

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, December 17, 2020 at 4:00 PM

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

During this regular meeting of the Rubidoux Community Services District Board of Directors, members of the public will not be allowed to attend and address the Board in person.

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

- Using the Zoom App or website for free at: <https://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:
 - A) Minutes for the November 19, 2020, Regular Meeting
 - B) Minutes for the December 3, 2020, Regular Meeting
5. Consideration to Approve December 18, 2020, Salaries, Expenses and Transfers
6. Acknowledgements – This is the time for Members of the Public to address the Board on Any Non-agenda Matter.
7. Correspondence and Related Information
8. Manager’s Report (Second Meeting each Month):
 - a) Operations Report
 - b) Emergency and Incident Report

ACTION ITEMS:

9. Receive and File Statement of Cash Asset Schedule Report Ending November 2020: **DM 2020-90**
10. Recognition of Federal Holiday/Notice of Office Closure: **DM 2020-91**
11. Consider Awarding A Contract For Consulting Services To: Update to RCSD’s Water And Sewer Master Plans, Prepare RCSD 2020 Urban Water Management Plan, RCSD Operational Plan, and Prepare American Water Infrastructure Act Documents: **DM 2020-92**
12. Closed Session – (NONE)
13. Directors Comments - Non-action
14. 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:

A) MINUTES FOR NOVEMBER 19, 2020, REGULAR MEETING

B) MINUTES FOR DECEMBER 3, 2020, REGULAR MEETING

MINUTES OF REGULAR MEETING
November 19, 2020
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, Manager Budgeting & Accounting
Miguel Valdez, Manager of Operations
Yvonne Reyes, Assistant Engineer

Call to order: the meeting of the Board of Directors of the Rubidoux Community Services District by Director Murphy, at 4:00 P.M., Thursday, November 19, 2020, by teleconferencing at District Office, 3590 Rubidoux Boulevard, Jurupa Valley, California.

ITEM 4. APPROVAL OF MINUTES

Approval of Minutes for November 5, 2020, Board Meeting.

Director Muniz moved and Director Skerbelis seconded to approve the November 5, 2020 Regular Meeting 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 November 20, 2020 Salaries, Expenses and Transfers.

Consideration to Approve the November 20, 2020 Salaries, Expenses and Transfers.

Director Muniz moved, and Director Murphy seconded to Approve the November 20, 2020 Salaries, Expenses and Transfers.

Roll call:

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

Noes – 0

Abstain – 0

Away – 0

The motion was carried unanimously.

ITEM 6. PUBLIC ACKNOWLEDGE OF NON-AGENDA MATTERS

There were no members of the public at this time.

ITEM 7. CORRESPONDENCE AND RELATED INFORMATION

There was nothing to offer at this time.

ITEM 8. MANAGER'S REPORT

Operations Report:

Operations Manager, Miguel Valdez reported on potable water production and wastewater discharges for the month of October. There was an average of 4.8 mgd of potable water produced; 1.73 mgd of wastewater was discharged to Riverside. Contractors hired by Lennar for the Shadow Rock Development finished installing a 24" diameter pipeline on Pacific Avenue. Next week pressure check and disinfection procedures will be completed. Contractors working for the District finished improvements on District Tanks. The Hunter Tank center vent and flapper valve were replaced. These improvements were required by the state Division of Drinking Water ("DDW") and due by November 30, 2020. Other improvements on other District tanks include replacement of the center vent on the Watson Tank, and an air gap installed on the overflow pipe on the Atkinson Tank.

DDW performs an annual sanitary survey of the District's system. They make a list of deficiencies found in the system categorized by tanks, pumps, wells and so forth. They prioritize the deficiencies with more significant deficiencies having quicker schedules for correction. Mr. Jeff Sims stated that Miguel Valdez and his staff did a great job correcting the deficiencies well within the stated schedule.

Due to COVID one of the Orders enacted by the governor has impacted the District financially. Essentially the Order disallows the District to shut off customers delinquent on their bills. State DDW asked the District to complete a financial impact survey. Brian Laddusaw and Brian Jennings worked together to complete the financial impact survey which reports on a month-to-

month basis how District accounts receivables are increasing. Brian Laddusaw created a PowerPoint slide to show the Board A/R amounts by age. Mr. Sims asked Mr. Laddusaw and Mr. Jennings to look through the accounts with 60-day A/R and see if they can differentiate between the customers that own versus those that are tenants. The District has currently \$85,000 in the 60-day + debt. As a comparison to this time last year the District 60-day + A/R was approximately \$11,000-\$12,000. This is a 600% increase. Once DDW receives the surveys, they are supposed to do statistics on the information provided. It is hoped the outcome of the survey is state legislators will come up with some kind of relief for utilities.

Emergency and Fire Report:

Incidents Reported for the month of October 2020 at Rubidoux CSD's Station 38 total 272 calls.

ITEM 9. Receive and File Statement of Cash Asset Report for all District Funds Ending October 2020. DM 2020-80.

BACKGROUND

Attached for the Board of Directors' consideration is the October 2020 Statement of Cash Asset Schedule Report for all District Fund Accounts. Our YTD interest is \$99,986.47 for District controlled accounts. With respect to District "Funds in Trust", we show \$4,215.73 which has been earned and posted. The District has a combined YTD interest earned total of \$104,202.20 as of October 31, 2020.

The District's Operating Funds (Excluding Restricted Funds and Operating Reserves), we show a balance of \$7,064,918.68 ending October 31, 2020. That's **\$193,755.06 MORE** than July 1, 2020, beginning balance of \$6,871,163.62.

Further, the District's Field/Admin Fund current fund balance is \$622,553.85.

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

Director Skerbelis moved, and Director Muniz seconded to Receive and File the Statement of Cash for the Month of October 2020 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 Budget Amendments to Correct funding Utilization Between District Accounts. DM 2020-81.

Since adoption of the two (2) year budget for FY 2019-2020 and 2020-2021 by the Board of Directors on June 20, 2019, District staff has recommended several budget amendments for certain unforeseen expenses such as adding treatment facilities to deal with DDW's lowering of PFAS contaminant levels. With respect to the District's ongoing PFAS project, the Board of Directors considered and approved DM 2020-47 and DM 2020-57 which appropriated funds from the District's Water Fund Budget to the Water Capital Improvement Projects (CIP) Fund Budget. The project expenses include engineering services, vessels, construction, etc., which is estimated to cost approximately \$4.5 million when completed.

Upon further consideration, District staff noted certain components included in the original budget amendments for the PFAS projects were the initial resin/granular activated carbon (GAC) fills for the vessels. These are considered an operating and maintenance (period) cost and should not have been included in the overall project cost. Typically, consumable components are not considered to have the same useful life as the treatment equipment being constructed and are better suited to be funded out of the Water Fund Budget with normal operating funds as opposed to the CIP Fund Budget funded largely through capacity fees. Staff is recommending a budget amendment to realign the components of the PFAS project which are considered O&M expenses, such as the resin/GAC fill, to be included in the Water Fund Budget from normal operating funds rather than CIP funds.

Also, at the regularly scheduled October 15, 2020 Board meeting, staff requested permission to execute Task Order (DM 2020-74) with Blais & Associates (District grant consultants) to prepare a Notice of Intent (NOI) to submit for potential grant funding through California Office of Emergency Services ("Cal OES") Hazard Mitigation Grant Program ("HMGP"). The original Director's Memorandum amended the FY 2020-2021 District's budget to move \$3,990 from the Water Fund Budget to the Water Capital Improvement Project (CIP) Fund Budget. Upon further consideration staff recommends the budget for this effort to come from the Water Fund Budget rather than the Water the Water CIP Fund Budget making it consistent with the preceding Blais task orders for similar efforts.

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

- 1. Amend the FY 2020-2021 District Budget by allocating routine operation and maintenance (O&M) costs associated with the District's PFAS project from the Water Capital Improvement Project Fund Budget to the Water Fund Budget for which the O&M expenses will be paid using normal operating funds.**
- 2. Amend the FY 2020-2021 District Budget by allocating \$3,990, which is to be paid to Blais under Task Order 3, from the Water Capital Improvement Project Fund Budget to the Water Fund Budget under the line item in Operating Expenses entitled "Consulting Fees - Water Supply Projects".**

Roll call:

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

Noes – 0

Abstain – 0

Absent – 0

The motion was carried unanimously.

ITEM 11. Consider Employee Training Expense: DM 2020-82.

BACKGROUND

The Board of Directors of Rubidoux Community Services District (“District”) is elected by customers to set policies and direction consistent with the mission of the District which is “To provide high quality water services, sewer disposal, trash, and fire mitigation services at the best value for our customers.” Day to day implementation of the mission is accomplished through District staff which is led by the General Manager and leadership team. The current leadership team is comprised of the following positions - General Manager, Director of Engineering, Director of Finance and Administration, and Operation Manager. District staff are provided leadership by this team.

All organizations have a responsibility to plan for the successful transition and succession of organizational leadership. Being mindful of this, there are two factors the Board should be aware of: 1) the current leadership is relatively new to the District with the General Manager, Director of Finance and Administration, and Director of Engineering all having less than two years of service with the District. The Operation Manager has been with the District for 16 plus years but in the Operation role for approximately one year, and 2) the current General Manager contract ends May 2023.

The District enjoyed significant continuity in leadership until early 2019. Since then, Dave Lopez, Steve Appel, and Dan Ballow have retired. Combined, these three individuals had close to 85 years of District service.

The District’s current leadership team although new to the District, is doing well and working to implement new management techniques and processes gained through experience and training from other organizations. Now with the new leadership team fully in place, the next step is to develop a District Strategic Plan covering the next 3-5 years. This plan should include successful transition of the General Manager position in approximately 2 years.

To assist with growth of the current leadership team, it is recommended the District consider hiring Lillestrand Leadership Consulting (“Lillestrand”) to provide leadership coaching assistance. Loren Lillestrand is skilled at personal coaching of staff to help their leadership development. Lillestrand’s proposal totals \$25,500 and covers an approximate one-year period for three staff members. The process includes:

- a. Each of the three staff members complete a standardized assessment inventory of 22 distinct practices related to six key leadership areas including 1) creating a vision, 2) developing followership, 3) implementing the vision, 4) follow-through, 5) achieving results, and 6) team play.
- b. An initial one-on-one introductory meeting between Lillestrand and each team member.

- c. A one-on-one meeting to review the assessment inventory.
- d. Finalizing and reviewing a development plan for each team member.
- e. Ongoing one-on-one follow up meetings once a month for approximately 10 months.

Lillestrand will provide the General Manager with updates as the effort progresses so course correction can be made if necessary.

The General Manager worked at Western Municipal Water District who invested routinely in its leadership staff. Lillestrand engaged with Western leadership for over 5 years and assisted in the development of their current leadership. Although there have been many changes in leadership staff over the years at Western, there remains strong leadership enabling continuity of culture and progress on the Board approved strategic plan. The benefits of leadership development have far outweighed the investment.

The General Manager brought this before the Personnel Committee to consider supporting a recommendation to the full Board of Directors of approving a budget amendment to hire Lillestrand to provide leadership development coaching for the District's Director of Finance and Administration, Director of Engineering, and Operation Manager. The Personnel Committee fully supported this effort. With this leadership training and working together as a leadership team for the next two years, it is anticipated these three members of the leadership team will be competitive applicants for the Board to consider hiring as the next RCSD General Manager.

In the District's FY 2020-2021 approved budget there is approximately \$23,000 within various funds allocated for staff training uses. It is proposed allocating 60% of this budget towards this leadership training, or \$14,000, and authorizing a budget amendment of \$11,500 from unallocated General and Water Fund Reserves to cover the total \$25,500 cost. A spreadsheet is attached showing allocations of funds.

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

1. Amend the District's FY 2020-2021 Budget by:
 - a. Allocating \$14,000 of General Fund, Water Fund and Sewer Fund budget to this Leadership Training effort.
 - b. Allocating \$11,500 of unallocated General Fund and Water Fund Reserves to this Leadership Training effort.
2. Enter into a professional services agreement with Lillistrand Leadership Consulting in the amount of \$25,000.

Roll call:

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

Noes – 0

Abstain – 0

Away – 0

The motion carried unanimously.

**ITEM 12. Authorize the Purchase of One Replacement Water Department Utility Vehicle.
DM 2020-83.**

BACKGROUND

On Tuesday, November 10, 2020, the District received sealed bids for the replacement of one water department utility vehicle. The proposed replacement vehicle is a 2021 Jeep Wrangler Sport 4X4. Bidding documents were delivered to four dealers in the local area and two sealed bids were received. Tom Bell's Chrysler/Dodge/Jeep in Redlands was the lowest bidder when combining cost of the new vehicle, trade-in, and warranty cost.

If approved, the new Jeep will replace the following fleet vehicle, a 2013 Jeep Wrangler (last five of the VIN 87441) with approximately 44,000 miles. Delivery maybe delayed due to COVID 19, but due to the \$4,686 difference between the low bid and second lowest bid, the delay is acceptable.

The low bid was submitted by Tom Bell's in Redlands for a total bid of \$19,608.00 (including taxes, extended warranty, and trade-in). Copies of the bids are attached.

The vehicle purchase is included in this year's water operating budget. The total budget for vehicle replacement is \$65,000.00. A copy of the water operating budget is included for your information.

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

- 1a. Recognize the Bid for a 2021 Jeep Wrangler Sport by Tom Bell's Chrysler/Dodge/Jeep in Redlands for a total amount of \$19,608.00 as the lowest responsive bid (with extended warranty and trade-in); and**
- 2a. Surplus the 2013 Jeep Wrangler (VIN 1C4AJWAG4DL687441) and accept Tom Bell's trade-in offer \$22,000 for the Jeep.**

Roll call:

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

Noes – 0

Abstain – 0

Absent – 0

The motion was carried unanimously.

ITEM 13. Consider Resolution No. 2020-872 – A Resolution of the Board of Directors of the Rubidoux Community Services District that All Persons Physically Attending Meetings of the Board of Directors Wear a Face Covering. DM 2020-84.

BACKGROUND

On March 19, 2020, the Governor of the state of California issued Executive Order N-33-20 in response to the COVID-19 virus. This Order initiated stay at home guidance with the goal of “flattening the curve” of the spread of the virus. Since then, additional guidance has been issued (attached) mandating: “people in the state of California must wear face coverings, including “in any room or enclosed area where other people (except for members of the person’s own household or residence) are present when unable to physically distance.”

District leadership has provided guidance based on state and local Orders to its staff and has implemented many measures to protect staff and minimize spread of the virus in the workplace, implemented measures include but are not limited to addition of plexiglass between workstations, requirement of wearing a mask when in common areas, frequent hand washing, and frequent sanitization/disinfection of common areas. All these efforts have been made with two specific goals – 1) safeguard of the health and well-being of staff, and 2) ability to maintain the workforce for continuity of business for the benefit of District customers.

At the November 5, 2020 Rubidoux Community Services District (“District”) Board Meeting the General Manager was directed to prepare a policy for the Board to consider regarding a requirement for all persons physically attending the District Board Meetings to wear a face covering. Attached Resolution No. 2020-872 was prepared by District Counsel in response. This resolution if adopted would require all persons physically attending a meeting of the Board of Directors wear a face covering.

There were two written responses from the public that were read into the record in favor of requiring face masks to be worn by all persons physically attending Board meetings.

Director Skerbelis moved, and Director Muniz seconded the Board of Directors Adopt Resolution No. 2020-872 - A Resolution of the Board of Directors of the Rubidoux Community Services District that All Persons Physically Attending Meetings of the Board of Directors Wear a Face Covering when required by the most recently adopted/revised California Department of Public Health’s Face Covering Guidelines.

Roll call:

Ayes – 3 (Muniz, Skerbelis, Trueba)

Noes – 2 (Murphy, Trowbridge)

Abstain – 0

Absent – 0

The motion was carried with a 3-2 vote.

ITEM 14. Closed Session – CONFERENCE WITH REAL PROPERTY NEGOTIATORS:

DM 2020-85

Property: 3715 Avalon Street, Jurupa Valley, CA (APN 179-111-004)

Agency Negotiator: Jeff Sims

Negotiating Parties: County of Riverside

Under Negotiation: Price

There was no reportable action.

ITEM 15. Directors Comments

Director Murphy adjourned the meeting at 5:06 PM.

MINUTES OF REGULAR MEETING
December 3, 2020
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, Manager Budgeting & Accounting
Miguel Valdez, Manager M & O

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

General Manager, Jeff Sims, requested the Board add an urgent Item 12 to the agenda. A recently received Union request to reopen negotiations to adjust healthcare coverage premium/benefits. It was discussed with the personnel committee earlier today. This will take a 4/5 vote to add the item to the agenda.

***Director Muniz made a motion and Director Trowbridge seconded the motion that the Board add agenda item Item 12, Union Request to Reopen Negotiations to Adjust Healthcare Coverage Premiums. DM 2020-89**

Roll call:

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

Noes – 1 (Murphy)

Abstain – 0

Absent – 0

The motion was carried 4-1.

ITEM 4. Consideration for the Annual Reorganization of the Rubidoux Community Services District Board of Directors.

Pursuant to the Uniform District Law Election Calendar, attached, provided by Riverside County Registrar Office it states – “Elective officers, elected or appointed, take office at noon on the first

Friday in December next following the general district election. Prior to taking office each elective officer shall take the official oath and execute any bond required by the principal act.” Although the 2020 Election results have not been certified by the County, Directors Muniz, Murphy, and Skerbelis received significantly more votes than the fourth candidate in their re-election effort to continue service as Board Members for the Rubidoux Community Services District (“District”).

Since 1991, the Rubidoux Community Services District Board of Directors have rotated the current vice-president into the president position for the upcoming calendar year. In December 2019, Armando Muniz was affirmed president for 2020 and John Skerbelis was voted vice-president. In keeping with Board practice, it is not time for John Skerbelis to become Board president for 2021. In keeping with past Board practice, John Skerbelis will rotate from Board Vice-President to Board President.

Procedurally Director Skerbelis now assumes the Board president position. Congratulations and thanks to Director Muniz for his leadership as Board President the past twelve months.

It is appropriate for President Skerbelis to conduct the balance of this meeting. The first item for the for the Board to consider is nominating and electing a Board Vice-President for calendar year 2021. The floor is now opened to accept nominations and vote.

Once the Board approves the Vice-President opposition, the General Manager/Board Secretary will conduct the oath of office for the re-elected Directors – Armando Muniz, Bernard Murphy, and John Skerbelis. Their new term starts December 4, 2020.

Director Murphy nominated Director Trowbridge and Director Trowbridge seconded the nomination for the vice-president position.

Ayes – 2 (Murphy, Trowbridge)
Noes – 3 (Muniz, Skerbelis, Trueba)

With a vote of 2-3 the Nomination Failed.

Director Skerbelis nominated Director Trueba and Director Murphy seconded the nomination for vice-president position.

Ayes – 4 (Muniz, Murphy, Skerbelis, Trueba)
Noes – 1 (Trowbridge)

The vote was 4-1 for Director Hank Trueba as the new vice-president.

ITEM 5. APPROVAL OF MINUTES

Approval of Minutes for November 19, 2020, Board Meeting.

Director Murphy had a comment on the Minutes regarding Item 13 regarding the motion: “All Persons Physically Attending Meetings of the Board of Directors Wear a Face Covering.” He stated the Minutes should also include: “by the most recently adopted/revised California Department of Public Health Face Covering guidelines” as indicated in Section 1 of the Resolution.

Director Skerbelis stated that this should be voted on at the following meeting, and it should be added to the agenda.

Director Murphy moved and Director Muniz seconded to defer the November 5, 2020 Regular Meeting Minutes until the December 17, 2020 Board Meeting.

Roll call:

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

Noes – 0

Abstain – 0

Away – 0

The motion was carried unanimously.

ITEM 6. Consideration to Approve the December 4, 2020 Salaries, Expenses and Transfers.

Consideration to Approve the December 4, 2020 Salaries, Expenses and Transfers.

Director Trowbridge moved, and Director Murphy seconded to Approve the December 4, 2020 Salaries, Expenses and Transfers.

Roll call:

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

Noes – 0

Abstain – 0

Absent – 1 (Muniz)

The motion was carried unanimously.

ITEM 7. PUBLIC ACKNOWLEDGE OF NON-AGENDA MATTERS

There were no members of the public at this time.

ITEM 8. CORRESPONDENCE AND RELATED INFORMATION

There was nothing to offer at this time.

ITEM 9. MANAGER'S REPORT

Operations Report:

Mr. Sims reported there was a fire adjacent the nitrate plant. A PowerPoint presentation was shown with pictures of the fire between the Anita B. Smith Plant and the mulch facility behind it. The outcome was no damage to the facility and all systems are a go.

Emergency and Fire Report:

Presented at the second Board meeting of the month.

ITEM 10. Consider Award of Well 18 Rehabilitation Contract. DM 2020-87.

BACKGROUND

As the Board may recall, Well 18 has been out of service for some time due to fouling of the well casing from Manganese and Calcium deposits. Over the last year, Rubidoux Community Services District ("District") staff has been working with consultants on a plan to rehabilitate the well, which is relatively new having been drilled in October 2006. This well is located at the Leland Thompson Water Treatment Plant ("Plant"). At the Plant Well 17 had been drilled in March 2000. Both Well 17 and Well 18 began having production degradation with Well 17 having the most significant loss of production. Efforts to rehabilitate Well 17 were made, but through rehabilitation efforts the casing and gravel pack were damaged. Well 17 was taken out of service and the pump and motor were repurposed for new Well 1A. Recently Well 17 was destroyed and capped.

Using experience from Well 17, District staff took a cautious approach in developing a rehabilitation plan for Well 18. The Board has approved three efforts related to Well 18 rehabilitation. These are listed below:

DM 2019-49 (September 19, 2019): Approval of a \$24,800 effort with Krieger and Stewart ("K&S") and their sub-consultant Water Systems Engineering ("WSE") to review historical efforts on Well 17, water chemistry and biology of Well 17 and Well 18, and video imagery of the casing. WSE and K&S developed recommended rehabilitation methodology and an ongoing maintenance strategy for Well 18.

DM 2020-16 (March 19, 2020): Approval of a \$21,800 effort with K&S to prepare bidding documents and provide bid review for Well 18 rehabilitation.

DM 2020-67 (September 17, 2020): Approval of a \$59,316 effort with K&S to provide construction oversight and construction management during Well 18 rehabilitation.

It is necessary to complete the rehabilitation of Well 18 before the start of the upcoming Ion Exchange ("IX") OPFAS Water Treatment Project. The IX Project is currently out to bid with an expected bid opening date of December 18, 2020. The goal is to have Well 18 rehabilitation work prior to the IX Project construction starting so there is no delays.

Part of the Well 18 rehabilitation work will necessitate discharge of process water. Staff has worked with the property owners of property directly north of the Plants location to have access and discharge rights of water on their property. An Agreement has been developed allowing process water during the rehabilitation to be released in a controlled manner. The plan is to lay temporary above ground piping and sprinkle the process water to avoid erosion. Water discharged will percolate back into the ground. The property owners have requested the District indemnify them from any damages, which is reasonable. As part of this Board Action, staff is requesting the Board to authorize the General Manager or designee to sign the attached Agreement entitled - "Well 18 Rehabilitation Project License to Access and Discharge."

The District advertised for bids to do this work and received two bids on November 24, 2020. These bids were reviewed by Krieger and Stewart on behalf of the District. It has been determined the lowest qualified bid has been received by Best Drilling and Pump, Incorporated (“Best”) in the amount of \$117,969.00.

Combining prior funding approvals, the total authorizations to date for Well 18 Rehabilitation is \$105,916. With the construction low bid (\$117,969) plus a 20% contingency, an additional \$143,564 will need to be authorized and will require a budget amendment. The total project cost is estimated to be \$249,480.

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

- 1. Amend the FY 2020-2021 Budget to move \$143,564 from Water Fund Reserves to the Water Replacement Fund to bring total funding for Well 18 Rehabilitation to \$249,480.**
- 2. Approve a contract in the amount of \$117,969 to Best for the required refurbishment of Well 18 per the attached proposal and Recommendation of Award Letter from Krieger and Stewart.**
- 3. Sign the License Agreement entitled – “Well 18 Rehabilitation Project License to Access and Discharge”.**

Roll call:

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

Noes – 0

Abstain – 0

Absent – 0

The motion was carried unanimously.

ITEM 11. Consider Approving and Executing Agreements with Union Pacific Railroad Company for Water and Sewer Pipelines Servicing the Agua Mansa Commerce Center. DM 2020-88.

BACKGROUND

The Developer of Agua Mansa Commerce Center (“Developer”) needs to connect to water and sewer pipelines owned by Rubidoux Community Services District (“District”) for service to its’ project. The Developer’s engineering team developed conceptual alignments and determined the most direct route is under the Union Pacific Railroad & UPRR) Rights of Way. These alignments have been reviewed by District staff for acceptability. The Developer is building these pipelines at its’ sole expense and after acceptance by the District, the facilities will become a part of the District’s system. Once owned by the District, the District accepts responsibility for ongoing operation, maintenance, repair, and if necessary, replacement. Given this ongoing responsibility the District requires certainty of access to the facilities.

For access to own, operate, maintain, repair, and replace facilities within UPRR right of way, the District needs a License Agreement from UPRR for those portions of the facilities within UPRR right of way. On behalf of the District, the Developer has worked with UPRR to secure the necessary Licenses in favor of the District from UPRR for the sewer and water facilities crossing UPRR right of way.

The Licenses have been prepared by UPRR and sent to the District for review by staff and District Counsel. Both staff and District Counsel find the two licenses acceptable.

All costs associated with obtaining this License Agreement and associated UPRR inspection and signaling costs will be borne by the Developer but as the Provider of the Public Utilities, the District needs to execute the License Agreement(s) and is required to obtain an Insurance Liability Policy Rider for the duration of this work.

Director Muniz moved, and Director Trueba seconded the Board of Directors:

1. Find in its sole discretion License Agreement is acceptable.
2. Authorize the General Manager or designee to sign the License.
3. Add UPRR as "Also Insured" to District Insurance Coverages for the duration of the work.

Roll call:

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

Noes – 0

Abstain – 0

Absent – 0

The motion was carried unanimously.

ITEM 12. Union Request to Reopen Negotiations to Adjust Healthcare Coverage Premiums. DM 2020-89.

On November 19, 2020, District management received an email from the RCSD employees Union Representative, Jennifer Grondahl, asking the District to reopen the MOU to negotiate an adjustment to the healthcare coverage benefit provided by the District. The current MOU authorizes a re-opener for this very purpose. A copy of the email is attached for your reference.

Currently, the District contributes a \$1,858/month benefit for each full-time equivalent (FTE) employee of the District for healthcare and dental coverage. The \$1,858/month benefit covers the cost of the Kaiser (health) and Delta Dental (dental) family plans with no "out-of-pocket" expense for the employee. Approximately 80% of District employees utilize Kaiser as their healthcare provider.

As in prior years there is an increase in insurance coverage. The cost increase is \$19/month per employee to cover the Kaiser and Delta Dental for family coverage. The Union requests the District

consider picking up this added \$19/month bringing the total monthly contribution for health and dental insurance coverage benefits to \$1,877/month. Without adjusting the District contribution, employees would absorb this increase.

There are currently 21 employees who have healthcare coverage under the District's plan. Should the Board vote to increase the amount, it would equate to approximately \$4,700 in additional healthcare costs to the District for calendar year 2021.

As you may recall at the regularly scheduled June 18, 2020 Board of Directors meeting, DM 2020-44 was presented to the Board which related to the annual Cost of Living Adjustment (COLA) made to all employees salaries consistent with language in the MOU. Current MOU language states the annual COLA adjustment is based on the CPI published by the U.S. Bureau of Labor Statistics using the month of April. Since CPI statistics are not published for April, the District has historically taken an average of the CPI's for March and May to arrive at the annual COLA to be made effective July 1 each year. For this year that average calculated to 1.9%.

Given the significant impact COVID-19 had on the CPI during the months of March and May, management staff did a calculation included the preceding January (non-COVID affected month) statistic into the calculated average. Using this approach, the COLA calculated to 2.4%, a difference of 0.5%. Staff presented both COLA calculations to the Board and the Board supported and approved using the three-month average giving staff a 2.4% COLA effective July 1, 2020. The annual additional base salary cost to the District from the 0.5% COLA increase for its union employees is approximately \$5,500.

The per employee salary increase from adjusting the 1.9% COLA to 2.4% COLA exceeds the increase amount noted for 2021 by roughly \$10/month. Also, by utilizing a COLA rate of 2.4% (rather than 1.9%), the employees get the benefit of a higher base pay that goes into determining their retirement benefits through CalPERS. CalPERS retirement benefits are based on the number of years of service times the formula factor of the employee. The formula factor is a function of whether the employee is for CalPERS purposes a "Classic Member" or PEPRA Member." Any increases in base pay such as COLA increases compound year-over-year with future merit and COLA adjustments, which benefit the employee while active or retired.

The current MOU expires June 30, 2021. Given the anticipated increases in healthcare coverages, it seems prudent for the District and Union to discuss healthcare contribution benefits in a comprehensive manner over the next six months.

The General Manager brought this before the Personnel Committee to consider supporting this request by the Union. Both members of the Personnel Committee supported the increase and to bring the item to the full Board for consideration.

Director Muniz moved, and Director Trueba seconded the Board of Directors approve the increase of the District's monthly contribution for all FTE employees for their health and dental coverage premiums will increase from \$1,858 to \$1,877 effective January 1, 2021.

Roll call:

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

Noes – 1 (Murphy)

Abstain – 0

Absent – 0

The motion was carried 4-1.

ITEM 12. Closed Session – NONE at this time

ITEM 13. Directors Comments

Director Murphy stated he attended the interagency council meeting on November 20, 2020. He noted that when the Fire Personnel was making their report, he was talking about going by businesses and making sure they were in compliance with the requirements businesses needed to meet fire prevention. He would like to know from the Fire Department what is being done by Fire Prevention to reduce the probability of damage to structures from wildfires in the influence area of the Rubidoux Community Services District. (primarily county owned property)

Director Skerbelis adjourned the meeting at 4:54 PM.

5. CONSIDERATION TO APPROVE DECEMBER 18, 2020 SALARIES, EXPENSES
AND TRANSFERS

RUBIDOUX COMMUNITY SERVICES DISTRICT
 DECEMBER 17, 2020 (BOARD MEETING)
FUND TRANSFER AUTHORIZATION

NET PAYROLL 12/25/20	62,424.00
WIRE TRANSFER: FEDERAL PAYROLL TAXES 12/28/20	23,200.00
WIRE TRANSFER: STATE PAYROLL TAXES 12/28/20	4,800.00
WIRE TRANSFER: TO CREDIT UNION	2,576.00
WIRE TRANSFER: PERS RETIREMENT	15,150.00
WIRE TRANSFER: PERS REPLACEMENT BENEFIT	-
WIRE TRANSFER: PERS HEALTH PREMIUMS	-
WIRE TRANSFER: PERS RETIRED HEALTH PREMIUMS AND FEES	-
WIRE TRANSFER: SECTION 125	50.00
WIRE TRANSFER: SECTION 457 AND 401(A)	2,805.00

NET PAYROLL 1/8/21	64,424.00
WIRE TRANSFER: FEDERAL PAYROLL TAXES 1/11/21	23,200.00
WIRE TRANSFER: STATE PAYROLL TAXES 1/11/21	4,800.00
WIRE TRANSFER: TO CREDIT UNION	2,576.00
WIRE TRANSFER: PERS RETIREMENT	15,150.00
WIRE TRANSFER: PERS REPLACEMENT BENEFIT	32,106.00
WIRE TRANSFER: PERS HEALTH PREMIUMS	1,660.00
WIRE TRANSFER: PERS RETIRED HEALTH PREMIUMS AND FEES	-
WIRE TRANSFER: SECTION 125	50.00
WIRE TRANSFER: SECTION 457 AND 401(A)	2,805.00

CHECKING ACCOUNT TRANSFERS FOR ACCOUNTS PAYABLE:

12/18/2020 WATER FUND TO GENERAL FUND-Payables	64,187.93
WATER FUND TO GENERAL FUND-Trash	177,593.54
WATER FUND TO SEWER FUND	121,211.50
 SEWER FUND TO GENERAL FUND-Payables	 5,283.43

INTERFUND TRANSFERS:

12/18/2020 SEWER FUND CHECKING TO LAIF SEWER OP	116,000.00
SEWER FUND CHECKING TO LAIF SEWER ML	-
SEWER FUND CHECKING TO WATER FUND CHECKING	-
LAIF GENERAL TO GENERAL FUND CHECKING	-
LAIF PROPERTY TAX TO GENERAL FUND CHECKING	800,000.00
WATER FUND CHECKING TO LAIF-COP PAYBACK	-
WATER FUND CHECKING TO LAIF-W.R.	-
WATER FUND CHECKING TO GENERAL FUND CHECKING	10,125.00
LAIF WATER ML TO LAIF WATER REPLACEMENT	-
LAIF WATER OP TO LAIF WATER RESERVE	-
LAIF FIELD/ADMIN BLDG TO LAIF WATER OP	10,125.00
WATER FUND CHECKING TO LAIF WATER RESERVE	-
WATER FUND CHECKING TO LAIF WATER OP	59,000.00
WATER FUND CHECKING TO LAIF WATER ML	-
CDARS WATER ML TO WATER FUND CHECKING	-

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	4,132,022 Prin.	128,987	Jan-21
MN Plant-State Revolving Loan	784,623 Intr.	53,111	Jan-21

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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
1	ACORN / ACORN TECHNOLOGY SERVICE ✓							94159 ✓
DEC IT SUPT		12/1/2020 ✓	N	N			12/20/2021 ✓	\$0.00
12/17/2020 ✓					N			\$3,815.52 ✓
2	AIRGAS / AIRGAS USA, LLC ✓							9107321449 ✓
CO2 TNKS		11/19/2020 ✓	N	N			12/19/2020 ✓	\$0.00
12/17/2020 ✓					N			\$193.52 ✓
3	ALEXANDERS / ALEXANDER'S METER READING SOL ✓							10030 M ✓
RTE MGR/PROBE SUPT		11/18/2020 ✓	N	N			12/18/2020 ✓	\$0.00
12/17/2020 ✓					N			\$1,838.00 ✓
4	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CK01715-0267 ✓
WTR ANALYSES		11/20/2020 ✓	N	N			12/20/2020 ✓	\$0.00
12/17/2020 ✓					N			\$420.00 ✓
5	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CK02185-0267 ✓
WTR ANALYSES		11/30/2020 ✓	N	N			12/30/2020 ✓	\$0.00
12/17/2020 ✓					N			\$96.00 ✓
6	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CK02201-0267 ✓
WTR ANALYSES		11/30/2020 ✓	N	N			12/30/2020 ✓	\$0.00
12/17/2020 ✓					N			\$148.00 ✓
7	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CK02220-0267 ✓
WTR ANALYSES		11/30/2020 ✓	N	N			12/30/2020 ✓	\$0.00
12/17/2020 ✓					N			\$315.00 ✓
8	BPS B'S POOL SUPPLIES / B.P.S. B's POOL SUPPLIES ✓							106098 ✓
SODIUM HYPO		11/24/2020 ✓	N	N			12/24/2020 ✓	\$0.00
12/17/2020 ✓					N			\$1,119.17 ✓
9	BUSINESS / BUSINESS TELECOMMUNICATION SYSTI ✓							16992 ✓
SPARE HEADSET		12/4/2020 ✓	N	N			1/3/2021 ✓	\$0.00
12/17/2020 ✓					N			\$338.25 ✓
10	CROWN ACE HARDWARE / CROWN ACE HARDWARE ✓							081765 ✓
PARTS		11/24/2020 ✓	N	N			12/24/2020 ✓	\$0.00
12/17/2020 ✓					N			\$15.45 ✓
11	CROWN ACE HARDWARE / CROWN ACE HARDWARE ✓							081770 ✓
PVC PARTS		11/25/2020 ✓	N	N			12/25/2020 ✓	\$0.00
12/17/2020 ✓					N			\$6.86 ✓
12	DIG SAFE / DIG SAFE C/O UNDERGROUND SVC ALEF ✓							DSB20196761 ✓
DIG SAFE		12/1/2020 ✓	N	N			12/31/2020 ✓	\$0.00
12/17/2020 ✓					N			\$36.26 ✓
13	JADTEC SECURITY / JADTEC SECURITY SVCS, INC. ✓							2194171 ✓
MONITORING		12/1/2020 ✓	N	N			12/31/2020 ✓	\$0.00
12/17/2020 ✓					N			\$53.85 ✓
14	GONZALES / GONZALES, MICHAEL ✓							20201202 ✓
D-4 CERT		12/2/2020 ✓	N	N			1/1/2021 ✓	\$0.00
12/17/2020 ✓					N			\$105.00 ✓
15	MERIT OIL / MERIT OIL COMPANY ✓							615742 ✓
GASOLINE		11/25/2020 ✓	N	N			12/10/2020 ✓	\$0.00
12/17/2020 ✓					N			\$597.17 ✓
16	MORENO, PAUL / MORENO, PAUL ✓							20201202 ✓
CERT/CNT EDUC		12/2/2020 ✓	N	N			1/1/2021 ✓	\$0.00
12/17/2020 ✓					N			\$280.00 ✓
17	PROVOAST / PROVOAST AUTOMATION CONTROLS ✓							A031382 ✓
PARTS		11/25/2020 ✓	N	N			12/25/2020 ✓	\$0.00
12/17/2020 ✓					N			\$108.13 ✓

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PO Number		Immediate GL Account			Check #		Payment Date	Discount
GL Date					Credit Card	CC Reference #		Total Invoice
18	QUINN CAT / QUINN CAT / MACHINERY ✓							PCA00213897 ✓
R&M EQUIP		11/25/2020 ✓	N	N		12/25/2020 ✓	11/25/2020	\$0.00
12/17/2020 ✓					N			\$104.83 ✓
19	QUINN CAT / QUINN CAT / MACHINERY ✓							PCA00213898 ✓
R&M EQUIP		11/25/2020 ✓	N	N		12/25/2020 ✓	11/25/2020	\$0.00
12/17/2020 ✓					N			\$9.62 ✓
20	QUINN CAT / QUINN CAT / MACHINERY ✓							WOG00009298 ✓
R&M EQUIP		11/30/2020 ✓	N	N		12/30/2020 ✓	11/30/2020	\$0.00
12/17/2020 ✓					N			\$678.10 ✓
21	RELIABLE / RELIABLE WORKPLACE SOLUTIONS ✓							AR96828 ✓
COPIER USG		11/24/2020 ✓	N	N		12/24/2020 ✓	11/24/2020	\$0.00
12/17/2020 ✓					N			\$229.65 ✓
22	RELIABLE / RELIABLE WORKPLACE SOLUTIONS ✓							AR96829 ✓
PRNTR USG		11/24/2020 ✓	N	N		12/24/2020 ✓	11/24/2020	\$0.00
12/17/2020 ✓					N			\$17.63 ✓
23	RELIABLE / RELIABLE WORKPLACE SOLUTIONS ✓							AR96830 ✓
COPIER USG		11/24/2020 ✓	N	N		12/24/2020 ✓	11/24/2020	\$0.00
12/17/2020 ✓					N			\$0.55 ✓
24	RIVERSIDE COUNTY CDF / RIVERSIDE COUNTY CDF ✓							233659 ✓
Q4 19_20 FIRE SVCS		9/10/2020 ✓	N	N		10/10/2020 ✓	9/10/2020	\$0.00
12/17/2020 ✓					N			\$518,833.20 ✓
25	SCE / SCE ✓							20D2317748135 ✓
SWR PMP ENRGY		11/28/2020 ✓	N	N		12/17/2020 ✓	11/28/2020	\$0.00
12/17/2020 ✓					N			\$1,947.35 ✓
26	SCE / SCE ✓							20D2323283572 ✓
SWR PMP ENRGY		11/28/2020 ✓	N	N		12/17/2020 ✓	11/28/2020	\$0.00
12/17/2020 ✓					N			\$301.68 ✓
27	TLG / TLG PAVING COMPANY, INC ✓							80564 ✓
PAVING/RPRS		11/30/2020 ✓	N	N		12/30/2020 ✓	11/30/2020	\$0.00
12/17/2020 ✓					N			\$13,410.00 ✓
28	TLG / TLG PAVING COMPANY, INC ✓							80565 ✓
CONCRTE RPRS		11/30/2020 ✓	N	N		12/30/2020 ✓	11/30/2020	\$0.00
12/17/2020 ✓					N			\$5,814.00 ✓
29	UNDERGROUND SERVICE ALERT / UNDERGROUND ✓							1120200572 ✓
DIG ALERTS		12/1/2020 ✓	N	N		12/31/2020 ✓	12/1/2020	\$0.00
12/17/2020 ✓					N			\$118.90 ✓
30	UPS / UNITED PARCEL SERVICE ✓							0000F908W2480 ✓
POSTAGE		11/28/2020 ✓	N	N		12/28/2020 ✓	11/28/2020	\$0.00
12/17/2020 ✓					N			\$26.45 ✓
31	USPS (PO BOX) / US POSTAL SERVICE ✓							20201203_#3098 ✓
PO BOX RNTL		12/3/2020 ✓	N	N		12/31/2020 ✓	12/3/2020	\$0.00
12/17/2020 ✓					N			\$288.00 ✓
32	WESTERN MUNICIPAL WATER / WESTERN MUNICIPA ✓							RI3740 ✓
DEC BRINE FIXED		12/1/2020 ✓	N	N		12/31/2020 ✓	12/1/2020	\$0.00
12/17/2020 ✓					N			\$749.94 ✓
33	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CK02196-0267 ✓
WTR ANALYSES		11/30/2020 ✓	N	N		12/30/2020 ✓	11/30/2020	\$0.00
12/17/2020 ✓					N			\$420.00 ✓
34	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CL00495-0267 ✓
WTR ANALYSES		12/7/2020 ✓	N	N		1/6/2021 ✓	12/7/2020	\$0.00
12/17/2020 ✓					N			\$105.00 ✓

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PO Number		Inv Date	Immediate GL Account	Check #	Check #	Due Date	Discount Date	Discount
GL Date		Immediate GL Account	CC Reference #	Credit Card	CC Reference #	Payment Date		Total Invoice
70	HARPER BURNS LLP / HARPER & BURNS LLP ✓	NOV '20 LGL SVC	12/1/2020 ✓	N	N	12/31/2020 ✓	12/1/2020	20201201.A ✓ \$0.00
12/17/2020 ✓				N				\$3,276.50 ✓
71	HARPER BURNS LLP / HARPER & BURNS LLP ✓	CITY RVSD LITGN	12/1/2020 ✓	N	N	12/31/2020 ✓	12/1/2020	20201201.B ✓ \$0.00
12/17/2020 ✓				N				\$239.00 ✓
72	RICHARDS, WATSON, GERSHON / RICHARDS, WATSON ✓	CITY RVSD LITGN	12/8/2020 ✓	N	N	1/7/2021 ✓	12/8/2020	229605 ✓ \$0.00
12/17/2020 ✓				N				\$271.50 ✓
73	RUHNAU / RUHNAU CLARKE ARCHITECTS ✓	FLEET BLDG CNSLT	11/30/2020 ✓	N	N	12/30/2020 ✓	11/30/2020	13665 ✓ \$0.00
12/17/2020 ✓				N				\$10,125.00 ✓
74	SCE / SCE ✓	STREETLIGHTS	12/9/2020 ✓	N	N	12/28/2020 ✓	12/9/2020	20D2011970662 ✓ \$0.00
12/17/2020 ✓				N				\$11,083.10 ✓
75	SPECTRUM / SPECTRUM BUSINESS ✓	INTERNET 12/6-1/5	12/6/2020 ✓	N	N	1/5/2021 ✓	12/6/2020	0914404120620 ✓ \$0.00
12/17/2020 ✓				N				\$443.94 ✓
76	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓	COMM TRSH 11/25-12/8	12/9/2020 ✓	N	N	1/8/2021 ✓	12/9/2020	1125_120820.A ✓ \$0.00
12/17/2020 ✓				N				\$47,937.76 ✓
77	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓	RES TRSH 11/25-12/8	12/9/2020 ✓	N	N	1/8/2021 ✓	12/9/2020	1125_120820.B ✓ \$0.00
12/17/2020 ✓				N				\$129,655.78 ✓
78	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓	RCSD SHR COMM	12/9/2020 ✓	N	N	1/8/2021 ✓	12/9/2020	1125_120820.C ✓ \$0.00
12/17/2020 ✓				N				(\$4,793.78) ✓
79	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓	RCSD SHR RES	12/9/2020 ✓	N	N	1/8/2021 ✓	12/9/2020	1125_120820.D ✓ \$0.00
12/17/2020 ✓				N				(\$973.10) ✓
80	VARNER / VARNER & BRANDT LLP ✓	LGL SVCS	11/30/2020 ✓	N	N	12/30/2020 ✓	11/30/2020	20D18872-0000M ✓ \$0.00
12/17/2020 ✓				N				\$1,082.98 ✓
81	VERIZON WIRELESS / VERIZON WIRELESS ✓	CELL PHN CHGS	12/1/2020 ✓	N	N	12/24/2020 ✓	12/1/2020	986814996 ✓ \$0.00
12/17/2020 ✓				N				\$467.31 ✓
82	SWRCB ACCOUNTING OFFICE / SWRCB - ACCOUNTING ✓	ANNUAL PERMIT	11/24/2020 ✓	N	N	12/24/2020 ✓	11/24/2020	WD-0176992 ✓ \$0.00
12/17/2020 ✓				N				\$2,848.00 ✓

Grand Totals

Total Direct Expense: \$779,034.12
 Total Direct Expense Adj: (\$5,766.88) ①
 Total Non-Electronic Transactions: \$773,267.24 ②

Report Summary

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

① \$5,766.88

5,766.88 Triple

0.00

② \$773,267.24

794,720.09

21,452.85

50.00 PayPro
 12,825.70 Lincoln
 2,341.31 SDRMA
 2,037.28 Colonial
 2,679.00 Standard
 1,014.06 VSP
 255.00 Union

Handwritten: 12/14/20

Handwritten: PR 12/11/20

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

7. CORRESPONDENCE AND RELATED INFORMATION

RivCo Responds

#RivCoNOW



RESIDENTS

*Numbers as of 12/14/20

Mask Giveaway



10 million

Includes 4 million to nonprofits and places of worship

Mobile Lab



\$1.8 million

Rental Relief



\$33 million

Project Roomkey Emergency hotel rooms to combat homelessness



849 people helped
239 transitioned to permanent housing

Homeless Shelters



3,000 face masks
600 face shields

Great Plates Program



1,257,147 meals delivered to seniors

Food Access Coordination



662 food banks, pantries, shelter and school lunch sites

Food Banks, Pantries & Food Shelter Support



\$4.1 million

Youth Community Corps



\$2 million

Pathways to Employment Training Program



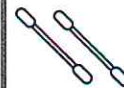
\$4 million

Student Laptops



\$11 million

Tests



1,265,078 tests performed

CRITICAL WORKERS

PPE to Healthcare Workers and First Responders



4,342,261

Quarantine Support for Farmworkers



\$1 million

Skilled Nursing Facility Outreach Teams



1,424 visits to group living facilities

Childcare for Essential Workers



\$7.5 million

Hospital Coordination



17 acute care hospitals

Contact Tracers



353 newly hired disease investigators

BUSINESS & NONPROFIT SUPPORT

Small Business Grants



\$46.5 million

Nonprofit Grants



\$5 million

Masks for Businesses



2 million

Business Ambassador Program



12 ambassadors

8. MANAGER'S REPORT

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

Water and Wastewater Production Comparison

Date	TOTAL WELL PRODUCTION in Million Gallons					Consumption to	WASTEWATER
	Purchased	Potable	Potable	Non-Potable	Total	JURUPA C.S.D.	FLOW TO
		Wells	Total	Wells		(Million Gallons)	RIVERSIDE
						(Million Gallons)	(Million Gallons)
11/1/2020	0.00	4.58	4.58	0.42	5.00	0.00	1.79
11/2/2020	0.00	5.19	5.19	0.37	5.55	0.00	1.76
11/3/2020	0.00	3.83	3.83	0.35	4.18	0.00	1.74
11/4/2020	0.00	4.57	4.57	0.43	5.00	0.00	1.74
11/5/2020	0.00	4.68	4.68	0.43	5.11	0.00	1.72
11/6/2020	0.00	3.90	3.90	0.01	3.91	0.00	1.70
11/7/2020	0.00	3.25	3.25	0.01	3.26	0.00	1.71
11/8/2020	0.00	3.19	3.19	0.01	3.20	0.00	1.69
11/9/2020	0.00	3.50	3.50	0.01	3.51	0.00	1.71
11/10/2020	0.00	3.80	3.80	0.02	3.82	0.00	1.76
11/11/2020	0.00	3.63	3.63	0.19	3.83	0.00	1.74
11/12/2020	0.00	3.63	3.63	0.47	4.11	0.00	1.70
11/13/2020	0.00	3.89	3.89	0.55	4.43	0.00	1.66
11/14/2020	0.00	4.09	4.09	0.03	4.12	0.00	1.71
11/15/2020	0.00	3.60	3.60	0.01	3.61	0.00	1.74
11/16/2020	0.00	4.20	4.20	0.43	4.63	0.00	1.71
11/17/2020	0.00	4.10	4.10	0.36	4.46	0.00	1.68
11/18/2020	0.00	4.22	4.22	0.36	4.58	0.00	1.79
11/19/2020	0.00	4.19	4.19	0.36	4.55	0.00	1.77
11/20/2020	0.00	4.42	4.42	0.02	4.44	0.00	1.67
11/21/2020	0.00	3.93	3.93	0.01	3.94	0.00	1.74
11/22/2020	0.00	3.60	3.60	0.48	4.08	0.00	1.76
11/23/2020	0.00	4.19	4.19	0.05	4.24	0.00	1.72
11/24/2020	0.00	3.40	3.40	0.01	3.42	0.00	1.72
11/25/2020	0.00	4.27	4.27	0.01	4.28	0.00	1.70
11/26/2020	0.00	3.32	3.32	0.36	3.68	0.00	1.79
11/27/2020	0.00	3.32	3.32	0.01	3.33	0.00	1.56
11/28/2020	0.00	4.62	4.62	0.22	4.84	0.00	1.62
11/29/2020	0.00	3.18	3.18	0.15	3.32	0.00	1.74
11/30/2020	0.00	5.23	5.23	0.42	5.66	0.00	1.74
MINIMUM	0.00	3.18	3.18	0.01	3.20	0.00	1.56
AVERAGE	0.00	3.98	3.98	0.22	4.20	0.00	1.72
MAXIMUM	0.00	5.23	5.23	0.55	5.66	0.00	1.79
TOTAL	0.00	119.52	119.52	6.57	126.08	0.00	51.58

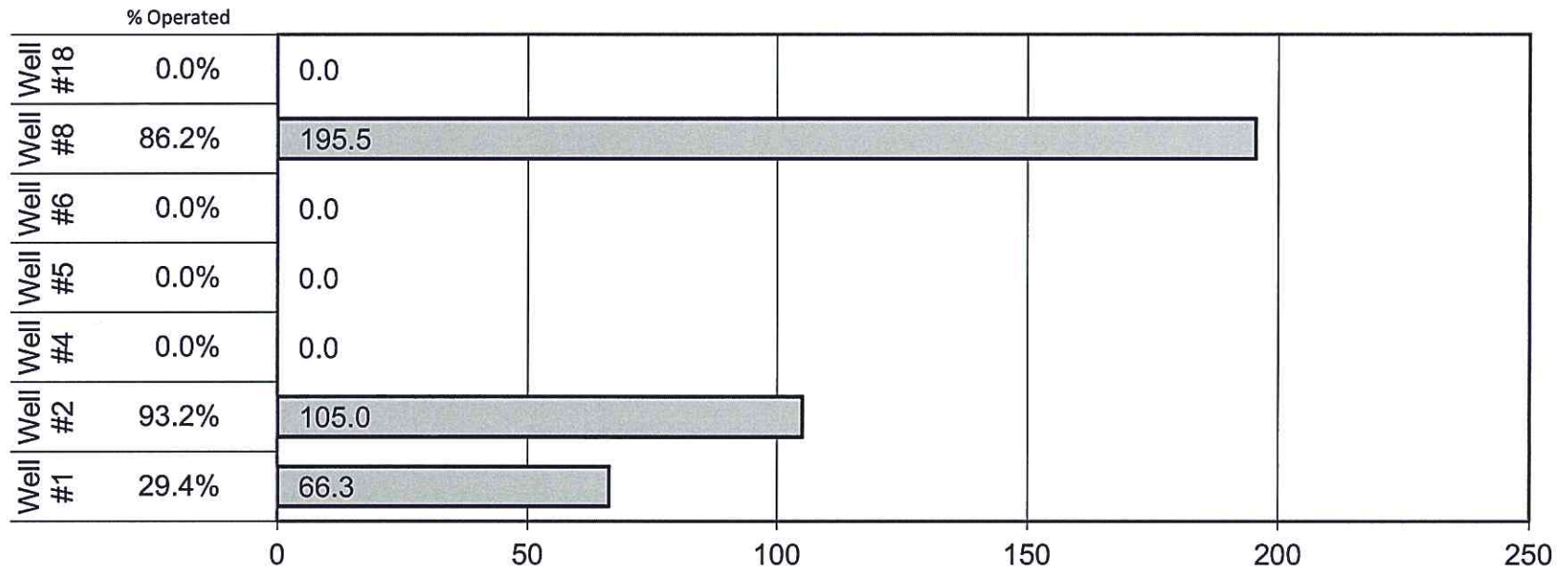
RUBIDOUX COMMUNITY SERVICES DISTRICT
MONTHLY WELL PRODUCTION
(Million Gallons)

DATE	POTABLE WATER								NONPOTABLE WATER					TOTALS		TOTAL PROD. (MG)
	JURUPA TIE-IN (MG)	MN Rmvl Plt #1 Well #1A (MG)	GAC Plt TROYER Well #2 (MG)	Nitrate Removal Plt		DALY Well #5 (MG)	GOULD Well #8A (MG)	MN Rmvl Plt #2 Well #18 (MG)	28th ST. Well #3 (MG)	DALY Well #7 (MG)	CLEMENT Well #11 (MG)	46th ST. Well #14 (MG)	Mission Wells #19 & #20 (MG)	POTABLE (MG)	NON POTABLE (MG)	
				FLT Well #4 (MG)	SKOTTY Well #6 (MG)											
11/1/2020	0.00	1.05	1.28	0.00	0.00	0.00	2.25	0.00	0.00	0.00	0.40	0.00	0.01	4.58	0.42	5.00
11/2/2020	0.00	1.38	1.37	0.00	0.00	0.00	2.44	0.00	0.00	0.00	0.35	0.00	0.02	5.19	0.37	5.55
11/3/2020	0.00	1.01	0.98	0.00	0.00	0.00	1.83	0.00	0.00	0.00	0.34	0.00	0.01	3.83	0.35	4.18
11/4/2020	0.00	1.21	1.21	0.00	0.00	0.00	2.15	0.00	0.00	0.00	0.41	0.00	0.02	4.57	0.43	5.00
11/5/2020	0.00	1.12	1.31	0.00	0.00	0.00	2.25	0.00	0.00	0.00	0.42	0.00	0.02	4.68	0.43	5.11
11/6/2020	0.00	0.74	1.09	0.00	0.00	0.00	2.07	0.00	0.00	0.00	0.00	0.00	0.01	3.90	0.01	3.91
11/7/2020	0.00	0.00	1.14	0.00	0.00	0.00	2.11	0.00	0.00	0.00	0.00	0.00	0.01	3.25	0.01	3.26
Subtotal	0.00	6.51	8.37	0.00	0.00	0.00	15.12	0.00	0.00	0.00	1.92	0.00	0.11	30.00	2.03	32.03
11/8/2020	0.00	0.15	1.09	0.00	0.00	0.00	1.94	0.00	0.00	0.00	0.00	0.00	0.01	3.19	0.01	3.20
11/9/2020	0.00	0.00	1.24	0.00	0.00	0.00	2.26	0.00	0.00	0.00	0.00	0.00	0.01	3.50	0.01	3.51
11/10/2020	0.00	0.08	1.31	0.00	0.00	0.00	2.41	0.00	0.00	0.00	0.00	0.00	0.02	3.80	0.02	3.82
11/11/2020	0.00	0.44	1.17	0.00	0.00	0.00	2.03	0.00	0.00	0.00	0.18	0.00	0.01	3.63	0.19	3.83
11/12/2020	0.00	0.44	1.17	0.00	0.00	0.00	2.03	0.00	0.00	0.00	0.46	0.00	0.02	3.63	0.47	4.11
11/13/2020	0.00	0.46	1.17	0.00	0.00	0.00	2.26	0.00	0.00	0.00	0.53	0.00	0.01	3.89	0.55	4.43
11/14/2020	0.00	0.49	1.29	0.00	0.00	0.00	2.31	0.00	0.00	0.00	0.00	0.00	0.03	4.09	0.03	4.12
Subtotal	0.00	2.05	8.44	0.00	0.00	0.00	15.24	0.00	0.00	0.00	1.17	0.00	0.12	25.73	1.28	27.02
11/15/2020	0.00	0.62	1.06	0.00	0.00	0.00	1.92	0.00	0.00	0.00	0.00	0.00	0.01	3.60	0.01	3.61
11/16/2020	0.00	0.98	1.17	0.00	0.00	0.00	2.05	0.00	0.00	0.00	0.42	0.00	0.02	4.20	0.43	4.63
11/17/2020	0.00	1.58	0.38	0.00	0.00	0.00	2.14	0.00	0.00	0.00	0.34	0.00	0.02	4.10	0.36	4.46
11/18/2020	0.00	1.66	0.38	0.00	0.00	0.00	2.18	0.00	0.00	0.00	0.34	0.00	0.02	4.22	0.36	4.58
11/19/2020	0.00	0.90	1.26	0.00	0.00	0.00	2.03	0.00	0.00	0.00	0.34	0.00	0.02	4.19	0.36	4.55
11/20/2020	0.00	0.82	1.22	0.00	0.00	0.00	2.38	0.00	0.00	0.00	0.00	0.00	0.02	4.42	0.02	4.44
11/21/2020	0.00	0.84	1.11	0.00	0.00	0.00	1.98	0.00	0.00	0.00	0.00	0.00	0.01	3.93	0.01	3.94
Subtotal	0.00	7.39	6.59	0.00	0.00	0.00	14.67	0.00	0.00	0.00	1.45	0.00	0.10	28.65	1.55	30.20
11/22/2020	0.00	0.52	1.17	0.00	0.00	0.00	1.92	0.00	0.00	0.00	0.46	0.00	0.01	3.60	0.48	4.08
11/23/2020	0.00	0.73	1.25	0.00	0.00	0.00	2.21	0.00	0.00	0.00	0.02	0.00	0.03	4.19	0.05	4.24
11/24/2020	0.00	0.25	1.12	0.00	0.00	0.00	2.04	0.00	0.00	0.00	0.00	0.00	0.01	3.40	0.01	3.42
11/25/2020	0.00	1.03	1.15	0.00	0.00	0.00	2.09	0.00	0.00	0.00	0.00	0.00	0.01	4.27	0.01	4.28
11/26/2020	0.00	0.00	1.21	0.00	0.00	0.00	2.11	0.00	0.00	0.00	0.34	0.00	0.02	3.32	0.36	3.68
11/27/2020	0.00	0.00	1.22	0.00	0.00	0.00	2.10	0.00	0.00	0.00	0.00	0.00	0.01	3.32	0.01	3.33
11/28/2020	0.00	1.39	1.18	0.00	0.00	0.00	2.05	0.00	0.00	0.00	0.21	0.00	0.01	4.62	0.22	4.84
11/29/2020	0.00	0.00	1.19	0.00	0.00	0.00	1.99	0.00	0.00	0.00	0.14	0.00	0.01	3.18	0.15	3.32
11/30/2020	0.00	1.72	1.34	0.00	0.00	0.00	2.17	0.00	0.00	0.00	0.41	0.00	0.02	5.23	0.42	5.66
Subtotal	0.00	5.63	10.82	0.00	0.00	0.00	18.68	0.00	0.00	0.00	1.58	0.00	0.13	35.13	1.71	36.84

TOTAL	0.000	21.590	34.218	0.000	0.000	0.000	63.710	0.000	0.000	0.000	6.109	0.000	0.458	119.518	6.567	126.085
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TOTAL WATER PRODUCED w/ % Operated

November 2020

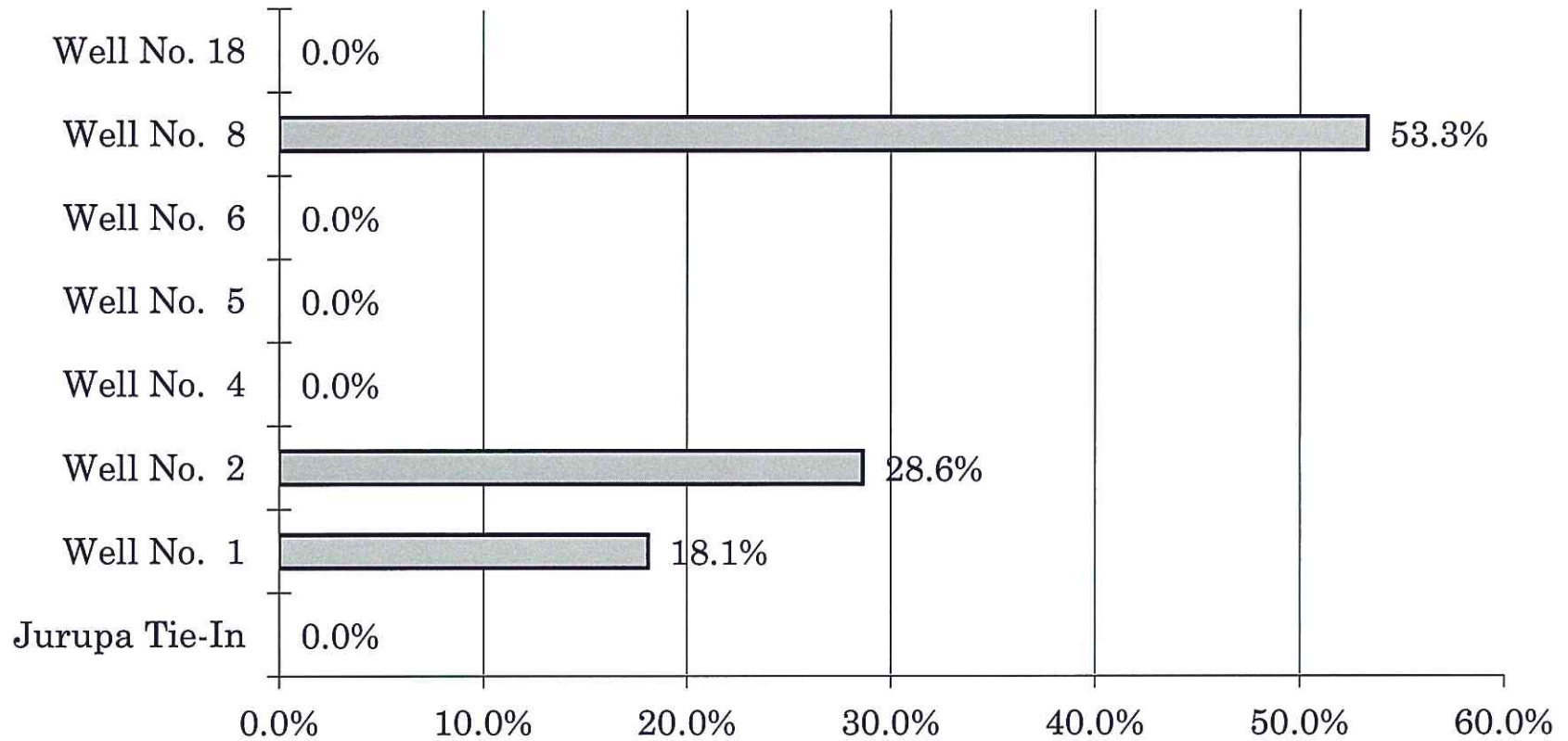


Max Production **856.5 AF**
 Monthly Production **366.8 AF**
 Reserve Production **489.7 AF**

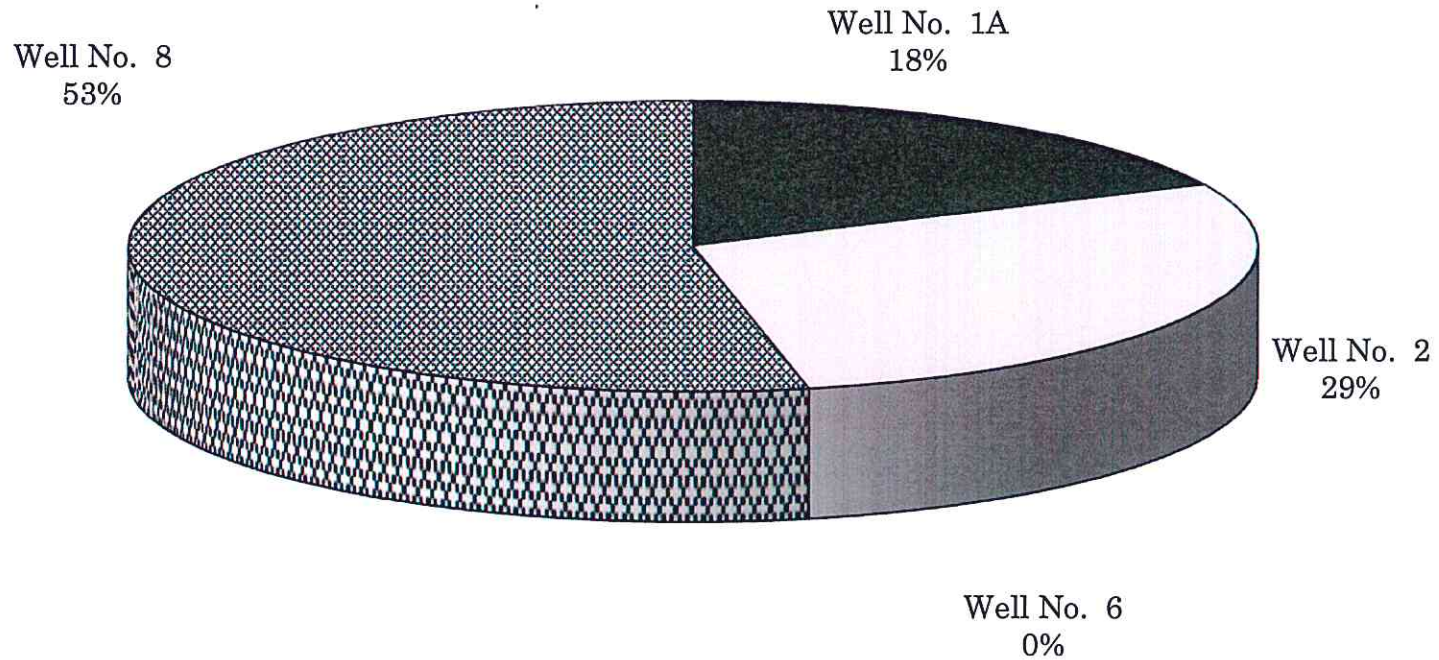
ACRE FEET

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

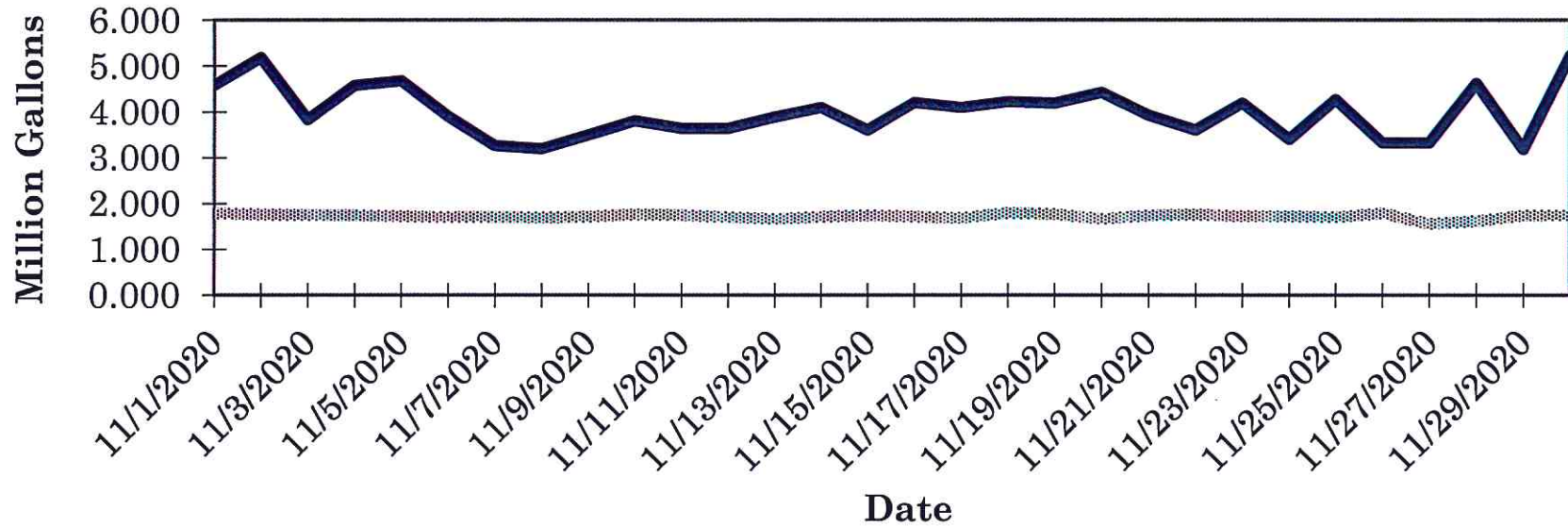
Source Potable Production Comparison November 2020



Source Potable Production Comparison November 2020

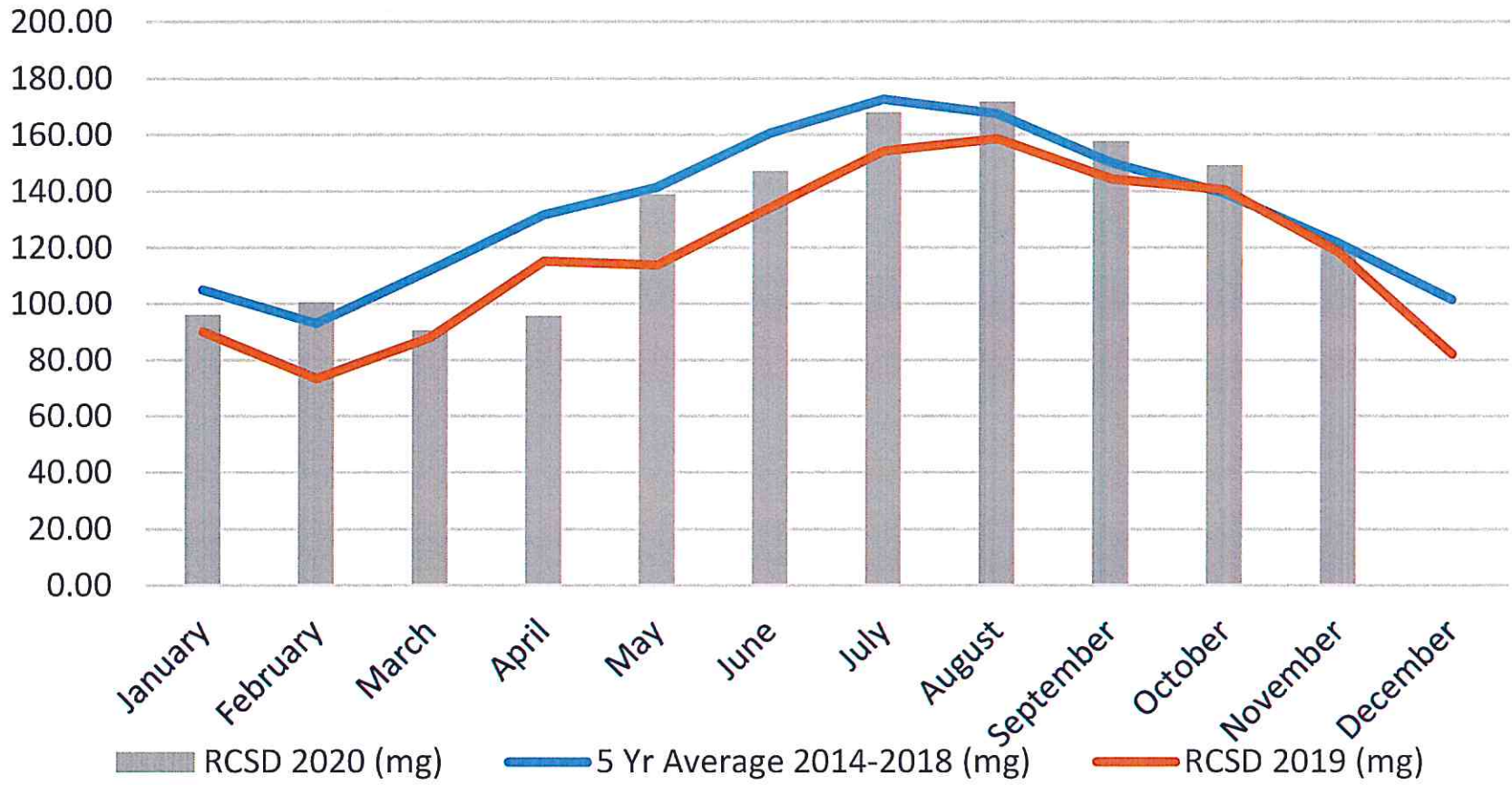


Potable Water & Wastewater Comparison November 2020



— Potable Water Prod. Wastewater Prod

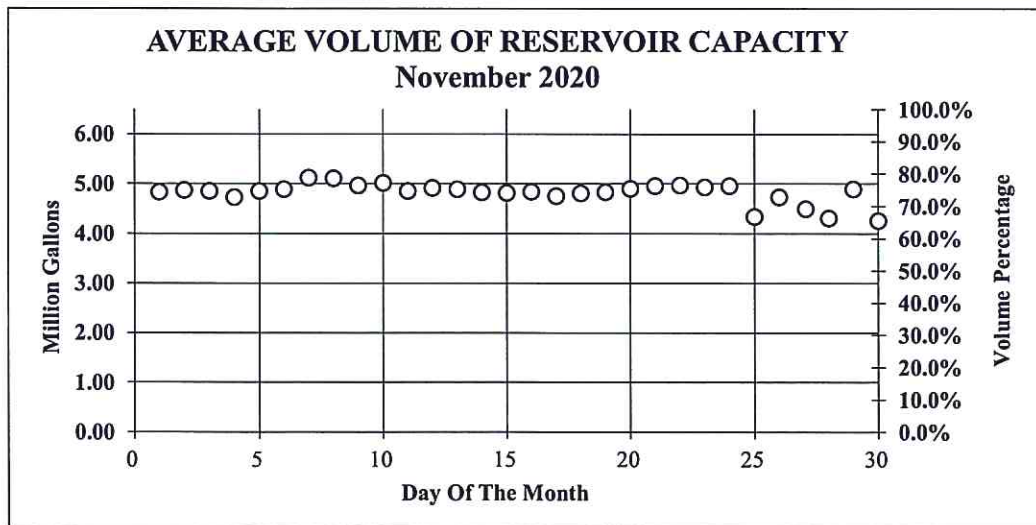
Potable Water Production Year 2020



RUBIDOUX COMMUNITY SERVICES DISTRICT

Reservoir Capacity Report

CAPACITY	ATKINSON SYSTEM		HUNTER SYSTEM		WATER AVAILABLE (Gallons)*	PERCENTAGE OF TOTAL CAPACITY
	2,000,000	3,000,000	425,000	1,000,000		
DATE	ATKINSON	WATSON	HUNTER I	PERRONE		
11/1/2020	76.9	72.7	80.0	77.6	4,833,149	75.2%
11/2/2020	77.6	73.1	80.2	78.4	4,869,086	75.8%
11/3/2020	77.8	73.1	80.3	76.0	4,851,311	75.5%
11/4/2020	74.0	70.3	78.2	80.3	4,725,090	73.5%
11/5/2020	76.2	72.0	80.4	82.8	4,853,110	75.5%
11/6/2020	77.2	72.7	81.4	82.1	4,892,855	76.2%
11/7/2020	83.5	77.6	82.0	77.1	5,118,263	79.7%
11/8/2020	83.8	77.8	77.7	76.5	5,106,354	79.5%
11/9/2020	78.6	73.7	83.4	82.8	4,965,578	77.3%
11/10/2020	80.5	75.1	82.8	80.1	5,014,842	78.1%
11/11/2020	76.9	72.4	82.7	79.4	4,853,772	75.5%
11/12/2020	78.1	73.4	82.7	80.2	4,916,575	76.5%
11/13/2020	78.9	74.0	78.1	75.9	4,890,751	76.1%
11/14/2020	76.3	71.9	81.0	79.9	4,825,845	75.1%
11/15/2020	77.1	72.7	76.6	76.3	4,812,663	74.9%
11/16/2020	76.2	71.8	81.1	81.6	4,839,029	75.3%
11/17/2020	75.0	70.9	80.7	78.3	4,752,674	74.0%
11/18/2020	75.5	71.3	79.9	82.0	4,809,445	74.9%
11/19/2020	76.3	71.9	81.3	80.4	4,833,179	75.2%
11/20/2020	77.3	72.9	81.7	82.4	4,903,499	76.3%
11/21/2020	79.6	74.5	80.5	78.7	4,957,245	77.2%
11/22/2020	78.4	73.6	82.3	84.2	4,968,958	77.3%
11/23/2020	79.3	74.3	79.8	78.2	4,934,970	76.8%
11/24/2020	80.1	74.7	79.4	77.9	4,958,946	77.2%
11/25/2020	68.4	65.9	69.2	70.2	4,339,927	67.5%
11/26/2020	75.7	71.6	75.1	75.3	4,733,609	73.7%
11/27/2020	68.0	65.5	83.2	82.0	4,497,221	70.0%
11/28/2020	67.3	65.6	69.4	70.0	4,306,900	67.0%
11/29/2020	80.2	75.4	71.5	73.0	4,899,163	76.3%
11/30/2020	65.5	63.9	70.7	73.4	4,260,583	66.3%

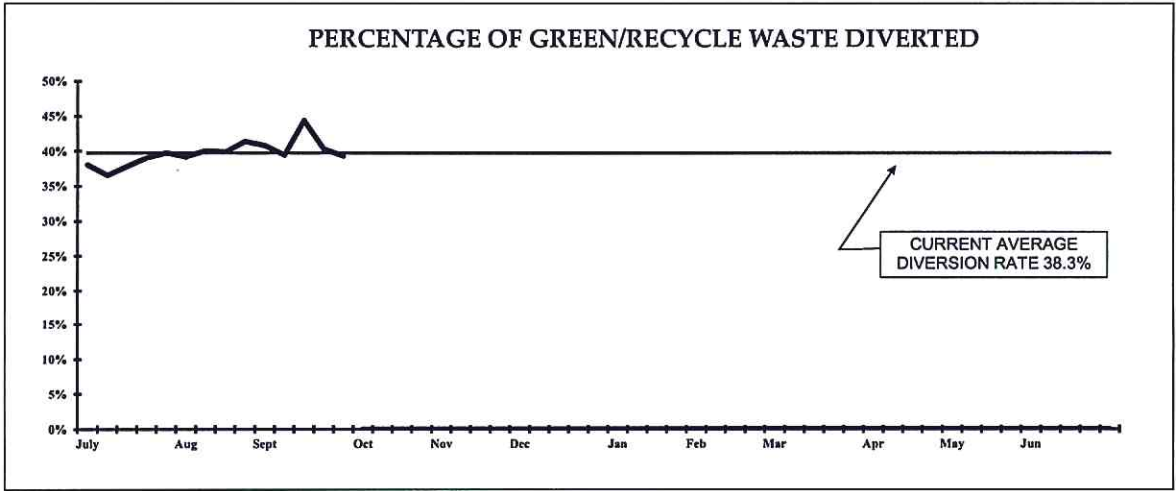
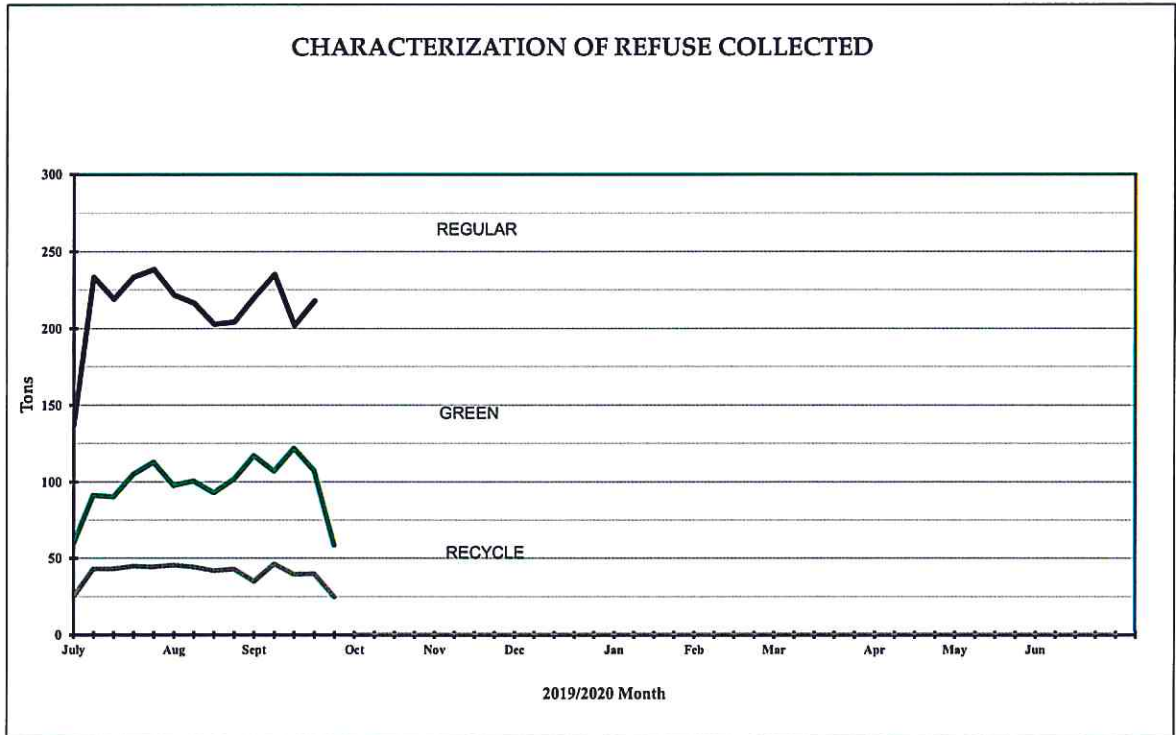


* The total capacity of all District reservoirs is 6,425,000 gallons.

RUBIDOUX COMMUNITY SERVICES DISTRICT
Green Waste Program
(July 2020 to June 2021)

DATE	YEAR	GREEN WASTE					RECYCLE					REGULAR TRASH					WEEKLY TRASH TOTALS				
		DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	GREEN	RECYCLE	REGULAR	TOTAL	% DIVERSION
5/93-5/94	Year 1	1,307	1,275								4,371	3,609				2,582		7,980	10,562	24.4%	
5/94-5/95	Year 2	1,260	1,183								4,914	3,999				2,444		8,913	11,357	21.5%	
5/95-5/96	Year 3	1,300	1,050								4,872	4,118				2,350		8,990	11,340	20.7%	
5/96-5/97	Year 4	1,207	1,013								4,802	4,182				2,220		8,984	11,204	19.8%	
5/97-5/98	Year 5	607	600	512	491	434					2,171	2,111	1,199	1,332	1,027	2,644		7,840	10,484	25.2%	
5/98-5/99	Year 6	503	508	656	608	533					1,781	1,920	1,558	1,802	1,314	2,808		8,375	11,183	25.1%	
5/99-5/00	Year 7	438	500	610	569	499					1,926	2,147	1,717	1,974	1,430	2,616		9,194	11,810	22.2%	
5/00-5/01	Year 8	460	568	674	630	500					2,071	2,478	1,788	2,094	1,499	2,832		9,930	12,762	22.2%	
5/01-5/02	Year 9	426	518	659	625	525					2,298	2,632	1,889	2,257	1,512	2,753		10,588	13,341	20.6%	
5/02-5/03	Year 10	468	583	726	699	583					2,514	3,039	2,083	2,367	1,581	3,059		11,584	14,643	20.9%	
5/03-5/04	Year 11	590	624	689	657	573					2,525	3,323	2,195	2,473	1,650	3,133		12,166	15,299	20.5%	
5/04-5/05	Year 12	577	633	702	681	613					2,615	3,385	2,253	2,484	1,629	3,206		12,366	15,572	20.6%	
5/05-5/06	Year 13	575	611	739	654	615					2,579	3,268	2,439	2,545	1,664	3,194		12,495	15,689	20.4%	
5/06-5/07	Year 14	487	572	633	626	547					2,451	3,267	2,286	2,432	1,698	2,865		12,134	14,999	19.1%	
5/07-5/08	Year 15	723	936	858	884	654	175	268	207	219	200	2,110	2,856	1,740	2,004	1,273	4,055	1,069	9,983	15,107	33.9%
5/08-5/09	Year 16	793	939	927	861	766	240	361	285	299	235	1,944	2,536	1,592	1,810	1,123	4,286	1,420	9,005	14,711	38.8%
5/09-5/10	Year 17	919	1,114	1,026	969	779	250	382	303	315	233	1,931	2,452	1,538	1,738	1,117	4,807	1,483	8,776	15,066	41.7%
5/10-5/11	Year 18	758	1,036	954	915	611	260	381	307	309	225	1,862	2,466	1,529	1,757	1,130	4,274	1,482	8,744	14,500	39.7%
5/10-5/12	Year 19	745	1,032	911	893	600	247	378	292	309	214	1,779	2,360	1,549	1,794	1,138	4,181	1,440	8,620	14,241	39.5%
5/12-5/13	Year 20	800	1,089	935	933	628	236	361	278	292	261	1,830	2,004	1,536	1,701	1,416	4,385	1,428	8,487	14,300	40.7%
5/13-5/14	Year 21	792	1,086	893	918	593	224	326	250	276	309	1,998	1,754	1,696	1,760	1,688	4,282	1,385	8,896	14,563	38.9%
5/14-5/15	Year 22	894	932	781	783	791	314	325	286	324	327	1,975	1,657	1,547	1,824	2,023	4,181	1,576	9,026	14,783	38.9%
5/15-5/16	Year 23	1,038	804	740	772	964	375	322	299	378	334	1,986	1,634	1,428	1,990	2,192	4,318	1,708	9,230	15,256	39.5%
5/16-5/17	Year 24	1,018	783	681	800	973	400	350	315	435	361	2,054	1,693	1,458	2,074	2,132	4,255	1,861	9,411	15,527	39.4%
5/17-5/18	Year 25	1,052	835	685	862	1,046	411	357	316	453	373	2,108	1,712	1,450	2,082	2,072	4,480	1,910	9,424	15,814	40.4%
5/18-5/19	Year 26	1,033	835	698	901	1,048	425	376	320	503	371	2,159	1,781	1,476	2,176	2,077	4,515	1,995	9,669	16,179	40.2%
5/19-6/20	Year 27	1,236	981	799	1,056	1,207	493	446	367	605	430	2,674	2,327	1,910	2,727	2,511	5,279	2,341	12,149	19,769	38.5%
6/29/2020	Yr 28	-	-	17.88	20.15	21.22	-	-	10.01	7.89	6.87	-	-	40.00	53.13	43.80	59.25	24.77	136.93	220.95	38.0%
7/6/2020	Yr 28	18.81	18.78	17.89	17.36	18.32	10.19	8.63	7.75	9.47	7.06	57.21	44.14	41.06	48.91	41.86	91.16	43.10	233.18	367.44	36.5%
7/13/2020	Yr 28	17.70	17.85	17.98	16.62	20.22	9.45	8.93	8.20	9.87	6.59	49.23	47.66	37.22	48.84	36.08	90.37	43.04	219.03	352.44	37.9%
7/20/2020	Yr 28	22.12	18.72	20.27	21.20	22.50	10.45	8.97	8.87	9.28	7.19	49.69	46.44	46.40	46.84	44.14	104.81	44.76	233.51	383.08	39.0%
7/27/2020	Yr 28	25.58	22.06	20.53	23.04	21.60	10.20	8.43	9.20	9.63	6.90	52.36	48.48	44.74	45.77	46.88	112.81	44.36	238.23	395.40	39.7%
8/3/2020	Yr 28	17.99	18.54	19.20	20.31	21.51	10.81	8.66	9.19	8.94	7.80	48.55	45.48	39.81	50.06	37.75	97.55	45.40	221.65	364.60	39.2%
8/10/2020	Yr 28	23.29	19.67	18.82	19.12	19.49	9.82	9.59	8.65	8.94	7.25	49.25	41.00	40.11	49.62	36.38	100.39	44.25	216.36	361.00	40.1%
8/17/2020	Yr 28	21.18	17.73	17.79	17.67	18.52	9.35	8.66	7.57	9.09	7.13	45.18	38.36	36.07	46.04	37.11	92.89	41.80	202.76	337.45	39.9%
8/24/2020	Yr 28	22.35	19.54	19.60	16.97	23.12	9.47	8.56	7.92	9.72	7.21	44.69	40.00	37.65	48.26	33.80	101.58	42.88	204.40	348.86	41.4%
8/31/2020	Yr 28	25.99	23.19	22.44	21.64	23.76	0.93	8.53	8.75	9.16	7.47	45.77	40.65	44.07	52.32	37.40	117.02	34.84	220.21	372.07	40.8%
9/7/2020	Yr 28	22.49	22.47	17.18	21.95	22.87	10.54	9.52	9.96	9.30	7.01	44.81	42.73	43.37	61.84	42.38	106.96	46.33	235.13	388.42	39.5%
9/14/2020	Yr 28	25.86	22.95	28.59	21.03	23.33	8.35	8.20	7.65	8.61	6.57	45.98	37.38	38.95	45.54	34.08	121.76	39.38	201.93	363.07	44.4%
9/21/2020	Yr 28	22.93	20.64	21.71	21.24	20.79	8.91	7.44	6.59	10.00	6.79	45.31	42.10	40.81	49.65	39.89	107.31	39.73	217.76	364.80	40.3%
9/28/2020	Yr 28	21.66	17.79	19.02			8.56	8.61	7.60			45.87	41.98	40.50			58.47	24.77	128.35	211.59	39.3%
10/5/2020	Yr 28																0.00	0.00	0.00	0.00	#DIV/0!
10/12/2020	Yr 28																0.00	0.00	0.00	0.00	#DIV/0!
10/19/2020	Yr 28																0.00	0.00	0.00	0.00	#DIV/0!
10/26/2020	Yr 28																0.00	0.00	0.00	0.00	#DIV/0!
11/2/2020	Yr 28																0.00	0.00	0.00	0.00	#DIV/0!
11/9/2020	Yr 28																0.00	0.00	0.00	0.00	#DIV/0!
11/16/2020	Yr 28																0.00	0.00	0.00	0.00	#DIV/0!
11/23/2020	Yr 28																0.00	0.00	0.00	0.00	#DIV/0!
11/30/2020	Yr 28																0.00	0.00	0.00	0.00	#DIV/0!
12/7/2020	Yr 28																0.00	0.00	0.00	0.00	#DIV/0!
12/14/2020	Yr 28																0.00	0.00	0.00	0.00	#DIV/0!
12/21/2020	Yr 28																0.00	0.00	0.00	0.00	#DIV/0!
12/28/2020	Yr 28																0.00	0.00	0.00	0.00	#DIV/0!
1/4/2021	Yr 28																0.00	0.00	0.00	0.00	#DIV/0!
1/11/2021	Yr 28																0.00	0.00	0.00	0.00	#DIV/0!
1/18/2021	Yr 28																0.00	0.00	0.00	0.00	#DIV/0!
1/25/2021	Yr 28																0.00	0.00	0.00	0.00	#DIV/0!
2/1/2021	Yr 28																0.00	0.00	0.00	0.00	#DIV/0!
2/8/2021	Yr 28																0.00	0.00	0.00	0.00	#DIV/0!
2/15/2021	Yr 28																0.00	0.00	0.00	0.00	#DIV/0!
2/22/2021	Yr 28																0.00	0.00	0.00	0.00	#DIV/0!
3/1/2021	Yr 28																0.00	0.00	0.00	0.00	#DIV/0!
3/8/2021	Yr 28																0.00	0.00	0.00	0.00	#DIV/0!
3/15/2021	Yr 28																0.00	0.00	0.00	0.00	#DIV/0!
3/22/2021	Yr 28																0.00	0.00	0.00	0.00	#DIV/0!
3/29/2021	Yr 28																0.00	0.00	0.00	0.00	#DIV/0!
4/5/2021	Yr 28																0.00	0.00	0.00	0.00	#DIV/0!
4/12/2021	Yr 28																0.00	0.00	0.00	0.00	#DIV/0!
4/19/2021	Yr 28																				

RUBIDOUX COMMUNITY SERVICES DISTRICT
Green Waste Program
(July 2020 to June 2021)



CAL FIRE/Riverside County Fire Department

Emergency Incident Statistics



Bill Weiser

Fire Chief

12/2/2020

Report Provided By: Riverside County Fire Department

Communications and Technology Division

GIS Section

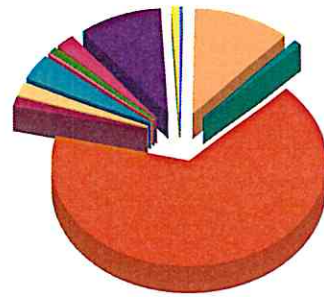
Please refer to Map and Incident by Battalion, Station, Jurisdiction

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

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

Response Activity

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



Com Fire	1	0.4%
False Alarm	30	11.3%
Haz Mat	2	0.8%
Medical	176	66.4%
Other Fire	4	1.5%
Other Misc	5	1.9%
Public Service Assist	10	3.8%
Res Fire	1	0.4%
Ringing Alarm	2	0.8%
Standby	6	2.3%
Traffic Collision	26	9.8%
Wildland Fire	2	0.8%
Total:	265	100.0%

Com Fire	1
False Alarm	30
Haz Mat	2
Medical	176
Other Fire	4
Other Misc	5
Public Service Assist	10
Res Fire	1
Ringing Alarm	2
Standby	6
Traffic Collision	26
Wildland Fire	2
Incident Total:	265

Average Enroute to Onscene Time*

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

<5 Minutes	+5 Minutes	+10 Minutes	+20 Minutes	Average	% 0 to 5 min
153	107	10	0	5.0	57.7%

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

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

Incidents by Battalion, Station and Jurisdiction

			Com Fire	False Alarm	Haz Mat	Medical	Other Fire	Other Misc	Public Service	Res Fire	Ringin Alarm	Standby	Traffic Collisio	Wildlan d Fire	Total
Battalion 14	Station 16 Pedley	City of Jurupa Valley	0	0	1	5	0	0	0	0	0	0	0	0	6
	Station Total		0	0	1	5	0	0	0	0	0	0	0	0	6
	Station 18 West Riverside	City of Jurupa Valley	0	1	0	9	0	0	3	0	0	0	1	0	14
	Station Total		0	1	0	9	0	0	3	0	0	0	1	0	14
	Station 38 Rubidoux	City of Jurupa Valley	1	29	1	162	4	5	7	1	2	6	25	2	245
	Station Total		1	29	1	162	4	5	7	1	2	6	25	2	245
Battalion Total			1	30	2	176	4	5	10	1	2	6	26	2	265
Grand Total			1	30	2	176	4	5	10	1	2	6	26	2	265

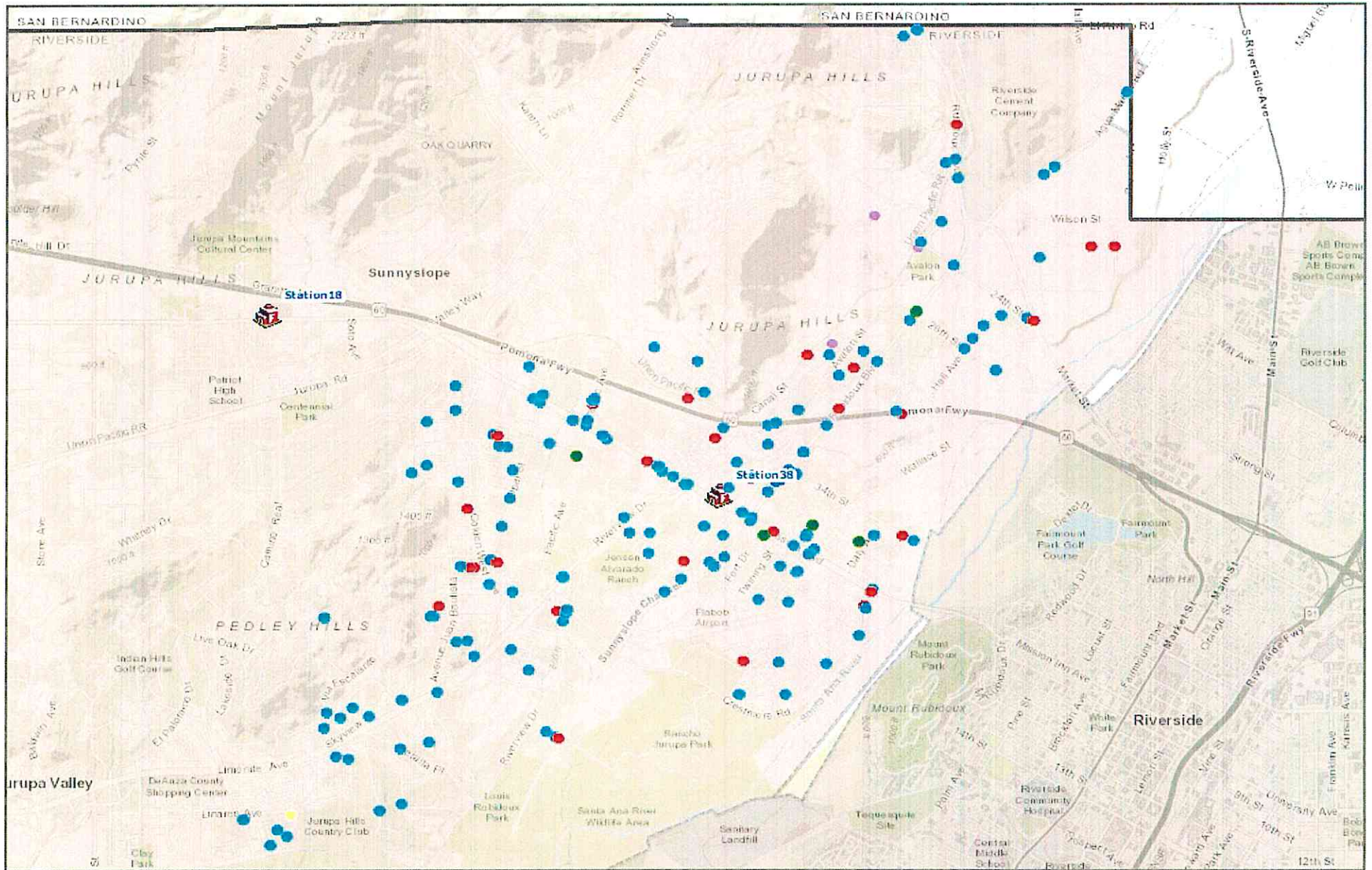
Incidents by Jurisdiction

	Com Fire	False Alarm	Haz Mat	Medical	Other Fire	Other Misc	Public Service	Res Fire	Ringin Alarm	Standby	Traffic Collisio	Wildlan d Fire	Total
City of Jurupa Valley	1	30	2	176	4	5	10	1	2	6	26	2	265
Grand Total	1	30	2	176	4	5	10	1	2	6	26	2	265

Incidents by Supervisorial District - Summary

	DISTRICT 2 KAREN SPIEGEL	Grand Total
Com Fire	1	1
False Alarm	30	30
Haz Mat	2	2
Medical	176	176
Other Fire	4	4
Other Misc	5	5
Public Service Assist	10	10
Res Fire	1	1
Ringin Alarm	2	2
Standby	6	6
Traffic Collision	26	26
Wildland Fire	2	2
Total	265	265

MONTH = 11 and YEAR = 2020 and SPECIAL= 'Rubidoux CSD'



Legend

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



Riverside County Fire GIS

CAL FIRE/Riverside County Fire Department

Emergency Incident Statistics

November 2010 - November 2020



Rubidoux Community Service District



Total Calls for Rubidoux CSD November 2010-2020



<u>Month/Year</u>	<u>Total Calls for Station 38</u>	<u>Total Calls for District</u>
November 2010	133	144
November 2011	154	160
November 2012	163	170
November 2013	205	217
November 2014	210	222
November 2015	195	207
November 2016	220	234
November 2017	253	273
November 2018	207	220
November 2019	227	244
November 2020	245	265

CAL FIRE/Riverside County Fire Department

Emergency Incident Statistics



Bill Weiser

Fire Chief

12/2/2020

Report Provided By: Riverside County Fire Department

Communications and Technology Division

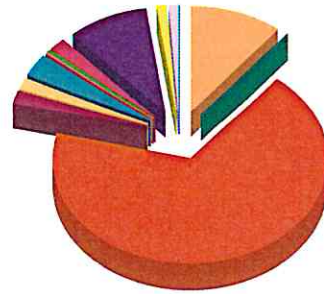
GIS Section

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

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

Response Activity

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



Com Fire	1	0.1%
False Alarm	98	10.6%
Haz Mat	2	0.2%
Medical	627	67.9%
Other Fire	18	2.0%
Other Misc	15	1.6%
Public Service Assist	31	3.4%
Res Fire	2	0.2%
Ringin Alarm	3	0.3%
Standby	18	2.0%
Traffic Collision	88	9.5%
Vehicle Fire	9	1.0%
Wildland Fire	11	1.2%
Total:	923	100.0%

Com Fire	1
False Alarm	98
Haz Mat	2
Medical	627
Other Fire	18
Other Misc	15
Public Service Assist	31
Res Fire	2
Ringin Alarm	3
Standby	18
Traffic Collision	88
Vehicle Fire	9
Wildland Fire	11
Incident Total:	923

Average Enroute to Onscene Time*

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

<5 Minutes	+5 Minutes	+10 Minutes	+20 Minutes	Average	% 0 to 5 min
528	380	50	5	5.2	57.2%

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

Incidents by Battalion, Station and Jurisdiction

			Com Fire	False Alarm	Haz Mat	Medical	Other Fire	Other Misc	Public Service	Res Fire	Ring Alarm	Standby	Traffic Collisio	Vehicle Fire	Wildlan d Fire	Total
Battalion 4	Station 47 Norco	City of Jurupa Valley	0	1	0	1	0	0	0	0	0	0	0	0	0	2
	Station Total		0	1	0	1	0	0	0	0	0	0	0	0	0	2
	Battalion Total		0	1	0	1	0	0	0	0	0	0	0	0	0	2
Battalion 14	Station 16 Pedley	City of Jurupa Valley	0	25	1	153	6	3	2	0	0	5	21	0	3	219
	Station Total		0	25	1	153	6	3	2	0	0	5	21	0	3	219
	Station 17 Glen Avon	City of Jurupa Valley	0	28	0	154	4	3	12	1	0	2	25	7	3	239
	Station Total		0	28	0	154	4	3	12	1	0	2	25	7	3	239
	Station 18 West Riverside	City of Jurupa Valley	0	9	0	127	3	4	9	0	1	3	14	1	3	174
	Station Total		0	9	0	127	3	4	9	0	1	3	14	1	3	174
	Station 27 Eastvale	City of Jurupa Valley	0	6	0	29	1	0	1	0	0	2	2	0	0	41
	Station Total		0	6	0	29	1	0	1	0	0	2	2	0	0	41
	Station 38 Rubidoux	City of Jurupa Valley	1	29	1	163	4	5	7	1	2	6	26	1	2	248
	Station Total		1	29	1	163	4	5	7	1	2	6	26	1	2	248
Battalion Total		1	97	2	626	18	15	31	2	3	18	88	9	11	921	
Grand Total		1	98	2	627	18	15	31	2	3	18	88	9	11	923	

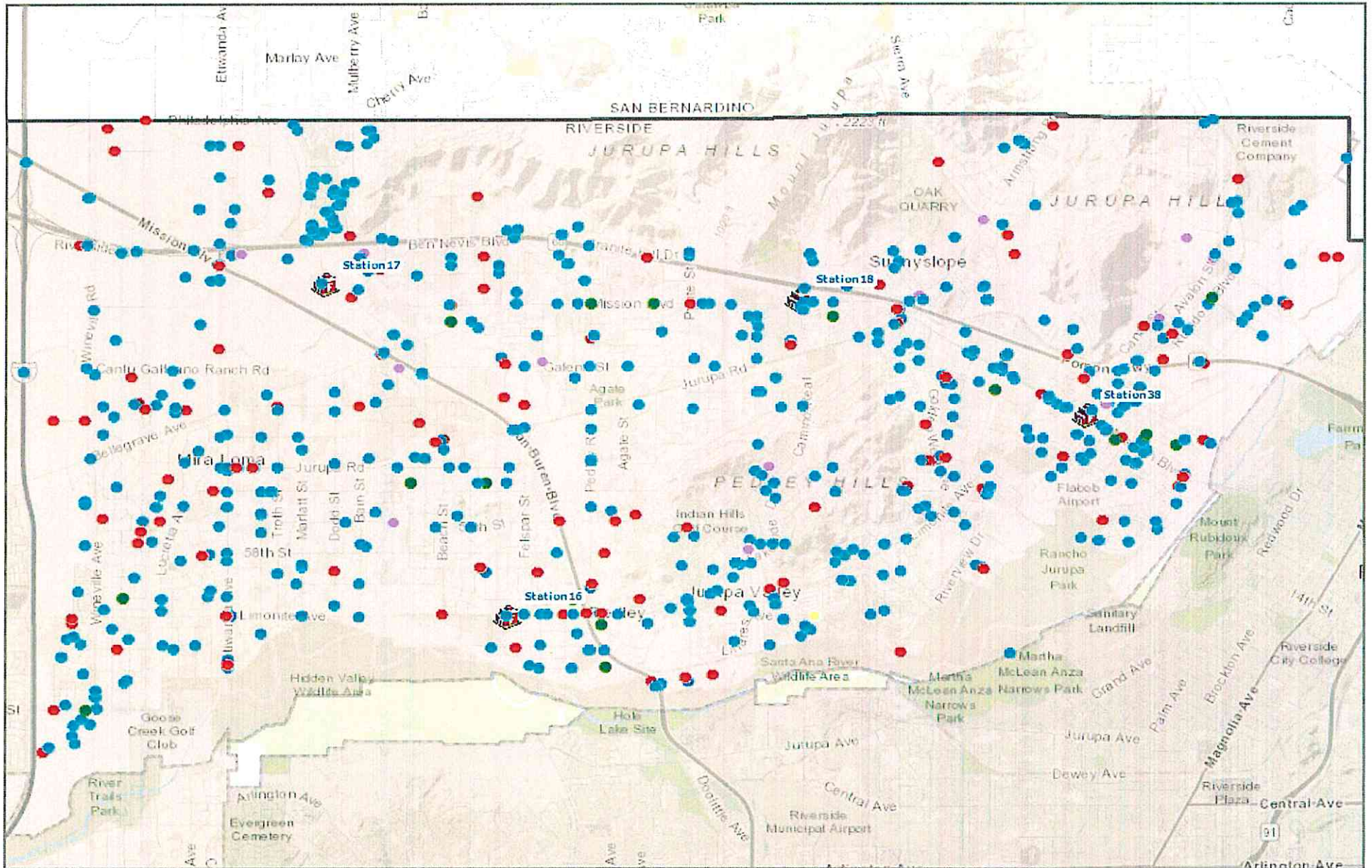
Incidents by Jurisdiction

	Com Fire	False Alarm	Haz Mat	Medical	Other Fire	Other Misc	Public Service	Res Fire	Ringing Alarm	Standby	Traffic Collisio	Vehicle Fire	Wildlan d Fire	Total
City of Jurupa Valley	1	98	2	627	18	15	31	2	3	18	88	9	11	923
Grand Total	1	98	2	627	18	15	31	2	3	18	88	9	11	923

Incidents by Supervisorial District - Summary

	DISTRICT 2 KAREN SPIEGEL	Grand Total
Com Fire	1	1
False Alarm	98	98
Haz Mat	2	2
Medical	627	627
Other Fire	18	18
Other Misc	15	15
Public Service Assist	31	31
Res Fire	2	2
Ringing Alarm	3	3
Standby	18	18
Traffic Collision	88	88
Vehicle Fire	9	9
Wildland Fire	11	11
Total	923	923

MONTH = 11 and YEAR = 2020 and CITYNAME = 'Jurupa Valley'



Legend

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



Riverside County Fire GIS

9. RECEIVE AND FILE STATEMENT OF CASH ASSET SCHEDULE
REPORT ENDING NOVEMBER 2020:
DM 2020-90

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 2020-90

December 17, 2020

To: Rubidoux Community Services District
Board of Directors

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

BACKGROUND:

Attached for the Board of Directors' consideration is the November 2020 Statement of Cash Assets Schedule Report for all District Fund Accounts. Year to date ("YTD") interest is \$100,113.34 for District controlled accounts. With respect to District "Funds in Trust", \$4,216.10 which has been earned and posted. The District has a combined YTD interest earned total of \$104,329.44 as of November 30, 2020.

The District's Operating Funds (Excluding Restricted Funds and Operating Reserves) show a balance of \$6,051,543.99 ending November 30, 2020. This is **\$819,619.63 LESS** than July 1, 2020, beginning balance of \$6,871,163.62.

Further, the District's Field/Admin Fund current fund balance is \$630,876.85.

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

RECOMMENDATION:

Staff recommends the Board of Directors “**Receive and File**” the November 2020 Statement of Cash Assets Schedule Report.

Respectfully,



JEFFREY D. SIMS, P. E.
General Manager

Attachment: November 2020, Cash Assets Schedule Report

RUBIDOUX COMMUNITY SERVICES DISTRICT
CASH ASSET SCHEDULE
INVESTMENT ACTIVITY
 FOR PERIOD JULY 1, 2020 THRU NOVEMBER 30, 2020
 CASH BASIS
FIRE MITIGATION

<u>DATE</u>	<u>INSTITUTION</u>	<u>INSTRUMENT</u>	<u>MATURITY</u>	<u>STATUS</u>	<u>PURCHASE / REDEEM</u>	<u>INT. RATE</u>	<u>INTEREST</u>	<u>PAR/ BALANCE</u>	<u>TOTAL</u>
11/1/2020	Premier Bank	CD		Beg. Bal.				170,424.60	
	Premier Bank			Interest	-	1.00	-	170,424.60	
	Premier Bank			Redeem	-			170,424.60	
11/30/2020	Premier Bank	CD	4/3/2021	Purchase	-			170,424.60	
11/1/2020	Premier Bank	Checking		Beg. Bal.				8,835.50	
	Premier Bank	Fire Mitigation		Activity	-	0.00	-	8,835.50	
11/30/2020	Premier Bank			End Bal.	-			8,835.50	
11/1/2020	LAIF	Fire Mitigation		Beg. Bal.				1,310,721.91	
	LAIF			Interest		0.62	-	1,310,721.91	
11/30/2020	LAIF			Activity	-			1,310,721.91	
11/1/2020	Premier Bank	Safekeeping		Beg. Bal				20,991.21	
	Premier Bank			Activity	-	-	28.95	21,020.16	
11/30/2020	Premier Bank			End Bal.				21,020.16	\$ 1,511,002.17

RUBIDOUX COMMUNITY SERVICES DISTRICT
CASH ASSET SCHEDULE
INVESTMENT ACTIVITY
 FOR PERIOD JULY 1, 2020 THRU NOVEMBER 30, 2020
 CASH BASIS
WASTEWATER CIP FUNDS

<u>DATE</u>	<u>INSTITUTION</u>	<u>INSTRUMENT</u>	<u>MATURITY</u>	<u>STATUS</u>	<u>PURCHASE / REDEEM</u>	<u>INT. RATE</u>	<u>INTEREST</u>	<u>PAR/ BALANCE</u>	<u>TOTAL</u>
11/1/2020	LAIF	Sewer Mainline		Beg. Bal.				329,244.44	
	LAIF			Interest		0.62	-	329,244.44	
11/30/2020	LAIF			Activity	5,200.00			334,444.44	
11/1/2020	CBB	Safekeeping		Beg. Bal				72,298.14	
				Activity	-	0.10	-	72,298.14	
11/30/2020	CBB			End Bal.				72,298.14	\$ 406,742.58

RUBIDOUX COMMUNITY SERVICES DISTRICT
CASH ASSET SCHEDULE
INVESTMENT ACTIVITY
FOR PERIOD JULY 1, 2020 THRU NOVEMBER 30, 2020
CASH BASIS
WATER CIP FUNDS

<u>DATE</u>	<u>INSTITUTION</u>	<u>INSTRUMENT</u>	<u>MATURITY</u>	<u>STATUS</u>	<u>PURCHASE / REDEEM</u>	<u>INTEREST RATE</u>	<u>INTEREST</u>	<u>PAR/ BALANCE</u>	<u>TOTAL</u>
11/1/2020	LAIF	Water Mainline		Beg. Bal.				493,231.99	
	LAIF			Interest		0.62	-	493,231.99	
11/30/2020	LAIF			Activity	12,684.00			505,915.99	
11/1/2020	Premier Bank	CD		Beg. Bal.				576,435.48	
	Premier Bank			Activity	-	1.00	-	576,435.48	
	Premier Bank			Redeem	-			576,435.48	
11/30/2020	Premier Bank	CD	4/3/2021	Purchase	-			576,435.48	
11/1/2020	Citizens Bus	CD		Beg. Bal.				225,000.00	
	Citizens Bus			Activity	-	0.15	-	225,000.00	
	Citizens Bus			Redeem	-	n/a		225,000.00	
11/30/2020	Citizens Bus	CD	4/18/2021	Purchase	-			225,000.00	

RUBIDOUX COMMUNITY SERVICES DISTRICT
CASH ASSET SCHEDULE
INVESTMENT ACTIVITY
 FOR PERIOD JULY 1, 2020 THRU NOVEMBER 30, 2020
 CASH BASIS

11/1/2020	Premier Bank	Safekeeping	Beg. Bal.				71,096.07	
	Premier Bank		Activity	-	-	97.92	71,193.99	
11/30/2020	Premier Bank		End Bal.				71,193.99	
11/1/2020	CBB	Safekeeping	Beg. Bal.				23,982.06	
	CBB		Activity	-	0.10	-	23,982.06	
11/30/2020	CBB		End Bal.				23,982.06	\$ 1,402,527.52

RUBIDOUX COMMUNITY SERVICES DISTRICT
CASH ASSET SCHEDULE
INVESTMENT ACTIVITY
 FOR PERIOD JULY 1, 2020 THRU NOVEMBER 30, 2020
 CASH BASIS
OPERATING FUNDS

<u>DATE</u>	<u>INSTITUTION</u>	<u>INSTRUMENT</u>	<u>MATURITY</u>	<u>STATUS</u>	<u>DEPOSIT/ WITHDRAW</u>	<u>INTEREST RATE</u>	<u>INTEREST</u>	<u>PAR/ BALANCE</u>	<u>TOTAL</u>
11/1/2020	Premier Bank	Checking-Gen.		Beg. Bal.				157,738.19	
	Premier Bank			Deposits	2,598,381.52	0.00	-	2,756,119.71	
11/30/2020	Premier Bank			Disbursements	(2,642,926.89)			113,192.82	
11/1/2020	Premier Bank	Checking Property Tax		Beg. Bal.				92,286.37	
	Premier Bank			Deposits	-	0.00	-	92,286.37	
11/30/2020	Premier Bank			Disbursements	(88,000.00)			4,286.37	
11/1/2020	Premier Bank	Checking-Sewer		Beg. Bal.				4,372.99	
	Premier Bank			Deposits	254,437.28	0.00	-	258,810.27	
11/30/2020	Premier Bank			Disbursements	(254,488.24)			4,322.03	
11/1/2020	Premier Bank	Checking-Water		Beg. Bal.				802,935.76	
	Premier Bank			Deposits	1,256,229.80	0.00	-	2,059,165.56	
11/30/2020	Premier Bank			Disbursements	(1,562,749.16)			496,416.40	

RUBIDOUX COMMUNITY SERVICES DISTRICT
CASH ASSET SCHEDULE
INVESTMENT ACTIVITY
 FOR PERIOD JULY 1, 2020 THRU NOVEMBER 30, 2020
 CASH BASIS
OPERATING FUNDS

<u>DATE</u>	<u>INSTITUTION</u>	<u>INSTRUMENT</u>	<u>MATURITY</u>	<u>STATUS</u>	<u>DEPOSIT/ WITHDRAW</u>	<u>INTEREST RATE</u>	<u>INTEREST</u>	<u>PAR/ BALANCE</u>	<u>TOTAL</u>
11/1/2020	Premier Bank	Operations		Beg. Bal				276,342.99	
	Premier Bank	Safekeeping		Deposits	-	0.00	-	276,342.99	
11/30/2020	Premier Bank			Disbursements				276,342.99	
11/1/2020	LAIF	Gen. Fund-Prop Tax		Beg. Bal				3,234,110.27	
	LAIF	Qtrly. Interest		Deposits	-	0.62	-	3,234,110.27	
11/30/2020	LAIF			Disbursements	(197,000.00)			3,037,110.27	
11/1/2020	LAIF	Water Op.		Beg. Bal				1,983,028.27	
	LAIF	Qtrly. Interest		Deposits	119,330.00	0.62	-	2,102,358.27	
11/30/2020	LAIF			Disbursements	(388,323.00)			1,714,035.27	
11/1/2020	LAIF	Sewer Op.		Beg. Bal				514,103.84	
	LAIF	Qtrly. Interest		Deposits	800.00	0.62	-	514,903.84	
11/30/2020	LAIF			Disbursements	(109,066.00)			405,837.84	\$ 6,051,543.99

RUBIDOUX COMMUNITY SERVICES DISTRICT
CASH ASSET SCHEDULE
INVESTMENT ACTIVITY
FOR PERIOD JULY 1, 2020 THRU NOVEMBER 30, 2020
CASH BASIS
RESERVED FUNDS

<u>DATE</u>	<u>INSTITUTION</u>	<u>INSTRUMENT</u>	<u>MATURITY</u>	<u>STATUS</u>	<u>DEPOSIT/ WITHDRAW</u>	<u>INTEREST RATE</u>	<u>INTEREST</u>	<u>PAR/ BALANCE</u>	<u>TOTAL</u>
11/1/2020	LAIF	Water Op. Reserve		Beg. Bal				4,259,510.76	
	LAIF	Qtrly. Interest		Deposits	-	0.62	-	4,259,510.76	
11/30/2020	LAIF			Disbursements	-			4,259,510.76	
11/1/2020	LAIF	Water Replacement		Beg. Bal				736,551.50	
	LAIF	Qtrly. Interest		Deposits	25,800.00	0.62	-	762,351.50	
11/30/2020	LAIF			Disbursements	(3,014.00)			759,337.50	
11/1/2020	LAIF	Wastewater Replacement		Beg. Bal.				250,295.41	
	LAIF			Interest		0.62	-	250,295.41	
11/30/2020	LAIF			Activity	9,066.00			259,361.41	
11/1/2020	LAIF	COP-Payback		Beg. Bal				3,368,753.41	
	LAIF	Qtrly. Interest		Deposits	163,200.00	0.62	-	3,531,953.41	
11/30/2020	LAIF			Disbursements	(644,000.00)			2,887,953.41	
11/1/2020	LAIF	Field/Admin Bldg.		Beg. Bal				622,553.85	
	LAIF	Qtrly Interest		Deposits	8,323.00	0.62	-	630,876.85	
11/30/2020	LAIF			Disbursements	-			630,876.85	
11/1/2020	LAIF	Wastewater Op. Reserve		Beg. Bal				581,757.87	
	LAIF	Qtrly. Interest		Deposits	-	0.62	-	581,757.87	
11/30/2020	LAIF			Disbursements	-			581,757.87	\$ 9,378,797.80

RUBIDOUX COMMUNITY SERVICES DISTRICT
CASH ASSET SCHEDULE
INVESTMENT ACTIVITY
 FOR PERIOD JULY 1, 2020 THRU NOVEMBER 30, 2020
 CASH BASIS
FUNDS IN TRUST

<u>DATE</u>	<u>INSTITUTION</u>	<u>INSTRUMENT</u>	<u>MATURITY</u>	<u>STATUS</u>	<u>PURCHASE / REDEEM</u>	<u>INTEREST RATE</u>	<u>INTEREST</u>	<u>PAR/ BALANCE</u>	<u>TOTAL</u>
11/1/2020	U.S. Bank	COP's Refunding-Series 1998						782,199.88	
		Install Sale		52,328.04	-	0.17	0.27	782,200.15	
		Reserve-LAIF		729,872.11			0.65	-	782,200.15
11/30/2020								782,200.15	
11/1/2020	Premier Bank	Fiscal Agent-SRL MN Plant		Beg. Bal				2,532.08	
				Deposits	-	0.20	0.10	2,532.18	
11/30/2020				Disbursements	-			2,532.18	\$ 784,732.33
TOTAL CASH FUNDS									\$ 19,535,346.39

RUBIDOUX COMMUNITY SERVICES DISTRICT

INVESTMENT SUMMARY - NOVEMBER 30, 2020
CASH BASIS

	Beg. Balance 7/1/2020	YTD Int.	Other Activity YTD	Balance 11/30/2020	YTD Avg. Int. Rate
Operating Accounts	\$ 6,871,163.62	\$ 32,267.90	\$ (851,887.53)	\$ 6,051,543.99	0.53%
Water Operating Reserve	4,235,759.71	23,751.05	-	4,259,510.76	0.56%
Wastewater Operating Reserve	578,513.98	3,243.89	-	581,757.87	0.56%
Water Replacement Reserve	702,006.32	3,974.89	53,356.29	759,337.50	0.52%
Fire Mitigation Reserve	1,447,835.41	8,015.28	55,151.48	1,511,002.17	0.53%
Wastewater Reserve	316,194.52	1,558.11	88,989.95	406,742.58	0.38%
Wastewater Replacement Res.	212,781.39	1,249.02	45,331.00	259,361.41	0.48%
Water Reserve	2,228,218.83	5,293.83	(830,985.14)	1,402,527.52	0.38%
COP Restricted	3,022,895.29	17,420.66	(152,362.54)	2,887,953.41	0.60%
Field/Admin Reserve	586,427.14	3,338.71	41,111.00	630,876.85	0.53%
Funds in Trust	780,516.23	4,216.10	-	784,732.33	0.54%
Total Investments	\$ 20,982,312.44	\$ 104,329.44	\$ (1,551,295.49)	\$ 19,535,346.39	0.53%

\$0.00

RCSD PORTFOLIO HOLDINGS REPORT
NOVEMBER 30, 2020

<u>Par \$</u>	<u>Issuer</u>	<u>Maturity</u>	<u>Acquisition Cost</u>	<u>Current Market</u>	<u>Gain/Loss</u>	<u>Yld Mat</u>
AGENCY						
<hr/>						
	Subtotals		-	-	-	
U.S. TREASURIES						
COMMERCIAL PAPER						
<hr/>						
	Subtotals		-	-	-	
COLLATERALIZED TIME DEPOSITS						
170,424.60	Premier	4/3/2021	\$ 170,424.60	\$ 170,424.60		1.00
576,435.48	Premier	4/3/2021	576,435.48	576,435.48		1.00
225,000.00	Citizens Business Bank	4/18/2021	225,000.00	225,000.00		0.15
	Subtotals		\$ 971,860.08	\$ 971,860.08	-	
CASH EQUIVALENT & MONEY MARKET						
16,686,863.83	LAIF	-	\$ 16,686,863.83	\$ 16,686,863.83	-	0.62
13,121.87	CHECK-PPBI-Fire- Prop tax		13,121.87	13,121.87	-	-
464,837.34	SAFEKEEPING		464,837.34	464,837.34	-	-
	Subtotals		17,164,823.04	17,164,823.04	-	
	GRAND TOTALS		<u>\$ 18,136,683.12</u>	<u>\$ 18,136,683.12</u>	-	

RCS D Investment Portfolio
November 30, 2020

Maturity

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

Total

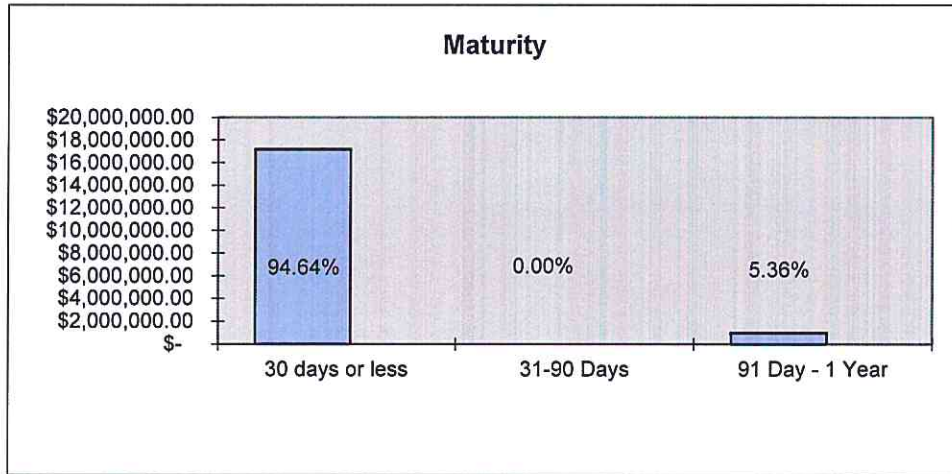
Assets

\$ 17,164,823.04

-

971,860.08

\$ 18,136,683.12



Sector

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

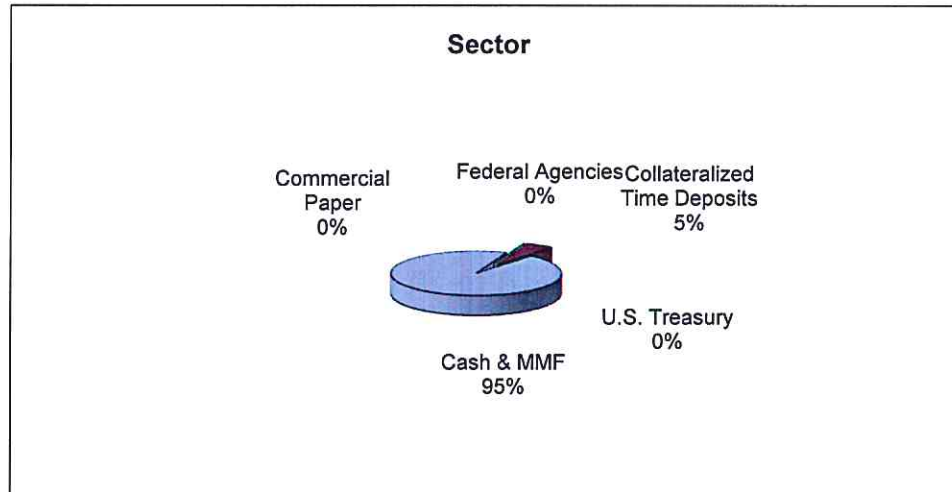
Total

\$ 17,164,823.04

-

971,860.08

\$ 18,136,683.12



10. RECOGNITION OF FEDERAL HOLIDAY/NOTICE OF OFFICE CLOSURE:
DM 2020-91

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 2020-91

December 17, 2020

To: Rubidoux Community Services District
Board of Directors

Subject: Recognition of Federal Holiday/Notice of Office Closure

BACKGROUND:

On December 11, 2020, President Trump issued an Executive Order (E.O.) recognizing Thursday, December 24, 2020 as a federal holiday. Consistent with the employees' Memorandum of Understanding (MOU) Article X 'Holidays' and current RCSD personnel handbook policy #3030 'Holidays', "*At such time as Federal and State governments designate certain holidays to be celebrated, the same shall apply.*", the District office will be closed in recognition of the newly enacted federal holiday on Thursday, December 24, 2020. A copy of the E.O., MOU article and RCSD personnel handbook policy are provided for your reference. Customers will still be able to make payments on this day via our automated phone system, online, or dropbox in addition to reporting leaks, etc. to our on-call personnel similar to other recognized holidays.

This DM requires no board action at this time and is merely informational.

Respectfully,

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

JEFFREY D. SIMS, P. E.
General Manager

Attachment: Executive Order – Recognizing Federal Holiday on December 24, 2020
 MOU Article X ‘Holidays’
 RCSD Personnel Handbook Policy #3030 ‘Holidays’

**EXECUTIVE ORDERS**

Executive Order on Providing for the Closing of Executive Departments and Agencies of the Federal Government on December 24, 2020

Issued on: December 11, 2020



By the authority vested in me as President by the Constitution and the laws of the United States of America, it is hereby ordered as follows:

Section 1. All executive departments and agencies of the Federal Government shall be closed and their employees excused from duty on Thursday, December 24, 2020, the day before Christmas Day.

Sec. 2. The heads of executive departments and agencies may determine that certain offices and installations of their organizations, or parts thereof, must remain open and that certain employees must report for duty on December 24, 2020, for reasons of national security, defense, or other public need.

Sec. 3. December 24, 2020, shall be considered as falling within the scope of Executive Order 11582 of February 11, 1971, and of 5 U.S.C. 5546 and 6103(b) and other similar statutes insofar as they relate to the pay and leave of employees of the United States.

Sec. 4. The Director of the Office of Personnel Management shall take such actions as may be necessary to implement this order.

Sec. 5. General Provisions. (a) This order shall be implemented consistent with applicable law and subject to the availability of appropriations.

(b) Nothing in this order shall be construed to impair or otherwise affect:

(i) the authority granted by law to an executive department or agency, or the head thereof; or

(ii) the functions of the Director of the Office of Management and Budget relating to budgetary, administrative, or legislative proposals.

(c) This order is not intended to, and does not, create any right or benefit, substantive or procedural, enforceable at law or in equity by any party against the United States, its departments, agencies, or entities, its officers, employees, or agents, or any other person.

DONALD J. TRUMP

THE WHITE HOUSE,
December 11, 2020.

**ARTICLE X
HOLIDAYS**

A. For the purposes of this Memorandum, the following shall be considered as paid holidays:

New Year's Day	Independence Day
Admission Day (observed as floating holiday)	Labor Day
Martin Luther King Day	Columbus Day
Lincoln's Birthday	Veterans' Day
Washington's Birthday	Thanksgiving Day
Cesar Chavez' Birthday	Day after Thanksgiving Day
Memorial Day	Christmas

Every day appointed a public fast, Thanksgiving holiday, or days of mourning. This will be at the discretion of the Board of Directors.

At such time as Federal and State governments designate certain holidays to be celebrated, the same shall apply to this Memorandum.

By analogy to Riverside County Ordinance 358 as amended, the District shall observe: 1) the Friday immediately preceding a holiday, whenever that holiday falls on a Saturday; 2) December 26th and January 2nd whenever those days fall on Friday; 3) December 24th and December 31st whenever those days fall on a Monday; 4) the Monday immediately following a holiday whenever that holiday falls on a Sunday.

B. When calculating for overtime purposes whether a forty (40) hour week has been worked, holiday time shall be counted as time worked.

Rubidoux Community Services District

POLICY TITLE: Holidays
POLICY NUMBER: 3030

3030.1 This policy shall apply to all employees.

3030.2 The following days shall be recognized and observed as paid holidays:

New Years Day;
Martin Luther King, Jr.'s Birthday;
Cesar Chavez' Birthday;
Lincoln's Birthday,
President's Day;
Memorial Day;
Independence Day;
Labor Day;
Admissions Day; (floating holiday)
Columbus Day;
Veteran's Day;
Thanksgiving Day;
Day after Thanksgiving;
Christmas Day.

Every day appointed a public feast, or days of mourning. This will be at the discretion of the Board of Directors. At such time as Federal and State governments designate certain holidays to be celebrated, the same shall apply.

By analogy to Riverside County Ordinance 358.1, the District shall observe:

1. The Friday immediately preceding a holiday, when the holiday falls on Saturday;
2. The Monday immediately following a holiday, whenever the holiday falls on Sunday;
3. December 26 and January 2 whenever those days fall on Friday;
4. December 24 and December 31 when those days fall on Monday.

3030.3 Employees shall receive eight (8) hours pay for each of the holidays listed above. Eligibility is also granted if the employee was on vacation or had received permission to be absent from work on that specific day or days.

3030.4 When an employee is taking an authorized leave with pay when a holiday occurs, said holiday shall not be charged against said leave with pay.

11. CONSIDER AWARDING A CONTRACT FOR CONSULTING SERVICES TO:
UPDATE TO RCSD'S WATER AND SEWER MASTER PLANS, PREPARE RCSD
2020 URBAN WATER MANAGEMENT PLAN, RCSD OPERATIONAL PLAN, AND
PREPARE AMERICAN WATER INFRASTRUCTURE ACT DOCUMENTS

DM 2020-92

12. CLOSED EXECUTIVE SESSION – NONE

13. DIRECTORS COMMENTS – NON-ACTION

14. ADJOURNMENT