

Rubidoux Community Services District

Board of Directors

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

General Manager

Jeffrey D. Sims



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

NOTICE AND AGENDA FOR THE RUBIDOUX COMMUNITY SERVICES DISTRICT BOARD MEETING

Thursday, April 1, 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 not be allowed to attend and address the Board in person.

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

- Using the Zoom App or website for free at: <https://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 March 18, 2021 Regular Meeting
5. Consideration to Approve April 2, 2021, Salaries, Expenses and Transfers
6. Acknowledgements – This is the time for Members of the Public to address the Board on Any Non-agenda Matter.
7. Correspondence and Related Information
8. Manager's Report (Second Meeting each Month):
 - a) Operations Report
 - b) Emergency and Incident Report

ACTION ITEMS:

9. Consider Approval of Agreement With Cal OES: **DM 2021-17**
10. Consider Professional Services Contract with Krieger and Stewart for Design of Disinfection System at Leland Thompson Treatment Plant: **DM 2021-18**
11. Directors Comments - Non-action
12. 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 MARCH 18, 2021, REGULAR MEETING

MINUTES OF REGULAR MEETING
March 18, 2021
RUBIDOUX COMMUNITY SERVICES DISTRICT

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

DIRECTORS ABSENT:

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

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, March 18, 2021, by teleconferencing at District Office, 3590 Rubidoux Boulevard, Jurupa Valley, California.

ITEM 4. APPROVAL OF MINUTES

Approval of Minutes for March 4, 2021, Board Meeting.

Director Muniz moved, and Director Trueba seconded to approve the March 4, 2021 Regular Board Minutes.

Roll call:

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

Noes – 0

Abstain – 0

Away – 0

The motion was carried unanimously.

ITEM 5. Consideration to Approve the March 19, 2021 Salaries, Expenses and Transfers.

Consideration to Approve the March 19, 2021 Salaries, Expenses and Transfers.

Director Muniz moved, and Director Trowbridge seconded to Approve the March 19, 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

Councilman Chris Barajas was on teleconference joining the meeting.

ITEM 7. CORRESPONDENCE AND RELATED INFORMATION

There was a letter from the San Bernardino County Clerk of the Board of Supervisors regarding West Valley Water District moving their Board of Director elections to align with statewide primary elections in even-numbered years, starting with the June 2022 election.

The second piece of information was from the State Water Resources Control Board regarding Notification Limits established for PFBS. The District is significantly below the newly set Notification Limit levels.

ITEM 8. MANAGER'S REPORT

Operations Report:

Manager of Operations Miguel Valdez reported data on water/wastewater production for the month of February. Production percentages for the month of February were broken down as follows: Well No. 8 produced 58.6%, Well No. 2 produced 32.2%, and Well No. 1 produced 8.7%.

On Friday, March 12, 2021 there was a water pipeline break on a four (4) inch AC pipe on Rene St., near 42nd. Staff repaired the break by cutting in a piece of PVC pipe. Water from the break flooded a customer's backyard and a room addition. Staff hired Riverside Cleaning to respond to remove carpet and air dry the room addition. The District will pay to replace the carpet removed when the customer is ready.

General Manager Sims gave a detailed overview presentation on proposed Trash Rate increases for FY 2021-2022. This included Basic Agreement Terms of the current agreement with Burrtec, and the proposed rates (increasing 1.87% for the proposed annual CPI Adjustment). Residential rates are proposed to increase \$1.57/month; and Commercial rates are proposed to increase \$0.63/month The Schedule is as follows:

- • March 11, 2021 – Trash Committee first meeting (Burrtec reviewing CPI calculation)
- April 1, 2021 – Trash committee second meeting, consider final recommendation to Board
- April 1, 2021 – Board consideration to authorize staff to initiate Prop. 218 process for increase in trash rates.

- April 2, 2021 – Prepare Prop. 218 notice and rates
- No later than April 5, 2021 – Mail Prop. 218 notices to property owners and renters. Draft resolution available at District office and on District website
- May 20, 2021 – Protest election and hearing. Adopt the rate adjustment resolution.
- July 1, 2021 – New rates in effect

Director Murphy expressed his concern regarding trash pickup on Mission Blvd. He stated that there are multiple agencies involved with trash pickup along Mission Blvd. There are trash cans business owners put out to be collected trash cans billed by the District, trash cans RTA installed and maintains, and trash cans the City of Jurupa Valley is responsible through a landscape maintenance district. The City's landscape maintenance district is charging \$6,000 a year for trash cans that appear to not being serviced on a routine basis. Cleaning up the trash on Mission Blvd. is something the District should coordinate with the various agencies responsible. The most important thing is to get the trash picked up. Mr. Sims responded he has an upcoming meeting with Paul Poor, city of Jurupa Valley Public Works Director and will discuss this matter.

Director Murphy stated that he felt the protest hearing related to Trash Rates be held in-person, not "virtual", even if it is in the parking lot. Other directors agreed.

Brian Laddusaw shared with the Board a Timeline regarding customer accounts that are 61+ days delinquent and a potential trendline going into the future. The graph started with December 2019 and concluded with September 2021 (included 6 months projected). He reminded the Board that in February 2020, the Board adopted SB 998 – the Water Shutoff Protection Act. On March 4, 2020, Governor Newsom implemented Executive Order N-42-20, which put a moratorium on water shut-offs. At the end of February 2021, the District has a Delinquent Balance of \$161,778. The End of the Governor's Moratorium is expected 6-30-2021. Staff is preparing for this and will provide the Board details on addressing customers with large balances. Given the complexity of this issue, staff will schedule a separate workshop within the next month.

Emergency and Fire Report:

The Chief reported there had been 2-3 structure fires in the Jurupa Battalion. In February, Station 38 was a little slower than normal for calls. Inspector Joe Lewis has been working with District staff to get the annual weed abatement program up and going. With all the recent rains, it will be important to get ahead of the weed abatement to limit the opportunities for wild land fires within the RCSD and Jurupa Valley.

Incidents Reported for the month of February 2021 for Station 38 totaled 222 calls. Of these call 141 were medical aides.

ITEM 9. Receive and File the Statement of Cash Asset Schedule Report Ending February 2021. DM 2021-15.

BACKGROUND

Attached for the Board of Directors' consideration is the February 2021 Statement of Cash Asset Schedule Report for all District Fund Accounts. Our YTD interest is \$127,496.82 for District controlled accounts. With respect to District "Funds in Trust", we show \$5,371.87 which has

been earned and posted. The District has a combined YTD interest earned total of \$132,868.69 as of February 28, 2021.

The District's Operating Funds (Excluding Restricted Funds and Operating Reserves), we show a balance of \$6,863,861.06 ending February 28, 2021. That's **\$7,302.56 LESS** than July 1, 2020, beginning balance of \$6,871,163.62.

Further, the District's Field/Admin Fund current fund balance is \$634,381.04.

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

Director Trowbridge moved, and Director Muniz seconded to Receive and File the Statement of Cash for the Month of February 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 Adopting Resolution No. 2021-873 Concurring I the Nomination of President Skerbelis as a Candidate to the California Special District Association Board of Directors. DM 2021-16.

BACKGROUND

California Special District Association ("CSDA") is receiving nominations for candidates to fill a Board of Director position, specifically Seat for the Southern Network. This position is becoming available due to the current incumbent's term coming to an end. The incumbent is Jo MacKenzie, a Director from the Vista Irrigation District who is running for re-election. CSDA is accepting nominations until end of day March 29, 2021.

At the February 18, 2021 Rubidoux Community Services District ("District") Board Meeting DM 2021-08 was presented providing information regarding the upcoming CSDA Board Member Election. The Board was asked to review the information and at its March 4, 2021 Board Meeting consider nominating a Director to represent the District on the CSDA Board of Directors. Director Skerbelis indicated interest in becoming a candidate, and after some discussion, the Board voted unanimously to support Director Skerbelis' for the position.

The next step is for the Board to consider adopting Resolution No. 2021-873 formally indicating the Board's support for Director Skerbelis to be a candidate in the CSDA Election for Seat A of the Southern Network. If adopted Resolution No. 2021-873 along with a Candidate Information Sheet needs to be submitted to CSDA on or before March 29, 2021. Voting will begin May 29, 2021 and end July 16, 2021. The successful candidate will be notified no later than July 20, 2021

with all new CSDA Board Members introduced at the Annual CSDA Conference in Monterey, CA, scheduled in August 2021.

Director Trueba moved, and Director Muniz seconded adoption of Resolution No. 2021-873 supporting Director Skerbelis candidacy for CSDA Board of Directors, Seat A of the Southern Network.

Roll call:

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

Noes – 0

Abstain – 0

Absent – 0

The motion was carried unanimously.

ITEM 11. Directors Comments

General Manager Sims mentioned the District secured \$300,000 of grant money from Cal OES to be used to help public agencies sustain themselves during power shutdowns.

Director Skerbelis adjourned the meeting at 5:01 PM.

5. CONSIDERATION TO:

APPROVE APRIL 2, 2021 SALARIES, EXPENSES AND TRANSFERS

RUBIDOUX COMMUNITY SERVICES DISTRICT
 APRIL 1, 2021 (BOARD MEETING)
FUND TRANSFER AUTHORIZATION

NET PAYROLL 4/2/21	60,500.00
WIRE TRANSFER: FEDERAL PAYROLL TAXES 4/5/21	26,000.00
WIRE TRANSFER: STATE PAYROLL TAXES 4/5/21	5,300.00
WIRE TRANSFER: TO CREDIT UNION	2,500.00
WIRE TRANSFER: PERS RETIREMENT	17,400.00
WIRE TRANSFER: PERS HEALTH PREMIUMS	32,850.00
WIRE TRANSFER: PERS RETIRED HEALTH PREMIUMS AND FEES	1,663.00
WIRE TRANSFER: PERS REPLACEMENT BENEFIT	-
WIRE TRANSFER: SECTION 125	50.00
WIRE TRANSFER: SECTION 457 AND 401(A)	2,900.00

CHECKING ACCOUNT TRANSFERS FOR ACCOUNTS PAYABLE:

4/2/2021 WATER FUND TO GENERAL FUND-Payables	169,484.89
WATER FUND TO GENERAL FUND-Trash	128,697.74
WATER FUND TO SEWER FUND	97,153.15
 SEWER FUND TO GENERAL FUND-Payables	 448,232.64

INTERFUND TRANSFERS:

4/2/2021 SEWER FUND CHECKING TO LAIF SEWER OP	-
LAIF SEWER OP TO SEWER FUND CHECKING	350,000.00
LAIF WASTEWATER REPLACEMENT TO LAIF SEWER OP	-
LAIF GENERAL TO GENERAL FUND CHECKING	-
LAIF PROPERTY TAX TO GENERAL FUND CHECKING	649,000.00
WATER FUND CHECKING TO LAIF-COP PAYBACK	31,500.00
WATER FUND CHECKING TO LAIF-W.R.	4,500.00
WATER FUND CHECKING TO GENERAL FUND CHECKING	-
LAIF WATER ML TO LAIF WATER REPLACEMENT	-
LAIF WATER ML TO LAIF WATER OPS	6,307.98
LAIF WATER OP TO WATER FUND CHECKING	8,000.00
LAIF WATER RESERVE TO LAIF WATER OP	-
LAIF WATER REPLACE TO LAIF WATER OP	15,460.20
LAIF WATER OP TO LAIF WATER RESERVE	-

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.	-	Jun-21
U.S. Bank Trust (1998 COP's Refunding)	334,815 Intr.	65,280	Jun-21
MN Plant-State Revolving Loan	4,003,035 Prin.	130,645	Jul-21
MN Plant-State Revolving Loan	731,512 Intr.	51,453	Jul-21

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Tr. #	Vendor	Inv Date	Paid Out	Immediate	Credit Card Vendor	Due Date	Discount Date	Invoice #
PO Number		Immediate GL Account	GL Account	Check #	CC Reference #	Payment Date	Discount	Total Invoice
GL Date				Credit Card				
1	AIRESPRING / AIRESPRING ✓	3/16/2021 ✓	N	N		4/9/2021 ✓	3/16/2021	147005662 ✓
PHN CHGS							\$0.00	
4/1/2021 ✓				N			\$534.04 ✓	
2	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	3/9/2021 ✓	N	N		4/8/2021 ✓	3/9/2021	CC10830-0267 ✓
WTR ANALYSES							\$0.00	
4/1/2021 ✓				N			\$64.00 ✓	
3	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	3/9/2021 ✓	N	N		4/8/2021 ✓	3/9/2021	CC10832-0267 ✓
WTR ANALYSES							\$0.00	
4/1/2021 ✓				N			\$148.00 ✓	
4	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	3/9/2021 ✓	N	N		4/8/2021 ✓	3/9/2021	CC10834-0267 ✓
WTR ANALYSES							\$0.00	
4/1/2021 ✓				N			\$4,470.00 ✓	
5	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	3/9/2021 ✓	N	N		4/8/2021 ✓	3/9/2021	CC10835-0267 ✓
WTR ANALYSES							\$0.00	
4/1/2021 ✓				N			\$64.00 ✓	
6	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	3/9/2021 ✓	N	N		4/8/2021 ✓	3/9/2021	CC10837-0267 ✓
WTR ANALYSES							\$0.00	
4/1/2021 ✓				N			\$232.00 ✓	
7	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	3/11/2021 ✓	N	N		4/10/2021 ✓	3/11/2021	CC10981-0267 ✓
WTR ANALYSES							\$0.00	
4/1/2021 ✓				N			\$525.00 ✓	
8	BAVCO / BAVCO ✓	3/11/2021 ✓	N	N		4/10/2021 ✓	3/11/2021	992303 ✓
BKFLW PRTS							\$0.00	
4/1/2021 ✓				N			\$134.96 ✓	
9	BRINKS / BRINKS INC. ✓	3/1/2021 ✓	N	N		3/31/2021 ✓	3/1/2021	11488564 ✓
MARCH ARMOR SVC							\$0.00	
4/1/2021 ✓				N			\$898.94 ✓	
10	COMMERCIAL DOOR / COMMERCIAL DOOR COMPAN ✓	2/28/2021 ✓	N	N		3/30/2021 ✓	2/28/2021	78104 ✓
ROLLUP DOOR RPR							\$0.00	
4/1/2021 ✓				N			\$358.00 ✓	
11	CROWN ACE HARDWARE / CROWN ACE HARDWARE ✓	3/16/2021 ✓	N	N		4/15/2021 ✓	3/16/2021	082433 ✓
CONCRETE							\$0.00	
4/1/2021 ✓				N			\$21.50 ✓	
12	CROWN ACE HARDWARE / CROWN ACE HARDWARE ✓	3/16/2021 ✓	N	N		4/15/2021	3/16/2021	082439 ✓
CONCRETE							\$0.00	
4/1/2021 ✓				N			\$17.20 ✓	
13	BOOT BARN / BOOT BARN ✓	3/8/2021 ✓	N	N		4/7/2021 ✓	3/8/2021	INV00095910 ✓
BOOTS - MRTNZ							\$0.00	
4/1/2021 ✓				N			\$149.03 ✓	
14	EAGLE / EAGLE ROAD SVC & TIRE ✓	3/12/2021 ✓	N	N		4/11/2021 ✓	3/12/2021	1-176469 ✓
R&M EQUIP							\$0.00	
4/1/2021 ✓				N			\$184.19 ✓	
15	INLAND DESERT SECURITY / INLAND DESERT SECU ✓	3/15/2021 ✓	N	N		4/14/2021 ✓	3/15/2021	210200636101 ✓
CALL FWD							\$0.00	
4/1/2021 ✓				N			\$27.00 ✓	
16	KH METALS / KH METALS & SUPPLY ✓	3/10/2021 ✓	N	N		4/9/2021 ✓	3/10/2021	00554613-IN ✓
PVC PARTS							\$0.00	
4/1/2021 ✓				N			\$19.58 ✓	
17	MASTER'S / MASTER'S SERVICES (GLACIER) ✓	3/11/2021 ✓	N	N		4/10/2021 ✓	3/11/2021	0000000175418 ✓
BTL WTR							\$0.00	
4/1/2021 ✓				N			\$27.80 ✓	

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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
18	MASTER'S / MASTER'S SERVICES (GLACIER)✓							000000175419✓
BTL WTR		3/10/2021✓	N	N		4/9/2021✓	3/10/2021	\$0.00
4/1/2021✓					N			\$20.85✓
19	MERIT OIL / MERIT OIL COMPANY✓							633964✓
GASOLINE		3/10/2021✓	N	N		3/25/2021✓	3/10/2021	\$0.00
4/1/2021✓					N			\$831.33✓
20	QUADIENT / QUADIENT LEASING USA, INC.✓							N8768609✓
POSTAGE MTR		3/10/2021✓	N	N		4/10/2021✓	3/10/2021	\$0.00
4/1/2021✓					N			\$404.74✓
21	R&D MECHANICAL / R&D MECHANICAL SUPPLY, INC✓							11004608✓
MTR GSKTS		3/10/2021✓	N	N		4/9/2021✓	3/10/2021	\$0.00
4/1/2021✓					N			\$161.82✓
22	RIVCOMM / RIVCOMM, INC.✓							21563✓
JEEP RADIO/LGHT BAR		3/5/2021✓	N	N		4/4/2021✓	3/5/2021	\$0.00
4/1/2021✓					N			\$4,292.05✓
23	RIVERSIDE COUNTY CDF / RIVERSIDE COUNTY CDF✓							233816✓
Q2 FY 20_21		3/16/2021✓	N	N		4/15/2021✓	3/16/2021	\$0.00
4/1/2021✓					N			\$500,703.34✓
24	SCAQMD / SCAQMD✓							3779628✓
5288 BELL ICE/GEN		3/2/2021✓	N	N		4/1/2021✓	3/2/2021	\$0.00
4/1/2021✓					N			\$421.02✓
25	SCAQMD / SCAQMD✓							3782347✓
5288 BELL FLT FEE		3/2/2021✓	N	N		4/1/2021✓	3/2/2021	\$0.00
4/1/2021✓					N			\$136.40✓
26	SCAQMD / SCAQMD✓							3779626✓
1 MORAGA LN ICE/GEN		3/2/2021✓	N	N		4/1/2021✓	3/2/2021	\$0.00
4/1/2021✓					N			\$421.02✓
27	SCAQMD / SCAQMD✓							3782344✓
1 MORAGA LN FLT FEE		3/2/2021✓	N	N		4/1/2021✓	3/2/2021	\$0.00
4/1/2021✓					N			\$136.40✓
28	SCE / SCE✓							21A2036525640✓
MAIN OFC UTLTY		3/12/2021✓	N	N		3/31/2021✓	3/12/2021	\$0.00
4/1/2021✓					N			\$152.76✓
29	SCG / SCG✓							21A01302181001✓
FLD OFC UTLTY		3/4/2021✓	N	N		3/26/2021✓	3/4/2021	\$0.00
4/1/2021✓					N			\$14.79✓
30	SCG / SCG✓							21A05925730565✓
FIRE STN UTLTY		3/4/2021✓	N	N		3/26/2021✓	3/4/2021	\$0.00
4/1/2021✓					N			\$173.99✓
31	SOCAL TRUCK / SOCAL TRUCKWORKS✓							10425✓
R&M TRK		3/12/2021✓	N	N		4/11/2021✓	3/12/2021	\$0.00
4/1/2021✓					N			\$76.13✓
32	SOCAL TRUCK / SOCAL TRUCKWORKS✓							10430✓
R&M TRK		3/15/2021✓	N	N		4/14/2021✓	3/15/2021	\$0.00
4/1/2021✓					N			\$525.42✓
33	TAH / TAH 2018-1 BORROWER LLC✓							10919500-12✓
RFND OVRPYMT		3/11/2021✓	N	N		4/10/2021✓	3/11/2021	\$0.00
4/1/2021✓					N			\$69.31✓
34	TLG / TLG PAVING COMPANY, INC✓							80704✓
ASPHALT RPRS		3/2/2021✓	N	N		4/1/2021✓	3/2/2021	\$0.00
4/1/2021✓					N			\$15,917.00✓

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Tr. #	Vendor	Inv Date	Paid Out	Immediate	Credit Card Vendor	Due Date	Discount Date	Invoice #
PO Number		Immediate GL Account	GL Account		Check #		Payment Date	Discount
GL Date					Credit Card	CC Reference #		Total Invoice
35	UPS / UNITED PARCEL SERVICE ✓							0000F908W2111 ✓
POSTAGE		3/13/2021 ✓	N	N		4/12/2021 ✓	3/13/2021	\$0.00
4/1/2021 ✓								\$47.42 ✓
36	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CC11128-0267 ✓
WTR ANALYSES		3/12/2021 ✓	N	N		4/11/2021 ✓	3/12/2021	\$0.00
4/1/2021 ✓								\$96.00 ✓
37	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CC11129-0267 ✓
WTR ANALYSES		3/12/2021 ✓	N	N		4/11/2021 ✓	3/12/2021	\$0.00
4/1/2021 ✓								\$48.00 ✓
38	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CC11230-0267 ✓
WTR ANALYSES		3/15/2021 ✓	N	N		4/14/2021 ✓	3/15/2021	\$0.00
4/1/2021 ✓								\$96.00 ✓
39	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CC11363-0267 ✓
WTR ANALYSES		3/16/2021 ✓	N	N		4/15/2021 ✓	3/16/2021	\$0.00
4/1/2021 ✓								\$820.00 ✓
40	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CC11704-0267 ✓
WTR ANALYSES		3/19/2021 ✓	N	N		4/18/2021 ✓	3/19/2021	\$0.00
4/1/2021 ✓								\$96.00 ✓
41	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CC11716-0267 ✓
WTR ANALYSES		3/19/2021 ✓	N	N		4/18/2021 ✓	3/19/2021	\$0.00
4/1/2021 ✓								\$148.00 ✓
42	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CC11733-0267 ✓
WTR ANALYSES		3/19/2021 ✓	N	N		4/18/2021 ✓	3/19/2021	\$0.00
4/1/2021 ✓								\$105.00 ✓
43	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CC11848-0267 ✓
WTR ANALYSES		3/22/2021 ✓	N	N		4/21/2021 ✓	3/22/2021	\$0.00
4/1/2021 ✓								\$7,152.00 ✓
44	BPS B'S POOL SUPPLIES / B.P.S. B's POOL SUPPLIES ✓							107022 ✓
SODIUM HYPO		3/16/2021 ✓	N	N		4/15/2021 ✓	3/16/2021	\$0.00
4/1/2021 ✓								\$936.27 ✓
45	CROWN ACE HARDWARE / CROWN ACE HARDWARE ✓							082384 ✓
CEMENT		3/9/2021 ✓	N	N		4/8/2021 ✓	3/9/2021	\$0.00
4/1/2021 ✓								\$68.40 ✓
46	CROWN ACE HARDWARE / CROWN ACE HARDWARE ✓							082385 ✓
PINE STAKES		3/9/2021 ✓	N	N		4/8/2021 ✓	3/9/2021	\$0.00
4/1/2021 ✓								\$14.03 ✓
47	CROWN ACE HARDWARE / CROWN ACE HARDWARE ✓							082447 ✓
KEY BLANKS		3/17/2021 ✓	N	N		4/16/2021 ✓	3/17/2021	\$0.00
4/1/2021 ✓								\$5.37 ✓
48	CALIFORNIA WATER EFF / CALIFORNIA WATER EFFII ✓							MD-2021-192 ✓
2021 DUES		1/1/2021 ✓	N	N		1/31/2021 ✓	1/1/2021	\$0.00
4/1/2021 ✓								\$1,634.12 ✓
49	CHASE CARD SERVICES / CHASE CARD SERVICES ✓							21A77049795.A ✓
FLAGS		3/17/2021 ✓	N	N		4/11/2021 ✓	3/17/2021	\$0.00
4/1/2021 ✓								\$104.40 ✓
50	CHASE CARD SERVICES / CHASE CARD SERVICES ✓							21A77049795.B ✓
WORKING LUNCHES		3/17/2021 ✓	N	N		4/11/2021 ✓	3/17/2021	\$0.00
4/1/2021 ✓								\$122.02 ✓
51	CHASE CARD SERVICES / CHASE CARD SERVICES ✓							21A77049795.C ✓
ZOOM SUB ANNUAL		3/17/2021 ✓	N	N		4/11/2021 ✓	3/17/2021	\$0.00
4/1/2021 ✓								\$383.15 ✓

\$1,219.90

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PO Number		Inv Date	Immediate GL Account	Check #		Due Date	Discount Date	Discount
GL Date		Immediate GL Account		Credit Card	CC Reference #		Payment Date	Total Invoice
52	CHASE CARD SERVICES / CHASE CARD SERVICES ✓							21A77049795.D ✓
WORKING LUNCH		3/17/2021 ✓	N	N		4/16/2021 ✓	3/17/2021	\$0.00
4/1/2021 ✓								\$46.05 ✓
53	CHASE CARD SERVICES / CHASE CARD SERVICES ✓							21A77049795.E ✓
MONITORS		3/17/2021 ✓	N	N		4/11/2021 ✓	3/17/2021	\$0.00
4/1/2021 ✓								\$564.28 ✓
54	EAGLE / EAGLE ROAD SVC & TIRE ✓							1-176580 ✓
R&M JEEP		3/17/2021 ✓	N	N		4/16/2021 ✓	3/17/2021	\$0.00
4/1/2021 ✓								\$35.35 ✓
55	EVOQUA / EVOQUA WATER TECH LLC ✓							904835322 ✓
WELL 2 CARBON CHNG		3/17/2021 ✓	N	N		4/16/2021 ✓	3/17/2021	\$0.00
4/1/2021 ✓								\$85,761.46 ✓
56	HARPER BURNS LLP / HARPER & BURNS LLP ✓							20210301.A ✓
FEB LGL SVC		3/1/2021 ✓	N	N		3/31/2021 ✓	3/1/2021	\$0.00
4/1/2021 ✓								\$1,123.75 ✓
57	HARPER BURNS LLP / HARPER & BURNS LLP ✓							20210301.B ✓
CITY RVSD LITGN		3/1/2021 ✓	N	N		3/31/2021 ✓	3/1/2021	\$0.00
4/1/2021 ✓								\$601.50 ✓
58	HARRINGTON INDUSTRIAL / HARRINGTON INDUSTRI ✓							012L0267 ✓
PVC PARTS		3/18/2021 ✓	N	N		4/17/2021 ✓	3/18/2021	\$0.00
4/1/2021 ✓								\$124.01 ✓
59	HARRINGTON INDUSTRIAL / HARRINGTON INDUSTRI ✓							012L0268 ✓
PVC PARTS		3/18/2021 ✓	N	N		4/17/2021 ✓	3/18/2021	\$0.00
4/1/2021 ✓								\$417.14 ✓
60	HARRINGTON INDUSTRIAL / HARRINGTON INDUSTRI ✓							012L0298 ✓
PVC PARTS		3/19/2021 ✓	N	N		4/18/2021 ✓	3/19/2021	\$0.00
4/1/2021 ✓								\$175.48 ✓
61	J THAYER / J THAYER COMPANY, INC ✓							1496195-0 ✓
SUPPLIES		12/16/2020 ✓	N	N		1/15/2021 ✓	12/16/2020	\$0.00
4/1/2021 ✓								\$53.34 ✓
62	J THAYER / J THAYER COMPANY, INC ✓							1504811-0 ✓
SUPPLIES		1/29/2021 ✓	N	N		2/28/2021 ✓	1/29/2021	\$0.00
4/1/2021 ✓								\$97.19 ✓
63	J THAYER / J THAYER COMPANY, INC ✓							1505141-0 ✓
SUPPLIES		2/1/2021 ✓	N	N		3/2/2021 ✓	2/1/2021	\$0.00
4/1/2021 ✓								\$40.01 ✓
64	LILLESTRAND / LILLESTRAND LEADERSHIP CONSULT ✓							7405 ✓
CNSLTG FEES		2/15/2021 ✓	N	N		3/17/2021 ✓	2/15/2021	\$0.00
4/1/2021 ✓								\$3,215.00 ✓
65	MERIT OIL / MERIT OIL COMPANY ✓							635138 ✓
GASOLINE		3/17/2021 ✓	N	N		4/1/2021 ✓	3/17/2021	\$0.00
4/1/2021 ✓								\$2,002.42 ✓
66	MERIT OIL / MERIT OIL COMPANY ✓							635680 ✓
DIESEL FUEL		3/18/2021 ✓	N	N		4/2/2021 ✓	3/18/2021	\$0.00
4/1/2021 ✓								\$265.05 ✓
67	MULTI W SYSTEMS / MULTI W. SYSTEMS, INC. ✓							32130444 ✓
BELL TWN LIFT PUMP		3/17/2021 ✓	N	N		4/16/2021 ✓	3/17/2021	\$0.00
4/1/2021 ✓								\$8,353.00 ✓
68	R&D MECHANICAL / R&D MECHANICAL SUPPLY, INC ✓							11004623 ✓
ANGLE STOPS/TOOL		3/16/2021 ✓	N	N		4/15/2021 ✓	3/16/2021	\$0.00
4/1/2021 ✓								\$635.10 ✓

\$1,725.25

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PO Number		Immediate GL Account										
GL Date						CC Reference #						
69	R&D MECHANICAL / R&D MECHANICAL SUPPLY, INC ✓	3/16/2021 ✓	N	N			4/15/2021 ✓	3/16/2021		I1004631 ✓		\$0.00
4/1/2021 ✓	VALVE											\$711.23 ✓
70	R&D MECHANICAL / R&D MECHANICAL SUPPLY, INC ✓	3/18/2021 ✓	N	N			4/17/2021 ✓	3/18/2021		I1004632 ✓		\$0.00
4/1/2021 ✓	COUPLINGS											\$256.65 ✓
71	R&D MECHANICAL / R&D MECHANICAL SUPPLY, INC ✓	3/18/2021 ✓	N	N			4/17/2021 ✓	3/18/2021		I1004633 ✓		\$0.00
4/1/2021 ✓	ANGLE STOPS - STOCK											\$1,218.00 ✓
72	R&D MECHANICAL / R&D MECHANICAL SUPPLY, INC ✓	3/18/2021 ✓	N	N			4/17/2021 ✓	3/18/2021		C1004636 ✓		\$0.00
4/1/2021 ✓	CREDIT											(\$222.94) ✓
73	RIVERSIDE CITY / RIVERSIDE CITY ✓	1/4/2021 ✓	N	N			2/3/2021 ✓	1/4/2021		00258325.A		\$0.00
4/1/2021 ✓	NOV 20 TRTMNT											\$110,096.99
74	RIVERSIDE CITY / RIVERSIDE CITY ✓	1/4/2021 ✓	N	N			2/3/2021 ✓	1/4/2021		00258325.B		\$0.00
4/1/2021 ✓	NOV 20 SURCHG											\$19,284.84
75	RIVERSIDE CITY / RIVERSIDE CITY ✓	3/8/2021 ✓	N	N			4/7/2021 ✓	3/8/2021		00259059.A ✓		\$0.00
4/1/2021 ✓	DEC 20 TRTMNT											\$110,993.48 ✓
76	RIVERSIDE CITY / RIVERSIDE CITY ✓	3/8/2021 ✓	N	N			4/7/2021 ✓	3/8/2021		00259059.B ✓		\$0.00
4/1/2021 ✓	DEC 20 SURCHG											\$19,146.97 ✓
77	RIVERSIDE CITY / RIVERSIDE CITY ✓	3/8/2021 ✓	N	N			4/7/2021 ✓	3/8/2021		00259059.C ✓		\$0.00
4/1/2021 ✓	SEPT 20 SURCHG											\$6,990.92 ✓
78	RIVERSIDE CITY / RIVERSIDE CITY ✓	3/8/2021 ✓	N	N			4/7/2021 ✓	3/8/2021		00259060.A ✓		\$0.00
4/1/2021 ✓	JAN 21 TRTMNT											\$110,993.48 ✓
79	RIVERSIDE CITY / RIVERSIDE CITY ✓	3/8/2021 ✓	N	N			4/7/2021 ✓	3/8/2021		00259060.B ✓		\$0.00
4/1/2021 ✓	JAN 21 SURCHG											\$19,819.18 ✓
80	RICHARDS, WATSON, GERSHON / RICHARDS, WATSON ✓	3/18/2021 ✓	N	N			4/17/2021 ✓	3/18/2021		230951 ✓		\$0.00
4/1/2021 ✓	CITY RVSD LTGN											\$177.50 ✓
81	SCE / SCE ✓	3/22/2021 ✓	N	N			4/12/2021 ✓	3/22/2021		21A2352968572 ✓		\$0.00
4/1/2021 ✓	WTR PMP ENRGY											\$473.29 ✓
82	SCE / SCE ✓	3/22/2021 ✓	N	N			4/12/2021 ✓	3/22/2021		21A2271820763 ✓		\$0.00
4/1/2021 ✓	WTR PMP ENRGY											\$161.06 ✓
83	SCE / SCE ✓	3/23/2021 ✓	N	N			4/12/2021 ✓	3/23/2021		21A2036525988 ✓		\$0.00
4/1/2021 ✓	SWR PMP ENRGY											\$1,219.92 ✓
84	STREAMLINE_DIGITAL / STREAMLINE ✓	2/1/2021 ✓	N	N			3/3/2021 ✓	2/1/2021		B89E97D4-0003 ✓		\$0.00
4/1/2021 ✓	FEB WEBSITE											\$400.00 ✓
85	XYLEM WATER / XYLEM WATER SOLUTIONS USA, INC ✓	3/10/2021 ✓	N	N			4/9/2021 ✓	3/10/2021		3556B63227 ✓		\$0.00
4/1/2021 ✓	SWR PMP											\$11,200.77 ✓

\$129,381.33

\$137,131.37

\$130,812.66

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PO Number		Immediate GL Account			Check #		Payment Date	Discount
GL Date					Credit Card	CC Reference #		Total Invoice
86	BOOT BARN / BOOT BARN ✓							INV00098169 ✓
	BOOTS - J LOPEZ	3/18/2021 ✓	N	N		4/17/2021 ✓	3/18/2021	\$0.00 ✓
4/1/2021 ✓					N			\$168.55 ✓
87	BUGBEE LELAND / BUGBEE, LELAND S II ✓							20210323 ✓
	EDUC REIMBURSE	3/23/2021 ✓	N	N		4/22/2021 ✓	3/23/2021	\$0.00 ✓
4/1/2021 ✓					N			\$310.78 ✓
88	DURNEY DON / DURNEY, DON ✓							20210324 ✓
	WEED ABATE/GRDN SVC	3/24/2021 ✓	N	N		4/23/2021 ✓	3/24/2021	\$0.00 ✓
4/1/2021 ✓					N			\$659.50 ✓
89	KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓							45423 ✓
	GNL CNSLT	3/19/2021 ✓	N	N		4/18/2021 ✓	3/19/2021	\$0.00 ✓
4/1/2021 ✓					N			\$7,242.50 ✓
90	KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓							45424 ✓
	WSTEWTR CNSLT	3/19/2021 ✓	N	N		4/18/2021 ✓	3/19/2021	\$0.00 ✓
4/1/2021 ✓					N			\$193.00 ✓
91	KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓							45425 ✓
	PRETRMNT	3/19/2021 ✓	N	N		4/18/2021 ✓	3/19/2021	\$0.00 ✓
4/1/2021 ✓					N			\$9,782.00 ✓
92	KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓							45426 ✓
	COMMRC PRK WTR/SWR	3/19/2021 ✓	N	N		4/18/2021 ✓	3/19/2021	\$0.00 ✓
4/1/2021 ✓					N			\$4,840.00 ✓
93	KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓							45427 ✓
	WTR CNSLT	3/19/2021 ✓	N	N		4/18/2021 ✓	3/19/2021	\$0.00 ✓
4/1/2021 ✓					N			\$4,340.50 ✓
94	KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓							45428 ✓
	WELL 18 REHAB	3/19/2021 ✓	N	N		4/18/2021 ✓	3/19/2021	\$0.00 ✓
4/1/2021 ✓					N			\$15,460.20 ✓
95	KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓							45429 ✓
	PFAS MN #2	3/19/2021 ✓	N	N		4/18/2021 ✓	3/19/2021	\$0.00 ✓
4/1/2021 ✓					N			\$6,307.98 ✓
96	LILLESTRAND / LILLESTRAND LEADERSHIP CONSUL ✓							7415 ✓
	CNSLTNG SVCS	3/15/2021 ✓	N	N		4/14/2021 ✓	3/15/2021	\$0.00 ✓
4/1/2021 ✓					N			\$2,715.00 ✓
97	RING BENDER / RING BENDER LLP ✓							10402 ✓
	CITY RVSD LITGN	2/19/2021 ✓	N	N		3/21/2021 ✓	2/19/2021	\$0.00 ✓
4/1/2021 ✓					N			\$6,798.95 ✓
98	RING BENDER / RING BENDER LLP ✓							10438 ✓
	CITY RVSD LITGN	3/16/2021 ✓	N	N		4/15/2021 ✓	3/16/2021	\$0.00 ✓
4/1/2021 ✓					N			\$7,788.50 ✓
99	SCE / SCE ✓							21A2323283572 ✓
	SWR PMP ENRGY	3/24/2021 ✓	N	N		4/12/2021 ✓	3/24/2021	\$0.00 ✓
4/1/2021 ✓					N			\$324.32 ✓
100	SCE / SCE ✓							21A2317748135 ✓
	SWR PMP ENRGY	3/24/2021 ✓	N	N		4/12/2021 ✓	3/24/2021	\$0.00 ✓
4/1/2021 ✓					N			\$3,161.97 ✓
101	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓							0310_032321.A ✓
	COMM TRSH 3/10-3/23	3/24/2021 ✓	N	N		4/23/2021 ✓	3/24/2021	\$0.00 ✓
4/1/2021 ✓					N			\$27,453.71 ✓
102	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓							0310_032321.B ✓
	RES TRSH 3/10-3/23	3/24/2021 ✓	N	N		4/23/2021 ✓	3/24/2021	\$0.00 ✓
4/1/2021 ✓					N			\$101,244.03 ✓

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PO Number		Immediate GL Account			Check #		Payment Date	Discount
GL Date					Credit Card	CC Reference #		Total Invoice
103	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓							0310_032321.C ✓
RCSD SHR COMM		3/24/2021 ✓	N	N		4/23/2021	3/24/2021	\$0.00
4/1/2021 ✓					N			
104	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓							0310_032321.D ✓
RCSD SHR RES		3/24/2021 ✓	N	N		4/23/2021	3/24/2021	\$0.00
4/1/2021 ✓					N			
105	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓							0310_032321.E ✓
BILLING FEE		3/24/2021 ✓	N	N		4/23/2021	3/24/2021	\$0.00
4/1/2021 ✓					N			
								(\$3,000.00) ✓
	Grand Totals							
								Total Direct Expense: \$1,259,655.69
								Total Direct Expense Adj: (\$6,813.39) ①
								Total Non-Electronic Transactions: \$1,252,842.30 ②

Report Summary

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

① \$6,813.39
 6,590.45 Tri-co
 222.90 R+D
\$6,813.39
0.00

② \$1,252,842.30
 1,253,097.30 x-fer
 Sub.
255.00
 PR 255.00 Liuna
0.00

YMS
 3/30/21

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

March 26, 2021

Chair Spiegel and Board of Supervisors
Riverside County
4080 Lemon St, 5th Floor
Riverside, CA 92501

RE: Request for direct financial assistance for 2020 customer past-due utility debt

Dear Chair Spiegel and Riverside County Board of Supervisors,

On behalf of nearly two million customers throughout western Riverside County (County), the undersigned water and wastewater (sewer) service providers respectfully request that the County Board of Supervisors (Board) assist thousands of past-due customers in Riverside County by providing direct financial relief for amounts owed from the calendar year 2020, which is \$17.8 million.

The COVID-19 pandemic continues to profoundly impact many aspects of our communities, including our residents and businesses who continue to struggle to pay their utility bills. Since our last letter sent to the County Board on Friday, Jan. 22, 2021, the total number of past-due customers is steadily increasing. As of March 2021, the total combined number of past-due customers within the undersigned agencies is almost 55,000, representing nearly 165,000 residents. The total amount our customers are behind on is nearly \$26 million, or roughly \$475 per household.

We understand that compared to other essential expenses, public utility payments have not yet been prioritized. However, it is essential to reiterate that unlike property owners and investor-owned utility companies (Southern California Edison and SoCalGas), water and sewer service providers are prohibited by Proposition 218 (Prop 218) from subsidizing the water and sewer bills of any customer with revenue received from any other paying customer. This means that **public utilities are legally prohibited from forgiving any or all of a customers' past-due balance**, which places long-term hardships on our financially stressed customers already struggling to pay their bills due to COVID-19.

With this in mind, we respectfully urge the Board to help alleviate our customers' water and sewer debt by allocating a portion of the County's American Rescue Plan Act funds directly to utility providers. By having those funds go directly to the utility providers, we can provide the fastest relief possible to your constituents and prioritize customers who need the most help. In December of 2020, the total amount owed by customers to the undersigned agencies was approximately **\$17.8 million**. This request to provide relief to your residents for their past-due water and sewer bills accrued in 2020 would be less than 4 percent of the \$479.15 million coming to Riverside County from the federal government.

We look forward to hearing from you so that staff can offer further information and discuss next steps. When ready to discuss our request, please reach out to Craig Miller, General Manager of Western Municipal District, at cmiller@wmwd.com or 951.571.7242.

March 26, 2021

RE: Request for direct financial assistance for 2020 customer past-due utility debt

Very Respectfully,



Craig Miller
General Manager
Western Municipal
Water District



Robert Grantham
General Manager
Rancho California
Water District



Chris Berch
General Manager
Jurupa Community
Services District



Greg Thomas
General Manager
Elsinore Valley Municipal
Water District



Paul Jones, II
General Manager
Eastern Municipal
Water District



Jeff Sims
General Manager
Rubidoux Community
Services District



Todd Corbin
General Manager
Riverside Public Utilities



Tom Moody
General Manager
Corona Department of
Water and Power



Andy Okoro
City Manager
City of Norco



Jeff Pape
General Manager
**Temescal Valley
Water District**



Home Gardens
County Water District
3832 N. Grant St., Corona, Calif. 92879
(951) 737-4741

David Vigil
General Manager
**Home Gardens County
Water District**



Janey Gress
General Manager
**Home Gardens
Sanitary District**

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

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

9. CONSIDER APPROVAL OF AGREEMENT WITH CAL OES: **DM 2021-17**

Rubidoux Community Services District

Board of Directors

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

General Manager
Jeffrey D. Sims



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

DIRECTORS MEMORANDUM 2021-17

April 1, 2021

To: Rubidoux Community Services District
Board of Directors

Subject: Consider Approval of Agreement With Cal Office of Emergency Services

BACKGROUND:

California Governor's Office of Emergency Services ("Cal OES") makes grant funds available for its Community Power Resiliency Program to help agencies mitigate power disruptions. Electrical power disruptions have become more frequent in response to fires attributed to electrical facility failures during high wind events. Now energy providers shut down power to areas where high winds are anticipated. This on one hand should help reduce the number of fires caused by downed electrical facilities, but on the other hand puts added pressure on water providers to maintain water service reliability. Rubidoux Community Services District ("District") applied for the maximum allocation of \$300,000 and was recently notified of being a recipient. Blais and Associates assisted the District in preparation of the funding application at a cost of \$2,940.00.

The District like other water service providers relies on the electrical grid for power to run pumps, wells, and treatment systems. Power outage planning includes designing storage tanks with emergency storage, and back-up generators are installed to provide temporary power. The District evaluated where generators would be beneficial for increased system reliability and proposed in its application to Cal OES to install fixed generators at Well 1A, Well 2, and Mission Booster Station. A copy of the application submitted to Cal OES is attached and the Budget Narrative section describes the proposed use of the Cal OES funding. The total estimated cost to install the generators is \$391,700. Cal OES Funding will reimburse the District \$300,000. Staff will include these projects in the upcoming FY 2021-2022 Budget, with the anticipation total District out of pocket expense being approximately \$100,000.

Cal OES sent the District a Letter Agreement dated March 12, 2021, attached, notifying of the award. The letter outlines activities the funding can and cannot be used for, and what requirements must be met. Requirements include progress reporting, CEQA compliance, and contract compliance per all state statutes.

Staff did not receive the Letter Agreement in sufficient time to include it on the March 18, 2021 Board Agenda. The Letter Agreement includes a deadline of returning the signed Letter Agreement within 20 calendar days of March 12, 2021, or April 1, 2021. To make sure the Letter Agreement was received by Cal OES in a timely manner, the General Manager signed and returned the Letter Agreement. The purpose of this Board Action is to 1) notify the Board of the allocation of funds, and 2) ratify the General Manager's signature of the Letter Agreement.

RECOMMENDATION:

Staff recommends the Board of Directors ratify and authorize the General Manager's signing of the Cal OES Letter Agreement dated March 12, 2021.

Respectfully,



JEFFREY D. SIMS, P. E.
General Manager

Attach:

1. Cal OES Letter Agreement Dated March 12, 2021
2. RCSD Application to Cal OES dated October 28, 2020



March 12, 2021

Jeff Sims
General Manager
Rubidoux Community Services District
3590 Rubidoux Boulevard
Jurupa Valley, CA 92509-4525

SUBJECT: NOTIFICATION OF SUBRECIPIENT ALLOCATION
Fiscal Year (FY) 2020 Community Power Resiliency Allocation to
Special Districts Program
Period of Performance: July 1, 2020, to October 31, 2021

Dear Mr. Sims:

The California Governor's Office of Emergency Services (Cal OES) approved your FY 2020-21 Community Power Resiliency allocation in the amount of \$300,000. Eligible activities under this allocation are limited to:

- Equipment-
Funds may be used for the procurement of:
 - Generators and generator connections for essential facilities, with an emphasis on clean energy and green solutions where possible or other alternative backup power sources;
 - Generator fuel and fuel storage;
 - Redundant emergency communications (e.g., battery-powered radios);
 - Portable vehicle-mounted charging stations;
 - Portable battery-powered and rechargeable radio repeater and transmission equipment.



3650 SCHRIEVER AVENUE, MATHER, CA 95655
(916) 845-8859 TELEPHONE (916) 845-8511 FAX
www.CalOES.ca.gov

- Plans-
Funds may be used for the development/update of:
 - Continuity plans;
 - Contingency plans for electrical disruptions that include considerations such as protecting individuals with access and functional needs, medical baseline and socially vulnerable populations, transportation, emergency public information, and preservation of essential functions;
 - Risk assessments for critical infrastructure and lifelines;
 - Post-event reports that identify lessons learned and corrective actions.
- Public education materials or supplies focused on individual family preparedness for electric disruptions.
- One-time costs associated with identifying and equipping resource centers for the public to access during electrical disruptions.

The following activities are **not allowed**:

- These funds shall not be used to secure, compensate, or backfill professional services contracts.
- Response costs associated with electric disruption events including any staffing or new positions, Emergency Operations Center staffing, security, law or fire response, or other overtime charges.

All activities funded with this allocation must be completed within the Grant Subaward period of performance. Additionally, the Subrecipient is subject to the following requirements:

- As a condition of receiving funding, special districts are encouraged to collaborate with their county to support critical infrastructure and resiliency with a particular focus on public safety, vulnerable communities, and individuals with access and functional needs.
- Must ensure they and their principals are not presently debarred, suspended, proposed for debarment, or declared ineligible.
- Must provide a Progress Report on the expenditures of the funds. The Progress Report is due no later than **November 30, 2021**. This Progress Report shall identify how the funds have been used, including identifying each project or activity undertaken, local entity that undertook the project or activity, the amount of funding provided to the project or activity, and a description of each project or activity. The report shall also identify the specific outcomes achieved by each project or activity,

including whether the project or activity was completed and whether it was used during power outages.

- Must coordinate with their city or county planning agency to ensure that the project is in compliance with the California Environmental Quality Act (CEQA) Public Resource Code, Section 21000 *et seq.*
- Comply with the California Public Records Act, Government Code Section 6250 *et seq.*
- Must procure goods and services in compliance with applicable state and local laws, ordinances, rules, regulations, and policies.

The undersigned represents that he/she is authorized to enter into this agreement for and on behalf of the Applicant.

Subrecipient: _____
Signature of Authorized Agent: _____
Printed Name of Authorized Agent: _____
Title: _____ Date: _____

Your dated signature and above fillable information is required on this Notification of Subrecipient Allocation. Please sign and return requested information to PSPS@CalOES.ca.gov within 20 calendar days upon receipt and keep a copy for your records. For further assistance, please email Cindy Logan at PSPS@CalOES.ca.gov.

Sincerely,



MARK S. GHILARDUCCI
Director

Cal OES #	FIPS #	VS#	Subaward #
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**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES
GRANT SUBAWARD FACE SHEET**

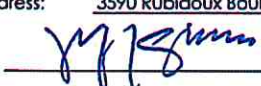
The California Governor's Office of Emergency Services (Cal OES) hereby makes a Grant Subaward of funds to the following:

1. Subrecipient: Rubidoux Community Services District 1a. DUNS#: 079561288
2. Implementing Agency: Rubidoux Community Services District 2a. DUNS#: _____
3. Implementing Agency Address: 3590 Rubidoux Boulevard Jurupa Valley 92509-4525
(Street) (City) (Zip+4)
4. Location of Project: Jurupa Valley Riverside County 92509-4525
(City) (County) (Zip+4)
5. Disaster/Program Title: Cal OES Community Power Resiliency Grant 6. Performance 7/1/2020 to 10/31/2021
Period: (Start Date) (End Date)
7. Indirect Cost Rate: N/A Federally Approved ICR (if applicable): _____ N/A %

Item Number	Grant Year	Fund Source	A. State	B. Federal	C. Total	D. Cash Match	E. In-Kind Match	F. Total Match	G. Total Cost
8.	2020	PSPS	\$300,000			\$91,700		\$91,700	\$391,700
9.	Select	Select							
10.	Select	Select							
11.	Select	Select							
12.	Select	Select							
Total	Project	Cost	\$300,000		\$300,000	\$91,700		\$91,700	\$391,700

13. **Certification** - This Grant Subaward consists of this title page, the application for the grant, which is attached and made a part hereof, and the Assurances/Certifications. I hereby certify I am vested with the authority to enter into this Grant Subaward, and have the approval of the City/County Financial Officer, City Manager, County Administrator, Governing Board Chair, or other Approving Body. The Subrecipient certifies that all funds received pursuant to this agreement will be spent exclusively on the purposes specified in the Grant Subaward. The Subrecipient accepts this Grant Subaward and agrees to administer the grant project in accordance with the Grant Subaward as well as all applicable state and federal laws, audit requirements, federal program guidelines, and Cal OES policy and program guidance. The Subrecipient further agrees that the allocation of funds may be contingent on the enactment of the State Budget.

14. **CA Public Records Act** - Grant applications are subject to the California Public Records Act, Government Code section 6250 et seq. Do not put any personally identifiable information or private information on this application. If you believe that any of the information you are putting on this application is exempt from the Public Records Act, please attach a statement that indicates what portions of the application and the basis for the exemption. Your statement that the information is not subject to the Public Records Act will not guarantee that the information will not be disclosed.

15. Official Authorized to Sign for Subrecipient:
- Name: Jeff Sims Title: General Manager
- Payment Mailing Address: 3590 Rubidoux Boulevard City: Jurupa Valley Zip Code+4: 92509-4525
- Signature:  Date: 10.28.2020
16. Federal Employer ID Number: 952868678

(FOR Cal OES USE ONLY)

I hereby certify upon my personal knowledge that budgeted funds are available for the period and purposes of this expenditure stated above.

(Cal OES Fiscal Officer) (Date) (Cal OES Director or Designee) (Date)

PROJECT CONTACT INFORMATION

Subrecipient: Rubidoux Community Svices District Subaward #: _____

Provide the name, title, address, telephone number, and e-mail address for the project contacts named below.

1. The **Project Director** for the project:

Name: Jeff Sims Title: General Manager
Telephone #: 951-512-1253 Email Address: jsims@rcsd.org
Address/City/Zip + 4: 3590 Rubidoux Boulevard, Jurupa Valley, CA 92509-4525

2. The **Financial Officer** for the project:

Name: Brian Laddusaw Title: Director of Finance and Administration
Telephone #: 951-512-1254 Email Address: bladdusaw@rcsd.org
Address/City/Zip + 4: 3590 Rubidoux Boulevard, Jurupa Valley, CA 92509-4525

3. The **person** having **Routine Programmatic** responsibility for the project:

Name: Ted Beckwith Title: Director of Engineering
Telephone #: 951-512-1255 Email Address: tbeckwith@rcsd.org
Address/City/Zip + 4: 3590 Rubidoux Boulevard, Jurupa Valley, CA 92509-4525

4. The **person** having **Routine Fiscal** responsibility for the project:

Name: Brian Laddusaw Title: Director of Finance and Administration
Telephone #: 951-512-1254 Email Address: bladdusaw@rcsd.org
Address/City/Zip + 4: 3590 Rubidoux Boulevard, Jurupa Valley, CA 92509-4525

5. The **Executive Director** of a Community Based Organization or the **Chief Executive Officer** (i.e., chief of police, superintendent of schools) of the implementing agency:

Name: Jeff Sims Title: General Manager
Telephone #: 951-512-1253 Email Address: jsims@rcsd.org
Address/City/Zip + 4: 3590 Rubidoux Boulevard, Jurupa Valley, CA 92509-4525

6. The **Official Designated** by the Governing Board to enter into the Grant Subaward for the City/County or Community-Based Organization, as stated in Section 15 of the Grant Subaward Face Sheet:

Name: Jeff Sims Title: General Manager
Telephone #: 951-512-1253 Email Address: jsims@rcsd.org
Address/City/Zip + 4: 3590 Rubidoux Boulevard, Jurupa Valley, CA 92509-4525

7. The **Chair** of the **Governing Body** of the Subrecipient:

Name: Armando Muniz Title: President, Board of Directors
Telephone #: 951-202-7798 Email Address: amuniz@rcsd.org
Address/City/Zip + 4: 3590 Rubidoux Boulevard, Jurupa Valley, CA 92509-4525

SIGNATURE AUTHORIZATION

Subaward #: _____

Subrecipient: Rubidoux Community Services District

Implementing Agency: Cal OES

*The **Project Director** and **Financial Officer** are **REQUIRED** to sign this form.

***Project Director:** Jeff Sims

Signature: 

Date: 10.28.2020

***Financial Officer:** Brian Laddusaw

Signature: 

Date: 10/28/20

The following persons are authorized to sign for the **Project Director**

Signature

Printed Name

Signature

Printed Name

Signature

Printed Name

Signature

Printed Name

Signature

Printed Name

The following persons are authorized to sign for the **Financial Officer**

Signature

Printed Name

Signature

Printed Name

Signature

Printed Name

Signature

Printed Name

Signature

Printed Name

CERTIFICATION OF ASSURANCE OF COMPLIANCE

The applicant must complete a Certification of Assurance of Compliance (Cal OES 2-104), which includes details regarding Federal Grant Funds, Equal Employment Opportunity Program, Drug Free Workplace Compliance, California Environmental Quality Act, Lobbying, Debarment and Suspension requirements, Proof of Authority from City Council/Governing Board, and Civil Rights Compliance. The applicant is required to submit the necessary assurances and documentation before finalization of the Grant Subaward. In signing the Grant Subaward Face Sheet, the applicant formally notifies Cal OES that the applicant will comply with all pertinent requirements.

Resolutions are no longer required as submission documents. Cal OES has incorporated the resolution into the Certification of Assurance of Compliance, Section VII, entitled, "Proof of Authority from City Council/Governing Board." The Applicant is required to obtain written authorization (original signature) from the City Council/Governing board that the official executing the agreement is, in fact, authorized to do so, and will maintain said written authorization on file and readily available upon demand. This requirement does not apply to state agencies.

CERTIFICATION OF ASSURANCE OF COMPLIANCE

I, Jeff Sims hereby certify that
(official authorized to sign Subaward; same person as Section 15 on Subaward Face Sheet)

Subrecipient: Roubidoux Community Services District

Implementing Agency: Roubidoux Community Services District

Project Title: Generators for Well 1A, Well 2, and Mission Booster

is responsible for reviewing the *Subrecipient Handbook* and adhering to all of the Subaward requirements (state and/or federal) as directed by Cal OES including, but not limited to, the following areas:

I. Federal Grant Funds

Subrecipients expending \$750,000 or more in federal grant funds annually are required to secure an audit pursuant to OMB Uniform Guidance 2 CFR Part 200, Subpart F and are allowed to utilize federal grant funds to budget for the audit costs. See Section 8000 of the Subrecipient Handbook for more detail.

- The above named Subrecipient receives \$750,000 or more in federal grant funds annually.
- The above named Subrecipient does not receive \$750,000 or more in federal grant funds annually.

II. Equal Employment Opportunity – (Subrecipient Handbook Section 2151)

It is the public policy of the State of California to promote equal employment opportunity (EEO) by prohibiting discrimination or harassment in employment because of race, color, religion, religious creed (including religious dress and grooming practices), national origin, ancestry, citizenship, physical or mental disability, medical condition (including cancer and genetic characteristics), genetic information, marital status, sex (including pregnancy, childbirth, breastfeeding, or related medical conditions), gender, gender identity, gender expression, age, sexual orientation, veteran and/or military status, protected medical leaves (requesting or approved for leave under the Family and Medical Leave Act or the California Family Rights Act), domestic violence victim status, political affiliation, and any other status protected by state or federal law. **Cal OES-funded projects certify that they will comply with all state and federal requirements regarding equal employment opportunity, nondiscrimination and civil rights.**

Please provide the following information:

Equal Employment Opportunity Officer: Brian Laddusaw
Title: Director of Finance and Administration
Address: 3590 Roubidoux Boulevard, Jurupa Valley, CA 92509-4525
Phone: 951-512-1254
Email: bladdusaw@rcsd.org

III. Drug-Free Workplace Act of 1990 – (Subrecipient Handbook, Section 2152)

The State of California requires that every person or organization subawarded a grant or contract shall certify it will provide a drug-free workplace.

IV. California Environmental Quality Act (CEQA) – (Subrecipient Handbook, Section 2153)

The California Environmental Quality Act (CEQA) (*Public Resources Code, Section 21000 et seq.*) requires all Cal OES funded projects to certify compliance with CEQA. Projects receiving funding must coordinate with their city or county planning agency to ensure that the project is compliance with CEQA requirements.

V. Lobbying – (Subrecipient Handbook Section 2154)

Cal OES grant funds, grant property, or grant funded positions shall not be used for any lobbying activities, including, but not limited to, being paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement.

VI. Debarment and Suspension – (Subrecipient Handbook Section 2155)

(This applies to federally funded grants only.)

Cal OES-funded projects must certify that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of federal benefits by a state or federal court, or voluntarily excluded from covered transactions by any federal department of agency.

VII. Proof of Authority from City Council/Governing Board – (Subrecipient Handbook Section 1350)


The above-named organization (Applicant) accepts responsibility for and will comply with the requirement to obtain a signed resolution from the city council/governing board in support of this program. The applicant agrees to provide all matching funds required for said project (including any amendment thereof) under the Program and the funding terms and conditions of Cal OES, and that any cash match will be appropriated as required. It is agreed that any liability arising out of the performance of this Subaward, including civil court actions for damages, shall be the responsibility of the grant Subrecipient and the authorizing agency. The State of California and Cal OES disclaim responsibility of any such liability. Furthermore, it is also agreed that grant funds received from Cal OES shall not be used to supplant expenditures controlled by the city council/governing board.


The applicant is required to obtain written authorization from the city council/governing board that the official executing this agreement is, in fact, authorized to do so. The applicant is also required to maintain said written authorization on file and readily available upon demand.

VIII. Civil Rights Compliance

The Subrecipient complies with all laws that prohibit excluding, denying or discriminating against any person based on actual or perceived race, color, national origin, disability, religion, age, sex, gender identity, and sexual orientation in both the delivery of services and employment practices and does not use federal financial assistance to engage in explicitly religious activities.

All appropriate documentation must be maintained on file by the project and available for Cal OES or public scrutiny upon request. Failure to comply with these requirements may result in suspension of payments under the grant or termination of the grant or both and the Subrecipient may be ineligible for subaward of any future grants if the Cal OES determines that any of the following has occurred: (1) the Subrecipient has made false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

CERTIFICATION	
<p>I, the official named below, am the same individual authorized to sign the Grant Subaward [Section 15 on Grant Subaward Face Sheet], and hereby swear that I am duly authorized legally to bind the contractor or grant Subrecipient to the above described certification. I am fully aware that this certification, executed on the date and in the county below, is made under penalty of perjury under the laws of the State of California.</p>	
Authorized Official's Signature:	<u></u>
Authorized Official's Typed Name:	<u>Jeff Sims</u>
Authorized Official's Title:	<u>General Manager - Rubidoux Community Services District</u>
Date Executed:	<u>10.28.2020</u>
Federal Employer ID #:	<u>952868678</u>
Federal DUNS #:	<u>079561288</u>
Current System for Award Management (SAM) Expiration Date:	<u>7/23/2021</u>
Executed in the City/County of:	<u>Jurupa Valley/Riverside</u>

AUTHORIZED BY: (not applicable to State agencies)	
<input type="checkbox"/> City Financial Officer	<input type="checkbox"/> County Financial Officer
<input type="checkbox"/> City Manager	<input type="checkbox"/> County Manager
<input checked="" type="checkbox"/> Governing Board Chair	
Signature:	<u></u>
Typed Name:	<u>Armando Muniz</u>
Title:	<u>President, Board of Directors - Rubidoux Community Services District</u>

Subrecipient: Rubidoux Community Services District Subaward #: _____

Budget Narrative

The Rubidoux Community Services District (District or RCSD) requests **\$300,000** for the purchase and installation of fixed generators at three locations within the District; Well 1A, Well 2, and Mission Booster. The budget includes generator, site foundation, permitting, electrical, and SCADA alarm programming costs. The total project cost is \$391,700. Costs exceeding \$300,000 will be incurred by RCSD.

Generators: Costs were estimated for each of the three locations based on pricing obtained from AbsoluteGenerator.com and Globalpwr.com websites. The estimate for two 211 kilowatt (kw) generators (\$155,200 each including tax and shipping) and one 80 kw generator (\$70,300 including tax and shipping) is \$309,700.

Foundations: The estimate to prepare the foundations for placing the generators at each site location includes engineering, equipment, slab, rebar and labor. Total cost is \$2,000.

Permits: Required permitting will be obtained from the South Coast Air Quality Management District and is budgeted at \$15,000. The estimate is based on past experience for the permitting requirements for an emergency generator purchased in 2015.

Electrical: The electrical tie-in for the project is estimated to cost \$62,000 and includes Automatic Transfer Switches, piping, material, and labor.

SCADA: The estimate for SCADA alarm programming is budgeted at \$3,000.

Project Narrative

Program Plan

1) People and Population: Rubidoux Community Services District (District or RCSD) covers a 7.5 square mile area (entirely within the City of Jurupa Valley) in Riverside County, California near the intersection of State Route 60 and the Santa Ana River. The District provides water, sewer collection and treatment, fire protection services, trash collection, and street lighting to approximately 35,000 residents, which includes approximately 4,700 acre-feet per year of drinking water, through over 6,300 service connections. The bulk of the potable water service connections are residential (homes, apartments), with some industrial, commercial and logistics connections. Almost the entirety of the service community is designated as a disadvantaged community (DAC). A significant number of homeless also reside within the District near the river bottom of the Santa Ana River along RCSD's eastern boundary.

2) Disaster Reserve Funds and Total City Budget: The District does not have specific funds budgeted as a line item called "disaster reserve funds". However, the District's total reserves for water projects, which includes replacements, expansions, and emergencies (such as disasters) is approximately \$4,000,000 of the District's overall annual budget of approximately \$19,000,000.

3) Hours Spent in a Power Outage: District staff observed 67 hours of power outages from July 1, 2019 to January 2020. Southern California Edison (SCE) has provided hours for 2019, but not 2020. Staff indicate, however that there have

Subrecipient: Rubidoux Community Services District Subaward #: _____

been more power outage hours observed this year than last year. For purposes of this application, total hours are estimated between 140 to 160 hours.

4) How Funds will be Used to Prepare and Respond to Power Outages: To

prepare for Public Safety Power Shutoffs (PSPS), the District intends to design, purchase, and install fixed back-up diesel generators at two District wells (Wells 1A and 2) and one booster station (Mission Booster Station). Permanent generators will ensure the service area will continue to have water services in areas vulnerable to interruptions. One hundred percent of the District's water source is groundwater pumped from six production wells. Operation of the wells is reliant on power delivered by SCE and production Wells 1A and 2 do not have backup power generators. Water from the wells is pumped into two steel above-ground tanks with a total storage volume of 4 million gallons (MG). Booster stations also pump groundwater to two additional steel above-ground tanks with a total storage volume of 1.4 MG. Neither booster station has backup power generators and each is reliant on SCE power. When there is power disruption and no wells are pumping, the District relies solely on stored water in the tanks. In this condition, system demand causes the tank levels to decline approximately 10 percent per hour. For firefighting purposes and emergencies, the tanks should not drop below 40 percent of capacity. Wide-spread power outages impacting all District production wells would leave approximately 6 hours of potable water supply.

Subrecipient: Rubidoux Community Services District Subaward #: _____

Emergency Plan

Rubidoux Community Services District (RCSD) Water System Emergency Response Plan (ERP) (RCSD, 2008) was prepared to ensure that RCSD can continue all aspects of its core business processes and safely resume normal operations as quickly as possible after any natural, weather-related, man-made, or technological disaster affecting RCSD facilities. The District's water and sewer services have the greatest sensitivity to electrical power outages. The core business processes to keep functioning during a recovery process include: treatment processes, water production wells and water transmission pipelines, booster pump stations, reservoirs, and sewage lift stations. Power outages have been evaluated as part of the Disaster Threat Evaluation in the ERP. The probability of a power outage is considered highly likely. This can create a critical threat scenario for RCSD. Currently, fixed generators located at some of RCSD's smaller lift stations and the use of mobile generators helps mitigate power outage impacts to the sewer collection system. The RCSD Operations Manager is responsible for reviewing and updating the plan as necessary. Copies of this plan may be obtained from Rubidoux Community Services District's Main Office. Power outages are already included in the ERP, however RCSD will add mention of power outages resulting from PSPS events in the next update of the ERP.

Subrecipient: Rubidoux Community Services District Subaward #: _____

Priority Funding

The overall benefit for the residents of disadvantaged communities (DACs) within RCSD's service area is the assurance that water, sewer services, and fire protection can continue to be provided during power outages as permanent generators will enhance reliability of these services. Census tracts within RCSD's boundary include 606504020, 6065040203, 6065040204, 6065040301, and 606504010. The overall percentile rankings show that each of these census tracts ranks in the top 25% of disadvantaged communities as defined by CalEnviroScreen 3.0. CalEnviroScreen 3.0 includes an evaluation of populations based on a combination of factors such as pollution burden, housing and education level, health indicators, and median household income (MHI). Additionally, using the AB 1550 mapping tool, approximately 50% of the communities within the RCSD boundary are designated as low-income communities (defined as incomes at or below 80 percent of the statewide median income or with household incomes at or below the threshold designated as low-income by the Department of Housing and Community Development's (HCD) State Income Limits). As mentioned previously, significant number of homeless also reside within the District boundary. Unfortunately, campfires used for warmth and cooking results in numerous fires, which can spread quickly. A reliable water source is essential for reducing harm to people and resultant destruction from fires.

10. CONSIDER PROFESSIONAL SERVICES CONTRACT WITH KRIEGER AND STEWART FOR DESIGN OF DISINFECTON SYSTEM AT LELAND THOMPSON TREATMENT PLANT: **DM 2021-18**

Rubidoux Community Services District

Board of Directors

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

General Manager
Jeffrey D. Sims



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

DIRECTORS MEMORANDUM 2021-18

April 1, 2021

To: Rubidoux Community Services District
 Board of Directors

Subject: Consider Award of Professional Services Contract with Krieger and Stewart for Design of Disinfection System at Leland Thompson Treatment Plant

BACKGROUND:

The Rubidoux Community Services District (District) provides sewer service within its boundaries and conveys collected wastewater to the City of Riverside's (City's) Regional Water Quality Control Plant (RWQCP) for treatment and disposal in accordance with treatment capacity agreements. The RWQCP provides primary, secondary, and tertiary treatment processes pursuant to a National Pollutant Discharge Elimination System permit ("NPDES Permit"). The RWQCP's NPDES Permit limits Total Dissolved Solids (TDS) in recycled water discharged to the Santa Ana River to be at or less than 650 mg/l (parts per million, ppm).

Currently the District exceeds this limit and is discharging wastewater to the City averaging about 720 ppm TDS. The City has taken certain actions to require the District to reduce the level of TDS in the wastewater sent to the RWQCP.

The Board may recall in 2019 work began on a pipeline to redirect the District's largest discharger's industrial waste flow from RCSD's sewer system to the Inland Empire Brine Line. The discharger was Aramark Uniform Service, and in November 2019 the work was completed. At that time Aramark's industrial waste began flowing to the Brine Line resulting in a reduction of the District's TDS concentration in its wastewater from around 1,000 ppm to an approximate average of 720 ppm TDS. To make the diversion of high TDS flow the District installed and paid for a new pipeline from Aramark's site to the Inland Empire Brine Line at a cost of \$322,719.00 as detailed in attached DM 2019-70. Additionally, since most of Aramark's discharge was diverted to the Inland Empire Brine Line, the District agreed to refund Aramark \$1,934,997.00 in Sewer Capacity Fees. Detail of this transaction is in attached DM 2020-06.

District project “Well 18 Rehabilitation” is nearing completion and construction of the Ion Exchange Project to remove PFAS contaminants is about to commence at the Leland Thompson Water Treatment Facility. This site also includes Manganese Plant No. 2 (MN Plant No. 2) which is used to remove manganese from Well 18 and 1A to meet water quality standards. Part of the existing MN Plant No. 2 facility includes a MiOx Chlorine Generation Facility (MiOx). The MiOx requires the use of salt in the form of Sodium Chloride (NaCl) and produces chlorine at 0.8% concentration. Calculations show that adding salt to generate chlorine will result in an increase of TDS levels by approximately 27 ppm. Given the District has spent considerable effort and money to reduce the TDS discharged into the RWQCP, it is not prudent to intentionally introduce new additional TDS into the wastewater sent to RWQCP with use of the MiOx chlorination system for water produced at rehabilitated Well 18. In the alternative, staff has investigated modification to the disinfection process at MN Plant No. 2 that includes removal of the MiOx system and replacing it with a disinfection system using 12.5% liquid chlorine. Doing this can avoid adding TDS, lower staff time expense, create a safer working environment, and reduce operating expense as explained below:

1. Reduction in staff time: the MiOx system requires staff time to clean the chlorine generation cells of calcium build-up. Calcium build-up lowers the efficacy of the generation cells and eventually makes them ineffective at generating chlorine. The generation cells need to be cleaned about every 10 days with a concentration of toxic hydrochloric acid posing a workplace hazard. The annual labor cost to maintain the MiOx runs about \$24,000.
2. Maintenance cost reduction: The cells need to be replaced on an 8-to-10-year interval as the catalyst wears out. The cells cost over \$50,000 to replace which equates to about \$5,000 a year. Going to 12.5% liquid chlorine eliminates this annual expense.
3. Electrical cost savings: Creating chlorine from salt water requires considerable electricity to power the cells and run the pumps. Based on current electrical rates and Well 18 producing approximately 1,000 AFY, electrical savings with removal of the MiOx system is estimated to be about \$14,000 a year.
4. Safety enhancement: Removal of the MiOx system eliminates use of hydrochloric acid to remove calcium build up on the generator cells. Hydrochloric acid is hazardous to the respiratory system and can burn if contact is made with skin.

The District has requested and received a proposal from Krieger and Stewart in the amount of \$64,700, attached, for Professional Services to design a replacement system, which consists of 12.5% concentrated sodium hypochlorite (liquid chlorine) storage, dosing pumps and related piping. It is staff's intent that this work will be done as a change order to the Ion Exchange Project which is about to commence for expediency of completing the work at the same time.

RECOMMENDATIONS:

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

1. Transfer \$64,700 from the Water Reserve Fund to the Water Capital Improvement Fund and track as a Budget Amendment to the FY 2020-2021 Budget.

2. Issue a Task Order in a not to exceed amount of \$64,700 to Krieger and Stewart under Master Agreement RCSD 2021-1 to prepare the plans and documents for the replacement of the MiOx system with a Sodium Hypochlorite dosing system.

Respectfully,



JEFFREY D. SIMS, P. E.
General Manager

Attach:

1. Proposal from Krieger and Stewart
2. DM 2019-70
3. DM 2020-06



March 25, 2021

000-161.39A

Ted Beckwith, Director of Engineering
Rubidoux Community Services District
Post Office Box 3098
Jurupa Valley, CA 92519

Via Email to tbeckwith@rcsd.org

Subject: Engineering Services Proposal for
Leland J. Thompson Water Treatment Plant
Onsite Sodium Hypochlorite Generation System Conversion Project

Dear Mr. Beckwith:

We appreciate the opportunity to submit our proposal for subject project. We have prepared the following project understanding and approach, scope of services, fee estimate, and schedule for your consideration.

A. PROJECT UNDERSTANDING AND APPROACH

1. General

The existing Leland J. Thompson Water Treatment Plant (Thompson Plant) removes manganese from raw water conveyed to the Plant from Well 1A and Well 18. To facilitate removal, the manganese in the raw water is oxidized with chlorine prior to the water passing through pressure vessels containing catalytic oxidative filtration media. The Plant is equipped with an onsite sodium hypochlorite generation system (OSHGS) that produces 0.8% concentration sodium hypochlorite solution (0.8% NaOCl) for providing the chlorine required for oxidation of the manganese in the raw water. Sufficient quantities of sodium hypochlorite are injected into the water to oxidize the manganese as well as to produce a free chlorine residual in the treated water discharged to the potable water distribution system. The Thompson Plant is currently being expanded to include an ion exchange filtration system for removal of per- and polyfluoroalkyl substances (PFAS) from Well 1A and Well 18 (downstream of manganese filtration system), as well as water from Well 8 (manganese treatment not required). Disinfection of PFAS filtration system effluent (i.e. Thompson Plant effluent) water is also required.

Per the Contract Documents for the PFAS Treatment Project, we understand that the design flow rates of Well 1A is 1,500 gpm, Well 8 is 1,700 gpm, and Well 18 is 1,700 gpm. However, after completion of recent pump testing at Well 18, the actual design flow rate of Well 18 will be between 1,000 gpm and 1,500 gpm.

2. Existing Thompson Plant Sodium Hypochlorite System

The existing sodium hypochlorite system includes the OSHGS, a 6,000 gallon double-wall fiberglass reinforced plastic (FRP) sodium hypochlorite storage, a 15-ton FRP brine



Ted Beckwith
March 25, 2021
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generation tank, a hydrogen gas dilution air system, a water softening system, metering pumps, and associated piping, appurtenances, electrical, and controls. The existing OSHGS is manufactured by MIOX Corporation (formerly owned by Parkson Corporation and now owned by De Nora Water Technologies) and can produce 300 pounds of chlorine per day.

3. Proposed Modifications and Upgrades to Existing Sodium Hypochlorite System

- a. We understand that the District requires conversion of the existing sodium hypochlorite system at the Thompson Plant to utilize 12.5% concentration sodium hypochlorite solution (12.5% NaOCl) in lieu of 0.8% NaOCl generated onsite. Conversion of the system to utilize 12.5% NaOCl will require the following: 1) removal of the existing OSHGS; 2) replacement of the existing metering pumps to accommodate the reduced flow rate associated with the higher concentration sodium hypochlorite; 3) replacement of the existing sodium hypochlorite storage tank; 4) removal of the existing brine generation tank; 5) replacement of existing aboveground and belowground single-wall piping with double containment piping between the storage tank and metering pumps; 6) utilization of existing underground conduit as secondary containment for installation of tubing from the metering pumps to the injection location; 7) aboveground double containment leak detection monitoring; 8) belowground double containment leak detection monitoring; 9) splash protection and containment at the metering pumps; and 10) all associated structural, electrical, and controls. We understand that removal of the existing hydrogen gas dilution air system and water softening system will be performed by District staff.
- b. Per the California Fire Code and Code of Federal Regulations Title 40 (40 CFR), aboveground storage tank systems storing hazardous materials shall be provided with double containment and leak detection monitoring. Therefore, the new sodium hypochlorite storage tank will be of double containment construction. In addition, double containment piping and monitoring systems will be designed in accordance with California Fire Code and 40 CFR requirements.
- c. We understand that Well 1A water is injected with sodium hypochlorite at the LaVerne Manhke Manganese Removal Facility (Manhke Facility) prior to conveyance to the Thompson Plant for manganese treatment. The metering pump system at the Thompson Plant will consist of separate metering pumps for manganese treatment and separate metering pumps for disinfection of Plant effluent water. Metering pumps for manganese treatment will consist of one (1) dedicated metering pump for Well 18 and one (1) standby pump. At the District's direction, a dedicated metering pump will be incorporated at the Thompson Plant for Well 1A manganese treatment. In accordance with current District operation procedures, the metering pump system for manganese treatment will be configured to operate at constant speed via the existing metering pump local control panels (i.e. metering pump flow rate will not vary with filtration system flow rate).



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- d. The Thompson Plant effluent sodium hypochlorite metering pumps are specified as part of the PFAS Treatment Project for 0.8% NaOCl. Therefore, the specified metering pumps and appurtenances will need to be revised for 12.5% NaOCl. In addition, we understand that the District desires that the effluent metering pumps be located adjacent to the manganese treatment metering pumps. Control of the Thompson Plant effluent sodium hypochlorite metering pumps will reside in the proposed Ion-Exchange Control Panel per PFAS Treatment Project requirements.
- e. The new system will be required to provide sodium hypochlorite for Well 18 for manganese treatment and disinfection, as well as disinfection of Well 1A and Well 8 water (as described above, sodium hypochlorite for manganese treatment may be provided for Well 1A at the Manhke Facility). Well 1A and Well 18 water will be chlorinated twice -- once for manganese treatment then again after PFAS treatment (the manganese filtration system effluent water will be dechlorinated prior to entering the PFAS treatment system). We understand that the current chlorine dosages for both Well 1A and Well 18 are approximately 2.7 milligrams per liter (mg/l) for manganese treatment, which provides approximately 1.5 mg/l free chlorine residual to the potable water distribution system. Per the Contract Documents for the PFAS Treatment Project, we understand that the chlorine dosage for Well 1A, Well 8, and Well 18 PFAS treatment system effluent (i.e. Thompson Plant effluent) is 1.5 mg/l. Based on the abovementioned dosages, approximately 150 to 185 gallons of 12.5% NaOCl will be required per day. We understand that the District anticipates receiving 2,500 gallon deliveries of 12.5% NaOCl once per week; however, 2,500 gallons of 12.5% NaOCl will last approximately 13 to 17 days.

4. PFAS Treatment Project Contractor

We understand that the District desires that the PFAS Treatment Project Contractor (Contractor) perform the sodium hypochlorite system conversion work by Contract Change Order.

B. SCOPE OF SERVICES

Based on our **Project Understanding and Approach** above, we have organized our Scope of Services into the following tasks:

- Task 1 - Site Visit and Field Investigation
- Task 2 - Preparation of Preliminary Construction Drawings and Specifications
- Task 3 - Preliminary Construction Drawings and Specifications Review Meeting
- Task 4 - Preparation of Final Construction Drawings and Specifications
- Task 5 - Preparation of Contract Change Order
- Task 6 - Review of Submittals



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Our proposed services for each task are described as follows:

Task 1 - Site Visit and Field Investigation

We will conduct site visits to the Thompson Plant and Manhke Facility to review the existing sodium hypochlorite systems, obtain necessary field measurements for the proposed improvements, review existing electrical and instrumentation systems, and review existing SCADA system equipment and required modifications of same for the proposed improvements.

Task 2 - Preparation of Preliminary Construction Drawings and Technical Specifications

We will prepare Preliminary Construction Drawings and Technical Specifications (including supplements to applicable PFAS Treatment Project technical specifications as described below) for District review. We will coordinate final chlorine dosages, metering pump selection, and storage tank sizing with District staff prior to preparation of the Construction Drawings and Technical Specifications.

Construction Drawings will be organized into groups, including: general, civil, demolition, and mechanical/electrical. Where possible, we will utilize existing record construction drawing backgrounds for the existing facilities. However, re-drafting will be required for certain portions of the work to properly represent the constructed facilities and any modifications that occurred after the original construction. We anticipate that eight (8) sheets will be required, including the following: 1) Treatment Schematic, 2) Equipment Building Demolition Plan and Details, 3) Site Plan, 4) Civil Details, 5) Equipment Building Mechanical/Electrical Plan, 6) Equipment Building Mechanical Details, 7) Equipment Building Structural Details, and 8) Electrical Control and Interconnection Diagrams and Schematics.

We will utilize existing PFAS Treatment Project technical specifications for piping, construction materials, and instrumentation; supplement the existing PFAS Treatment Project sodium hypochlorite metering pump and double containment piping technical specifications for the proposed modifications; and prepare new technical specifications for the sodium hypochlorite FRP storage tank and double containment leak detection monitoring systems.

We will select revised PFAS Treatment Project sodium hypochlorite metering pumps suitable for 12.5% NaOCl based on the dosage specified in the PFAS Treatment Project Contract Documents and in coordination with the PFAS Treatment Project Engineer of Record (i.e. Hazen and Sawyer).

Task 3 - Preliminary Construction Drawings and Technical Specifications Review Meeting

Once District staff has reviewed the Preliminary Construction Drawings and Technical Specifications, we will schedule a meeting to review the Drawings and Specifications and discuss review comments from District staff. We will prepare an agenda prior to the meeting and will prepare minutes to document the discussions and conclusions of the meeting.



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Task 4 - Preparation of Final Construction Drawings and Technical Specifications

Based on District comments received for the Preliminary Construction Drawings and Technical Specifications and the results of the review meeting, we will prepare the Final Construction Drawings and Technical Specifications.

Task 5 - Preparation of Contract Change Order

Once the Final Construction Drawings and Technical Specifications are complete, we will transmit same to the Contractor and request a Change Order Proposal from the Contractor for performing the work. Upon agreement on price from the Contractor, we will prepare a Contract Change Order for the work for execution by the District and Contractor.

Task 6 - Review of Submittals

We will review Contractor submittals for the sodium hypochlorite metering pumps and appurtenances (manganese and PFAS treatment), sodium hypochlorite FRP storage tank, double containment piping systems, double containment leak detection monitoring systems, sodium hypochlorite metering pump splash protection, and structural rebar drawings to ensure compliance with the Contract Documents. We expect submittal documents to be received for all construction materials and equipment, and for equipment operation and maintenance (O&M) manuals.

C. FEE ESTIMATE

Our fee for providing engineering services regarding subject project is estimated not to exceed \$64,700. A detailed breakdown of our estimated fee is included in attached **Table 1**. Our fee estimate is based on the rates specified in our **2021 Fee Schedule** per our current Master Agreement with the District dated February 9, 2021. We will bill for our engineering services on a monthly basis as work is completed. Our Scope of Services is subject to negotiation at the District's discretion.

D. PROPOSED SCHEDULE

We anticipate completing the Construction Drawings, Technical Specifications, and Contract Change Order (Tasks 1 through 5) within eight (8) weeks of receiving notice to proceed. Our estimated completion time is based on the following schedule:

- | | |
|--|-------------|
| 1. Site Visit and Field Investigation | Week 1 |
| 2. Preparation of Preliminary Construction Drawings and Specifications | Weeks 1 - 4 |
| 3. Preliminary Construction Drawings and Specifications Review Meeting | Week 5 |
| 4. Preparation of Final Construction Drawings and Specifications | Week 6 |
| 5. Preparation of Contract Change Order | Weeks 7 - 8 |



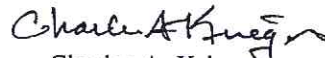
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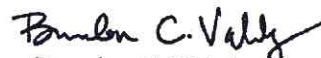
With respect to Krieger & Stewart's team, Charles A. Krieger will serve as Principal in Charge, Brandon C. Valadez will serve as Project Manager/Engineer, and Philip E. Strom will serve as Technical Advisor. We will be assisted by our staff to ensure completion of project tasks in accordance with the project schedule. Our team members will be continuously available and responsive to District staff and management during all phases of the project. Further, Krieger & Stewart's project team is ready to commence services immediately.

Again, we appreciate the opportunity to submit our proposal for providing subject services, and are available to discuss our proposal with you at your convenience. If you have any questions or require additional information, please call.

Sincerely,

KRIEGER & STEWART


Charles A. Krieger


Brandon C. Valadez

BCV/blt
000-161P39-Pro

Attachment: Table 1 – Estimated Fees for Engineering Services

Rubidoux Community Services District

Board of Directors

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

Secretary-Manager

Steven W. Appel



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

DIRECTORS MEMORANDUM 2019-70

December 19, 2019

To: Rubidoux Community Services District
Board of Directors

Subject: Consideration to file a Notice of Completion for the Agua Mansa Sewer Brine Line Reconnection Project – SRD Engineering, Inc.

BACKGROUND:

At the June 20, 2019, regular meeting of the Rubidoux Community Services District (District), the Board approved DM 2019-34, attached, awarding the construction of the Agua Mansa Brine Line Reconnection Project to SRD Engineering, Inc. (SRD) in the amount of \$306,281.00.

The improvements added approximately 550 LF of new 8” diameter pipe and the reuse of approximately 300 LF of existing pipe.

The work performed by SRD is now complete. There were two Change Orders to the contract resulting in a net contract increase of \$16,438.00. SRD completed the work in a safe and efficient manner and in accordance with District specifications. The adjusted total contract amount is \$322,719.00.

To date, the contractor has been paid \$306,583.05 (including a check being processed at tonight’s Board meeting). This amount represents 100% of the contract less retention.

A final step in the construction process is for the District to accept the work as complete and file/record a Notice of Completion (NOC) with the County of Riverside. Once executed and recorded, the NOC starts a 35-day period before the District pays the remaining held contract retention.

RECOMMENDATION:

Staff recommends the following to the Rubidoux Community Services District Board of Directors this afternoon:

1. Accept the work performed by SRD Engineering, Inc. for the Agua Mansa Sewer Brine Line Reconnection Project as complete and conforming to the bid specifications.
2. Authorize the execution and filing of the Notice of Completion for the project in the amount of \$322,719.00 which starts the 35-day lien period for the contractor (SRD Engineering, Inc.).

Respectfully,

STEVEN W. APPEL, DPA, PE
General Manager

Attachment: Copy of DM 2019-34
Copy of Notice of Completion

11. DIRECTORS COMMENTS - NON-ACTION

12. ADJOURNMENT