

# Rubidoux Community Services District

## Board of Directors

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

## General Manager

Jeffrey D. Sims



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

## NOTICE AND AGENDA FOR THE RUBIDOUX COMMUNITY SERVICES DISTRICT BOARD MEETING

**Thursday, September 2, 2021 at 4:00 PM**

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

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

### Note the following:

All persons including members of the public, Board Members, and staff attending the Board Meeting in-person are required to wear a face covering while inside District Facilities if they are not vaccinated against COVID-19 consistent with approved Cal/OSHA emergency temporary standards on COVID-19 infection prevention. If you do not have a face covering, one will be provided upon request.

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

- Using the Zoom App or website for free at: <https://zoom.us/>
  - o Once installed ahead of the meeting, you may choose your audio source as either computer speakers/microphone or telephone.
  - o If you wish to make public comments via the Zoom platform, the Board Secretary will identify you at your time to speak.
  - o Meeting ID is **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 – John Skerbelis, President
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes for the August 19, 2021 Regular Meeting
5. Consideration to Approve September 3, 2021, 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

**ACTION ITEMS:**

9. Consider Adopting District Financial Payment Strategy for Remaining PFAS Treatment Project Costs: **DM 2021-58**
10. Consideration to Adopt Resolution No. 2021-882, a Resolution Authorizing the Reapportionment of Certificates of Participation (COP's) Surplus Revenues for Fiscal Year 2021|2022: **DM 2021-59**
11. Consider Contract for Vehicle Tracking Devices: **DM 2021-60**
12. Directors Comments - Non-action
13. 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 AUGUST 19, 2021, REGULAR MEETING

**MINUTES OF REGULAR MEETING**  
**August 19, 2021**  
**RUBIDOUX COMMUNITY SERVICES DISTRICT**

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

**DIRECTORS ABSENT:** None

**STAFF PRESENT:** Jeffrey Sims, General Manager  
Brian Laddusaw, Director of Finance  
Ted Beckwith, District Engineer  
Brian Jennings, Customer Service Manager  
Miguel Valdez, Director of Operations

Call to order: the meeting of the Board of Directors of the Rubidoux Community Services District by President Skerbelis, at 4:00 P.M., Thursday, August 19, 2021, in-person and by teleconferencing at District Office, 3590 Rubidoux Boulevard, Jurupa Valley, California.

**ITEM 4. APPROVAL OF MINUTES**

Approval of Minutes for August 5, 2021, Board Meeting.

**Director Trueba moved, and Director Muniz seconded to approve the August 5, 2021, Regular Board Minutes.**

**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 August 20, 2021, Salaries, Expenses, and Transfers.**

Consideration to Approve the August 20, 2021, Salaries, Expenses and Transfers.

**Director Murphy moved, and Director Trueba seconded to Approve the August 20, 2021, 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 a handout from ACWA regarding northern California being hit by a drought. MWD, a lead importer of water in southern California receives about 50% of its water supply between contracts with DWR and the Colorado River aqueduct which MWD built in the 1930's. Due to a dry winter there is low snowpack runoff flows into the state water project and the Colorado River System. USBR is cutting back on allocations for the agencies using water out of Lake Mead. Southern California water utilities have advanced water conservation, recycling, and storage programs and perhaps in a bit better shape than other areas of the state. MWD's declaration is for voluntary water conservation. Over the next few months, they may go to mandatory conservation. We're looking at our rules if the state of California requires all water utilities to participate and require mandatory water use reductions. As a note the District continues to be 100% reliant on groundwater and historically the groundwater level in the Riverside South Basin where the District pumps, has remained steady with little variation during drought periods.

**ITEM 8. MANAGER'S REPORT**

**Operations Report:**

Miguel Valdez reported on the water/wastewater report for the month of July. Potable water production was up a little bit at 5.22 mgd per day, which is consistent with system demand increase due to summertime temperature. There was an average of 1.7 mg/day of wastewater flow sent to Riverside. Well No. 1A produced 48% of the water for the month of July, Well No. 2 produced 22%, Well No. 4 20% and Well No. 6 10%. On August 12, 2021 staff performed an inspection on the pumps in the wet well at Juan Diaz Lift Station. When the last pump was going in, there was a cable – a steel threaded cable attached to the pump that fell in the wet well. The loose end of the cable got caught up into the pumps resulting in the pumps being inoperable. With that happening the sewer in the wet well began to rise, with potential for overflow. Staff called Houston-Harris and Jurupa Community Services District to provide vector trucks to pump down the rising sewer in the wet wells. Approximately 250 gallons of sewage overflowed into a containment berm staff had constructed. A spare pump was installed, and normal operations resumed. Staff sent the pumps to be inspected and the inspection indicates there was no substantial damage to the pumps. To avoid a similar situation staff has put in extra points where the cables can be attached and not fall into the wet well.

**Emergency and Fire Report:**

Jeff Sims reported on the Incident Report for the month of July 2021 and Special District Rubidoux CSD. Station 38 had a total of 986 calls. Of those, 695 calls were medical aides. Additionally, there was a report for the City of Jurupa Valley. There were 83 traffic collisions, and 37 wildland fires.

Director Murphy had two (2) questions regarding the fire at the strip mall on Mission Blvd. last month:

1. Did the inspector inspect it prior to the fire?
2. What was the status of the panic door – emergency exits after the fire? Were any of them blocked? Staff responded that they would confirm and reply.

**ITEM 9. Receive and File Statement of Cash Asset Schedule Report Ending July 2021. DM 2021-54.**

**BACKGROUND**

Attached for the Board of Directors’ consideration is the July 2021 Statement of Cash Asset Schedule Report for all District Fund Accounts. Our YTD interest is \$14,124.30 for District controlled accounts. With respect to District “Funds in Trust”, we show \$593.82 which has been earned and posted. The District has a combined YTD interest earned total of \$14,718.12 as of July 31, 2021.

The District’s Operating Funds (Excluding Restricted Funds and Operating Reserves), we show a balance of \$7,092,937.52 ending July 31, 2021. That’s \$1,025,109.45 LESS than July 1, 2021, beginning balance of \$8,118,046.97.

Further, the District’s Field/Admin Fund current fund balance is \$674,004.56.

Submitted for the Board of Directors consideration is the *July 2021, Statement of Cash Asset Schedule Report* for your review and acceptance this afternoon.

**Director Muniz moved, and Director Trueba seconded to Receive and File the Statement of Cash for the Month of July 2021 for the Rubidoux Community Services District.**

**Roll call:**

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

**Noes – 0**

**Abstain – 0**

**Absent – 0**

**The motion was carried unanimously.**

**ITEM 10. Consider Award of a Contract for Professional Services to Prepare Operational Plans for the Division of Drinking Water Permits. DM 2021-55.**

## **BACKGROUND**

The District's water and sewer facilities were digitized in 2005 and have not been updated since 2008. District staff currently rely on outdated paper maps to locate pipes, valves, hydrants, etc. Implementing Graphical Information System ("GIS") technology for the mapping of the District's water and sewer system infrastructure to replace existing paper maps will allow for the District's infrastructure to be updated and available for viewing on desktops, smartphones, and tablets.

GIS can provide quick answers to locate, with precision, every structure in the system and all the related data. Each element, such as pipes and valves, will be linked to as-built drawings, year of installation, and all the attributes (such as material type, manufacturer, location, etc.) that are important to know in an emergency. For example, during emergencies or maintenance events field crews can identify which system valves to close to isolate a segment of the system, and office staff can quickly access As-Build Drawings. Implementation of a GIS will allow field staff to easily capture information to update the system maps.

The District has received four proposals for GIS systems but each of the Systems relies on a "backbone" GIS software developed by Environmental Systems Research Institute (ESRI) to run. Staff proposes to purchase the "backbone" software and services required to implement a GIS directly from ESRI which is the most widely used GIS software company in the water and sewer industry. ESRI provides a very robust and scalable software which allows for addition of various software components as needs arise. Examples of added software components Fleet Tracking, Customer Water Use Tracking and many other useful and time saving modules. Staff will update the Board with the business case supporting need for addition of software modules prior to implementation. Although ESRI is not the lowest cost option, their product is more versatile as it allows integration of additional modules from ESRI themselves and other vendors. The cost to purchase the software license and implement the GIS program provided by ESRI is \$38,750 for the first year, including the first year's maintenance. Afterwards there is a \$13,000 annual Maintenance Fee each of the following two years (3-year contract) which will be included in subsequent budgets. It is anticipated that after the initial 3-year contract is up the annual maintenance fee will increase.

The cost of the GIS implementation is included in the current District water fund budget is \$80,000 for IT Upgrades in the Water Fund Budget under Line Item #62.

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

- 1. Authorize the General Manager sign an agreement for the ESRI software license and first three years maintenance.**
- 2. Utilize \$38,750.00 of the approved IT Upgrades as provided in the Water Fund Budget line item #62 to pay ESRI for the service.**

**Roll call:**



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

**Noes – 0**

**Abstain – 0**

**Absent – 0**

**The motion was carried unanimously.**

**ITEM 11. Consider Award of Contract for Professional Services to Prepare Operational Plans for the Division of Drinking Water Permits. DM 2021-56.**

**BACKGROUND**

As the Board is aware, the Rubidoux Community Services District (“the District”) needs to meet lower Notification Limit (NL) and Response Limit (RL) for PFAS contaminants established by California State Water Quality Resources Control Board Department of Drinking Water (“DDW”). Two components of PFAS contaminants are PFOA and PFOS. The new NL and RL are 5.1 ppt and 10 ppt for PFOA, and are 6.5 ppt and 40 ppt for PFOS, respectively. Conducted testing and laboratory results indicate all wells in the District are at or above the RL for PFOA. DDW issued an Order requiring the District to take quarterly samples and to report the annual average of the quarterly samples. Three quarters have passed with fourth quarter sampling to be taken on or before September 30, 2021. To comply with the lowered PFOA and PFOS limits and avoid having to notify its customers they are being served water with contaminants above the RL set by DDW, the District is currently adding treatment processes.

The District has added Granular Activated Carbon (“GAC”) treatment Pressure Vessels to Well 4 and 6 which are permitted by DDW and on-line. Additionally, treatment for Well 2 is done with GAC Pressure Vessels in parallel and in operation and permitted by DDW. The District is also in process of building an Ion Exchange (IX) system to treat water produced from Wells 1A, 8 and 18 (Q+ 4900 gpm) which is expected to be completed, permitted and on-line in early September, 2021.

It is imperative the District have a complete operational plan for these facilities that consider blending for all monitored constituents such as Perchlorate, 123-tcp, Nitrate, Manganese and now PFAS compounds (collectively called “Constituents”). Some of these constituents require instant notification of the District’s Customers if test results show they go over the Maximum Contaminant Limit (MCL). Other constituents require notification if tests show they go over the RL, which is based on a running quarterly average. The resins and GAC (collectively called “Media”) used to remove these constituents can foul if an insufficient volume of water is passed through the vessels containing Media.

The Division of Drinking Water (DDW) has requested that the District develop two Operation Plans, one that covers the Anita B. Smith Water Treatment Plant (“Smith WTP”), and one that covers the Leland Thompson Water Treatment Plant (“Leland WTR”) including Well 2 treatment and blending. Each Operational Plan will cover all the unit processes at the plant. The goals of the DDW Operation Plans are to 1) satisfy DDW’s requirements for an Operation Plan, 2) organize the existing monitoring and reporting requirements to streamline compliance with all requirements, and 3) document operational procedures in a written document so that critical information is not lost or forgotten over the years.

As the Board may recall, the District has spent on the order of \$1,000,000 on media in the last year alone. It is staff' goal to fully maximize the life of the media. The operational processes for the District's treatment facilities must consider keeping the constituents below the RL's and MCL's with a blending strategy while routinely treating enough water to ensure the Media does not get fouled. Fouling of the Media with bacteriological growth can occur if not flushed routinely during cooler periods of the year when there is less system demand.

The District has asked Trussell Technologies ("Trussell Tech") to provide a proposal to develop the two Operation Plans for DDW approval. In parallel with this effort, Webb Associates (under a separate contract) is developing an Operational Strategy describing how to operate the wells and treatment facilities under different flow scenarios to minimize media replacements and to a lesser extent reduce energy costs. Trussell Tech will use portions of this Operational Strategy to develop the controls/operations section of the DDW Operational Plans. Trussell Tech will also provide support to Webb Associates in developing this strategy by answering process and water quality questions. Additionally, Webb Associates is developing an Emergency Response Plan that Trussell Tech will reference in the DDW Operation Plans.

Trussell Tech has vast experience in water chemistry and biology and is versed in regulations promulgated by the DDW for operational permits. They have submitted a proposal to the District in the amount of \$59,800 for this effort. Although significant Capital Expenses are being made to add treatment processes to mitigate PFAS Contamination, this expense is considered an Operational Expense. Operational Expenses are those that are recurrent such as energy, chemicals, labor, repair, and treatment media. Since this work by Trussell Tech is to generate Operational Plans to extend the useful life of the treatment media, the cost of this work should be paid from the Water Fund Operating Expense Budget. When preparing the FY 2022 District Budget, this expense was not included, thus a budget amendment is required. Staff recommends the Board consider approving a budget amendment by moving \$59,800 from Water Fund Reserves to the Water Operating Expense Fund.

**Director Murphy moved, and Director Trueba seconded the Rubidoux Community Services District Board of Directors:**

- 1. Do a Budget Amendment to the District's FY 2022 Budget by transferring \$59,800 from Water Fund Reserves to the Water Operating Expense Fund.**
- 2. Approve a Task Order in the amount of \$59,800 to Trussell Technologies to perform work per attached scope.**

**Roll call:**

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

**Noes – 0**

**Abstain – 0**

**Absent – 0**

**The motion was carried unanimously.**

**ITEM 12. Consider Award of a Contract for Professional Services for the Preparation of Bid Documents for the installation of Three Generators per the CalOES Grant Award. DM 2021-57.**

**BACKGROUND**

The District is susceptible to SCE power outages caused by rolling blackouts, planned outages due to high winds, fires, and accidents. Also, in the event of a fire, system water demand greatly increases due to the water being used to put the fire out. The District needs to ensure it can continue to supply customers with reliable potable water service in the event of a power outage and/or fire. California Office of Emergency Services (CalOES) recognizes this as a problem and in calendar year 2020 initiated a Grant Program to assist Utilities in addressing this issue.

As the Board may recall, the District hired Blais and Associates to apply for a Grant and was awarded a Grant from Cal OES in the amount of \$300,000 for the purchase and installation of emergency generators at Well 1A, 2 and the Golden West Booster Station. Staff included this award in the 2021-22 Fiscal Year Budget as Income in the Water Fund Budget Line Item #12. Pursuant to the Grant conditions, the CalOES funding is limited to pay for the purchase and direct install costs of the generators. Based on initial estimates with generator vendors, purchase of the generators will exceed the \$300,000 Grant. As the cost of installing these generators will exceed the amount of the Grant and there will be additional costs for design and construction, staff included a total expense of \$450,000 for this work in the Water Fund Budget Line Item #66. There is a deadline for the Grant to have the work completed by March 31, 2022 or return the funds to CalOES. To ensure the work is complete, and the District does not have to return the funds to CalOES, the District needs to start the project as soon as possible.

To comply with public bidding requirements of the state of California, the District needs to have a bid set of plans and specifications to advertise the project for construction. The District asked for and received from Webb and Associates a proposal for doing the necessary engineering work in the amount of \$52,349. The scope includes site visits, site survey, coordination with the city of Jurupa Valley for placement of the Golden West generator in their right of way, legal description and plat maps, utility research, site plans, electrical plans, foundation plans and specifications for bidding purposes, attendance at pre-bid meetings, preparation of any addenda and bid analysis; as well as South Coast Air Quality Management District (SCAQMD) permit applications and coordination. This is a comprehensive proposal to get the District through bidding and into construction on this much needed reliability and safety improvement.

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

- 1. Utilize \$52,349 of approved funding under Water Fund Budget Line Item #66 to fund a Task Order with Webb Associates for professional services associated with this effort.**
- 2. Authorize the General Manager to execute a Task Order in the amount of \$52,349 to Webb and Associates to perform this work.**

**Roll call:**

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

Noes – 0

Abstain – 0

Absent – 0

The motion was carried unanimously.

**ITEM 13. 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.**

No reportable action.

#### **ITEM 14. Directors Comments**

Director Murphy would like a status update on the District boundary clean up through LAFCO. What percentage of the work is done? Ted Beckwith stated it was about 98.9% done.

Sims: The preparation of getting ready to submit the LAFCO application, I think we are very close to being done. There's still a lot of work to be done to get the application through the process.

Murphy: Ok, that answers that.

Murphy: Earlier there was a statement made about this GIS that people in the field on laptops can look things up and they know where things are. I've looked at that GIS stuff and I've been out in the field and good luck with that. Your belief that they know, does not mean they know. Getting the input from the field staff as to what kind of equipment is going to provide them useful information is super important. It's critically important to get the end user's input on what is going to be useful for them.

Beckwith: That's a good point. We're meeting with Miguel and two of his staff next week on the valve turning program being developed. We are also going to be going through our 15-year-old standard drawings and getting those updated and involving the field staff.

Murphy: Looking at it in bright daylight and looking at it in dark and dusk is super important, I think.

You're talking about this car tracking thing. You better know what you're going to do. If you're going to collect that information, you better know what you're going to do with it. People will go and put their vehicles in places they're not supposed to be.

At the front of this building there is a sign that says that says if you are not vaccinated, masks are required. On our agenda it says if you do not have a face mask one will be provided. There is a difference between mask required and mask provided.

Director Skerbelis adjourned the meeting at (5:02) PM.

5. CONSIDERATION TO APPROVE SEPTEMBER 3, 2021, SALARIES, EXPENSES  
AND TRANSFERS

RUBIDOUX COMMUNITY SERVICES DISTRICT  
 SEPTEMBER 2, 2021 (BOARD MEETING)  
**FUND TRANSFER AUTHORIZATION**

<b>NET PAYROLL 9/3/21</b>	69,500.00
WIRE TRANSFER: FEDERAL PAYROLL TAXES 9/6/21	28,300.00
WIRE TRANSFER: STATE PAYROLL TAXES 9/6/21	6,200.00
WIRE TRANSFER: TO CREDIT UNION	2,500.00
WIRE TRANSFER: PERS RETIREMENT	17,365.00
WIRE TRANSFER: PERS HEALTH PREMIUMS	34,994.00
WIRE TRANSFER: PERS RETIRED HEALTH PREMIUMS AND FEES	1,673.00
WIRE TRANSFER: PERS REPLACEMENT BENEFIT	-
WIRE TRANSFER: PERS GASB 68 ADMIN FEE	-
WIRE TRANSFER: SECTION 125	50.00
WIRE TRANSFER: SECTION 457 AND 401(A)	3,231.00

**CHECKING ACCOUNT TRANSFERS FOR ACCOUNTS PAYABLE:**

9/3/2021 WATER FUND TO GENERAL FUND-Payables	116,641.90
WATER FUND TO GENERAL FUND-Trash	146,103.67
WATER FUND TO SEWER FUND	116,937.23
SEWER FUND TO GENERAL FUND-Payables	57,819.35

**INTERFUND TRANSFERS:**

9/3/2021 SEWER FUND CHECKING TO LAIF SEWER OP	58,000.00
GENERAL FUND CHECKING TO LAIF PROP TAX	700.00
GENERAL FUND CHECKING TO LAIF FIRE MITIGATION	16,300.00
GENERAL FUND PROP TAX TO GENERAL FUND CHECKING	31,000.00
GENERAL FUND CHECKING TO SEWER FUND CHECKING	-
GENERAL FUND CHECKING TO WATER FUND CHECKING	10,000.00
LAIF GENERAL TO GENERAL FUND CHECKING	-
LAIF PROPERTY TAX TO GENERAL FUND CHECKING	105,000.00
WATER FUND CHECKING TO LAIF-COP PAYBACK	33,000.00
WATER FUND CHECKING TO LAIF-W.R.	5,000.00
WATER FUND CHECKING TO GENERAL FUND CHECKING	-
LAIF WATER ML TO LAIF WATER REPLACEMENT	-
LAIF WATER ML TO LAIF WATER OPS	43,094.18
LAIF WATER OP TO WATER FUND CHECKING	11,000.00
WATER FUND CHECKING TO LAIF WATER ML	40,000.00
WATER FUND CHECKING TO WATER FUND BOFA PAYMODE	-
PPB SAFEKEEPING WATER ML TO WATER FUND CHECKING	40,000.00

**NOTES PAYABLE**

<u>DESCRIPTION</u>	<u>BALANCE</u>		<u>PAYMENT</u>	<u>DUE DATE</u>
U.S. Bank Trust (1998 COP's Refunding)	2,560,000	Prin.	590,000	Dec-21
U.S. Bank Trust (1998 COP's Refunding)	269,535	Intr.	65,280	Dec-21
MN Plant-State Revolving Loan	3,872,390	Prin.	132,324	Jan-22
MN Plant-State Revolving Loan	680,059	Intr.	49,774	Jan-22

# AP Enter Bills Edit Report

Rubidoux Community Services District (RCSACT)

Batch: AAAANU

8/26/2021 12:38:12 PM

Page 1

Tr. #	Vendor	Inv Date	Paid Out	Immediate	Credit Card Vendor	Due Date	Discount Date	Invoice #
PO Number		Immediate GL Account			Check #		Payment Date	Discount
GL Date					Credit Card	CC Reference #		Total Invoice
1	AIRESPRING / AIRESRING ✓							152005815 ✓
	PHONE CHGS	8/16/2021 ✓	N	N			9/9/2021 ✓ 8/16/2021	\$0.00
9/2/2021 ✓				N				\$503.12 ✓
2	AQUA METRIC SALES / AQUA METRIC SALES CO ✓							INV0083977 ✓
	1.5 & 2" RGSTRS	8/5/2021 ✓	N	N			9/4/2021 ✓ 8/5/2021	\$0.00
9/2/2021 ✓				N				\$1,685.21 ✓
3	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CG12107-0267 ✓
	WTR ANALYSES	7/26/2021 ✓	N	N			8/25/2021 ✓ 7/26/2021	\$0.00
9/2/2021 ✓				N				\$30.00 ✓
4	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CG12108-0267 ✓
	WTR ANALYSES	7/26/2021 ✓	N	N			8/25/2021 ✓ 7/26/2021	\$0.00
9/2/2021 ✓				N				\$150.00 ✓
5	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CG12609-0267 ✓
	WTR ANALYSES	7/30/2021 ✓	N	N			8/29/2021 ✓ 7/30/2021	\$0.00
9/2/2021 ✓				N				\$150.00 ✓
6	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CH10035-0267 ✓
	WTR ANALYSES	8/2/2021 ✓	N	N			9/1/2021 ✓ 8/2/2021	\$0.00
9/2/2021 ✓				N				\$30.00 ✓
7	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CH10896-0267 ✓
	WTR ANALYSES	8/10/2021 ✓	N	N			9/9/2021 ✓ 8/10/2021	\$0.00
9/2/2021 ✓				N				\$24.00 ✓
8	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CH10897-0267 ✓
	WTR ANALYSES	8/10/2021 ✓	N	N			9/9/2021 ✓ 8/10/2021	\$0.00
9/2/2021 ✓				N				\$86.00 ✓
9	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CH10901-0267 ✓
	WTR ANALYSES	8/10/2021 ✓	N	N			9/9/2021 ✓ 8/10/2021	\$0.00
9/2/2021 ✓				N				\$1,050.00 ✓
10	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CH10903-0267 ✓
	WTR ANALYSES	8/10/2021 ✓	N	N			9/9/2021 ✓ 8/10/2021	\$0.00
9/2/2021 ✓				N				\$900.00 ✓
11	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CH11078-0267 ✓
	WTR ANALYSES	8/12/2021 ✓	N	N			9/11/2021 ✓ 8/12/2021	\$0.00
9/2/2021 ✓				N				\$150.00 ✓
12	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CH11106-0267 ✓
	WTR ANALYSES	8/13/2021 ✓	N	N			9/12/2021 ✓ 8/13/2021	\$0.00
9/2/2021 ✓				N				\$24.00 ✓
13	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CH11108-0267 ✓
	WTR ANALYSES	8/13/2021 ✓	N	N			9/12/2021 ✓ 8/13/2021	\$0.00
9/2/2021 ✓				N				\$36.00 ✓
14	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CH11109-0267 ✓
	WTR ANALYSES	8/13/2021 ✓	N	N			9/12/2021 ✓ 8/13/2021	\$0.00
9/2/2021 ✓				N				\$36.00 ✓
15	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CH11199-0267 ✓
	WTR ANALYSES	8/13/2021 ✓	N	N			9/12/2021 ✓ 8/13/2021	\$0.00
9/2/2021 ✓				N				\$1,600.00 ✓
16	CHASE CARD SERVICES / CHASE CARD SERVICES ✓							21S31527049795.A ✓
	EFILE/WRK LNCH	8/17/2021 ✓	N	N			9/11/2021 ✓ 8/17/2021	\$0.00
9/2/2021 ✓				N				\$60.88 ✓
17	CHASE CARD SERVICES / CHASE CARD SERVICES ✓							21S31527049795.B ✓
	HEADSTS TRAINING	8/17/2021 ✓	N	N			9/11/2021 ✓ 8/17/2021	\$0.00
9/2/2021 ✓				N				\$290.82 ✓

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PO Number	Immediate GL Account	Immediate GL Account	Check #	Check #	CC Reference #	Payment Date	Discount	Total Invoice
GL Date			Credit Card					
18	CHASE CARD SERVICES / CHASE CARD SERVICES ✓	8/17/2021 ✓	N	N		9/11/2021 ✓	8/17/2021	21S31527049795.C ✓
VNC/SUPPLIES								\$0.00
9/2/2021 ✓				N				\$138.85 ✓
19	CHASE CARD SERVICES / CHASE CARD SERVICES ✓	8/17/2021 ✓	N	N		9/11/2021 ✓	8/17/2021	21S31527049795.D ✓
GASOLINE								\$0.00
9/2/2021 ✓				N				\$131.56 ✓
20	CHASE CARD SERVICES / CHASE CARD SERVICES ✓	8/17/2021 ✓	N	N		9/11/2021 ✓	8/17/2021	21S31527049795.E ✓
CARWASH								\$0.00
9/2/2021 ✓				N				\$5.00 ✓
21	CHASE CARD SERVICES / CHASE CARD SERVICES ✓	8/17/2021 ✓	N	N		9/11/2021 ✓	8/17/2021	21S31527049795.F ✓
CHAIR PADS								\$0.00
9/2/2021 ✓				N				\$70.99 ✓
22	CHASE CARD SERVICES / CHASE CARD SERVICES ✓	8/17/2021 ✓	N	N		9/11/2021 ✓	8/17/2021	21S31527049795.G ✓
WEBINAR - REYES								\$0.00
9/2/2021 ✓				N				\$289.00 ✓
23	HARRINGTON INDUSTRIAL / HARRINGTON INDUSTRI ✓	8/18/2021 ✓	N	N		9/17/2021 ✓	8/18/2021	012L3216 ✓
PVC PARTS								\$0.00
9/2/2021 ✓				N				\$55.35 ✓
24	HOUSTON HARRIS / HOUSTON & HARRIS PCS, INC. ✓	8/17/2021 ✓	N	N		9/16/2021 ✓	8/17/2021	21-23855 ✓
HYDRO-WSH								\$0.00
9/2/2021 ✓				N				\$6,386.75 ✓
25	INFOSEND / INFOSEND, INC ✓	7/30/2021 ✓	N	N		8/29/2021 ✓	7/30/2021	195777.A ✓
JULY PRNT BILLS								\$0.00
9/2/2021 ✓				N				\$852.16 ✓
26	INFOSEND / INFOSEND, INC ✓	7/30/2021 ✓	N	N		8/29/2021 ✓	7/30/2021	195777.B ✓
JULY POSTAGE								\$0.00
9/2/2021 ✓				N				\$2,559.82 ✓
27	INLAND DESERT SECURITY / INLAND DESERT SECUI ✓	8/15/2021 ✓	N	N		9/14/2021 ✓	8/15/2021	210700636101 ✓
CALL FWD								\$0.00
9/2/2021 ✓				N				\$27.00 ✓
28	KH METALS / KH METALS & SUPPLY ✓	8/17/2021 ✓	N	N		9/16/2021 ✓	8/17/2021	0573706-IN ✓
PARTS								\$0.00
9/2/2021 ✓				N				\$16.92 ✓
29	R&D MECHANICAL / R&D MECHANICAL SUPPLY, INC ✓	7/22/2021 ✓	N	N		8/21/2021 ✓	7/22/2021	11005060 ✓
VALVES								\$0.00
9/2/2021 ✓				N				\$815.63 ✓
30	LEGEND PUMP / LEGEND PUMP & WELL ✓	8/11/2021 ✓	N	N		8/26/2021 ✓	8/11/2021	56960 ✓
WELL 18								\$0.00
9/2/2021 ✓				N				\$450.00 ✓
31	MASTER'S / MASTER'S SERVICES (GLACIER) ✓	8/12/2021 ✓	N	N		9/11/2021 ✓	8/12/2021	0000000268173 ✓
BTL WTR								\$0.00
9/2/2021 ✓				N				\$236.30 ✓
32	MCMMASTER-CARR / McMASTER-CARR SUPPLY CO ✓	8/6/2021 ✓	N	N		9/5/2021 ✓	8/6/2021	62890707 ✓
SUPPLIES								\$0.00
9/2/2021 ✓				N				\$238.75 ✓
33	MERIT OIL / MERIT OIL COMPANY ✓	8/11/2021 ✓	N	N		8/26/2021 ✓	8/11/2021	661100 ✓
GASOLINE								\$0.00
9/2/2021 ✓				N				\$2,058.14 ✓
34	R&D MECHANICAL / R&D MECHANICAL SUPPLY, INC ✓	7/29/2021 ✓	N	N		8/28/2021 ✓	7/29/2021	11005072 ✓
PARTS/STOCK								\$0.00
9/2/2021 ✓				N				\$100.05 ✓

\$987.10

\$3,411.98



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PO Number		Immediate GL Account	Immediate GL Account	Check #	Check #	Payment Date	Discount	Discount
GL Date				Credit Card	CC Reference #		Total Invoice	Total Invoice
35	RDO EQUIPMENT / RDO EQUIPMENT CO. ✓							W7569735.A ✓
R&M VACTOR		8/5/2021 ✓	N	N		9/4/2021 ✓	8/5/2021	\$0.00
9/2/2021 ✓				N				\$724.75 ✓
36	RDO EQUIPMENT / RDO EQUIPMENT CO. ✓							W7613535 ✓
R&M EQUIP		8/17/2021 ✓	N	N		9/16/2021 ✓	8/17/2021	\$0.00
9/2/2021 ✓				N				\$475.03 ✓
37	RIVERSIDE COUNTY ASSESSOR / RIVERSIDE COUNT ✓							20-102303 ✓
PROP 218 FILE		8/18/2021 ✓	N	N		9/17/2021 ✓	8/18/2021	\$0.00
9/2/2021 ✓				N				\$63.75 ✓
38	RIVERSIDE COUNTY ASSESSOR / RIVERSIDE COUNT ✓							20-138456 ✓
PROP 218 FILE		8/18/2021 ✓	N	N		9/17/2021 ✓	8/18/2021	\$0.00
9/2/2021 ✓				N				\$42.50 ✓
39	SOCAL TRUCK / SOCAL TRUCKWORKS ✓							10981 ✓
R&M TRK		8/16/2021 ✓	N	N		9/15/2021 ✓	8/16/2021	\$0.00
9/2/2021 ✓				N				\$175.49 ✓
40	UPS / UNITED PARCEL SERVICE ✓							0000F908W2321 ✓
POSTAGE		8/7/2021 ✓	N	N		9/6/2021 ✓	8/7/2021	\$0.00
9/2/2021 ✓				N				\$56.13 ✓
41	AGUILERA / AGUILERA, SILVANO ✓							20210824 ✓
D4 CERT		8/24/2021 ✓	N	N		9/23/2021 ✓	8/24/2021	\$0.00
9/2/2021 ✓				N				\$380.00 ✓
42	BPS B'S POOL SUPPLIES / B.P.S. B's POOL SUPPLIES ✓							110035 ✓
SODIUM HYPO		8/17/2021 ✓	N	N		9/16/2021 ✓	8/17/2021	\$0.00
9/2/2021 ✓				N				\$2,827.83 ✓
43	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CH11703-0267 ✓
WTR ANALYSES		8/19/2021 ✓	N	N		9/18/2021 ✓	8/19/2021	\$0.00
9/2/2021 ✓				N				\$189.00 ✓
44	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CH11709-0267 ✓
WTR ANALYSES		8/19/2021 ✓	N	N		9/18/2021 ✓	8/19/2021	\$0.00
9/2/2021 ✓				N				\$129.00 ✓
45	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CH11710-0267 ✓
WTR ANALYSES		8/19/2021 ✓	N	N		9/18/2021 ✓	8/19/2021	\$0.00
9/2/2021 ✓				N				\$110.00 ✓
46	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CH11711-0267 ✓
WTR ANALYSES		8/19/2021 ✓	N	N		9/18/2021 ✓	8/19/2021	\$0.00
9/2/2021 ✓				N				\$187.70 ✓
47	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CH11712-0267 ✓
WTR ANALYSES		8/19/2021 ✓	N	N		9/18/2021 ✓	8/19/2021	\$0.00
9/2/2021 ✓				N				\$215.00 ✓
48	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CH11801-0267 ✓
WTR ANALYSES		8/20/2021 ✓	N	N		9/19/2021 ✓	8/20/2021	\$0.00
9/2/2021 ✓				N				\$60.00 ✓
49	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CH11802-0267 ✓
WTR ANALYSES		8/20/2021 ✓	N	N		9/19/2021 ✓	8/20/2021	\$0.00
9/2/2021 ✓				N				\$36.00 ✓
50	BLAIS / BLAIS & ASSOCIATES, LLC ✓							072021RCS01 ✓
GRNT CNSLT		8/10/2021 ✓	N	N		9/9/2021 ✓	8/10/2021	\$0.00
9/2/2021 ✓				N				\$26.25 ✓
51	BOOT BARN / BOOT BARN ✓							INV00120893 ✓
BOOTS - VALDEZ		8/18/2021 ✓	N	N		9/17/2021 ✓	8/18/2021	\$0.00
9/2/2021 ✓				N				\$173.99 ✓

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PO Number		Immediate GL Account			Check #		Payment Date	Discount
GL Date					Credit Card	CC Reference #		Total Invoice
52	BOOT BARN / BOOT BARN ✓							INV00120938 ✓
9/2/2021 ✓	BOOTS - J LOPEZ	8/18/2021 ✓	N	N		9/17/2021 ✓	8/18/2021	\$0.00
								\$168.55 ✓
53	INLAND WATER WORKS / INLAND WATER WORKS SU ✓							S1048461.001 ✓
9/2/2021 ✓	COPPER TUBING	8/16/2021 ✓	N	N		9/15/2021 ✓	8/16/2021	\$0.00
								\$946.13 ✓
54	CROWN ACE HARDWARE / CROWN ACE HARDWARE ✓							083486 ✓
9/2/2021 ✓	SUPPLIES	8/19/2021 ✓	N	N		9/18/2021 ✓	8/19/2021	\$0.00
								\$16.35 ✓
55	HARPER BURNS LLP / HARPER & BURNS LLP ✓							20210901.A ✓
9/2/2021 ✓	AUG LGL SVC	9/1/2021 ✓	N	N		10/1/2021 ✓	9/1/2021	\$0.00
								\$725.00 ✓
56	HARPER BURNS LLP / HARPER & BURNS LLP ✓							20210901.B ✓
9/2/2021 ✓	CITY RVSD LITGN	9/1/2021 ✓	N	N		10/1/2021 ✓	9/1/2021	\$0.00
								\$580.00 ✓
57	JENNINGS / JENNINGS, BRIAN ✓							20210819 ✓
9/2/2021 ✓	BOOK - MORALE	8/19/2021 ✓	N	N		9/18/2021 ✓	8/19/2021	\$0.00
								\$46.68 ✓
58	INLAND WATER WORKS / INLAND WATER WORKS SU ✓							S1048534.001 ✓
9/2/2021 ✓	MTR ADPTRS	8/17/2021 ✓	N	N		9/16/2021 ✓	8/17/2021	\$0.00
								\$957.00 ✓
59	LILLESTRAND / LILLESTRAND LEADERSHIP CONSUL ✓							7492 ✓
9/2/2021 ✓	MGMT CNSLT	8/15/2021 ✓	N	N		9/14/2021 ✓	8/15/2021	\$0.00
								\$452.50 ✓
60	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD ✓							9914 ✓
9/2/2021 ✓	LIGHTING RPR	8/13/2021 ✓	N	N		9/12/2021 ✓	8/13/2021	\$0.00
								\$450.58 ✓
61	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD ✓							9915 ✓
9/2/2021 ✓	ELECTRICAL RPRS	8/13/2021 ✓	N	N		9/12/2021 ✓	8/13/2021	\$0.00
								\$4,836.18 ✓
62	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD ✓							9916 ✓
9/2/2021 ✓	WSTE PMP RPR	8/13/2021 ✓	N	N		9/12/2021 ✓	8/13/2021	\$0.00
								\$1,229.26 ✓
63	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD ✓							9917 ✓
9/2/2021 ✓	SCADA FLTWD	8/13/2021 ✓	N	N		9/12/2021 ✓	8/13/2021	\$0.00
								\$7,950.00 ✓
64	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD ✓							9918 ✓
9/2/2021 ✓	SCADA BELL TWN	8/13/2021 ✓	N	N		9/12/2021 ✓	8/13/2021	\$0.00
								\$7,950.00 ✓
65	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD ✓							9919 ✓
9/2/2021 ✓	SCADA XMOR	8/13/2021 ✓	N	N		9/12/2021 ✓	8/13/2021	\$0.00
								\$7,950.00 ✓
66	ORANGE COAST / ORANGE COAST PETROLEUM EQ ✓							0258096-IN ✓
9/2/2021 ✓	GASOLINE HOSE RPLCMT	8/20/2021 ✓	N	N		9/19/2021 ✓	8/20/2021	\$0.00
								\$743.12 ✓
67	RING BENDER / RING BENDER LLP ✓							10623 ✓
9/2/2021 ✓	CITY RVSD LITGN	8/4/2021 ✓	N	N		9/3/2021 ✓	8/4/2021	\$0.00
								\$5,067.90 ✓
68	TLG / TLG PAVING COMPANY, INC ✓							80931 ✓
9/2/2021 ✓	PAVING	7/20/2021 ✓	N	N		8/19/2021 ✓	7/20/2021	\$0.00
								\$15,800.00 ✓

*\$1,305*

*20210901.A ✓*  
*20210901.B ✓*

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PO Number		Immediate GL Account			Check #		Payment Date	Discount
GL Date					Credit Card	CC Reference #		Total Invoice
69	ULLOA / ULLOA, JIM ✓							20210821 ✓
CERTS C1		8/24/2021 ✓	N	N		9/23/2021 ✓	8/24/2021	\$0.00
9/2/2021 ✓					N			\$586.96 ✓
70	UPS / UNITED PARCEL SERVICE ✓							0000F908W2341 ✓
POSTAGE		8/21/2021 ✓	N	N		9/20/2021 ✓	8/21/2021	\$0.00
9/2/2021 ✓					N			\$7.54 ✓
71	SCE / SCE ✓							21S700609292713 ✓
WTR PMP ENRGY		8/17/2021 ✓	N	N		9/7/2021 ✓	8/17/2021	\$0.00
9/2/2021 ✓					N			\$277.64 ✓
72	SCE / SCE ✓							21S700179651118 ✓
SWR PMP ENRGY		8/18/2021 ✓	N	N		9/7/2021 ✓	8/18/2021	\$0.00
9/2/2021 ✓					N			\$463.22 ✓
73	SCE / SCE ✓							21S700136714571 ✓
SWR PMP ENRGY		8/18/2021 ✓	N	N		9/7/2021 ✓	8/18/2021	\$0.00
9/2/2021 ✓					N			\$2,749.98 ✓
74	SCE / SCE ✓							21S700044576190 ✓
SWR PMP ENRGY		8/17/2021 ✓	N	N		9/7/2021 ✓	8/17/2021	\$0.00
9/2/2021 ✓					N			\$735.80 ✓
75	WEBB ALBERT A ASSOC / WEBB, ALBERT A. ASSOCI ✓							212767.A ✓
UWMP/MSTR PLNS		7/24/2021 ✓	N	N		8/23/2021 ✓	7/24/2021	\$0.00
9/2/2021 ✓					N			\$6,293.15 ✓
76	WEBB ALBERT A ASSOC / WEBB, ALBERT A. ASSOCI ✓							212767.B ✓
ENG CNSLT		7/24/2021 ✓	N	N		8/23/2021 ✓	7/24/2021	\$0.00
9/2/2021 ✓					N			\$2,438.00 ✓
77	AMERICAN SAFETY PRODUCTS / AMERICAN SAFETY ✓							3672 ✓
NITRILE GLVS		8/25/2021 ✓	N	N		9/24/2021 ✓	8/25/2021	\$0.00
9/2/2021 ✓					N			\$2,281.70 ✓
78	BUSINESS / BUSINESS TELECOMMUNICATION SYSTI ✓							92548 ✓
SHORETEL SUPT		8/18/2021 ✓	N	N		9/17/2021 ✓	8/18/2021	\$0.00
9/2/2021 ✓					N			\$1,621.86 ✓
79	CARQUEST AUTO PARTS / CARQUEST AUTO PARTS ✓							7456-474572 ✓
FLUID		8/25/2021 ✓	N	N		9/24/2021 ✓	8/25/2021	\$0.00
9/2/2021 ✓					N			\$18.31 ✓
80	CROWN ACE HARDWARE / CROWN ACE HARDWARE ✓							083531 ✓
KEYS		8/25/2021 ✓	N	N		9/24/2021 ✓	8/25/2021	\$0.00
9/2/2021 ✓					N			\$13.41 ✓
81	DURNEY DON / DURNEY, DON ✓							20210825.A ✓
GRDNG FIRE STN		8/25/2021 ✓	N	N		9/24/2021 ✓	8/25/2021	\$0.00
9/2/2021 ✓					N			\$210.00 ✓
82	DURNEY DON / DURNEY, DON ✓							202108025.B ✓
GRDNG/MAINT		8/25/2021 ✓	N	N		9/24/2021 ✓	8/25/2021	\$0.00
9/2/2021 ✓					N			\$738.52 ✓
83	DURNEY DON / DURNEY, DON ✓							20210802.C ✓
WEED ABATE		8/25/2021 ✓	N	N		9/24/2021 ✓	8/25/2021	\$0.00
9/2/2021 ✓					N			\$195.00 ✓
84	HARRINGTON INDUSTRIAL / HARRINGTON INDUSTRI ✓							012L3237 ✓
PVC PARTS		8/19/2021 ✓	N	N		9/18/2021 ✓	8/19/2021	\$0.00
9/2/2021 ✓					N			\$311.68 ✓
85	J THAYER / J THAYER COMPANY, INC ✓							1541582-0 ✓
SUPPLIES		8/12/2021 ✓	N	N		9/11/2021 ✓	8/12/2021	\$0.00
9/2/2021 ✓					N			\$432.94 ✓

\$8,731.15

\$1,143.52



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PO Number		Inv Date			Check #			Discount
GL Date	Immediate GL Account	Immediate GL Account			Credit Card	CC Reference #	Payment Date	Total Invoice
103	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓							0812_082521.A ✓
COMM TRSH 8/12-8/25		8/26/2021 ✓	N	N			9/25/2021 ✓ 8/26/2021	\$0.00
9/2/2021 ✓					N			\$37,625.32 ✓
104	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓							0812_082521.B ✓
RES TRSH 8/12-8/25		8/26/2021 ✓	N	N			9/25/2021 ✓ 8/26/2021	\$0.00
9/2/2021 ✓					N			\$108,478.35 ✓
105	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓							0812_082521.C ✓
RCSD SHARE COMM		8/26/2021 ✓	N	N			9/25/2021 ✓ 8/26/2021	\$0.00
9/2/2021 ✓					N			(\$3,762.53) ✓
106	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓							0812_082521.D ✓
RCSD SHR RES		8/26/2021 ✓	N	N			9/25/2021 ✓ 8/26/2021	\$0.00
9/2/2021 ✓					N			(\$867.28) ✓
107	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓							0812_082521.E ✓
BILLING FEE		8/26/2021 ✓	N	N			9/25/2021 ✓ 8/26/2021	\$0.00
9/2/2021 ✓					N			(\$3,000.00) ✓
108	WELLS TAPPING SERVICE / WELLS' TAPPING SERVIC ✓							9187 ✓
VALVE INSTALL		8/19/2021 ✓	N	N			9/18/2021 ✓ 8/19/2021	\$0.00
9/2/2021 ✓					N			\$8,000.00 ✓

*\$138,473.56*

Grand Totals

Total Direct Expense:	\$335,472.38
Total Direct Expense Adj:	(\$7,629.81) (1)
Total Non-Electronic Transactions:	\$327,842.57 (2)

Report Summary

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

(1) \$7,629.81  
 7,629.81 Tri-Co  
0.00

*JMS*  
 8/31/21

(2) \$327,842.57  
 328,112.57 Per x for wls  
270.00

PR 8/2/21 270.00 LiUna 777  
0.00

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



## RCSD's Payment Arrangement and United Lift Programs Can Help Pay Down Outstanding Balances

As the COVID-19 pandemic begins to ease its grip on our local economies, Rubidoux Community Services District (RCSD) is committed to continue working with customers who have outstanding balances. RCSD is not shutting off water services due to non-payment at this time, however, there are some **IMPORTANT UPCOMING CHANGES TO NOTE:**

- RCSD wants to prevent customers from having substantial balances when the Governor's order is lifted, which is currently scheduled for September 30, 2021.
- While the Governor's order suspended shutoffs, it doesn't forgive outstanding balances.
- Customers with significant past-due balances may be subjected to shutoff for nonpayment when the Governor's order is lifted, and could have their outstanding balance sent to a Collections agency.
- **Late fee collections on outstanding balances resumes October 1, 2021.**

RCSD temporarily suspended late fee assessments in response to COVID-19 financial impacts to customers.

If needed, RCSD offers options for customer to bring accounts current, avoid late fees and shutoffs:



### Payment Arrangements

You can request short-term or longer-term payment arrangements based on specified criteria. For more information on these options, please call our office at 951.684.7580.

 UNITED LIFT 2021 RENTAL ASSISTANCE

The application is open!

¡La solicitud de asistencia para el alquiler está abierta!

Learn More at [UnitedLift.org](http://UnitedLift.org)

## United Lift 2021 Rental Assistance Program

(for renters and landlords in Riverside County)

Funds may be applied for utility bills. More information on eligibility guidelines and the application portal can be found at [www.unitedlift.org](http://www.unitedlift.org).



**Home**

Posted on: August 25, 2021

**New Director appointed to Western Municipal Water District Division 4 seat**

RIVERSIDE, CA – The Riverside County Board of Supervisors on Tuesday, Aug. 24, 2021, appointed Laura Roughton to the Division 4 seat. Roughton was subsequently sworn in at Western Municipal Water District (Western) headquarters and joined the Community and Government Affairs Committee Meeting as the newest member of the Western Board of Directors.

The appointment comes after the seat was left vacant by the passing of former Director Donald D. Galleano on Wednesday, June 2, 2021. Division 4 includes the communities of Eastvale, Jurupa Valley, and Norco ([see map](#)).

Director Roughton is a long-time resident of the represented area, living within the Division 4 boundaries for more than 30 years. She most recently served as the Jurupa Valley City Council representative to the Western Riverside Council of Governments and to the One Water One Watershed (OWOW) Steering Committee under the Santa Ana River Watershed Project Authority. During her time on the OWOW Steering Committee, Director Roughton displayed her leadership through regional collaboration in the Santa Ana Watershed to protect and carefully utilize the watershed shared by residents and visitors to our region.

Director Roughton's extensive background in successful public service and familiarity with the water industry will be critical when supporting Western's retail and wholesale customers. Her appointment as a representative of the Division 4 area will allow Western to continue focusing on the safe, reliable delivery of water and wastewater (sewer) services throughout the service area.

The Division 4 Director's seat will be placed on the ballot for the November 2022 general election. The newly appointed Director will hold the office until the general election results are certified.

Learn more about Western's Board of Directors by visiting [wmwd.com/BoardOfDirectors](http://wmwd.com/BoardOfDirectors).

###

**Next** ⇒

[Western encourages water education through art](#)

**Other News in Home**

**Western encourages water education through art**

Posted on: August 20, 2021

**Inland Empire says, "Keep It Up IE": New partnership leads in drought status communication**

Posted on: August 18, 2021



**New partnership formed to address Inland Empire water challenges**

Posted on: July 22, 2021

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

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

9. CONSIDER ADOPTING DISTRICT FINANCIAL PAYMENT STRATEGY FOR  
REMAINING PFAS TREATMENT PROJECT COSTS:

**DM 2021-58**

# Rubidoux Community Services District

## Board of Directors

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



## General Manager

Jeffrey D. Sims

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

**DIRECTORS MEMORANDUM 2021-58**

September 2, 2021

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

**Subject:** Consider Adopting District Financial Payment Strategy for Remaining PFAS Treatment Project Costs

## **BACKGROUND:**

Since August 2019, the District has focused significant attention addressing the District's PFOA and PFOS contaminant issues in the groundwater produced at District's drinking wells. As of the writing of this Director Memorandum, the Board of Directors (Board) has appropriated approximately \$5 million to hire consultants, electricians, purchase vessels and treatment media, and award construction contracts to fund the District's overall PFAS response/mitigation plan.

The District's response/mitigation plan consisted of a two-pronged approach of various treatments strategies at different water treatment facilities, which is summarized below:

### Leland Thompson Water Treatment Facility (Wells 1A, 8, 18):

1. Hired Hazen & Sawyer to provide engineering expertise to design an ion exchange PFAS treatment process along with appropriate bidding documents. The District must meet sampling requirements established by the Division of Drinking Water of the State Water Resources Control Board due on or before September 30, 2021. Failure to comply will result in either removing the wells from production or notifying the District's customers of the contaminated water.
2. Purchased 6 pressure vessels from Evoqua Water Tech LLC to be assembled in a three-train, lead-lag configuration. Delivery of the vessels was May 2021.
3. Awarded a construction contract to Pacific Hydrotech to install the vessels and piping with an estimated completion date of August 31, 2021.
4. Hired Krieger & Stewart to provide construction management to oversee the work of Pacific Hydrotech.

5. Hired Center Electric to install and calibrate all electrical related components for the new treatment system.

As of August 31, 2021, the total estimated cost of upgrading the Leland Thompson Water Treatment Facility to eliminate PFOS and PFOA is approximately \$4.3 million, of which the District has already paid \$1.9 million from District reserves. This leaves approximately \$2.5 million (rounded up) in additional project costs yet to be paid.

Anita B. Smith/Nitrate Plant (Wells 4 and 6):

1. Purchased 3 refurbished pressure vessels from Carbon Activated Corp. Delivered April 2021.
2. Awarded a construction contract to Atom Engineering Construction to construct the concrete foundation slab and install the vessels in appropriate configuration.
3. Hired TKE Engineering to provide construction management to oversee the work of Atom Engineering.
4. Installed 2 refurbished pressure vessels for Well 4 which have been permitted and put into operation this summer.

Substantially all the work performed on PFOS/PFOA mitigation at the Nitrate Plant was completed in June 2021 and the asset was subsequently placed into service. Also, the Board considered and authorized the District to file a Notice of Completion (NOC) with DM 2021-42 in June 2021 accepting the contractor's work. Minor work including the bolting and welding of the tanks to the concrete pad is still being completed. In total, of the estimated \$532,000 authorized by the Board for this work, the District paid approximately \$407,000, with an estimated \$10,000-\$15,000 to be paid in the current fiscal year for the bolting/welding.

The District funds Water Capital Improvement Projects through various funding sources. Examples include:

Capacity Fees: Capacity fees collected for water and sewer connections are one-time fees collected at the time a new connection is made to the District's system. The capacity fees are established in part based on the estimated costs for master planned improvements identified in District Water and Sewer Master Plans required to meet ultimate demands, divided by the estimated number of future new connections. Currently the District's Water Capacity Fee is \$6,800/EDU and the Sewer Capacity Fee is \$5,200/EDU. Funds collected are typically held in designated accounts to be used to fund master planned improvements.

Replacement Reserves: Replacement reserves are generated from fixed charges in the monthly bills paid by existing customers. These funds are sometimes augmented with grant funding or long-term loans to replace long lived assets.

Operating Reserves: Operating reserves are generated from fixed and variable charges in the monthly bills paid by existing customers to make emergency improvements to meet regulatory compliance and perform routine maintenance to meet normal operation.

Grants/Loans: The District routinely seeks grants and low-cost loans to fund various capital improvement projects. Examples of loans are the Certificates of Participation (\$12 M) the District issued to fund a variety of

water improvements in the 1990s to stabilize the functionality of the District's water system. Funded projects from the COP funds included construction of water treatment facilities and pipelines.

As noted earlier the Board has authorized \$5 million in expenses PFAS treatment improvements and of that amount, the District has already paid \$1.9 million and expects to pay approximately \$2.5 million as the Leyland Thompson IX Exchange work (Pacific Hydrotech) in the next 6 to 10 weeks.

In anticipation of these expenses, the Board adopted Rubidoux Community Services District Resolution No. 2021-875 allowing the District to solicit bids for financing the project costs. Unfortunately, around that same time in May 2021, Judge Alvarez submitted his decision on the Phase 2 portion of the City of Riverside Lawsuit, which established a significant monetary judgment in favor of the City of Riverside against the District. Given this potential liability it was determined a private placement with a bank could not be made given the uncertainty and magnitude of the judgment.

Additionally, the District investigated other financing opportunities, including the District's current primary bank (Pacific Premier Bank) and the California Special District's Association (CSDA) Finance Corporation for potential financing solutions. After reviewing potential term sheets with varying interest rates, collateral requirements and amortization schedules and given the constraints on the District's water fund budgets as highlighted during budget workshops, adding additional debt service in the near term didn't seem fiscally responsible.

As an alternative to financing the project, the District investigated using existing District reserves from different funds and accounts to determine an appropriate financial payment strategy while being mindful of the reserve balance and potential uses of the reserve balance for other budget overages. Management's suggested financial payment strategy consists of the following:

1. Pay Down of Existing Receivable from General Fund to Water Fund

Consistent with governmental accounting, activity that takes place between and among governmental and proprietary funds in the fund financial statements is called interfund activity. Currently, the District has authorized interfund exchanges between the General Fund, Water Fund and Sewer Fund. The balances in these accounts fluctuate over time depending on the availability and need of monies from other funds. As of August 31, 2021, the General Fund owes the Water Fund \$2,432,260. Any pay down of this amount by the General Fund would be made from the District's unrestricted LAIF Property Tax Operating account, which has a balance of \$4,342,746 as of August 31, 2021. Reviewing the Board approved Fiscal Year 2021|2022 Operating Budget, the General Fund is expected to have a budget shortfall of only \$7,000, which ultimately would be covered by this LAIF account. Thus, District staff anticipates sufficient reserves in the LAIF account to not only cover any potential General Fund operating expenses shortfall (currently estimated at \$7,000) but also pay down some of the owed funds due to the Water Fund. Staff recommends an interfund transfer of \$1,000,000 from the General Fund to the Water Fund, leaving a balance of approx. \$3.3 million in the District's LAIF Property Tax operating account.

2. Unrestrict and Transfer to Water Fund Currently Restricted Excess Monies from the District's Certificates of Participation (COP) Water Fund Budget

As of June 30, 2021, the District has remaining debt service (principal and interest) on its 1998 Refunding COPs of \$2,829,535. Debt service consists of annual principal and semi-annual interest payments, totaling approximately \$705,000-\$710,000 per year. The District’s COPs are scheduled to mature December 2024. As of July 1, 2021, the District has restricted COP’s monies of \$4,272,742. Absent new revenues, the District already has sufficient restricted cash to pay the remaining debt service. Given this excess, and consistent with prior fiscal years, the District budgeted a one time \$1,000,000 transfer from the COP Water Fund budget to the Water Operating Fund to cover current year budgetary shortfalls. These shortfalls were well documented and communicated to the Board during the various budget workshops. Factoring in the already approved one time transfer of \$1,000,000 and considering current year debt service and expected revenues, District staff anticipates sufficient cash within the COP account to unrestrict and transfer an additional amount to the Water Operating Fund. As mentioned prior, the District anticipates approximately \$2.5 million in additional project costs yet to be paid. If the Board approves Part 1 of the payment strategy, the remaining difference to be made up by the excess COP’s monies is \$1.5 million. Staff recommends an interfund transfer of \$1,500,000 from the Water COP Fund to the Water Operating Fund.

If approved by the Board, the projected running COP cash balance is as follows:

COP Estimated Balances Year-Over-Year			
Balance - 7/1/21	\$ 4,272,742.58	Remaining Debt Service	Excess (Deficit)
COP to WF Xfer (Budget)	\$ (1,000,000.00)		
Debt Service	\$ (705,515.00)		
Revenues	\$ 1,161,000.00		
<i>COP to WF Xfer (Project)</i>	<i>\$ (1,500,000.00)</i>		
Estimated Balance - 6/30/22	\$ 2,228,227.58	\$ 2,124,020.00	\$ 104,207.58
Debt Service	\$ (709,532.00)		
Revenues	\$ 1,161,000.00		
Estimated Balance - 6/30/23	\$ 2,679,695.58	\$ 1,414,488.00	\$ 1,265,207.58
Debt Service	\$ (706,892.50)		
Revenues	\$ 1,161,000.00		
Estimated Balance - 6/30/24	\$ 3,133,803.08	\$ 707,595.50	\$ 2,426,207.58
Debt Service	\$ (707,595.00)		
Revenues	\$ 1,161,000.00		
Estimated Balance - 6/30/25	\$ 3,587,208.08	\$ 0.50	\$ 3,587,207.58

3. Assign New Water Fund Monies to the Water CIP Fund

After the approval of Part 1 and 2 and transfer of funds, the Board could then assign the \$2.5 million from the Water Operating Fund to the Water CIP Fund to satisfy the remaining PFAS project costs. Staff recommends the Board assign these funds accordingly.

**RECOMMENDATION:**

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

1. Amend the District's FY 2022 Budget by transferring \$1,000,000 from the General Operating Fund Budget to the Water Operating Fund Budget.
2. Amend the District's FY 2022 Budget by transferring \$1,500,000 from the COP Water Fund Budget to the Water Operating Fund Budget.
3. Assign the \$2.5 million from the Water Operating Fund Budget to the Water CIP Fund Budget.

Respectfully,

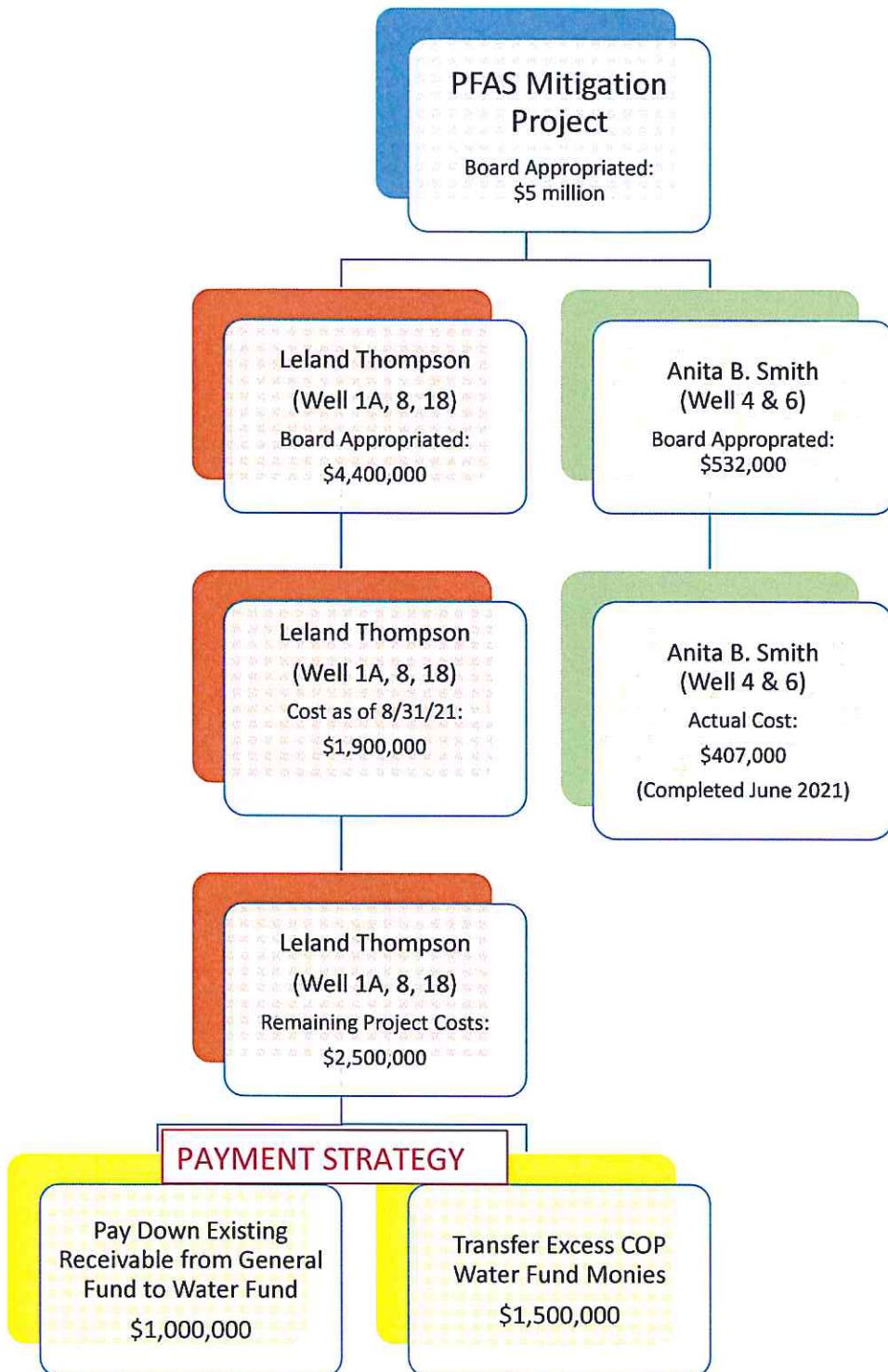


JEFFREY D. SIMS, P. E.  
General Manager

Attachment: PFAS Mitigation Project Payment Strategy Illustration



# ATTACHMENT 1 - PFAS Mitigation Project Payment Strategy Illustration



10. CONSIDERATION TO ADOPT RESOLUTION NO. 2021-882, A RESOLUTION  
AUTHORIZING THE REAPPORTIONMENT OF CERTIFICATES OF  
PARTICIPATION (COP's) SURPLUS REVENUES FOR FISCAL YEAR  
2021/2022

**DM 2021-59**

# Rubidoux Community Services District

**Board of Directors**  
 Armando Muniz  
 Hank Trueba Jr  
 Bernard Murphy  
 John Skerbelis  
 F. Forest Trowbridge



**General Manager**  
 Jeffrey D. Sims

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

**DIRECTORS MEMORANDUM 2021-59**

September 2, 2021

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

**Subject:** Consideration to Adopt Resolution No. 2021-882, a Resolution Authorizing the Reapportionment of Certificates of Participation (COP's) Surplus Revenues for Fiscal Year 2021|2022

**BACKGROUND:**

Attached Resolution No. 2021-882 is a follow-up administrative action item pursuant to the approved 2021|2022 Rubidoux Community Services District ("District") Budget. The adoption of Resolution No. 2021-882 approves and memorializes the transfer of \$1,000,000.00 from surplus COP funds to the Water Fund Budget as a transfer obligation for FY 2021|2022. As outlined in DM 2021-58 related to a payment strategy for PFAS Treatment Facilities, the resulting balance remaining in the COP Water Fund Budget after a the proposed \$1 million is sufficient for the District's remaining COP debt service obligations.

COP Estimated Balances Year-Over-Year			
Balance - 7/1/21	\$ 4,272,742.58	Remaining Debt Service	Excess (Deficit)
<i>COP to WF Xfer (Budget)</i>	<i>\$ (1,000,000.00)</i>		
Debt Service	\$ (705,515.00)		
Revenues	\$ 1,161,000.00		
COP to WF Xfer (Project)	\$ (1,500,000.00)		
<b>Estimated Balance - 6/30/22</b>	<b>\$ 2,228,227.58</b>	<b>\$ 2,124,020.00</b>	<b>\$ 104,207.58</b>

This transfer was part of the approved 2021|2022 District budget (See attached Water Fund Budget Line No. 13).

Attached Resolution No. 2021-882 presented for your review and consideration of approval to memorialize the transfer of COP funds to the Water Fund for use in paying for PFAS Treatment facilities.

**RECOMMENDATION:**

Staff recommends the Board of the Rubidoux Community Services District adopt Resolution No. 2021-882.

Respectfully,



JEFFREY D. SIMS, P. E.  
General Manager

Attachments: Resolution No. 2021-882  
2021|2022 Water Fund Budget

**RESOLUTION NO. 2021-882**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
RUBIDOUX COMMUNITY SERVICES DISTRICT AUTHORIZING A  
REAPPORTIONMENT OF CERTIFICATES OF PARTICIPATION (COP'S) SERIES 1998  
BONDS FUNDS FOR  
FISCAL YEAR 2021/2022**

**WHEREAS**, the Rubidoux Community Services District was organized on November 24, 1952, in accordance with the State of California Services District Law pursuant to Government Code Section 61,000, et seq., for the purpose of providing certain municipal public services to the Community of Rubidoux; and,

**WHEREAS**, in June 1998, the Rubidoux Community Services District caused the execution, sale and delivery of \$10,595,000 in Certificates of Participation (COP's), Series 1998 Bonds for the refunding of COP's, Series 1995 Bonds; and,

**WHEREAS**, on February 2, 1995, the Board of Directors adopted Ordinance No. 97 which effected water rate increases to meet the debt service obligation of the COP Bonds; and,

**WHEREAS**, Ordinance No. 97 requires the Board of Directors to review receipts on hand to ensure sufficient monies are assessed and collected to make debt service payments; and,

**WHEREAS**, at the May 6<sup>th</sup> and 20<sup>th</sup>, 2021, Budget Workshop meetings of the Rubidoux Community Services District, the Board of Directors reviewed the Budget for FY 2021/2022 and determined that the reapportionment of COP Funds are necessary for the efficient and effective operation in providing municipal services; and,

**WHEREAS**, District Staff reviewed the June 2021, Cash Asset Schedule and determined that the COP Fund has a Cash Balance of \$4,272,742.58 ending June 30, 2021; and,

**WHEREAS**, at the June 17, 2021, regular meeting of the Rubidoux Community Services District the Board of Directors approved the 2021/2022 Budget and among other things called for the following reapportionments:

- i) A \$1,000,000.00 reapportionment of COP Funds to be transferred to the Water Fund and obligated in FY 2021/2022.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE RUBIDOUX COMMUNITY SERVICES DISTRICT DOES ORDAIN AS FOLLOWS**

1. That the Foregoing Recitals are True and Correct.
2. The Board of Directors authorized reapportionment of COP Funds in the amount of \$1,000,000.00 to be transferred as one annual payment to the Water Fund for FY 2021/2022.
3. Subject reapportionment of COP's, Series 1998, monies are deemed surplus and shall not impact the District's ability to meet the debt service payment for Fiscal Year 2021/2022 leaving an anticipated balance of \$2,228,227.58 at the end of FY 2021/2022.
4. This Resolution shall take effect immediately upon adoption.

**INTRODUCED AND ADOPTED ON THE 2ND DAY OF SEPTEMBER 2021, UPON THE FOLLOWING ROLL CALL VOTE:**

**AYES:**

**NOES:**

**ABSENT:**

**ABSTENTIONS:**

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John Skerbelis, President  
Rubidoux Community Services District

**(SEAL)**

**ATTEST:**

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Jeffrey D. Sims, General Manager

**APPROVED TO FORM AND CONTENT:**

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John R. Harper, General Counsel

## Rubidoux Community Services District Water Fund Budget

	Actual YTD February 2021	Annual Budget 2020/2021	Projected Year End 2020/2021	Favorable (Unfavorable) Variance	Audited 2019/2020	Adopted Budget 2021/2022
<b>Operating Income</b>						
1 Sales - Residential	2,515,029	3,763,000	4,057,029	294,029	3,771,434	4,300,500
2 Sales - Commercial	913,949	1,270,000	1,375,949	105,949	1,264,798	1,458,500
3 Sales - Late Charges	(63)	164,000	-	(164,000)	112,038	164,000
4 Sales - Service Charges	2,965	7,000	4,448	(2,552)	5,301	7,000
5 Sales - Reconnect Charge	-	22,000	-	(22,000)	11,960	22,000
6 Sales - Meters	3,965	2,300	5,948	3,648	970	2,300
7 Sales - Jumper Income	24,316	-	24,316	24,316	-	25,000
8 Sales - JCSD	-	-	-	-	-	-
<b>Total Operating Income</b>	<b>\$3,460,161</b>	<b>\$5,228,300</b>	<b>\$5,467,690</b>	<b>\$239,390</b>	<b>\$5,166,501</b>	<b>\$5,979,300</b>
<b>Other Income</b>						
9 Interest Income	43,173	137,000	73,173	(63,827)	230,133	26,500
10 Miscellaneous Revenue	1,015	4,000	1,523	(2,477)	8,271	4,000
11 Interest Income:Non-Operational	4,162	17,300	6,162	(11,138)	18,846	1,000
12 Cal OES: Grant Income	-	-	-	-	-	300,000
13 Transfer from COP Reserves	-	-	-	-	-	1,000,000
<b>Total Other Income</b>	<b>\$48,350</b>	<b>\$158,300</b>	<b>\$80,858</b>	<b>(\$77,442)</b>	<b>\$257,250</b>	<b>\$1,331,500</b>
<b>TOTAL WATER REVENUE</b>	<b>\$3,508,511</b>	<b>\$5,386,600</b>	<b>\$5,548,548</b>	<b>\$161,948</b>	<b>\$5,423,751</b>	<b>\$7,310,800</b>
<b>Operating Expense</b>						
14 Pump Energy Costs	237,001	410,000	355,502	54,498	312,815	375,000
15 Water Analyses	93,443	78,000	140,165	(62,165)	105,595	280,300
16 Bad Debt Expense:Wtr	(1,461)	22,000	(1,461)	23,461	10,684	44,000
17 R & M Vehicle	8,044	27,000	12,066	14,934	20,526	12,400
18 R & M Equipment, Heavy	10,021	22,500	15,032	7,468	9,042	15,500
19 R & M Water System	151,882	270,000	227,823	42,177	280,999	234,700
20 R & M Office	35,405	10,000	37,608	(27,608)	10,137	38,700
21 Operating Expense	161,477	323,000	242,216	80,784	213,794	249,500
22 Op/Maint Wellhd Treat Facility (N03 Pit)	62,452	235,000	93,678	141,322	154,408	235,000
23 Operating Expense: Treatment Media	776,648	905,687	905,687	-	-	800,000
24 General Supplies & Expenses	2,922	-	4,383	(4,383)	-	4,500
25 Bank Service Charges	58,301	70,000	87,452	(17,452)	77,186	90,100
26 Chemical/Mineral Supplies	24,732	55,000	37,098	17,902	30,274	38,200
27 Regulatory Fee/State	421	33,000	25,421	7,579	29,642	26,200
28 Clothing/Shoe Expense	7,125	7,700	10,688	(2,988)	7,209	11,000
29 Employee Education and Training	1,481	14,000	7,000	7,000	3,067	15,000
30 Utilities	938	6,500	1,407	5,093	2,141	1,400
31 Telephone	2,147	5,400	3,221	2,179	3,531	3,300
32 Dues & Subscriptions	2,034	3,000	3,051	(51)	1,245	3,100
33 Licenses & Permits	36,403	33,000	32,105	895	24,877	33,100
34 Mileage & Conference Expense	50	1,200	75	1,125	1,981	2,500
35 Gasoline Expense	29,494	59,000	44,241	14,759	47,618	45,600
36 Liability Insurance	24,658	51,800	49,316	2,484	52,298	62,600
37 Attorney Fees	24,238	5,000	27,238	(22,238)	-	28,100
38 Consulting Fees:Water Supply Projects	9,476	3,990	14,214	(10,224)	8,884	15,000
39 Consulting Fees:Cost of Svc Stdy(60%WF/40%SF)	-	-	-	-	-	120,000
40 Consulting Fees:Safety (50%WF/50%SF)	-	-	-	-	-	5,000
41 Consulting Fees:LHMP (50%WF/50%SF)	-	-	-	-	-	5,000
42 Consulting Fees:Valve Turning Program	-	-	-	-	-	29,300
43 Engineering Fees:WTR	43,516	45,000	65,274	(20,274)	63,269	67,200
44 Engineering Fees:Master Plans	-	-	-	-	-	219,400
45 Engineering Fees:Design Manual(67%WF/33%WF)	-	-	-	-	-	100,000
46 Fleet Tracking(67%WF/33%SF)	-	-	-	-	-	4,000
47 Loss Claims	4,767	20,000	7,151	12,849	6,325	20,000
48 Publication of Public Notices	-	2,500	350	2,150	(7)	400
49 Miscellaneous Expense	35	2,200	70	2,130	-	2,000
<b>Total Operating Expense</b>	<b>\$1,807,650</b>	<b>\$2,721,477</b>	<b>\$2,448,071</b>	<b>\$273,406</b>	<b>\$1,477,540</b>	<b>\$3,237,100</b>



11. CONSIDER CONTRACT FOR VEHICLE TRACKING DEVICES:

**DM 2021-60**

# Rubidoux Community Services District

## Board of Directors

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

## General Manager

Jeffrey D. Sims



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

**DIRECTORS MEMORANDUM 2021-60**

September 2, 2021

To:        Rubidoux Community Services District  
              Board of Directors

Subject: Award Contract for Vehicle Tracking

## **BACKGROUND:**

The District maintains a fleet of 18 vehicles and 4 tractors in addition to trailered equipment. As the Board may recall, the current, and recently adopted, Memorandum of Understanding eliminates the requirement field staff to "Clock-In" which allows for on call employees to not have to report to the Administration Office to "Clock-In" when responding to emergencies allowing a quicker response by staff going directly to the location of the emergency. Also, the Standby staffing model was changed to have three on-call staff instead of just one with each on-call staff taking a District service truck home with them during the week they are on-call. With vehicle tracking we will have the confidence in always knowing where our fleet is, even in the event of theft. Additionally, The District will have accurate estimated response times in the case of an emergency because dispatch will be able to determine how far the closest service truck is from the customer's service location. Management will be able to actively monitor the vehicles when they are out of the District. While not a priority to the District tracking device can allow the District to monitor activities that are contributing towards a higher fuel bill, such as taking longer routes, speeding and leaving the engine idle when stopped. If queried, the tracking system will provide information on any unsafe driving to the manager and can also be utilized to demonstrate to claimants for things such as windshield damage caused by a District vehicle that our vehicle was not located in the area it may have been claimed to be in causing the damage.

The District received quotes from three vendors including Carmine, Geotab and Samsara.

Carmine provided a proposal to provide service at \$20.99/vehicle per month. Samsara provided a proposal to provide service at \$35/vehicle per month. Geotab provided a proposal to provide service at \$19.75/vehicle per month.

Geotab provides vehicle tracking and fleet management services. By installing Geotab on District vehicles and equipment we will be able to run a more efficient fleet. Geotab provides active tracking, viewing of daily vehicle routes, tracking diagnostics, fuel status data and usage, and vehicle maintenance reminders. Geotab also integrates into the GIS software approved by the Board at the August 19, 2021 board meeting furthermore providing real-time graphical knowledge of each vehicle's location.

As a Special District, the District can "piggyback" off the State's contract with Geotab and get a better price. Geotab has a one-time cost to purchase hardware is \$763.95 and a monthly subscription of \$415.00 which is \$4,980 for 12 months. The cost for fleet tracking implementation is included in the current District Water Fund Budget under Line Item #46 for \$4,000 and in the Sewer Fund Budget under Line Item #30 for \$2,000. The current annual subscription rate is \$4,980 per month which will need to be included in subsequent budget years. Based on cost and functionality, Staff considers Geotab the best option for District Vehicle Tracking

### **RECOMMENDATION**

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

1. Authorize the General Manger sign an agreement with RMJ Technologies for the Geotab Core Hardware and Monthly Subscription Plan.
2. Utilize \$5,743.95 of the approved Fleet Tracking as provided in the Water Fund Budget Line Item #46 and in the Sewer Budget Line Item #30 to pay RMJ Technologies for the Geotab Core Hardware and Monthly Subscription Plan.

Respectfully,



JEFFREY D. SIMS. P.E.  
General Manager

Attach:

Carmine Quote  
Geotab Quote  
Samsara Quote

Carmine

**Miguel Valdez**

---

**From:** PhoneBurner System <mailer@phoneburnerplus.com> on behalf of Lisa Schrey <Lschrey@carmine.io>  
**Sent:** Tuesday, January 12, 2021 3:49 PM  
**To:** Miguel Valdez  
**Subject:** Happy New Year 2021 - From Team Carmine

Miguel,

Thanks for taking my call!! Attached is a bit of info on our 90-day trial.

Carmine has rolled out an **Economic Relief Program** for the first quarter of 2021. We would like to send our AI based Fleet Management platform to you to try completely **risk free for 90 days**. If you don't see immediate benefits or savings during the 1st Quarter, simply send the GPS devices back. It's really that easy. If you have ever considered using a GPS system to track your commercial vehicles, driver behavior, maintenance as well as Fuel Savings & Safety features, the time is now! Let's start 2021 with money saving results.

**Carmine at a Glance**

Carmine is a leading Fleet Technology Company. We help companies take back full control of their business on three levels: 1) Increase Visibility, 2) Lower Operating Costs, and 3) Improve Productivity. But more importantly, make sure that there are no issues with your Fleet that could hurt you from generating new business. It is **Simple, Fast and Effective!** What separates **Carmine** from the competition is our **rapid refresh rate** (15 seconds) and advanced crash detection system called **CrashBoxx** that provides **instant crash alerts**. What's more, our solution uses an easy **Plug & Play** tracking device -- which means you can be up and running in minutes without taking key mobile business assets off-line.

**Program Features**

- 90-day Free
- No Term Contract
- No Installation Required
- Easy Plug & Play
- CrashBoxx by Cal/Amp included (no additional Charge)
- 20-30% Fuel Savings (on average)

We are very flexible after the trial period. After 90 days, the pricing options are:

- remain month to month at \$29.99 per vehicle
- convert to a 12-month contract, 10% discount, or \$26.99 per vehicle
- convert to a 36 month contract, 30% discount, for example, or \$20.99 per vehicle.

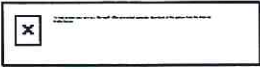
If you'd like to move forward, all I need is a "Yes" reply

We have a DocuSign agreement that needs to be signed and we'll need a credit card on file.

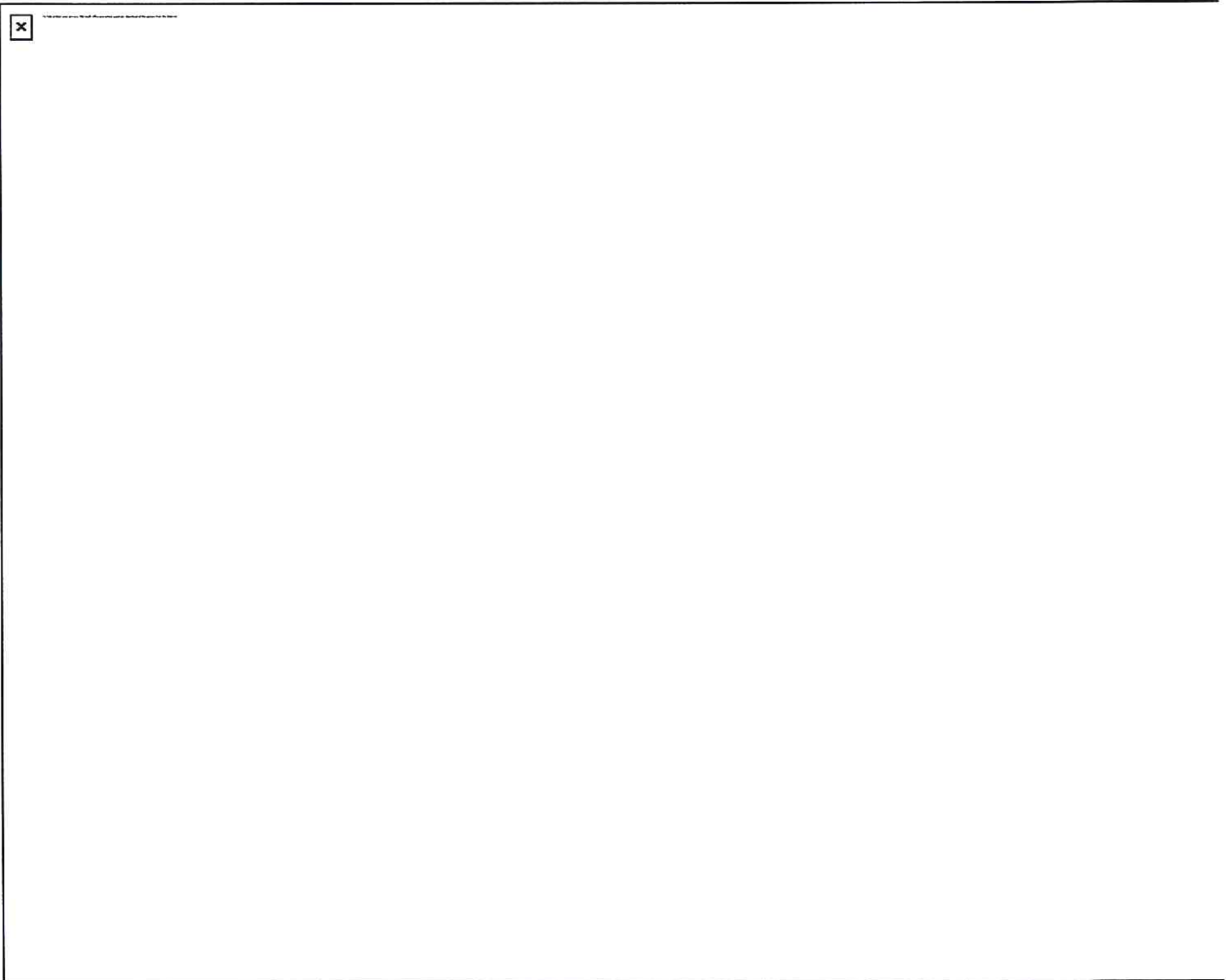
Let me know your thoughts... I'll touch base next week.

Happy New Year,

**Lisa Schrey**  
Program Advisor  
1500 Quail Street  
Newport Beach, CA 92660

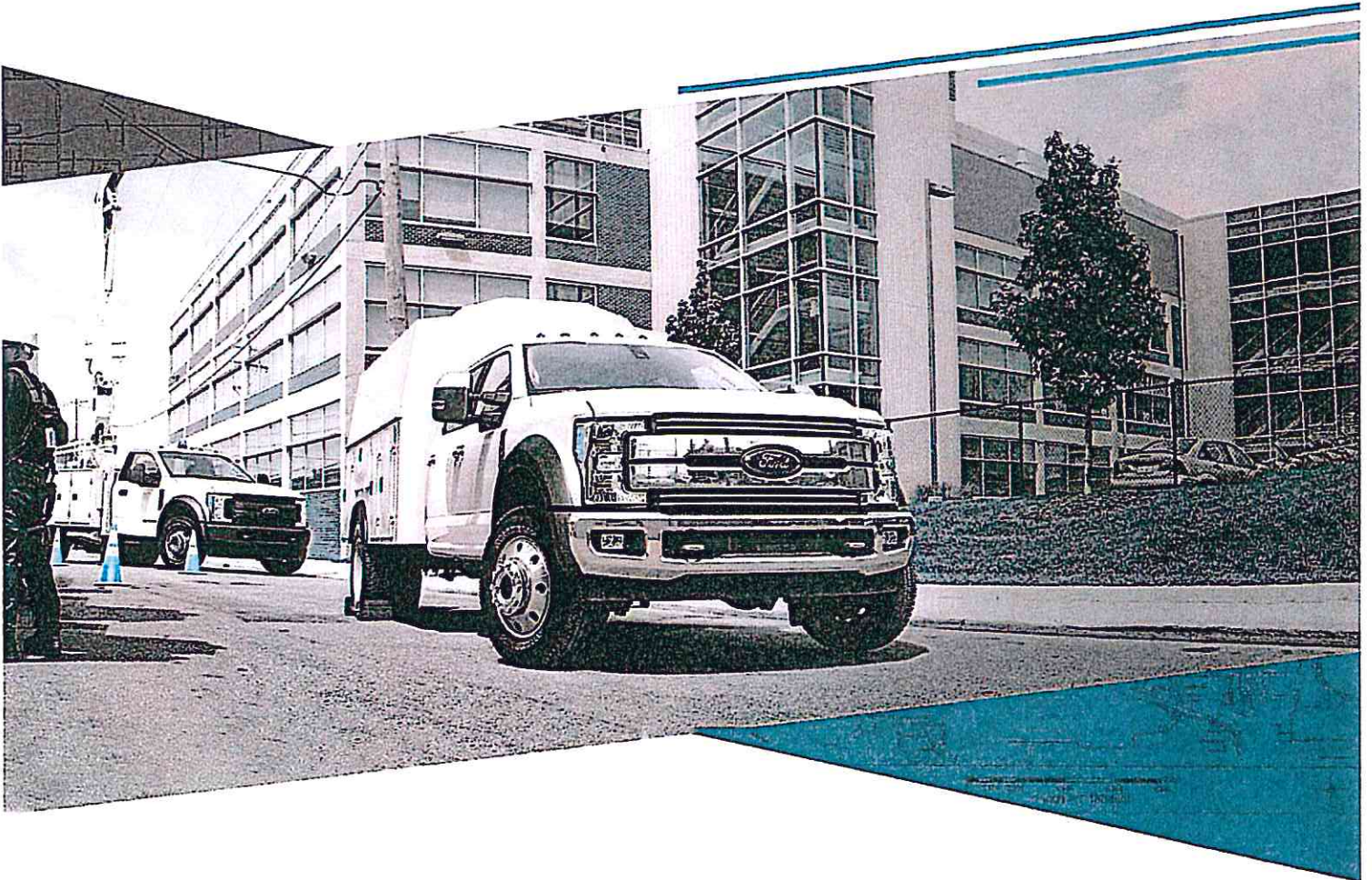


**Phone:** 949-988-7094  
**Email:** Lschrey@carmine.io





**GEOTAB**  
management by measurement



## Prepared For:

Miguel Valdez  
Rubidoux Community Services District

Miguel Valdez  
(951)684-7580

August 20,2021

By:

Melony Burnett  
RMJ Tech

[mburnett@rmjtech.com](mailto:mburnett@rmjtech.com)  
760.561.5099

We Look Forward To Working with You

## IMPORTANT:

Please read before sending a purchase order for a GEOTAB purchase on the state of CA contract.

The following outlines the PO instructions for the purchase of Geotab units on the State of CA Contract. The state contract requires the PO be listed in a specific format. The main format includes:

1. Listing the Contract ID: **01-19-58-69**
2. Listing the hardware using Geotab Product Numbers  
(Even if there is a zero cost on hardware)
3. Listing the Monthly Service using Geotab Product Numbers

Based on your company's specific needs, please list the PO items, as follows:

Client Name: **Rubidoux Community Services District**

Line Item	Geotab SKU #	Description	QTY	Unit Price	Extended Price
1	CLIN 2: GT # GO9-LTEVZWC2	Geotab GO9 Verizon telematics device, HRN-GS16K2, installation, and training	17	\$ -	\$ -
2	CLIN 4: GT # GO9-LTEVZWC4	Geotab GO9 Verizon telematics device, HRN-GS09K2, installation, and training.	1	\$ -	\$ -
3	CLIN 7: GT # GR8-LTEATTC7	Geotab GO Rugged 8 telematics device, HRN-GR09K1, installation, and training.	2	\$ 50.00	\$ 100.00
4	CLIN 9: MTK-MINISTU15KATTC9	Solar powered asset tracker w/Lbracket, including training and installation and monthly service plan.	2	\$ 297.00	\$ 594.00
5	NonCore: HRN-RMCA1	CAT specific adapter	1	\$ 15.00	\$ 15.00
6	CLIN 2: GT # GO9-LTEVZWC2	Monthly Subscription - ProPlus Plan	17	\$ 19.75	\$ 335.75
7	CLIN 4: GT # GO9-LTEVZWC4	Monthly Subscription - ProPlus Plan	1	\$ 19.75	\$ 19.75
8	CLIN 7: GT # GR8-LTEATTC7	Monthly Subscription - ProPlus Plan	2	\$ 19.75	\$ 39.50
9	CLIN 9: MTK-MINISTU15KATTC9	Monthly Subscription - ProPlus Plan	2	\$ 10.00	\$ 20.00
				<b>SubTotal One-Time Cost</b>	<b>\$709.00</b>
*Other Taxes May Apply at time of order and subject to multiple local jurisdictions and rates within the ship to state				Est.* Sales Tax (Hardware Only) 7.75 %	\$ 54.95
				<b>Total One-Time Cost</b>	<b>\$763.95</b>
				<b>Monthly Total</b>	<b>\$415.00</b>



**Miguel Valdez**

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**From:** Madison Chesshire <madison.chesshire@samsara.com>  
**Sent:** Thursday, March 25, 2021 5:07 AM  
**To:** Miguel Valdez  
**Subject:** Re: Samsara - fleet demo

Hi team,

Thank you so much for taking the time this afternoon to take a look at the Samsara platform. I enjoyed the conversation and the opportunity to hear a little bit more about your company. Here is a brief overview of what we discussed on the call.

Vehicle Gateway (VG34) (\$39 per month, \$35 for annually)

Down-to-the-second GPS location and analytics, Preventative Maintenance, Dispatch, ELD, IFTA reporting  
Plug and play product, no hardwire, no hired techs needed for install  
Free WiFi hotspot (4G LTE ATT Network) - no data plan needed for tablets/phones  
Free driver app compatible with all tablets/smart phones (HOS, DVIR, Dispatch, 2-Way Messaging, and Navigation)  
Ease of use - "apple-feel" and user friendly dashboard. Support - you'll have a dedicated account manager and California-based support hotline.

Frontward Facing Dash Camera (CM31) (\$39 per month, \$35 annually)

Road-Facing, wide angle HD dash camera, internet and cloud based system  
Harsh events automatically uploaded into the cloud dashboard  
Tailgating, Rolling Stops, Following Too close, and harsh driving alerts  
Unlimited Video Retrieval based on proximity  
Built-In Audio Speaker for Voice-Based Safety Coaching (optional)

My direct line is 678-359-3501, please reach out with any questions you may have for me. I look forward to touching base in a few weeks!

Have a great weekend!

Best,  
Madison

On Wed, Mar 24, 2021 at 5:54 PM Miguel Valdez <[mvaldez@rcsd.org](mailto:mvaldez@rcsd.org)> wrote:

Hello Madison,

Thanks for the demo last Friday. Looking forward to an email detailing Samsara pricing for our fleet. Feel free to contact me with any questions.

Thanks,





**Miguel Valdez**

**Operations Manager**

Rubidoux Community Services District

3590 Rubidoux Blvd.

Jurupa Valley, CA 92509

(951) 684-7580

**From:** Madison Chesshire <[madison.chesshire@samsara.com](mailto:madison.chesshire@samsara.com)>

**Sent:** Friday, March 19, 2021 12:57 PM

**To:** Miguel Valdez <[mvaldez@rcsd.org](mailto:mvaldez@rcsd.org)>; Brian Jennings <[bjennings@rcsd.org](mailto:bjennings@rcsd.org)>

**Subject:** Re: Samsara - fleet demo

Hi yall,

looking forward to syncing in just a few. The meeting password ID is 857640 !

On Thu, Mar 18, 2021 at 11:33 AM Miguel Valdez <[mvaldez@rcsd.org](mailto:mvaldez@rcsd.org)> wrote:

Hi Madison,

My coworkers name is Brian Jennings [bjennings@rcsd.org](mailto:bjennings@rcsd.org)

Thanks,

Miguel

**From:** Madison Chesshire <[madison.chesshire@samsara.com](mailto:madison.chesshire@samsara.com)>  
**Sent:** Thursday, March 18, 2021 8:03 AM  
**To:** Miguel Valdez <[mvaldez@rcsd.org](mailto:mvaldez@rcsd.org)>  
**Subject:** Re: Samsara - fleet demo

Hi Miguel,

Just left you a voicemail! My number is 678-359-3501 if you want to give me a ring back. Thanks! Looking forward to it.

On Thu, Mar 18, 2021 at 9:53 AM Miguel Valdez <[mvaldez@rcsd.org](mailto:mvaldez@rcsd.org)> wrote:

Hi Madison,

Looking forward to your call. I will get the availability of my coworker so we can schedule a good time for a demo.

Thanks,

-Miguel

**From:** Madison Chesshire <[madison.chesshire@samsara.com](mailto:madison.chesshire@samsara.com)>  
**Sent:** Thursday, March 18, 2021 5:52 AM  
**To:** Miguel Valdez <[mvaldez@rcsd.org](mailto:mvaldez@rcsd.org)>  
**Subject:** Re: Samsara - fleet demo

Hi Miguel,

I will give you a call this morning around 8 am to set up a time to discuss Samsara and see how we can help you out! We can also do a demo then or schedule it out. Does that work for you ?

Looking forward to it!

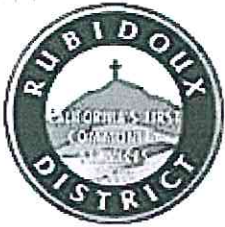
On Wed, Mar 17, 2021 at 7:50 PM Miguel Valdez <[mvaldez@rcsd.org](mailto:mvaldez@rcsd.org)> wrote:

Hello Madison,

I was wondering if you could give us a demo or send me some info on the Samsara fleet management system. You can call me if you'd like. 951-833-8429

Thanks,

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**Miguel Valdez**

**Operations Manager**

Rubidoux Community Services District

3590 Rubidoux Blvd.

Jurupa Valley, CA 92509

(951) 684-7580

**From:** Lee Bugbee <[lbugbee@rcsd.org](mailto:lbugbee@rcsd.org)>  
**Sent:** Monday, March 15, 2021 7:48 AM  
**To:** Miguel Valdez <[mvaldez@rcsd.org](mailto:mvaldez@rcsd.org)>  
**Subject:** FW: Samsara - fleet demo

Miguel,

Do you have a suggestion on meeting time?

Lee

**From:** John Romeka <[john.romeka@samsara.com](mailto:john.romeka@samsara.com)>  
**Sent:** Friday, March 12, 2021 08:11

**To:** Lee Bugbee <[lbugbee@rcsd.org](mailto:lbugbee@rcsd.org)>  
**Cc:** Madison Chesshire <[madison.chesshire@samsara.com](mailto:madison.chesshire@samsara.com)>  
**Subject:** Samsara - fleet demo

Hi Lee,

Apologies for the delay, I received your voicemail yesterday afternoon. I want to introduce you to a member of our fleet team, Madison. She will be able to assist with your evaluation.

Please use this thread to coordinate a time to connect today or early next week.

best,

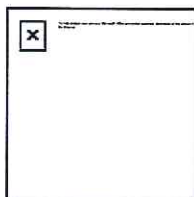
John

**John Romeka**

Samsara Account Executive - California

Office: (415) 941-0664

Cell: (831) 578-8727



12. DIRECTORS COMMENTS – NON-ACTION

13. ADJOURNMENT