employees

BACKGROUND:

Rubidoux Community Services District ("District") is authorized to employ twenty-six (26) full-time equivalent ("FTE") employees and two (2) part-time employees. Each employee working within their position has a job description which describes the duties, responsibilities, required qualifications, and reporting relationships of a particular role. Included in the Utility Maintenance Worker and Systems Operator job class series is a requirement for the employee working in the role to obtain a Department of Motor Vehicles Commercial Driver's License Class "A" designation within their first year of employment. Due to the significant cost and time associated with obtaining a Class "A" designation, District practice has been to coordinate and pay for the necessary driving school and training.

Over the last few years, the District has seen turnover in the Utility Maintenance Worker and Systems Operator job class series mostly due to retirements. Additionally, the Systems Operator job class series added a new FTE beginning fiscal year 2022|2023. Not all the individuals hired by the District to fill those vacant positions had a Class "A" designation and thus made it necessary for the District to facilitate this training.

Proper Class "A" training can last between 3-4 weeks and due to the already limited crew sizes at the District, staff plans to stagger the training amongst the individuals needing it over the remaining of this fiscal year and next to ensure the District has proper coverage and maintains a continuity of operations.

The District received proposals from two vendors who provide the necessary classroom time and behind the wheel training sufficient for a Class “A” designation. They were:

Vendor	Amount	Employees	Total
Jager Trans Inc.	\$ 2,605	4	\$ 10,420
United Truck Driving School	\$ 6,550	4	\$ 26,200

Staff plans to facilitate Class “A” training for four employees this fiscal year. Of the two proposals, Jager Trans Inc. was significantly less and came at a cost savings of approximately \$16,000 to the District. The proposal received from Jager Trans Inc. is attached for reference.

Included in fiscal year 2022|2023 Water Fund Budget is line 29 ‘Employee Education and Training’ for \$28,100 as staff anticipated and built in the cost of this training during preparation of the budget. Through February 2023, staff has utilized approximately \$3,500 of the budgeted \$28,100 leaving \$24,600 in unappropriated monies for the remaining four months of the fiscal year. Utilizing \$10,420 of this amount will leave \$14,180 for the remaining fiscal year, which is sufficient for any remaining employee education and training expenses not yet incurred.

RECOMMENDATION:

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

1. Accept the proposal from Jager Trans Inc. to train four employees for their Class “A” designation and issue a Purchase Order in the amount of \$10,420 to Jager Trans Inc.

Respectfully,



BRIAN R. LADDUSAW, CPA
General Manager

Attachment(s):

A – Invoice 0569-0572

Jager Trans inc (Trucking School)

2005 w stonehurst dr
Rialto, CA
92377
818-297-4763
jagertransinc@gmail.com

INVOICE

INV0569

DATE

01/26/2023

DUE

On Receipt

BALANCE DUE

USD \$2,605.00

BILL TO

RCSD Employee #1

DESCRIPTION	RATE	QTY	AMOUNT
Fee of 2500\$ CDL Unlimited Hours of BTW Training	\$2,605.00	1	\$2,605.00

- Additional fee of 105\$ for Enrollment and Drug Test
- Average time to master the course is only 3 weeks!

TOTAL \$2,605.00

BALANCE DUE **USD \$2,605.00**

Jager Trans inc (Trucking School)

2005 w stonehurst dr
Rialto, CA
92377
818-297-4763
jagertransinc@gmail.com

INVOICE
INV0570

DATE
01/26/2023

DUE
On Receipt

BALANCE DUE
USD \$2,605.00

BILL TO

RCSD Employee #2

DESCRIPTION	RATE	QTY	AMOUNT
Fee of 2500\$ CDL Unlimited Hours of BTW Training	\$2,605.00	1	\$2,605.00
- Additional fee of 105\$ for Enrollment and Drug Test			
- Average time to master the course is only 3 weeks!			

TOTAL \$2,605.00

BALANCE DUE **USD \$2,605.00**

Jager Trans inc (Trucking School)

2005 w stonehurst dr
Rialto, CA
92377
818-297-4763
jagertransinc@gmail.com

INVOICE

INV0571

DATE

01/26/2023

DUE

On Receipt

BALANCE DUE

USD \$2,605.00

BILL TO

RCSD Employee #3

DESCRIPTION	RATE	QTY	AMOUNT
Fee of 2500\$ CDL Unlimited Hours of BTW Training	\$2,605.00	1	\$2,605.00

- Additional fee of 105\$ for Enrollment and Drug Test
- Average time to master the course is only 3 weeks!

TOTAL \$2,605.00

BALANCE DUE **USD \$2,605.00**

Jager Trans inc (Trucking School)

2005 w stonehurst dr
Rialto, CA
92377
818-297-4763
jagertransinc@gmail.com

INVOICE
INV0572

DATE
01/26/2023

DUE
On Receipt

BALANCE DUE
USD \$2,605.00

BILL TO

RCSD Employee #4

DESCRIPTION	RATE	QTY	AMOUNT
Fee of 2500\$ CDL Unlimited Hours of BTW Training	\$2,605.00	1	\$2,605.00
- Additional fee of 105\$ for Enrollment and Drug Test			
- Average time to master the course is only 3 weeks!			

TOTAL \$2,605.00

BALANCE DUE **USD \$2,605.00**

13. Directors Comments – Non - action

14. Adjournment