

Rubidoux Community Services District

Board of Directors

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

General Manager

Steven W. Appel



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

NOTICE AND AGENDA FOR THE RUBIDOUX COMMUNITY SERVICES DISTRICT BOARD MEETING Thursday, March 5, 2020 at 4:00 PM

1. Call to Order – Armando Muniz, President
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes for the February 20, 2020, Regular Meeting.
5. Consideration to Approve March 6, 2020, Salaries, Expenses and Transfers
6. Acknowledgements - Members of the Public May Address the Board at this Time on Any Non-agenda Matter.
7. Correspondence and Related Information
8. Manager's Report (Second Meeting each Month):
 - a) Operations Report
 - b) Emergency and Incident Report

ACTION ITEMS:

9. PFAS Compound Treatment Actions: **DM 2020-11**
10. Adjustments to RCSD Service Area Boundary: **DM 2020-12**
11. **PUBLIC HEARING** – Consideration to Adopt Resolution **2020-861**, A Resolution Increasing Board of Directors Meeting Stipend: **DM 2020-13**
12. **CLOSED EXECUTIVE SESSION** – Pursuant to Government Code Section 54956.9: Legal Counsel Status on Litigation Case No. CIVDS 1310520, City of Riverside vs. Rubidoux Community Services District
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 MINUTES FOR FEBRUARY 20, 2020, REGULAR
MEETING

**MINUTES OF REGULAR MEETING
February 20, 2020
RUBIDOUX COMMUNITY SERVICES DISTRICT**

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

DIRECTORS ABSENT:

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

Call to order: the meeting of the Board of Directors of the Rubidoux Community Services District by President Muniz, at 4:00 P.M., Thursday, February 20, 2020, at the District Office, 3590 Rubidoux Boulevard, Jurupa Valley, California.

ITEM 4. APPROVAL OF MINUTES

Approval of Minutes for February 20, 2020, Special Board Meeting.

Director Trueba moved and Director Skerbelis seconded to approve February 20, 2020 Regular Meeting Minutes.

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

Noes – 0

Abstain – 0

The motion was carried unanimously.

ITEM 5. Consideration to Approve the February 21, 2020 the Salaries, Expenses and Transfers.

Consideration to Approve the February 21, 2020 the Salaries, Expenses and Transfers.

Director Skerbelis moved and Director Trueba seconded to Approve the February 21, 2020 Salaries, Expenses and Transfers.

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

Noes – 0

Abstain – 0

The motion was carried unanimously.

ITEM 6. PUBLIC ACKNOWLEDGE OF NON-AGENDA MATTERS

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

ITEM 7. CORRESPONDENCE AND RELATED INFORMATION

There was no correspondence or related information to present.

ITEM 8. MANAGER'S REPORT

Operations Report:

Mr. Miguel Valdez gave the operations report as follows. This week continued the reservoir tank inspections. The reports will be received when all the tanks have been inspected. This is done for preventative maintenance, to check for the seismic condition, and corrosion. On the sewer side, we have continued the installation of 70 feet of sewer pipeline from Raye Street to Avalon for future expansion. The District is installing this early to have the pipeline installed prior to planned City of Jurupa Valley street resurfacing efforts. The continuing construction of the Jurupa Hills Lift Station is underway. It should be done in approximately three weeks. Interviews for the Cross-Connection Inspector will be happening soon.

Emergency and Fire Report:

Station 38 had a total of 247 calls. There was a Total of 256 calls within the RCSD. The difference being calls outside the District service area. Of those, 167 calls 65.2% were medical aides.

ITEM 9. Receive and File Statement of Cash Asset Report for all District Funds Ending January 2020. DM 2020-07.

BACKGROUND

Attached for the Board of Directors' consideration is the January 2020 Statement of Cash Asset Schedule Report for all District Fund Accounts. Our YTD interest is \$313,480.84 for District controlled accounts. With respect to District "Funds in Trust", we show \$13,794.44 which has been earned and posted. The District has a combined YTD interest earned total of \$327,275.28 as of January 31, 2020.

With respect to the District's Operating Funds (Excluding Restricted Funds and Operating Reserves), we show a balance of \$7,393,054.24 ending January 31, 2020. That's **\$1,254,053.94 MORE** than July 1, 2019, beginning balance of \$6,139,000.30.

Further, the District's Field/Admin Fund current fund balance is \$542,657.92.

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

Director Murphy moved and Director Trowbridge seconded to Receive and File the Statement of Cash for the Month of January 2020 for the Rubidoux Community Services District.

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

Noes – 0

Abstain – 0

The motion was carried unanimously.

ITEM 10. Reactivation Resolution No. 2020-860. DM 2020-08.

BACKGROUND

At the February 6, 2020 Board Meeting, staff presented a proposed Service Reactivation Policy. The proposed policy as explained in DM 2020-04 is summarized below:

1. Purpose of Service Reactivation Policy
 - a. Establishes a consistent policy for reactivation of accounts inactive for more than one month
 - b. Maintains equitable cost sharing of costs between District ratepayers
 - c. maintains District revenues to cover ongoing fixed expenses

2. Elements of the Proposed Service Reactivation Policy
 - a. The service reactivation policy applies to accounts inactive for more than one month
 - b. Standby charges are to be paid for the duration the account was inactive up to thirty-six (36) months
 - c. Standby charges shall be charged at the standby rates in place during the period the account was inactive

To codify the proposed Service Reactivation Policy a draft of Resolution No. 2020-860 was included with DM 2020-04. The Board was asked to review and provide staff with comments/edits to Resolution No. 2020-860 so a final draft could be considered for approval at February 20, 2020 Board Meeting.

Director Skerbelis moved and Director Murphy seconded to:

1) Approve Resolution No. 2020-860 – a Resolution of the Board of Directors of Rubidoux Community Services District Adopting a Policy on the Reactivation of Services;

2) Authorize the Board of Directors President to sign Resolution No. 2020-860.

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

Noes – 0

Abstain – 0

The motion was carried unanimously.

ITEM 11. Hunter Zone Improvements Engineering Support. DM 2020-09.

BACKGROUND

The District has two main pressure zones serving its customers. The largest pressure zone is the Atkinson Pressure Zone with two storage tanks at the 1066' high water level ("HWL") elevation. Two pump stations move water out of the Atkinson Pressure Zone to the Hunter Pressure Zone with two storage tanks at 1238' HWL elevation. The Ridgeline Pressure Zone is a small hydro pneumatic pressure zone off the Hunter Pressure Zone.

Recently the Board of Directors approved hiring Harper and Associates to proceed with inspections of the District's four storage tanks. This effort will provide the District with a condition assessment for each tank identifying specific recommendations regarding coatings, structural integrity based on corrosion observations, and conformance with current seismic and safety regulations. The recommendations will identify costs for future tank rehabilitation/refurbishment projects.

It is anticipated some amount of work will be necessary for each tank. Of specific concern is the Hunter One Tank. Due to its age and known corrosion issues, a significant amount of work will likely be necessary. In addition, the current District Water System Master Plan calls for additional storage in the Hunter Pressure Zone to meet ultimate storage needs. Based on Harper & Associates recommendations for the Hunter One Tank, a decision will need to either refurbish the tank or tear it down and build a new larger replacement tank to accommodate ultimate storage requirements. In either case, refurbishment or replacement of the existing Hunter One Tank, the Hunter Pressure Zone will be reliant on one storage tank for several months.

As noted above, the Hunter Pressure Zone has two storage tanks – 1) 0.4 MG Hunter One Tank, and 2) 1.0 MG Perrone Tank. These two tanks are hydraulically connected by a distribution system. While the Hunter One tank is out of service, the entire Hunter Pressure Zone will rely on the Perrone Tank. Due to relatively small diameters of the existing distribution piping connecting the two tanks, staff is concerned inadequate pressures and flows will be experienced while supply is one directional from the Perrone Tank. To verify the existing hydraulic capability of the existing Hunter Pressure Zone and potential improvements that may be needed for adequate pressures and flows, staff has requested a proposal from Webb Associates to perform a hydraulic analysis. Once this work is completed, information will be used to make decisions on what, if any, pipelines are needed prior to the Hunter One Tank being taken out of service for refurbishment or replacement.

Webb’s proposal for this work is \$17,020 with a schedule of 8-10 weeks. Since this effort may result in pipeline replacements, it is suggested funding be tracked under the District’s Water Replacement Project Budget. The Approved District Budget for FY 2019-2020 and FY 2020-2021 does not include this project. To proceed the Board of Directors will need to consider approving a Budget Amendment moving reserves from the Water Fund to the Water Replacement Project Budget.

Director Murphy moved and Director Skerbelis seconded the Rubidoux Community Services District:

- 1) Amend the approved District Budget for FY 2019-2020 and FY 2020-2021 by allocating \$20,000 from Water Fund reserves to the Water Replacement Project Budget; and**
- 2) Enter a contract with Webb Associates in the amount of \$17,020 to perform hydraulic analyses for the Hunter Pressure Zone pursuant to the Webb Proposal dated January 21, 2020.**

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

Noes – 0

Abstain – 0

The motion was carried unanimously.

ITEM 12. Adjustments to FY 2019-2020 Salary Plan and Job Descriptions. DM 2020-10.

BACKGROUND

The District’s Salary Plan identifies the various job classifications and number of authorized positions needed to carry out District functions. Salaries and employee benefit costs, based on the Salary Plan, are then included in the District Annual Budget.

Due to planned retirements there is an opportunity to modify the Salary Plan without impact (increase) to the approved District Budget. The changes proposed in the updated District Salary Plan are explained below:

1. Change in General Manager Salary. The current General Manager is retiring as of May 17, 2020. The Board has approved a three-year contract for the new General Manager position with a starting effective date of May 18, 2020. The new Salary Plan will reflect an annual flat rate salary of \$250,000, which is a \$17,280 reduction.
2. Assistant General Manager (“AGM”) Position. Currently, the Salary Plan carries one authorized position for the AGM position. The staff person currently in the AGM position will become the new General Manager on May 18, 2020. It is proposed the AGM position be left unfilled. In the new Salary Plan the AGM position is unfunded but remain as a job classification available for future funding and hiring when required. The current funding for the AGM position will be repurposed to hire a new Director of Engineering position.

3. New Director of Engineering Position. A new job description has been prepared. In the new Salary Plan, this position would have one authorized position using the unfilled AGM position. The maximum salary for the Director of Engineering is 16.7% lower than the AGM position. With the recent turnover in the General Manager position and potential that the new General Manager will not work beyond late 2023, early 2024, there is a need for succession planning. With addition of a Director of Engineering, the District would have multiple in-house leadership positions. These would be: Manager of Operations, Director of Finance, and Director of Engineering. These three positions involve work across all aspects of District activities, which may enable them to become viable candidates to move into the AGM position or General Manager position.

4. Revised Engineering Assistant Job Description. The current job description for the Engineering Assistant is focused on providing support for new development activity, managing various District CIP, and responding to technical customer service issues. The staff person currently filling this position has indicated their intention of retiring in July 2020. This retirement provides an opportunity to revise the Job Description and modify job duties. Modifications to this position include addition of Regulatory and Permitting Activities Associated with District Operations This modification is proposed to enable some of the regulatory support currently done by Operation Staff to be shifted allowing the Operation Staff more time to focus on operations and training of staff Some of the routine engineering duties currently being handled by the position would be shifted to consultants to allow time for regulatory and operational support functions. The Engineering Assistant would continue to be responsible for oversight of consultant work.

From a timing standpoint, staff would like to have both the Director of Engineering and Engineering Assistant hired in May, no later than beginning of June 2020. With this schedule there would be a month or so of overlap for the Engineering Assistant position allowing for some training to occur for a smooth transition. There would be no overlap for the Director of Engineering as that position would be filled at or just after the current General Manager (Appel) retires on May 17, 2020.

From a budget standpoint, these changes, combined with having the Backflow/Cross Connection Inspector unfilled since October 2019, result in net reduction in overall salary expense to the District of approximately \$50,000 through June 30, 2020.

In summary, these changes are intended to accomplish:

1. More succession planning for future leadership positions.
2. Shift duty responsibilities to create more training time availability in the Operation function.

Director Skerbelis moved and Director Murphy seconded to:

- 1) Approve retaining the Assistant General Manager job classification but changing the Salary Plan to reflect authorized positions from one to zero effective May 18, 2020;**
- 2) Addition of the Director of Engineering Job Description and changing the Salary Plan to reflect one authorized position effective May 18, 2020;**

3) Modification of the Engineering Assistant Job Description and approve an overlap for the position for up to two months to allow for training of essential job functions.

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

Noes – 0

Abstain – 0

The motion was carried unanimously.

Assistant General Manager, Jeff Sims added a note that he has a meeting with Chris Berch, General Manager of JCSD. He has been talking to him regarding the evaluation of water supply alternatives. Due to the total dissolved solids (“salt”) situation, they have been discussing a RO plant in the area treating the water to remove the salt and other contaminants. JCSD may be interested in potentially partnering if JCSD could get additional water supply on a consistent basis. He and Mr. Berch have drafted an MOU for a co-operative effort to look at water supply alternatives. JCSD is petitioning WMWD for support of potentially getting a connection from the lower feeder – which is Colorado River water. There is also a pipeline called the Etiwanda feeder, which is a state water project water. It is low salt, higher quality water, but would need to be treated as well. These are very large projects and would require work with both WMWD and JCSD.

Additionally, we found out the State Department of Drinking Water lowered the Response Limit for PFOA/PFOS compounds. There is a Notification Limit and a Response Limit. The former Response Limit was a combined 70 PPT (PFOA + PFOS), which we were well below. Now DDW has created separate Response Limits for PFOS/PFOA. The PFOS is 40 PPT, and the District is well below this. However, they have lowered the PFOA Response Limit to 10 PPT. All of the District’s wells are just above 10 PPT, which is a problem. The District will be getting a new Order from the Department of Drinking Water that will establish the sampling for PFOA/PFOS on a rolling four (4) quarter average. The Order has not yet been given, which means the District has approximately one year to implement a solution to have water delivered to customers below the new lowered Response Limits. This will cost the District millions of dollars this year to address with treatment. Treatment would include adding pressure vessels with resin or GAC similar to those that we have purchased in the past. We’ll probably have to use a combination of GAC and ion exchange treatment.

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

ITEM 14. Directors Comments.

Director Muniz adjourned the meeting at 5:18 pm.

5. CONSIDERATION TO APPROVE MARCH 6, 2020, SALARIES,
EXPENSES AND TRANSFERS

RUBIDOUX COMMUNITY SERVICES DISTRICT
 FEBRUARY 20, 2020 (BOARD MEETING)
FUND TRANSFER AUTHORIZATION

NET PAYROLL 3/6/20	62,136.00
WIRE TRANSFER: FEDERAL PAYROLL TAXES 3/9/20	26,983.00
WIRE TRANSFER: STATE PAYROLL TAXES 3/9/20	5,354.00
WIRE TRANSFER: TO CREDIT UNION	2,386.00
WIRE TRANSFER: PERS RETIREMENT	17,288.00
WIRE TRANSFER: PERS REPLACEMENT BENEFIT	-
WIRE TRANSFER: PERS HEALTH PREMIUMS	34,334.00
WIRE TRANSFER: PERS RETIRED HEALTH PREMIUMS AND FEES	1,283.00
WIRE TRANSFER: SECTION 125	-
WIRE TRANSFER: SECTION 457	3,169.00

VACATION BUYBACK 3/6/20	6,005.00
WIRE TRANSFER: FEDERAL PAYROLL TAXES 3/9/20	2,504.00
WIRE TRANSFER: STATE PAYROLL TAXES 3/9/20	569.00

CHECKING ACCOUNT TRANSFERS FOR ACCOUNTS PAYABLE:

3/6/2020 WATER FUND TO GENERAL FUND-Payables	46,063.70
WATER FUND TO GENERAL FUND-Trash	143,704.61
WATER FUND TO SEWER FUND	116,314.39
 SEWER FUND TO GENERAL FUND-Payables	 183,812.99

INTERFUND TRANSFERS:

3/6/2020 SEWER FUND CHECKING TO LAIF SEWER OP	-
SEWER FUND CHECKING TO LAIF SEWER ML	-
SEWER FUND CHECKING TO WATER FUND CHECKING	-
LAIF SEWER OP TO SEWER FUND CHECKING	66,000.00
LAIF WASTEWATER REPLACEMENT TO LAIF SEWER OP	19,750.00
LAIF SEWER ML TO LAIF SEWER OP	-
LAIF SEWER ML TO SEWER FUND CHECKING	-
GENERAL FUND CHECKING TO LAIF FIRE MITIGATION	-
GENERAL FUND PROP TAX TO GENERAL FUND CHECKING	37,000.00
GENERAL FUND CHECKING TO SEWER FUND CHECKING	1,000.00
GENERAL FUND CHECKING TO WATER FUND CHECKING	-
LAIF GENERAL TO GENERAL FUND CHECKING	-
LAIF PROPERTY TAX TO GENERAL FUND CHECKING	121,000.00
WATER FUND CHECKING TO LAIF-COP PAYBACK	31,650.00
WATER FUND CHECKING TO LAIF-W.R.	4,350.00
WATER FUND CHECKING TO GENERAL FUND CHECKING	-
LAIF WATER ML TO LAIF WATER REPLACEMENT	-
WATER FUND CHECKING TO LAIF WATER RESERVE	-
WATER FUND CHECKING TO LAIF WATER OP	169,000.00
WATER FUND CHECKING TO LAIF WATER ML	-
LAIF WATER OP TO LAIF FIELD/ADMIN BLDG	-

NOTES PAYABLE

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

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Tr. #	Vendor	Inv Date	Paid Out	Immediate	Credit Card Vendor	Due Date	Discount Date	Invoice #
PO Number		Immediate GL Account			Check #		Payment Date	Discount
GL Date					Credit Card	CC Reference #		Total Invoice
1	AIRGAS / AIRGAS USA, LLC ✓	2/6/2020 ✓	N	N				9098000188 ✓
CO2 TNKS						3/7/2020 ✓	2/6/2020	\$0.00
3/5/2020 ✓					N			\$187.47 ✓
2	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	1/31/2020 ✓	N	N				CA02353-0267 ✓
WTR ANALYSES						3/1/2020 ✓	1/31/2020	\$0.00
3/5/2020 ✓					N			\$420.00 ✓
3	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	2/6/2020 ✓	N	N				CB00473-0267 ✓
WTR ANALYSES						3/7/2020 ✓	2/6/2020	\$0.00
3/5/2020 ✓					N			\$420.00 ✓
4	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	2/11/2020 ✓	N	N				CB00693-0267 ✓
WTR ANALYSES						3/12/2020 ✓	2/11/2020	\$0.00
3/5/2020 ✓					N			\$32.00 ✓
5	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	2/11/2020 ✓	N	N				CB00706-0267 ✓
WTR ANALYSES						3/12/2020 ✓	2/11/2020	\$0.00
3/5/2020 ✓					N			\$42.00 ✓
6	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	2/12/2020 ✓	N	N				CB00861-0267 ✓
LAB FEES						3/13/2020 ✓	2/12/2020	\$0.00
3/5/2020 ✓					N			\$254.00 ✓
7	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	2/12/2020 ✓	N	N				CB00862-0267 ✓
WTR ANALYSES						3/13/2020 ✓	2/12/2020	\$0.00
3/5/2020 ✓					N			\$96.00 ✓
8	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	2/12/2020 ✓	N	N				CB00833-0267 ✓
WTR ANALYSES						3/13/2020 ✓	2/12/2020	\$0.00
3/5/2020 ✓					N			\$1,330.00 ✓
9	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	2/13/2020 ✓	N	N				CB00961-0267 ✓
WTR ANALYSES						3/14/2020 ✓	2/13/2020	\$0.00
3/5/2020 ✓					N			\$735.00 ✓
10	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	2/13/2020 ✓	N	N				CB00991-0267 ✓
WTR ANALYSES						3/14/2020 ✓	2/13/2020	\$0.00
3/5/2020 ✓					N			\$432.00 ✓
11	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	2/18/2020 ✓	N	N				CB01249-0267 ✓
WTR ANALYSES						3/19/2020 ✓	2/18/2020	\$0.00
3/5/2020 ✓					N			\$96.00 ✓
12	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	2/18/2020 ✓	N	N				CB01285-0267 ✓
WTR ANALYSES						3/19/2020 ✓	2/18/2020	\$0.00
3/5/2020 ✓					N			\$64.00 ✓
13	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	2/19/2020 ✓	N	N				CB01323-0267 ✓
WTR ANALYSES						3/20/2020 ✓	2/19/2020	\$0.00
3/5/2020 ✓					N			\$232.00 ✓
14	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	2/19/2020 ✓	N	N				CB01418-0267 ✓
WTR ANALYSES						3/20/2020 ✓	2/19/2020	\$0.00
3/5/2020 ✓					N			\$48.00 ✓
15	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	2/19/2020 ✓	N	N				CB01421-0267 ✓
WTR ANALYSES						3/20/2020 ✓	2/19/2020	\$0.00
3/5/2020 ✓					N			\$64.00 ✓
16	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓	2/19/2020 ✓	N	N				CB01451-0267 ✓
LAB FEES						3/20/2020 ✓	2/19/2020	\$0.00
3/5/2020 ✓					N			\$254.00 ✓
17	STREAMLINE / STREAMLINE ✓	2/18/2020 ✓	N	N				103717 ✓
WEBSITE						3/19/2020 ✓	2/18/2020	\$0.00
3/5/2020 ✓					N			\$400.00 ✓

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Tr. #	Vendor	Inv Date	Paid Out	Immediate	Credit Card Vendor	Due Date	Discount Date	Invoice #
PO Number		Immediate GL Account			Check #		Payment Date	Discount
GL Date					Credit Card	CC Reference #		Total Invoice
18	CARQUEST AUTO PARTS / CARQUEST AUTO PARTS ✓							7456-429107 ✓
TOOL		2/19/2020 ✓	N	N		3/20/2020 ✓	2/19/2020	\$0.00
3/5/2020 ✓					N			\$10.76 ✓
19	EAGLE / EAGLE ROAD SVC & TIRE ✓							1-165121 ✓
R&M EQUIP		2/12/2020 ✓	N	N		3/13/2020 ✓	2/12/2020	\$0.00
3/5/2020 ✓					N			\$1,476.43 ✓
20	GRAINGER / GRAINGER ✓							9432758721 ✓
GLOVES		2/4/2020 ✓	N	N		3/5/2020 ✓	2/4/2020	\$0.00
3/5/2020 ✓					N			\$15.79 ✓
21	GRAINGER / GRAINGER ✓							9433207199 ✓
PADLOCKS		2/4/2020 ✓	N	N		3/5/2020 ✓	2/4/2020	\$0.00
3/5/2020 ✓					N			\$60.56 ✓
22	HOUSTON HARRIS / HOUSTON & HARRIS PCS, INC. ✓							19-22418 ✓
HYDRO-WSH		12/16/2019 ✓	N	N		3/6/2020 ✓	12/16/2019	\$0.00
3/5/2020 ✓					N			\$6,427.50 ✓
23	INDUSTRIAL FIRE / INDUSTRIAL FIRE PROTECTION ✓							EE03655 ✓
PRTBL HDYRNT SVC		1/17/2020 ✓	N	N		2/17/2020 ✓	1/17/2020	\$0.00
3/5/2020 ✓					N			\$571.68 ✓
24	INFOSEND / INFOSEND, INC ✓							166160 ✓
JAN '20 BILLS/PSTG		1/24/2020 ✓	N	N		2/25/2020 ✓	1/24/2020	\$0.00
3/5/2020 ✓					N			\$6,265.05 ✓
25	INFOSEND / INFOSEND, INC ✓							167635 ✓
PRGMG "DUE DATE"		2/17/2020 ✓	N	N		3/18/2020 ✓	2/17/2020	\$0.00
3/5/2020 ✓					N			\$260.00 ✓
26	INFOSEND / INFOSEND, INC ✓							166814 ✓
JAN CLSNG BILL/PSTG		1/31/2020 ✓	N	N		3/1/2020 ✓	1/31/2020	\$0.00
3/5/2020 ✓					N			\$3.06 ✓
27	KH METALS / KH METALS & SUPPLY ✓							0505336-IN ✓
PIPE		2/11/2020 ✓	N	N		3/12/2020 ✓	2/11/2020	\$0.00
3/5/2020 ✓					N			\$165.04 ✓
28	LAWNMOWER CENTER / LAWMOWER CENTER ✓							10721 ✓
R&M EQUIP		2/13/2020 ✓	N	N		3/14/2020 ✓	2/13/2020	\$0.00
3/5/2020 ✓					N			\$92.40 ✓
29	MERIT OIL / MERIT OIL COMPANY ✓							564782 ✓
GASOLINE		2/12/2020 ✓	N	N		2/27/2020 ✓	2/12/2020	\$0.00
3/5/2020 ✓					N			\$1,204.93 ✓
30	MERIT OIL / MERIT OIL COMPANY ✓							566024 ✓
GASOLINE		2/19/2020 ✓	N	N		3/5/2020 ✓	2/19/2020	\$0.00
3/5/2020 ✓					N			\$971.82 ✓
31	R&D MECHANICAL / R&D MECHANICAL SUPPLY, INC ✓							11003298 ✓
COUPLINGS		2/6/2020 ✓	N	N		3/7/2020 ✓	2/6/2020	\$0.00
3/5/2020 ✓					N			\$256.65 ✓
32	R&D MECHANICAL / R&D MECHANICAL SUPPLY, INC ✓							11003304 ✓
HYDRNT		2/12/2020 ✓	N	N		3/13/2020 ✓	2/12/2020	\$0.00
3/5/2020 ✓					N			\$2,952.56 ✓
33	R&D MECHANICAL / R&D MECHANICAL SUPPLY, INC ✓							11003303 ✓
SUPPLIES		2/13/2020 ✓	N	N		3/14/2020 ✓	2/13/2020	\$0.00
3/5/2020 ✓					N			\$137.03 ✓
34	R&D MECHANICAL / R&D MECHANICAL SUPPLY, INC ✓							11003308 ✓
VALVE		2/12/2020 ✓	N	N		3/13/2020 ✓	2/12/2020	\$0.00
3/5/2020 ✓					N			\$138.92 ✓

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GL Date		Immediate GL Account			Credit Card	CC Reference #				Total Invoice
35	R&D MECHANICAL / R&D MECHANICAL SUPPLY, INC ✓									11003317 ✓
PARTS		2/6/2020 ✓	N	N			3/7/2020 ✓	2/6/2020		\$0.00
3/5/2020 ✓					N					\$1,158.74 ✓
36	RELIABLE / RELIABLE WORKPLACE SOLUTIONS ✓									AR85762 ✓
COPIER USG		9/24/2019 ✓	N	N			3/6/2020 ✓	9/24/2019		\$0.00
3/5/2020 ✓					N					\$255.07 ✓
37	RELIABLE / RELIABLE WORKPLACE SOLUTIONS ✓									AR85763 ✓
PRINTER USG		9/24/2019 ✓	N	N			3/6/2020 ✓	9/24/2019		\$0.00
3/5/2020 ✓					N					\$29.93 ✓
38	RIVCOMM / RIVCOMM, INC. ✓									19859 ✓
R&M TRK		2/18/2020 ✓	N	N			3/19/2020 ✓	2/18/2020		\$0.00
3/5/2020 ✓					N					\$287.19 ✓
39	TRAFFIC MANAGEMENT / TRAFFIC MANAGEMENT, IN ✓									599865 ✓
DELINEATORS		2/14/2020 ✓	N	N			3/15/2020 ✓	2/14/2020		\$0.00
3/5/2020 ✓					N					\$204.04 ✓
40	ASSOCIATION OF GOVT ACCOUNT / ASSOCIATION O ✓									20M140138 ✓
DUES		2/10/2020 ✓	N	N			3/31/2020 ✓	2/10/2020		\$0.00
3/5/2020 ✓					N					\$110.00 ✓
41	AMERICAN SAFETY PRODUCTS / AMERICAN SAFETY ✓									2548 ✓
NITRILE GLVS		2/21/2020 ✓	N	N			3/21/2020 ✓	2/21/2020		\$0.00
3/5/2020 ✓					N					\$291.68 ✓
42	BPS B'S POOL SUPPLIES / B.P.S. B's POOL SUPPLIES ✓									102012 ✓
SODIUM HYPO		2/20/2020 ✓	N	N			3/21/2020 ✓	2/20/2020		\$0.00
3/5/2020 ✓					N					\$1,045.63 ✓
43	BERNELL / BERNELL HYDRAULICS, INC. ✓									0374579-IN ✓
PARTS		2/20/2020 ✓	N	N			3/21/2020 ✓	2/20/2020		\$0.00
3/5/2020 ✓					N					\$222.91 ✓
44	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD ✓									9358 ✓
JURUPA LFT STN		2/20/2020 ✓	N	N			3/21/2020 ✓	2/20/2020		\$0.00
3/5/2020 ✓					N					\$19,750.00 ✓
45	GRAINGER / GRAINGER ✓									9441629335 ✓
BOOTS		2/12/2020 ✓	N	N			3/13/2020 ✓	2/12/2020		\$0.00
3/5/2020 ✓					N					\$63.90 ✓
46	GRAINGER / GRAINGER ✓									9441629343 ✓
TIMER		2/12/2020 ✓	N	N			3/13/2020 ✓	2/12/2020		\$0.00
3/5/2020 ✓					N					\$209.91 ✓
47	JADTEC SECURITY / JADTEC SECURITY SVCS, INC. ✓									2133273 ✓
MONITORING		3/1/2020 ✓	N	N			3/11/2020 ✓	3/1/2020		\$0.00
3/5/2020 ✓					N					\$53.85 ✓
48	KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓									44012 ✓
WSTE WTR CNSLT		1/29/2020 ✓	N	N			2/29/2020 ✓	1/29/2020		\$0.00
3/5/2020 ✓					N					\$175.00 ✓
49	KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓									44013 ✓
PRETRTMNT		1/29/2020 ✓	N	N			2/29/2020 ✓	1/29/2020		\$0.00
3/5/2020 ✓					N					\$14,038.55 ✓
50	KRIEGER & STEWART / KRIEGER & STEWART, INC. ✓									44014 ✓
WTR CNSLT		1/29/2020 ✓	N	N			2/29/2020 ✓	1/29/2020		\$0.00
3/5/2020 ✓					N					\$9,378.75 ✓
51	MULTI W SYSTEMS / MULTI W. SYSTEMS, INC. ✓									32030352 ✓
PMP RPR		2/21/2020 ✓	N	N			3/22/2020 ✓	2/21/2020		\$0.00
3/5/2020 ✓					N					\$1,311.67 ✓

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GL Date	Immediate GL Account	Inv Date	Paid Out	Immediate	Credit Card	Due Date	Payment Date	Total Invoice
52	PRESS ENTERPRISE / PRESS-ENTERPRISE ✓							011363272 ✓
	PUB NOTC - STIPEND	2/14/2020 ✓	N	N		3/15/2020 ✓	2/14/2020	\$0.00
3/5/2020 ✓					N			\$243.00 ✓
53	RICHARDS, WATSON, GERSHON / RICHARDS, WATSON ✓							225491 ✓
	CITY RVSD LTGN	2/10/2020 ✓	N	N		3/11/2020 ✓	2/10/2020	\$0.00
3/5/2020 ✓					N			\$461.50 ✓
54	RING BENDER / RING BENDER LLP ✓							09481 ✓
	CITY RVSD LTGN	2/3/2020 ✓	N	N		3/4/2020 ✓	2/3/2020	\$0.00
3/5/2020 ✓					N			\$10,397.26 ✓
55	RIVERSIDE CITY / RIVERSIDE CITY ✓							00253681.A ✓
	DEC '19 TRTMNT	2/20/2020 ✓	N	N		3/20/2020 ✓	2/20/2020	\$0.00
3/5/2020 ✓					N			\$94,426.23 ✓
56	RIVERSIDE CITY / RIVERSIDE CITY ✓							00253681.B ✓
	DEC '19 SURCHG	2/20/2020 ✓	N	N		3/20/2020 ✓	2/20/2020	\$0.00
3/5/2020 ✓					N			\$17,571.48 ✓
57	SCE / SCE ✓							20M2271820763 ✓
	WTR PMP ENRGY	2/19/2020 ✓	N	N		3/9/2020 ✓	2/19/2020	\$0.00
3/5/2020 ✓					N			\$172.87 ✓
58	SCE / SCE ✓							20M2352968572 ✓
	WTR PMP ENRGY	2/19/2020 ✓	N	N		3/9/2020 ✓	2/19/2020	\$0.00
3/5/2020 ✓					N			\$368.99 ✓
59	SCE / SCE ✓							20M2036525988 ✓
	SWR PMP ENRGY	2/20/2020 ✓	N	N		3/10/2020 ✓	2/20/2020	\$0.00
3/5/2020 ✓					N			\$991.64 ✓
60	SCE / SCE ✓							20M2323283572 ✓
	SWR PMP ENRGY	2/20/2020 ✓	N	N		3/10/2020 ✓	2/20/2020	\$0.00
3/5/2020 ✓					N			\$249.03 ✓
61	SCE / SCE ✓							20M2024179475.A ✓
	WTR PMP ENRGY	2/25/2020 ✓	N	N		3/16/2020 ✓	2/25/2020	\$0.00
3/5/2020 ✓					N			\$19,286.87 ✓
62	SCE / SCE ✓							20M2024179475.B ✓
	FLD OFC UTLTY	2/25/2020 ✓	N	N		3/16/2020 ✓	2/25/2020	\$0.00
3/5/2020 ✓					N			\$115.16 ✓
63	SCE / SCE ✓							20M2024179475.C ✓
	NO3 PLNT	2/25/2020 ✓	N	N		3/16/2020 ✓	2/25/2020	\$0.00
3/5/2020 ✓					N			\$827.96 ✓
64	SCE / SCE ✓							20M2317748135 ✓
	SWR PMP ENRGY	2/20/2020 ✓	N	N		3/10/2020 ✓	2/20/2020	\$0.00
3/5/2020 ✓					N			\$1,952.75 ✓
65	SCHATZ / SCHATZ, JOHN J. ATTORNEY ✓							20200121 ✓
	CITY RVSD LTGN	1/21/2020 ✓	N	N		2/20/2020 ✓	1/21/2020	\$0.00
3/5/2020 ✓					N			\$15,000.00 ✓
66	SOCAL TRUCK / SOCAL TRUCKWORKS ✓							9091 ✓
	R&M TRK	2/17/2020 ✓	N	N		3/18/2020 ✓	2/17/2020	\$0.00
3/5/2020 ✓					N			\$31.29 ✓
67	SOCAL TRUCK / SOCAL TRUCKWORKS ✓							9114 ✓
	R&M TRK	2/21/2020 ✓	N	N		3/22/2020 ✓	2/21/2020	\$0.00
3/5/2020 ✓					N			\$65.68 ✓
68	SOCAL TRUCK / SOCAL TRUCKWORKS ✓							9116 ✓
	R&M TRK	2/21/2020 ✓	N	N		3/22/2020 ✓	2/21/2020	\$0.00
3/5/2020 ✓					N			\$174.46 ✓

\$111,997.71

\$20,221.99

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GL Date		Immediate GL Account			Credit Card	CC Reference #		Total Invoice
69	WEBB ALBERT A ASSOC / WEBB, ALBERT A. ASSOCI	1/25/2020	N	N			2/25/2020	200273
	CITY RVSD LITGN						1/25/2020	\$0.00
3/5/2020								\$162.50
70	WESTERN MUNICIPAL WATER / WESTERN MUNICIPA	1/30/2020	N	N			2/29/2020	20200130
	GRND WTR PRMT						1/30/2020	\$0.00
3/5/2020								\$400.00
71	CHASE CARD SERVICES / CHASE CARD SERVICES	2/17/2020	N	N			3/11/2020	20M77049795.A
	W-2'S & OFC MTG						2/17/2020	\$0.00
3/5/2020								\$213.34
72	CHASE CARD SERVICES / CHASE CARD SERVICES	2/17/2020	N	N			3/11/2020	20M77049795.B
	LUNCH MTGS						2/17/2020	\$0.00
3/5/2020								\$112.76
73	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC	2/26/2020	N	N			3/27/2020	0212_0225.A
	COMM TRSH 2/12-2/25						2/26/2020	\$0.00
3/5/2020								\$36,161.59
74	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC	2/26/2020	N	N			3/27/2020	0212_0225.B
	RES TRSH 2/12-2/25						2/26/2020	\$0.00
3/5/2020								\$107,543.02
75	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC	2/26/2020	N	N			3/27/2020	0212_0225.C
	RCSD SHR COMM						2/26/2020	\$0.00
3/5/2020								(\$3,616.16)
76	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC	2/26/2020	N	N			3/27/2020	0212_0225.D
	RCSD SHR RES						2/26/2020	\$0.00
3/5/2020								(\$960.90)
77	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC	2/26/2020	N	N			3/27/2020	0212_0225.E
	BILLING FEE						2/26/2020	\$0.00
3/5/2020								(\$3,000.00)
78	UPS / UNITED PARCEL SERVICE	2/22/2020	N	N			3/23/2020	0000F908W2080
	POSTAGE						2/22/2020	\$0.00
3/5/2020								\$29.54

Grand Totals

Total Direct Expense: \$381,662.39
 Total Direct Expense Adj: (\$7,577.06) ①
 Total Non-Electronic Transactions: \$374,085.33 ②

Report Summary

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

① 7,577.06
7,577.06 Tri-Co
.00

② 374,085.33
374,085.33 xfer w/s
.00

Mx
 3/2/20

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

7. CORRESPONDENCE AND RELATED INFORMATION

Fact Sheet on PFAS, PFOA and PFOS



PFAS Overview



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

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

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

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

Testing has confirmed that Western's drinking water, most of which is imported Northern California snowmelt, is safe and does not contain PFAS above notification levels.

Ensuring Safe Drinking Water

Providing safe, reliable water is Western's top priority.

Western's drinking water system meets and exceeds all state and federal water quality standards. Most of Western's water comes from Northern California snowmelt, which yields the purest water available.

In addition, Western often can treat locally sourced groundwater at regional desalters. The Arlington and Chino desalters use reverse osmosis, a method proven to remove the most common PFAS—perfluorooctanoic acid (PFOA) and perfluorooctane sulfonate (PFOS)—from drinking water.

Reducing PFAS Nationwide

In the early 2000s, PFOA and PFOS were largely phased out of manufacturing in the United States (U.S.)—though the chemicals, along with other PFAS, may still be used in consumer products, including goods imported from other countries.

According to the U.S. Environmental Protection Agency (EPA), "Scientists have found PFOA and PFOS in the blood of nearly all the people they tested, but these studies show that the levels of PFOA and PFOS in blood have been decreasing."

New Testing Technologies

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

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

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

Emerging Regulations



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

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

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

If PFOA or PFOS levels reach or exceed those levels—the equivalent of five to seven grains of sand in an Olympic-size swimming pool—water agencies must notify local governing bodies such as city councils or boards of supervisors.

- State regulators recently set new Response Levels (RLs)—the level at which water agencies are expected to voluntarily remediate the PFOA and PFOS—at 10 ppt for PFOA and 40 ppt for PFOS. Previously, the RL was 70 ppt for the total concentration of the two chemicals combined.

These steps move the state toward enforceable limits on PFOA and PFOS in California drinking water while officials gather more information, with the goal of ensuring safe, affordable benchmarks at a time of ongoing research.

PFAS and Your Health

As research into PFAS continues, it is unclear if, or how, microscopic levels of the chemicals affect people's health. However, the chemicals can build up in the human body over time, and high concentrations of PFOA and PFOS have been linked to health concerns

such as heightened cholesterol levels, decreased responses to vaccines and increased risks of liver damage, thyroid disease and low birth weights.

Across the board, scientists still have much to learn about PFAS and human health. Many areas of PFAS testing and research remain in development.

Western's Commitment to You

Western is committed to ensuring safe, reliable drinking water for each of its 25,000 residential and business connections in portions of Riverside, Murrieta and Rainbow. Western's water—which meets and exceeds all state and federal water quality standards—is primarily derived from pure Northern California snowmelt. Furthermore, regional desalters offer Western the ability to remove PFOA or PFOS from local groundwater. At this time, Western's groundwater wells in Murrieta are non-detect for PFAS.

Western takes a range of steps to ensure safe water 365-days-a-year, seven-days-a-week and 24-hours-a-day, including:



The daily collection of water samples from Western's water system. In all, state-certified monitors test more than 4,500 water samples per year for purity.



The continuous monitoring of innovation in chemical detection and treatment technology.



Regular, transparent communication with customers about water quality, treatment and safety.

Western Municipal Water District
14205 Meridian Parkway, Riverside
951.571.7100 | wmwd.com/PFAS

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California bills would ban PFAS in firefighting foam, expand testing of water for all PFAS

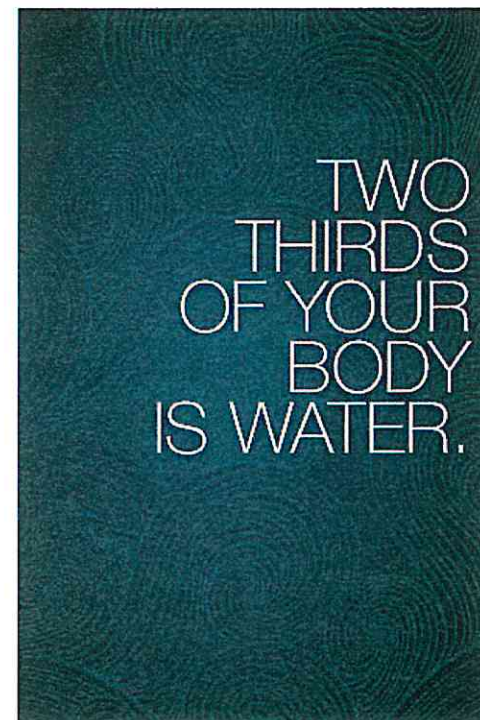


The Environmental Work...

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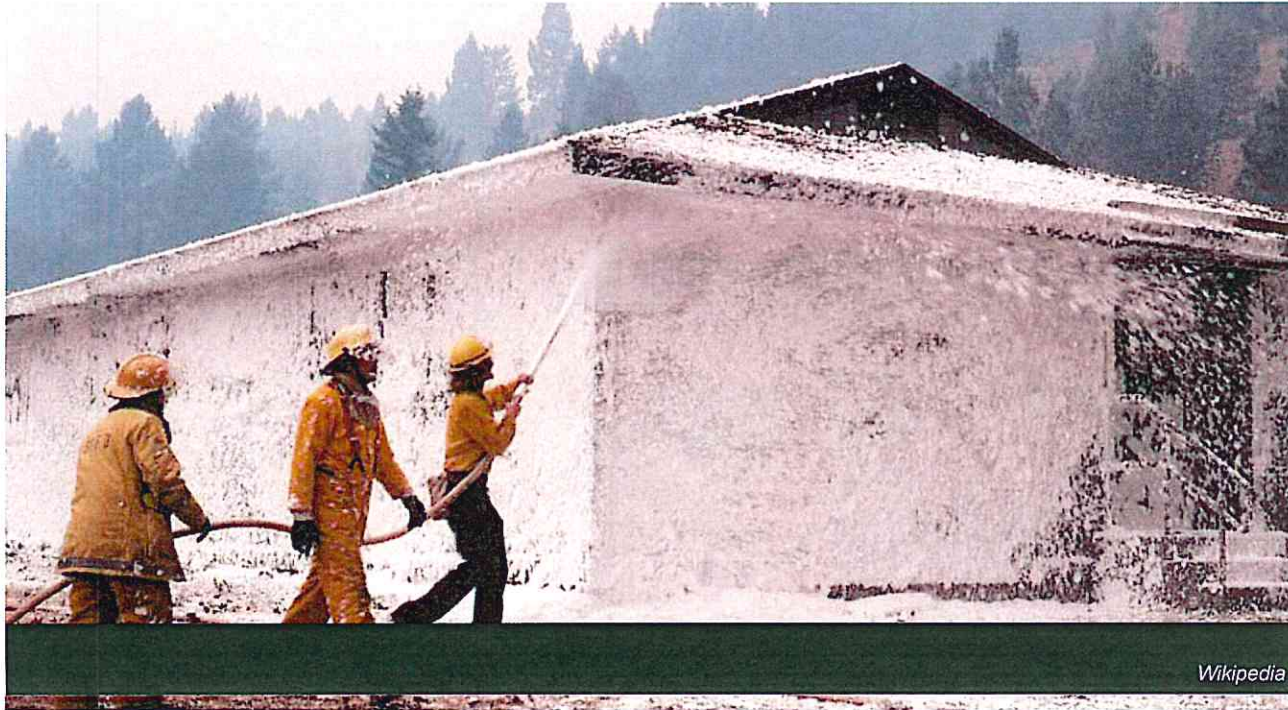
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More information



Firefighters sprayed foam on structures in the Mammoth Hot Springs complex on 10 September 1988 during the Yellowstone Fires. Credit:



About the entity



The Environmental Working Group (EWG)

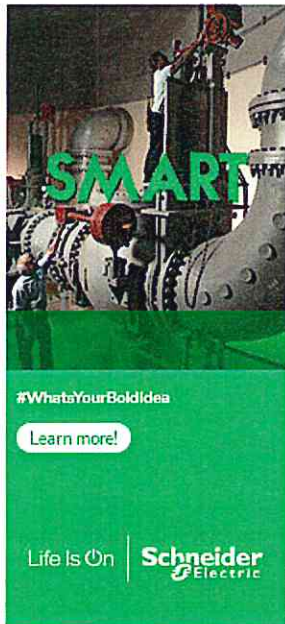
We are a non-profit, non-partisan organization dedicated to protecting human health and the environment.



On Tuesday the California Senate introduced two bills to address the growing contamination crisis of toxic fluorinated chemicals known as PFAS. **One bill would ban the chemicals in firefighting foam** – one of the largest sources of PFAS contamination – and **the other would expand the state’s program to test water for many more formulations of the chemicals.**

- S.B. 1044, by State Sen. Ben Allen (D-Santa Monica), would ban the manufacture, sale and use of firefighting foam containing PFAS. It also would mandate that manufacturers of firefighting gear include a written notice if the equipment contains PFAS chemicals.
- S.B. 1050, by State Sen. Anthony J. Portantino (D-La Cañada Flintridge), would direct the State Water Resources Control Board to develop methods to measure all PFAS chemicals found in drinking water, groundwater, surface water and wastewater. There are an estimated 4,700 PFAS chemicals, with more than 600 in active use. California currently tests for

An advertisement for Almar Water Solutions. The top half features a circular graphic with a blue and orange color scheme, resembling a water wheel or a stylized sun. Below this is the Almar logo, which consists of a blue circle with white wavy lines representing water, and the text "ALMAR WATER SOLUTIONS" to its right. At the bottom, the slogan "Supplying Water for a Sustainable Future" is written in white text against a blue background.



20/02/2020

THEMES

LEGISLATION

only 30.

These “forever chemicals” do not break down in the environment, and they build up in our blood and organs. Very low doses of PFAS chemicals in drinking water have been linked to an increased risk of cancer, reproductive and immune system harm, liver or thyroid disease, ulcerative colitis, high cholesterol and other health problems. According to the federal [Centers for Disease Control and Prevention](#), **virtually all Americans have PFAS in their blood.**

In October, a scientific review by an international team of experts for [IPEN](#) found “unequivocal evidence from recent studies that firefighters using aqueous film-forming foams (AFFF) have **unacceptably elevated levels**” of two toxic PFAS chemicals in their blood. The study also found that firefighters can be exposed to PFAS chemicals from wearing contaminated personal protective equipment, handling contaminated equipment, managing PFAS foam wastes and working in contaminated fire stations.

Military and civilian firefighters continue to use PFAS firefighting foams that seep into drinking water supplies, contaminating **hundreds of military installations**. PFAS contamination has been confirmed at **nearly 300 military installations**. EWG recently identified **138 other military fire and crash training sites** where PFAS-based foams were likely used.

“The removal of PFAS from firefighting foam is long overdue,” said Susan Little, the Environmental Working Group’s senior advocate for California government affairs. “Our firefighters and first responders are already asked to put themselves in harm’s way every day. They don’t need the added health hazard of exposure to toxic PFAS. Since PFAS-free foams are already on the market, it makes sense to use them instead of their toxic counterparts.”

In addition to PFAS-based firefighting foams, major sources of contamination

Most popular



California bills would ban PFAS in firefighting foam, expand testing of water for all PFAS



UAE approves US\$44 million for water infrastructure projects



Man v. Machine: Talking to equipment in the age of Industry 4.0



DIANA to manage irrigation water demand



Egypt is considering collaborating with the private sector in seawater desalination



“WatEner makes it possible for companies to progress in the path towards digital transformation”



What makes a smart city smart?



Proposed regulations in several US states will restrict groundwater tapping by bottling companies



Emergency Recovery Plan could halt catastrophic collapse in world’s freshwater biodiversity



The importance of atmospheric water technology in the face of global water scarcity

[View more](#)

include [industrial discharges](#) into air and water, and PFAS in food packaging and other consumer products. In September, an [EWG review](#) of state data found that drinking water sources for 74 community water systems serving 7.5 million Californians were contaminated with PFAS. All of the detections exceeded 1 part per trillion, or ppt, the safe level recommended by the best [independent studies](#) and endorsed by EWG.

Portantino's S.B. 1056, directing the development of methods to monitor for the full roster of PFAS chemicals, would provide a more accurate picture of contamination, which would in turn equip the state to better protect its citizens against the chemicals' numerous health risks.

"The drinking water supply for almost one in five Californians is potentially contaminated with PFAS," said Little. "To reduce the health risks of exposure, it is critical for the state to learn the scope of existing PFAS contamination in drinking water."

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8. MANAGER'S REPORT

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

9. PFAS COMPOUND TREATMENT ACTIONS:
DM 2020-11

Rubidoux Community Services District

Board of Directors

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

General Manager

Steven W. Appel



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

DIRECTORS MEMORANDUM 2020-11

March 5, 2020

To: Rubidoux Community Services District
 Board of Directors

Subject: PFAS Compound Treatment Actions

BACKGROUND:

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

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

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

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

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

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

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

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

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

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

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

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

How does this effect the District?

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

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

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

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

Initial actions proposed

Action 1 – Purchase two pressure vessels

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

Action 2 - Obtain consultant expertise

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

Action 3 – Evaluate other water supply alternatives

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

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

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

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

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

RECOMMENDATION

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

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

Respectfully,



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

Attachments:

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



CARBON ACTIVATED CORP. USA

2250 SOUTH CENTRAL AVE,
COMPTON, CA 90220

Quotation

Date	Quotation No.
2/17/2020	4133

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

Ship To

Attention To	Terms	valid Until	FOB	Ship Via	Rep
Lee		3/31/2020	PRE-PAID	CAC	DK

Item	Description	Ordered	Rate	Amount
321	<p>Quantity- 2 total Refurbished Filter System</p> <ul style="list-style-type: none"> ◦ Two (2) Vertical GAC Filters ◦ Two (2) sets of Vessel piping and One (1) common valve tree. ◦ Onsite Assembly by others <p>Tank Definition:</p> <ul style="list-style-type: none"> ◦ Vessel were originally designed and stamped per ASME code, Section VIII, Div. 1 for 125 psi at 150° F with no corrosion allowance. During the Refurbishment of the filters we recertified for 125 psi at 150° F. ◦ Carbon steel construction. ◦ Vessel to be 144"0 OD x 96" side shell. ◦ All nozzles currently installed and connections. Any change on this line item there will be extra costs. ◦ Vessel interior surfaces was originally coated with Plasite 4110 and during Refurbishment all Plasite areas were repaired as needed. ◦ Vessel exterior surfaces are prepared and primed with 4 to 6 mils Carboguard 890 and finished with 2 to 4 mils of Carbothane 134. <p>Piping Definition:</p> <ul style="list-style-type: none"> ◦ All external carbon steel, galvanized, and stainless steel piping. ◦ 8"0 carbon steel underdrain and inlet piping. ◦ 8"0 carbon steel valve tree and pipe support. ◦ Stainless steel carbon fill and vessel drain pipe. ◦ Air gap line, sample lines, back wash piping ◦ Carbon steel piping interior to be prepared and coated with 3 to 8 mils of Devoe 233. ◦ Carbon Steel piping exterior to be prepared and primed with 4 to 6 mils Carboguard 890 and finished with 2 to 4 	1	160,000.00	160,000.00T
Total				



CARBON ACTIVATED CORP. USA

2250 SOUTH CENTRAL AVE,
COMPTON, CA 90220

Quotation

Date	Quotation No.
2/17/2020	4133

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

Ship To

Attention To	Terms	valid Until	FOB	Ship Via	Rep
Lee		3/31/2020	PRE-PAID	CAC	DK

Item	Description	Ordered	Rate	Amount
	<p>mils of Carbothane 134.</p> <p>Underdrain:</p> <ul style="list-style-type: none"> ◦ Conical design with 80 2" X 3" Stainless steel nozzles with 0.015 slots. Any change on this line item there will be extra costs. ◦ 6 each Test port Nozzles. <p>Mechanical Assembly Definition: System has been preassembled to ensure all piping fits and come with the below items.</p> <ul style="list-style-type: none"> ◦ 10 each Bray Series 30 Wafer Valves. ◦ 10 each used W' Ball Valves. ◦ 8 each new 2" Ball Valves. ◦ 10 each new 1" Ball Valves. ◦ 2 each new APCO 142 1" Air Gap. ◦ 2" and 4" Stainless Steel Kamlock connections with cap. <p>Clarifications:</p> <ul style="list-style-type: none"> ◦ All galvanized and stainless steel piping will not have any additional coatings. ◦ All hardware to be galvanized carbon steel. ◦ All gaskets to be EDPM. ◦ Foundation, anchorage, and embedment design to be performed by others. <p>Deposit:</p> <p>Due to demand we would like a 25% Deposit.</p> <p>Schedule:</p> <ul style="list-style-type: none"> ◦ Lead time 14 to 16 Weeks ARO. 			
Total				



CARBON ACTIVATED CORP. USA

2250 SOUTH CENTRAL AVE,
COMPTON, CA 90220

Quotation

Date	Quotation No.
2/17/2020	4133

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

Ship To

Attention To	Terms	valid Until	FOB	Ship Via	Rep
Lee		3/31/2020	PRE-PAID	CAC	DK

Item	Description	Ordered	Rate	Amount
	Sales Tax		8.75%	14,000.00
Total				\$174,000.00



Hazen and Sawyer
7700 Irvine Center Drive, Suite 200
Irvine, CA 92618

February 21, 2020

Mr. Jeff Sims
Assistant General Manager/ District Engineer
Rubidoux Community Services District
3590 Rubidoux Blvd.
Jurupa Valley, CA 92519

Subject: Revised Proposal for Engineering Services – PFAS Treatment Evaluation and Design

Dear Mr. Sims:

Hazen and Sawyer (Hazen) appreciates the opportunity to provide this proposal to provide engineering services for the Rubidoux Community Service District's (RCSD) PFAS Treatment Evaluation and Design. Enclosed is our recommended scope of work to address PFAS constituents in groundwater to levels below the California WaterBoards' newly announced Response Levels for PFOA and PFOS.

We are pleased to provide this proposal for your consideration. Upon your acceptance of this proposal, please provide the RCSD's form of Agreement for our review. Should you have any questions or comments with regards to the Scope of Services or attached fee, please feel free to contact me at (949) 557-8550 or cmiller@hazenandsawyer.com.

Sincerely,

Cindy Miller, PE
Vice President

Nicole Blute, PhD, PE
Project Manager

Attachments:

Exhibit A – Scope of Services
Exhibit B - Compensation

**EXHIBIT A
SCOPE OF SERVICES
FOR
RCSD PFAS TREATMENT EVALUATION AND DESIGN**

Due to the proximity to a landfill, the California WaterBoards Division of Drinking Water (DDW) ordered Rubidoux Community Service District (RCSD) to conduct PFAS sampling of groundwater wells. Results from sampling found concentrations above the Notification Level (NL) but below the (former) Response Level in all of the wells. This month, DDW decreased the Response Levels, and now several of the groundwater wells exceed the Response Levels.

As a result of this finding, RCSD will have one year to install treatment or notify customers of the presence of PFAS in their water. In this scope of services, Hazen and Sawyer (Hazen) proposes the following scope of services to quickly identify the most appropriate treatment approach and assist with the procurement, installation, and operational permitting of the recommended treatment equipment:

TASK 1 – Project Management, Meetings, and QA/QC

Task 1 involves the administration of the budget, schedule, progress, and work quality of the project. Hazen’s QA/QC program will be used to ensure quality products by ensuring the right resources are on the project and through reviews are conducted at key milestones.

We anticipate the following meetings during the project:

1. Kickoff Meeting

RCSD has provided background water quality and facility data that Hazen has reviewed and will be ready to discuss at the kickoff meeting. The purpose of the meeting will be to establish RCSD’s priorities, discuss the proposed work flow of tasks and review information that will be used to develop recommendations. A site visit will be held as part of the kick off meeting for Hazen to speak with operations staff and understand the current site layout and constraints/preferences.

At the kickoff meeting, Hazen will provide an organizational chart outlining the responsibilities of the project team. Hazen will describe the internal management and communication approach with RCSD.

2. Design Review Meeting After the Basis of Design Memorandum (BODM)

Prior to finalizing the Basis of Design Memorandum (BODM), the design criteria, preliminary site layouts and operational strategy will be reviewed with RCSD staff to

ensure the recommendations will be practical and implementable. Hazen will review BODM details with RCSD staff for input before commencing detailed design.

3. **As-Needed Coordination Meetings:** Hazen has budgeted for six (6) meetings with RCSD staff, system supplier, and DDW, as needed to assist with equipment procurement, permitting, and construction.
4. **Conference Calls**
Hazen has budgeted for five (5) 1-hour progress calls with RCSD staff, as needed, to discuss and resolve key issues and collaborate on decisions. Time has been included for preparation of agendas and meeting notes following the calls to document action items and decisions.

TASK 2 – Water Quality Evaluation and Demand Analysis

The Hazen team will review water quality reports provided by RCSD and identify information gaps necessary for the PFAS evaluation.

Data analysis will focus on other constituents in the water that can be removed by a particular process technology (e.g., volatile organic compounds by Granular Activated Carbon (GAC); perchlorate by Ion Exchange (IX)) and constituents that can negatively impact technologies (e.g., organic carbon on GAC; iron, manganese, and sulfate on IX resin). Potential operational issues associated with the technologies (e.g., nitrate peaking from GAC) will be evaluated to determine if RCSD can overcome these challenges.

In the initial analysis, we will contact two to three process technology vendors for sample estimates of performance guarantees for both GAC and IX resins to be used at RCSD's water sources. Approximate GAC and IX resin changeout frequencies will be identified based on the estimates provided by the vendors and appropriate equipment sizing selected for the district. The results of this water quality evaluation will be included in the BODM.

We understand that water demands at RCSD are strongly seasonal, with lower demands in the winter. In this task, we will develop graphs of monthly water demands for the past three years. We will analyze and develop an operational strategy for the District, factoring in the number of wells that are needed to meet typical monthly flow demands. This operational strategy will include a plan for configuring the order of startup and use of wells, so that the district can minimize impacts from the various constituents in the short term to the greatest extent.

Findings from this task will be included in the Basis of Design Memorandum (BODM) produced in Task 3.

TASK 3 – Basis of Design Memorandum (BODM)

In Task 3, design criteria will be developed for the selected technology, including flow rate, bed depth, Empty Bed Contact Time (EBCT), hydraulic loading rate (HLR), and backwash rates. Facility footprints will be developed based on conceptual equipment layout and site-specific

constraints. Layouts can be impacted by wastewater disposal options (e.g., availability, capacity, and permitting restrictions). RCSD will provide information and preference on these options and sizing of the backwash water recycle tanks at the kickoff meeting to facilitate the site layout evaluation. Hazen will engage RCSD's operations staff to identify preferences and any other planned uses of site areas.

The proposed treatment configuration and technology may cause increases and decreases in the well pump total dynamic head, which will affect well pump efficiencies and production rates. Improvements such as increasing or lowering pump capacity and motor horsepower will be determined to stay within manufacturer or industry standard operating ranges and efficiencies. It is assumed that well pump manufacturer curves and historical field pump test data provided by RCSD will be used for this analysis; hydraulic modeling is not included in the scope.

Capital and O&M cost estimates that are consistent with AACE Class 5 will be developed to support the technology selection recommendation. Class 5 costs represent projects at 1% to 15% project definition and are appropriate for feasibility studies with accuracy ranges on the low end of -15% to -30% and on the high end of +20% to +50%. O&M Costs will be prepared to reflect a complete cost of the addition of treatment including labor, chemicals, media replacements, residuals, maintenance, and energy. Vendor estimates of performance guarantees will be used as the basis for media replacements. Estimates will be reviewed by Hazen and compared with our experience with pilot- and full-scale operations of facilities for PFAS removal. Annualized lifecycle cost estimates will be included.

Field investigations will be completed at this phase, including review of utility locations through record drawings and potholing. It is assumed that up to 5 potholes will be conducted by Hazen's subconsultant. Hazen's geotechnical subconsultant will conduct a geotechnical evaluation of the proposed treatment site and pipeline alignment to assess the engineering properties of the subsurface soils and provide geotechnical recommendations for site development. Survey will be performed and consist of a field topographic survey of the treatment site and the pipeline alignment. Based upon our initial meeting and site walk, we have assumed the new treatment plant will be located at RCSD's Well 18 site.

It is assumed that RCSD staff will prepare CEQA documentation. Hazen will provide technical engineering to support preparation of the CEQA document.

The findings from this task will be documented in a concise Basis of Design Memorandum (BODM). RCSD's comments will be incorporated to produce a final BODM.

Due to the fast-track requirements of this project, as part of the BODM effort, Hazen will assist RCSD with pre-purchasing vessels and other long-lead equipment needed for the treatment system. It is our understanding that lead time for these types of vessels can be in excess of 26 weeks, so pre-purchasing the vessels will most likely be required for the plant to be completed prior to the State mandated deadline. Hazen will investigate possible other long-lead items, such as MCCs, and will assist RCSD, as necessary, to pre-purchase these items as well.

TASK 4 – Procurement and Installation Support

The BODM prepared as part of Task 3 will be utilized by RCSD staff to procure equipment, and contract with a system supplier for installation of the system. This approach assumes the system supplier will provide the engineering design necessary for proper installation of the system. Hazen will support RCSD staff by reviewing design submittals prepared by the system supplier and their contractor, attend construction meetings (2 budgeted) to assist RCSD with coordination, and participate in start-up in a support-role to RCSD staff. The following summarizes the activities included in this task:

- Attend pre-construction meeting with RCSD, System Supplier, and Contractor
- Review shop drawing submittals (10 submittals budgeted)
- Respond to RFI's (Assume 5 RFIs)
- Conduct site visits, as directed by RCSD (assume 2 field visits)
- Provide Start-Up Assistance (assume 1 day of assistance)

The above scope of work does not include Construction Management and Inspection services. Should RCSD request Hazen provide CM and inspection, we can provide a scope and fee under separate cover.

TASK 5 – Permitting Assistance

Hazen will prepare and submit the SWRCB DDW operating permit amendment with assistance from RCSD. Attendance at two (2) regulatory meetings is included in the scope as part of Task 1. All permit fees will be paid by the district. Hazen's budget for this task assumed 97-005 permitting with DDW will not be required.

It is assumed RCSD will be responsible for all other permits required for the project, including encroachment permits.

SCHEDULE

Following the issuance of a Notice to Proceed (NTP), Hazen will begin the project effort immediately. We anticipate that the BODM work can be completed in 8 weeks, assuming one-week turnaround time for RCSD comments on this deliverable.

Fee Schedule
 Rubidoux Community Services District
 PFAS/PFOA Treatment Evaluation and Design
 Fee Schedule
 February 21, 2020

Hazen	Hazen and Sawyer												Subconsultants			Grand Total				
	Principal in Charge	Project Manager	QA/QC	QA/QC	Senior Project Engineer	Process/Mechanical	Cost Estimating	Electrical Engineer	Instrumentation Engineer	Structural Engineer	Site Civil Engineer	CAD Designers	TMH	Labor	ODC		Total	Geotech	Potholing	Survey
	CM \$298	NB \$298	JR \$190	IM \$270	NB \$190	MC \$160	CP \$205	CT \$270	AM \$190	WD \$190	SV \$190	CAD \$130								
Task 1 - Project Management																				
1.1 Kickoff Meeting and Site Visit	2	4			4	4							14	\$3,188	\$200	\$3,388	\$ -	\$ -	\$ -	\$3,388
1.2 Design Review Meeting - BODM	2	4			4	4							14	\$3,188	\$200	\$3,388	\$ -	\$ -	\$ -	\$3,388
1.3 As-Needed Coordination Meetings - 4 Meetings	8	16			16	4		4					48	\$11,912	\$500	\$12,412	\$ -	\$ -	\$ -	\$12,412
1.4 Conference Calls with RCSD (5)	2	5			10	5		1	1				24	\$5,246	\$0	\$5,246	\$ -	\$ -	\$ -	\$5,246
1.4 Project Management and Billing		8											8	\$2,384	\$0	\$2,384	\$ -	\$ -	\$ -	\$2,384
TASK 1 TOTALS	14	37	0	0	34	17	0	5	1	0	0	0	108	\$25,918	\$900	\$26,818	\$0	\$0	\$0	\$26,818
Task 2 - Water Quality Evaluation and Demand Analysis																				
2.1 Review Water Quality Data and Reports		6	4		8	24							42	\$7,908	\$0	\$7,908	\$ -	\$ -	\$ -	\$7,908
2.2 Discuss with Vendors					8	12							20	\$3,440	\$0	\$3,440	\$ -	\$ -	\$ -	\$3,440
2.3 Monthly Demand Graphs		2	1		4	16							23	\$4,106	\$0	\$4,106	\$ -	\$ -	\$ -	\$4,106
													0	\$0	\$0	\$0	\$ -	\$ -	\$ -	\$0
TASK 2 TOTALS	0	8	5	0	20	52	0	0	0	0	0	0	85	\$15,454	\$ -	\$15,454	\$0	\$0	\$0	\$15,454
Task 3 - Basis of Design Memo (BODM)																				
3.1 Develop Design Criteria		2			16	16		2	2	2	2		42	\$7,876	\$0	\$7,876	\$ -	\$ -	\$ -	\$7,876
3.2 Prepare Site Layouts		2			16	40					8	40	106	\$16,756	\$0	\$16,756	\$ -	\$ -	\$ -	\$16,756
3.3 Cost Estimates		2					40						42	\$8,796	\$0	\$8,796	\$ -	\$ -	\$ -	\$8,796
3.4 Field Investigation - Geotech					4								4	\$760	\$0	\$760	\$12,000	\$ -	\$ -	\$12,760
3.6 Field Investigation - Survey					4								4	\$760	\$0	\$760	\$ -	\$ -	\$12,000	\$12,760
3.7 Prepare BODM	2	4	6	2	16	40		8	4	4	4		90	\$17,348	\$200	\$17,548				\$17,548
TASK 3 TOTALS	2	10	6	2	56	96	40	10	6	6	14	40	288	\$2,296	\$200	\$2,496	\$12,000	\$ -	\$12,000	\$76,496
Task 4 - Procurement and Installation Support																				
4.1 Pre-Construction Meeting		4			4								8	\$1,952	\$200	\$2,152	\$ -	\$ -	\$ -	\$2,152
4.2 Review Shop Drawings (10)		2			24	24		12	4	4	4		74	\$14,516	\$0	\$14,516	\$ -	\$ -	\$ -	\$14,516
4.3 Respond to RFIs (5)		4		2	12	4		4	4	2			32	\$6,872	\$0	\$6,872	\$ -	\$ -	\$ -	\$6,872
4.4 Site Visits (2, included in Task 1.3 budget)													0	\$0	\$0	\$0	\$ -	\$ -	\$ -	\$0
4.5 Start-up Assistance (1 day)		4			8			8					20	\$4,872	\$0	\$4,872	\$ -	\$ -	\$ -	\$4,872
TASK 4 TOTALS	0	14	0	2	48	28	0	24	8	6	4	0	134	\$28,212	\$200	\$28,412	\$0	\$0	\$0	\$28,412
Task 5 - Permitting Assistance																				
5.1 Prepare DDW Permit Amendment		8	4			32							44	\$8,264	\$0	\$8,264	\$ -	\$ -	\$ -	\$8,264
5.2 Regulatory Meetings (2, included in Task 1.3 budget)													0	\$0	\$0	\$0	\$ -	\$ -	\$ -	\$0
													0	\$0	\$0	\$0	\$ -	\$ -	\$ -	\$0
TASK 5 TOTALS	0	8	4	0	0	32	0	0	0	0	0	0	44	\$8,264	\$0	\$8,264	\$0	\$0	\$0	\$8,264
TOTAL:	16	77	15	4	158	225	40	39	15	12	18	40	659	\$130,144	\$1,300	\$131,444	\$12,000	\$ -	\$12,000	\$155,444

10. ADJUSTMENTS TO RCSD SERVICE AREA BOUNDARY:
DM 2020-12

Rubidoux Community Services District

Board of Directors

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

General Manager

Steven W. Appel



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

DIRECTORS MEMORANDUM 2020-12

March 5, 2020

To: Rubidoux Community Services District
 Board of Directors

Subject: Adjustments to RCSD Service Area Boundary

BACKGROUND:

The Rubidoux Community Services District (“District”) provides services to properties within its service area boundary. This designated service boundary was established at the formation of the District in 1952. Since then a few properties have been annexed into the District’s service area boundary. Annexations as they occur are processed through the Riverside Local Agency Formation Commission (Riverside LAFCO).

District staff has identified eleven (11) areas that should be annexed into the District’s service area boundary. The properties within these eleven areas are currently receiving District’s services. These annexations would clean up and properly adjust the District’s service area boundary. Once officially within the District’s boundary, the tax rate areas (including voting and property fire tax) of the properties will accurately be reflective of the District’s services being received.

Staff has met with representatives from TKE Engineering and Webb Associates to review the details of each of the eleven identified areas. The proposals are attached. TKE and Webb have provided a cost proposal and summary of how they would accomplish the annexation work and coordinate with the Riverside LAFCO. Both firms are capable of successfully performing the work.

TKE proposes a cost of \$39,450.00 and Webb proposes a cost \$97,164.00 to complete the annexation work for the eleven identified areas. This work was not included in the approved FY 2019/2020 District Budget, and to proceed a budget amendment is necessary. Staff proposes the District’s Board of Directors consider amending the District’s FY 2019/2020 Budget by allocating \$32,000.00 from the Water Operating Reserve and \$8,000.00 from the Sewer Operating Reserve to “Property Taxes - General Secured”.

RECOMMENDATION

Staff recommends the Board of Directors authorize the General Manager:

- 1) To enter into a professional services agreement with TKE in the amount of \$39,450.00 to do the annexation work including coordinating the work with the Riverside LAFCO.
- 2) Amend the FY 2019/2020 Budget to allocate \$32,000.00 from the Water Operating Reserve and \$8,000.00 from the Sewer Operating Reserve to "Property Taxes - General Secured".

Respectfully,



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

Attachments:

1. Summary of Planned Annexations for 2020 with map
2. TKE Proposal dated February 27, 2020
3. Webb Proposal dated February 28, 2020

February 28, 2020

Ron Young, Project Manager
RUBIDOUX COMMUNITY SERVICES DISTRICT
3590 Rubidoux Boulevard
Jurupa Valley, CA 92509

Subject: Annexation of 11 Service Areas

Dear Mr. Young,

Thank you for the opportunity to submit a proposal to provide professional surveying services for the potential boundary adjustment between Rubidoux Community Services District (RCSD), Jurupa Community Services District (JCSD), the City of Jurupa Valley and unincorporated areas of Riverside County. Based on our knowledge of the project area and LAFCO application and processing requirements, the following scope of services would be required for each non-contiguous area:

- 1. Research**-to determine the appropriateness of the potential boundary adjustments, research of property ownership and easement rights on the properties that would be affected by the annexation is required. During the research portion of the services, we will research records existing boundaries for any affected agencies to acquire legal descriptions for all existing affected boundaries which will be modified by the proposed annexation project and adjacent boundaries which the modified boundaries will be tied to. It is anticipated the LAFCO will have records of the current agency boundaries which can be provided upon our request.
- 2. Coordination**-upon completion of the project research, coordination with Rubidoux Community Services District, Jurupa Community Services District, and LAFCO is anticipated to determine the limits of the boundary adjustment or even if the adjustment is appropriate. It is anticipated that as many as 6 coordination meetings will be necessary to determine the final scope of all boundary adjustments.
- 3. LAFCO**-after determining the scope of each boundary adjustment, application preparation and processing with LAFCO will be required. The application requires specific legal description and accompanying map procedures. TKE will prepare those exhibits for inclusion in RCSD's application. For areas where modifications are being made to both the RCSD and JCSD boundaries, a separate application may be required for the JCSD boundary adjustment. TKE will also attend the public meeting portion of the LAFCO process to address technical inquiries related to the adjustment. For areas where sufficient record information cannot be obtained to identify the existing boundary limits, a field boundary survey may be required. If required, a boundary survey proposal will be prepared to identify the additional costs associated.

Fee Breakdown

The fee for each of the 11 areas is shown below. For the coordination fee, it is assumed that all annexations will be coordinated at the same time. The fee shown for each area is a proportion of the total fee for a total of 6 meetings. If some annexation areas are separated and moved on a individualized schedule additional costs may be incurred above the amounts shown.

Area 1	
1. Research	\$250
2. Coordination	\$500
3. LAFCO	\$3,200
Area 2	
1. Research	\$250
2. Coordination	\$500
3. LAFCO	\$2,500
Area 3	
1. Research	\$250
2. Coordination	\$500
3. LAFCO	\$4,800
Area 4	
1. Research	\$250
2. Coordination	\$500
3. LAFCO	\$2,500
Area 5	
1. Research	\$250
2. Coordination	\$500
3. LAFCO	\$2,300
Area 6	
1. Research	\$250
2. Coordination	\$500
3. LAFCO	\$3,000
Area 7	
1. Research	\$250
2. Coordination	\$500
3. LAFCO	\$2,500
Area 8	
1. Research	\$250
2. Coordination	\$500
3. LAFCO	\$2,700

Area 9

1. Research	\$250
2. Coordination	\$500
3. LAFCO	\$2,500

Area 10

1. Research	\$250
2. Coordination	\$500
3. LAFCO	\$2,700

Area 11

1. Research	\$250
2. Coordination	\$500
3. LAFCO	\$2,500

TKE requests a budget amount of \$39,450. TKE will invoice on a monthly basis in accordance with our current rate schedule not to exceed the amounts presented. Again, thank you for the opportunity to provide services for the subject project. If you have any questions or require additional information, please advise.

Sincerely,



Terry M. Renner, P.E., Q.S.D.
TKE Engineering, Inc.



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February 28, 2020

Mr. Jeff Simms, PE

Mr. Ronald Young

RUBIDOUX COMMUNITY SERVICES DISTRICT

3590 Rubidoux Boulevard

Jurupa Valley, CA 92509

Via Electronic Mail to jsims@rcsd.org and ryoung@rcsd.org

RE: Proposal for Professional Services to Annex Multiple Properties to the Rubidoux Community Services District.

Dear Messrs. Sims and Young:

Albert A. Webb Associates (WEBB) is pleased to provide the Rubidoux Community Services District (RCSD) with this proposal for professional services in connection with the boundary reorganization of multiple properties to RCSD with the Riverside County and San Bernardino County Local Agency Formation Commissions. Enclosed you will find our Project Understanding (Exhibit "A"), Scope of Services (Exhibit "B"), and Compensation Schedule (Exhibit "C") for your review and consideration.

We look forward to assisting and shepherding RCSD through this process. If you have any questions regarding this proposal, please contact us at 951-686-1070.

Sincerely,

ALBERT A. WEBB ASSOCIATES

A handwritten signature in blue ink that reads "Cheryl DeGano". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Cheryl DeGano
Principal Environmental Analyst

Enc. Attachment A – Project Understanding
Attachment B – Scope of Services
Attachment C – Compensation Schedule



Exhibit "A"

Project Understanding

WEBB's project understanding is based on our experience with previous annexations, coordination with RCSD staff, and coordination with staff of the Riverside County Local Agency Formation Commission (LAFCO) and San Bernardino LAFCO.

Local Agency Formation Commissions (LAFCOs) are state-mandated regulatory agencies established by the Legislature in 1963. LAFCOs were created to help implement State policy of encouraging orderly growth and development through the regulation of local public agency boundaries. The change in boundaries of public agencies is governed by the Cortese-Know-Hertzberg Local Government Reorganization Act of 2000. This act gives LAFCOs the power to "approve or disapprove with or without amendment, wholly, partially or conditionally" proposals concerning the formation of cities and special districts, annexation or detachment of territory to cities and special districts, and other changes in jurisdiction or organization of local government agencies.

The Rubidoux Community Services (RCSD) is California's first Community Services District and provides water, wastewater trash collection and disposal, street lighting, weed abatement, and fire prevention services to the western portion of the City of Jurupa Valley. There are approximately 11 non-contiguous areas, which are shown on **Figure 1 – Proposed Reorganization** (included at the end of Exhibit A) for which one or more reorganization actions (i.e., sphere of influence (SOI) adjustment, annexation, detachment, or a combination thereof) is required for various reasons. Since one of the areas proposed for reorganization (Area 1) is within San Bernardino County and will entail an amendment to a SOI in San Bernardino County, applications will have to be submitted to both San Bernardino County LAFCO for Area 1 and Riverside County LAFCO for Areas 2 through 11. **Table A-1 – Potential Annexation Areas** presents the assessor's parcel numbers, acreage, and type of reorganization proposed.

Table A-1 – Proposed Reorganizations

Area (as shown on Exhibit 1.)	Assessor's Parcel Numbers	Total Acreage for Area	Proposed Reorganization
1	0260-12-112 0260-12-111		Pending the outcome of coordination between RCSD and the West Valley Water District (WVWD) the proposed reorganization for Area 1 is: <ul style="list-style-type: none">• SOI exchange between WVWD and RCSD,• Detachment from WVWD, and• Annexation to RCSD. Because a SOI exchange is involved, this reorganization must be processed through the San Bernardino County LAFCO and require a separate application.
2	183-182-026 183-182-027 183-182-028	3.75	These parcels are within RCSD's SOI and boundary; however, water service is currently provided by the Jurupa Community Services District (JCSD) and trash

Exhibit "A"

Project Understanding

Area (as shown on Exhibit 1.)	Assessor's Parcel Numbers	Total Acreage for Area	Proposed Reorganization
	183-182-029 183-182-030 183-182-031 183-182-034 183-182-035 183-182-036		service is provided by RCSD. If sewer service is provided by JCSD, the proposed reorganization for Area 2 is: <ul style="list-style-type: none"> • SOI exchange between RCSD and JCSD, • Detachment from RCSD, and • Annexation to JCSD.
3	177-150-011 177-150-004 177-150-003 177-150-002	1.80	These parcels do not appear to be within either RCSD's or JCSD's boundaries. RCSD is providing water service and trash service to one of the parcels (3471 Mission Boulevard) and water service to another (6459 Mission Boulevard). Pending the outcome of coordination with JCSD regarding the logical service provider the proposed reorganization is either: <ul style="list-style-type: none"> • Annexation to JCSD (RCSD discontinues providing service, or • Adjustment of RCSD SOI and annexation to RCSD.
4	177-121-001 177-121-002 177-121-003 177-121-004 177-121-005 177-121-006 177-121-007 177-121-008 177-121-009	2.11	These parcels are outside of RCSD's boundary, and RCSD currently provides water but not sewer service to them. A condition of approval for Tract Map No. 37211 was imposed by the city of Jurupa Valley that requires installation of a sewer main in Opal Street with laterals to the five parcels fronting Opal Street. The proposed reorganization for Area 4 is: <ul style="list-style-type: none"> • SOI amendment (If needed), and • Annexation to RCSD.
5	183-230-008 183-230-003	7.27	This property is owned by RCSD and is the site for its future Golden West tank. The proposed reorganization for Area 5 is: <ul style="list-style-type: none"> • SOI exchange between JCSD and RCSD, • Detachment from JCSD, and • Annexation to RCSD.

Exhibit "A"

Project Understanding

Area (as shown on Exhibit 1.)	Assessor's Parcel Numbers	Total Acreage for Area	Proposed Reorganization
6	183-480-014 183-480-013 183-480-012 183-480-011 183-480-010 183-480-009 183-480-008 183-480-007 183-480-006 183-480-005 183-480-004 183-480-003 183-480-002 183-480-001	2.95	This area is outside of RCSD's boundary, within its Hunter Water Pressure Zone. The proposed reorganization for Area 6 is: <ul style="list-style-type: none"> • SOI exchange between JCSD and RCSD, • Detachment from JCSD, and • Annexation to RCSD.
7	182-180-001 182-180-002 182-180-003 1821-80-004 182-180-020 182-180-021 182-180-010 182-180-014 182-180-009 182-180-015 182-180-008 182-180-016 182-180-007 182-180-006 182-180-017 182-180-005 182-180-018 182-361-009	32.13	These parcels make-up a donut hole in the middle of RCSD's service area, within RCSD's SOI but outside of RCSD's boundaries. These parcels have been receiving all RCSD provided services for several decades. The proposed reorganization for Area 7 is: <ul style="list-style-type: none"> • Annexation to RCSD.

Exhibit "A"

Project Understanding

Area (as shown on Exhibit 1.)	Assessor's Parcel Numbers	Total Acreage for Area	Proposed Reorganization
	182-180-022		
	182-190-001		
	182-190-002		
	182-190-003		
	182-190-006		
	182-361-008		
	182-201-015		
	182-201-014		
	182-202-001		
	182-201-013		
	182-202-002		
	182-201-012		
	182-201-011		
	182-202-003		
	182-201-010		
	182-202-004		
	182-201-009		
	182-202-005		
	182-201-008		
	182-201-007		
	182-202-006		
	182-201-006		
	182-202-007		
	182-201-005		
	182-201-004		
	182-202-008		
	182-201-003		
	182-201-002		
	182-210-021		
	182-202-009		
	182-201-001		
	182-210-010		

Exhibit "A"

Project Understanding

Area (as shown on Exhibit 1.)	Assessor's Parcel Numbers	Total Acreage for Area	Proposed Reorganization
	182-202-010 182-210-020 182-202-019 182-202-011 182-202-018 182-202-012 182-202-020 182-202-017 182-202-021 182-202-013 182-202-016 182-202-022 182-202-015 182-202-023 182-202-014 182-202-024 182-210-018 182-210-017 182-210-003 182-210-019 182-210-022 182-210-016 182-210-014 182-210-015		
8	186-160-015 186-160-008 186-140-011 186-160-028 186-160-018 186-160-002 186-160-003 186-160-004	56.76	This entire area is outside of RCSD's boundary and within RCSD's SOI. Some parcels have been receiving all RCSD provided services for several decades. The proposed reorganization for Area 8 is: <ul style="list-style-type: none"> • Annexation to RCSD if more than 50 percent of these parcels are being served by RCSD, or • No action if less than 50 percent of this area is currently served by RCSD.

Exhibit "A"

Project Understanding

Area (as shown on Exhibit 1.)	Assessor's Parcel Numbers	Total Acreage for Area	Proposed Reorganization
	186-160-017 186-160-016 186-160-021 186-160-014 186-160-027		
9	186-230-027 186-230-026 186-230-025 186-230-024	7.47	<p>This area is outside of RCSD's SOI and boundaries. One of these properties is currently receiving sewer service from the RCSD. The proposed reorganization for Area 9 is:</p> <ul style="list-style-type: none"> • Amendment of RCSD's SOI and • Annexation to RCSD.
10	186-230-041 186-230-039	0.66	<p>This is RCSD's regional lift station, which is outside of RCSD's SOI and boundaries. Annexation of this area will create a donut hole, which, based on will not permitted by Riverside County LAFCO. Since RCSD has no desire at present to annex the area surrounding the lift station, pending the outcome of coordination with Riverside County LAFCO, annexation of the lift station site may not take place. However, if RCSD wants to proceed with annexation of the lift station site, the proposed reorganization for Area 10 is:</p> <ul style="list-style-type: none"> • Amendment of RCSD's SOI to include this Area 10 surrounding properties so as to not create an island, and • Annexation to RCSD.
11	186-250-016	0.38	<p>This is RCSD's Juan Diaz lift station. Pending the outcome of coordination with LAFCO, the proposed reorganization for Area 11 is:</p> <ul style="list-style-type: none"> • Amendment of RCSD's SOI to include this Area 10 surrounding properties so as to not create an island, and • Annexation to RCSD.
Total Acres		115.28	

Exhibit "A"

Project Understanding

Items to be Provided to WEBB by RCSD

WEBB's scope of services is based on the following documents/information being provided to us by the Client/Applicant:

- CAD file with the RCSD boundaries
- Information regarding the number of units in Area 8 currently being served by RCSD.
- Outcome of coordination with WWWD regarding Area 1.
- Coordination with the property owners in the areas ultimately proposed for annexation.
- Information regarding which services are being provided to each Reorganization Area and the costs associated with such services.
- Information required to complete the Plan of Services.
- All application costs and filing fees.

Assumptions Used in the Preparation of the Scope of Services

WEBB's scope of services in Exhibit "B" is based on the following assumptions:

- Some sort of reorganization of governmental boundaries will occur for each of the 11 Areas identified in **Table A-1 – Proposed Reorganizations**; thus, annexation applications will be prepared for Riverside County and San Bernardino County LAFCOs.
- The annexations/detachments will be initiated by RCSD resolution with 100 percent property owner concurrence.
- Information regarding fees, assessment, etc., associated with the RCSD's provision of services will be provided for use in the Plan of Services.
- No fiscal impact report will be required for the application with Riverside County LAFCO (Areas 2 through 11).
- The fiscal impact analysis for San Bernardino County LAFCO (Area 1) will be limited in scope and address only the existing land use.
- A separate legal description and exhibit will be prepared for each of the 11 proposed area
- RCSD is responsible for any needed resolutions, staff reports, or findings.
- All documents will be delivered to RCSD in electronic format (via email or on CD-ROM).
- Hard copies will be provided as discussed in the Scope of Services.
- WEBB will attend one RCSD Board of Directors' meeting/hearing, one hearing with Riverside County LAFCO, and one hearing with San Bernardino County LAFCO. WEBB will be prepared to present the proposed reorganizations and respond to questions.
- WEBB will attend one meeting each with the staff of Riverside County LAFCO and San Bernardino County LAFCO prior to preparation of the applications.

Exhibit "A"

Project Understanding

- The CEQA documents will be Notices of Exemption (NOEs) using CEQA's General Rule exemption. Since there will be discretionary action with two different LAFCOs, two NOEs will be prepared.
- No Native American consultation per Assembly Bill (AB) 52 is required.

A change to any of the above assumptions may result in the need for additional budget.

Please contact us immediately if our understanding of the project needs is not consistent with your understanding, so that the scope can be revised accordingly.

Figure 1 – Potential Reorganization Areas and Governmental Boundaries

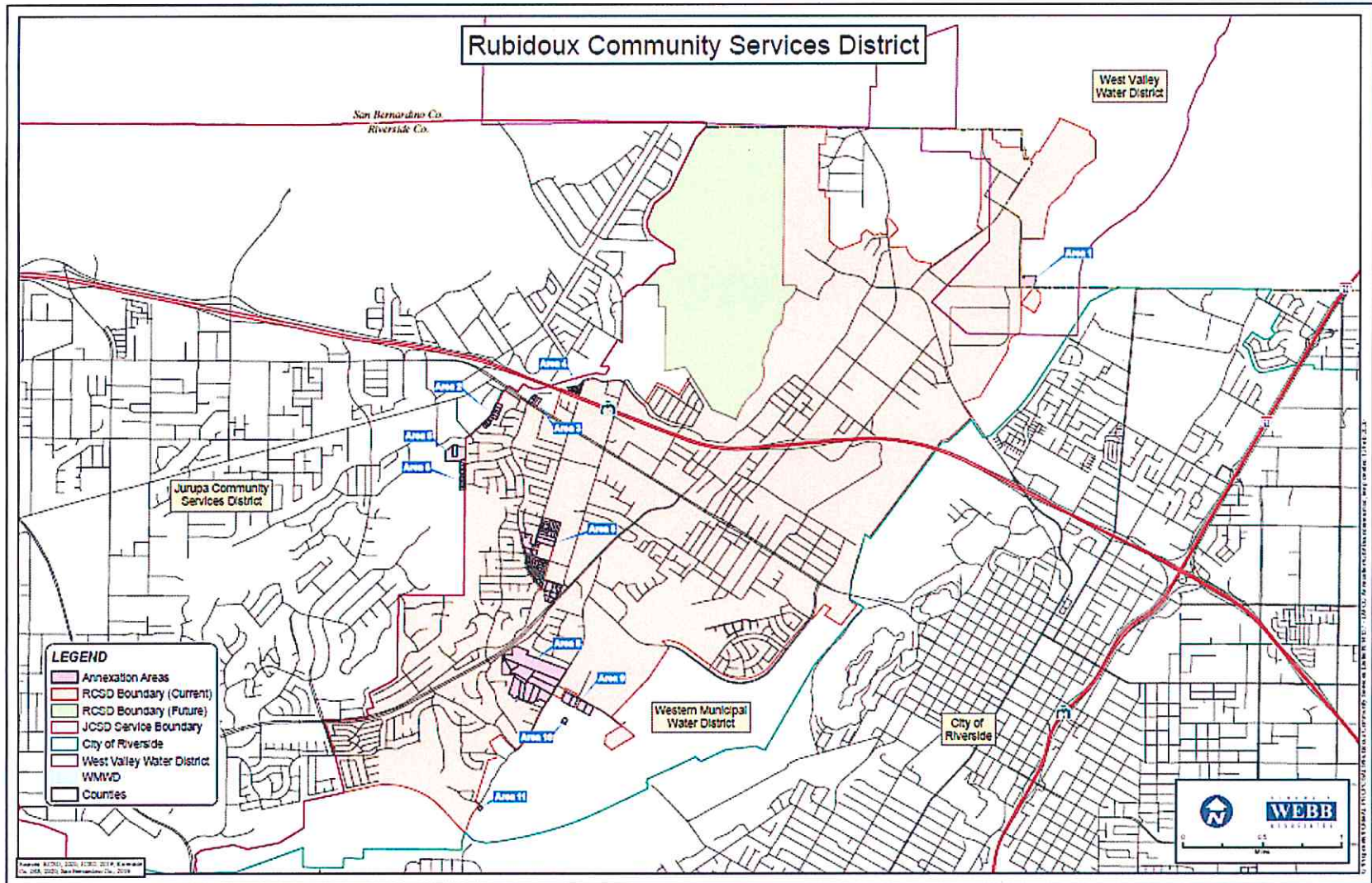


Exhibit "B"

Scope of Services

Because there may be reorganizations through two different LAFCOs, WEBB's scope of services has been organized into two main tasks, Reorganization through Riverside County LAFCO (Areas 2 through 11) and Reorganization through San Bernardino County LAFCO (Area 1).

Task 1 – Reorganization through Riverside County LAFCO

WEBB's proposed approach to the reorganization through Riverside County LAFCO (Riverside LAFCO) is to complete the coordination and research with JCSD regarding Areas 2, 3, 5, and 6, present that information to RCSD, and identify the areas for which RCSD desires to move forward with a formal application for reorganization. After those areas are identified, WEBB and RCSD will meet with Riverside LAFCO staff to present the proposal and identify potential issues prior to preparation and submittal of the application. To complete this task WEBB will undertake the following:

1.1: Project Kick-Off

WEBB meet with RCSD staff to kick-off the project, discuss the lines of communication, and prepare the project schedule.

1.2: Research and Coordination with JCSD

WEBB will collect data and coordinate with JCSD to ascertain the location of JCSD facilities and services being provided to Areas 2 and 3.

1.3: Identification of Areas to Propose for Reorganization and Meeting with Riverside LAFCO Staff

Following the research and data collection effort with JCSD; WEBB will meet with RCSD staff to identify which of Areas 2 through 11 will be part of the reorganization application to Riverside LAFCO. WEBB will prepare a map (similar to Figure 1) that identifies the areas proposed for reorganization and the underlying governmental boundaries (i.e., counties, SOIs, JCSD and RCSD boundaries.) WEBB and RCSD staff will meet with Riverside LAFCO prior to preparation of the Application Packet to identify issues and potential LAFCO concerns.

1.4: Preparation and Submittal of Riverside LAFCO Application Packet

Following the meeting with RCSD and Riverside LAFCO staff, WEBB will prepare the Riverside LAFCO application packet (available at <https://lafco.org/application-materials/lafco-application-packet/>). The application will consist of the following components:

- a. Resolution of Application (to be prepared by RCSD),
- b. Application Form,
- c. Plan of Services for the Reorganization Areas,
- d. Boundary Description and Maps for the Reorganization Areas,
- e. Transportation Department Survey Division Agreement for Payment of Costs of Application Processing, and
- f. Stamped copy of CEQA NOE.

Exhibit "B"

Scope of Services

Because the reorganization is not to a city, Riverside LAFCO does not require a fiscal impact report. WEBB will submit the Application Packet to RCSD for review and incorporate one round of comments prior to submitting the Application Packet to LAFCO for processing.

1.5: Public Meetings and Hearings

WEBB will attend one RCSD Board of Directors' meeting/public hearing related to the proposed reorganizations and one hearing with the Riverside LAFCO Commission. WEBB will be prepared to present the proposed reorganizations and respond to questions from the RCSD Directors and LAFCO Commissioners.

1.6 Project Management and Coordination

In order to maintain open communication with RCSD and Riverside LAFCO staff to ensure smooth functioning and open communication during the reorganization process, WEBB has included 40 hours for project management (budget and schedule maintenance), meetings and phone calls with RCSD and Riverside LAFCO staff not identified in subtasks 1.3 and 1.5, and internal coordination.

Task 2 – Reorganization through San Bernardino County LAFCO

WEBB's overall approach to the reorganization through San Bernardino County LAFCO (San Bernardino LAFCO) is similar to the approach for Riverside LAFCO. To complete this task WEBB and RCSD will undertake the following:

2.1: Project Kick-Off

At the meeting identified in subtask 1.1, WEBB will also discuss the reorganization for Area 1.

2.2: Research and Coordination with West Valley Water District

RCSD staff is responsible for research and coordination with WVWD.

2.3: Determination if Reorganization of Area 1 is Proceeding and Meeting with SB LAFCO Staff

After RCSD has completed coordination with WVWD staff, if it is determined that RCSD desires to proceed with reorganization of Area 1, WEBB and RCSD staff will meet with San Bernardino LAFCO staff prior to preparation of the Application Materials to identify issues and potential San Bernardino LAFCO concerns. If reorganization of Area 1 is not pursued no additional work will be undertaken.

2.4: Preparation and Submittal of San Bernardino LAFCO Application Materials

If it is determined to proceed with reorganization of Area 1, WEBB will prepare the following application materials for San Bernardino LAFCO:

- a. Resolution of Application (to be prepared by RCSD),
- b. Application and Preliminary Environmental Description Form (available at http://www.sbcounty.gov/uploads/lafco/proposals/applications/application_for_preliminary_environmental_description_form.pdf),
- c. Annexation, Detachment, Reorganization Proposals Supplement (available at http://www.sbcounty.gov/uploads/lafco/proposals/applications/annexations_supplement.pdf),

Exhibit "B"

Scope of Services

- d. Plan of Services and Fiscal Impact Analysis for Area 1,
- e. Map and Legal Description for Area 1,
- f. Disclosure of Political Expenditures (available at http://www.sbcounty.gov/uploads/LAFCO/AgendaNotices/Dis_Pol_Req.pdf), and
- g. Stamped copy of CEQA NOE.

WEBB will submit the application materials to RCSD for review and incorporate one round of comments prior to submitting the application materials to San Bernardino County LAFCO for processing. San Bernardino LAFCO requires two certified copies of item a, three copies of items b, c, d, f, and g. With regard to the map and legal description, San Bernardino LAFCO requires seven copies of the map, two copies of the legal description, and an electronic copy of each.

2.5: Public Meetings and Hearings

This scope assumes the Area 1 Reorganization will be heard at the same RCSD Board of Directors' meeting/public hearing as Areas 2 through 11. WEBB will attend one hearing with the San Bernardino County Riverside LAFCO Commission. WEBB will be prepared to present the proposed reorganizations and respond to questions from the LAFCO Commissioners.

2.6 Project Management and Coordination

WEBB assumes the project management and coordination scope and budget in Task 1.6 will include reorganization of Area 1.

Additional Services

Services which are not specifically identified herein as services to be performed by WEBB are considered Additional Services for the purposes of this proposal and will be provided on a time and materials basis.

For any additional services not covered under the contracted budget, WEBB shall notify the RCSD prior to initiating the additional services to ensure that the work performed can be adequately funded. Notification by WEBB shall be in writing, including but not limited to e-mail correspondence. Authorization by the RCSD shall so be in writing.

Schedule

WEBB will develop a project schedule as part of the project kick-off process. The amount of time for WEBB to complete its work will be a function of the extent of reorganization proposed to go forward. Generally speaking, minimum process time with Riverside LAFCO, once an application is received and deemed complete, is three months; however, given the complexity of the proposed reorganizations and based on information discussion with Riverside LAFCO staff, a six-month processing time is more realistic.

Exhibit "C"

Compensation Schedule

WEBB is committed to providing the highest quality service to RCSD. After preparing a detailed scope of work for this project, we have included all the necessary items required to successfully complete it and believe our team experience will generate an efficient processing of the project deliverables. Based upon the project's scope of work our professional services budget for **Task 1 – Reorganization through Riverside County LAFCO**, our total budget for this effort, assuming Areas 2 through 11 are proposed for reorganization, is \$66,281 as shown in **Table B-1**, below.

Table B-1 – Cost Estimate for Proposed Reorganizations through Riverside County LAFCO

Professional Services Tasks (Described in Exhibit "B"– Scope of Services)		Labor	Expenses	Total
1.1	Project Kick-Off	\$1,636	\$100	\$1,736
	Kick-Off Meeting	\$966	\$00	\$1,066
	Project Schedule	\$670		\$670
1.2	Research and Coordination with JCSD	\$3,390	\$50	\$3,440
	Meeting with JCSD	\$1,512	\$50	\$1,562
	Research Service and Existing Facilities	\$1,878		\$1,878
1.3	Identification of Areas to Propose for Reorganization and Meeting with Riverside LAFCO Staff	\$2,705		\$2,705
	Meeting with RCSD Staff	\$693		\$693
	Preparation of Map of Reorganization Areas for Meeting with Riverside County LAFCO	\$1,550		\$1,550
	Meeting with Riverside County LAFCO Staff	\$462		\$462
1.4	Preparation and Submittal of Riverside LAFCO Application Packet	\$44,619	\$225	\$44,844
a	Resolution of Application - to be prepared by RCSD, WEBB to review	\$504		\$504
b	Application Form, SOI Supplemental Application, Assessor's Parcel Maps, and GIS shapefiles	\$8,004	\$50	\$8,054
c	Plan of Services for the Reorganization Areas	\$9,696		\$9,696
d	Boundary Description and Maps for Reorganization Areas		\$100	\$100
	Area 2	\$1,800		\$1,800
	Area 3	\$1,500		\$1,500
	Area 4	\$1,800		\$1,800

Exhibit "C"
Compensation Schedule

Professional Services Tasks (Described in Exhibit "B"– Scope of Services)		Labor	Expenses	Total
	Area 5	\$1,500		\$1,500
	Area 6	\$1,800		\$1,800
	Area 7	\$7,500		\$7,500
	Area 8	\$3,000		\$3,000
	Area 9	\$1,500		\$1,500
	Area 10	\$1,500		\$1,500
	Area 11	\$1,500		\$1,500
e	Transportation Department Survey Division Agreement for Payment of Costs of Application Processing	\$439		\$439
f	CEQA Notice of Exemption (prepare and file with County)	\$2,576	\$75	\$ 2,651
1.5	Public Meetings and Hearings	\$3,901	\$100	\$4,001
	RCSD Board of Directors (meeting plus preparation time)	\$1,761	\$50	\$1,811
	Riverside LAFCO Commission	\$2,140	\$50	\$2,190
1.6	Project Management and Coordination	\$9,555		\$9,555
	Project Management, Coordination	\$9,555		\$9,555
Total for Riverside County LAFCO Reorganizations		\$65,806	\$475	\$66,281

Based upon the project’s scope of work our professional services budget for **Task 2 – Reorganization through San Bernardino County LAFCO** and assuming the work for Task 2 is completed at the same time as the work for Task 1, our total budget for this effort, assuming Area 1 is proposed for reorganization, is \$30,883 as shown in **Table B-2**, below. In the event after coordination with WVWD, RCSD determines not to move forward with the reorganization associated with Area 1, the costs would be reduced accordingly based on the work effort completed.

Exhibit "C"
Compensation Schedule

Table B-2 – Cost Estimate for Proposed Reorganizations through San Bernardino County LAFCO

Professional Services Tasks (Described in Exhibit "B" – Scope of Services)		Labor	Subconsultant	Expenses	Total
2.1	Project Kick-Off	\$966	\$0	\$0	\$966
	Kick-Off Meeting - included in costs for Riverside County LAFCO	\$0			\$0
	Project Schedule - assumes a separate schedule due to differences in LAFCO processing times	\$966	\$0		\$966
2.2	Research and Coordination with WWWD -	\$0	\$0	\$0	\$0
	Scope assumes RCSD staff is responsible for coordination with WWWD	\$0	\$0		\$0
2.3	Determination if Reorganization of Area 1 is Proceeding and Meeting with San Bernardino LAFCO Staff	\$1,487	\$0	\$60	\$1,547
	Meeting with RCSD Staff	\$231	\$0	\$0	\$231
	Preparation of Map of Reorganization Area for Meeting with San Bernardino County LAFCO	\$563	\$0	\$0	\$563
	Meeting with San Bernardino County LAFCO Staff	\$693	\$0	\$60	\$753
2.4	Preparation and Submittal of San Bernardino LAFCO Application Materials	\$18,108	\$8,875	\$475	\$27,458
a	Resolution of Application - to be prepared by RCSD, WEBB to review	\$504	\$0	\$0	\$504
b	Application and Preliminary Environmental Description Form	\$4,580	\$0	\$150	\$4,730
c	Annexation, Detachment, Reorganization Proposals Supplement	\$2,756	\$0	\$150	\$2,906
d	Plan of Services and Fiscal Impact Assessment	\$4,760	\$8,625	\$100	\$13,485
e	Map and Legal Description for Area 1	\$1,500	\$250	\$0	\$1,750
f	Disclosure of Political Expenditures Form	\$104	\$0	\$0	\$104
g	CEQA Notice of Exemption (prepare and file with County)	\$2,576	\$0	\$75	\$2,651

Exhibit "C"

Compensation Schedule

Professional Services Tasks (Described in Exhibit "B"– Scope of Services)		Labor	Subconsultant	Expenses	Total
2.5	Public Meetings and Hearings	\$2,140	\$0	\$100	\$2,240
	RCSD Board of Directors - assumes this will be considered at the same time as the Riverside LAFCO Areas	Included in the costs for subtask 2.6			
	San Bernardino County LAFCO Commission	\$2,140	\$0	\$50	\$2,190
2.5	Project Management and Coordination	\$0	\$0	\$0	\$0
	Project Management, Coordination (assumes this will occur at the same time as the Riverside County LAFCO Areas	Included in the costs for subtask 2.6			
Total for San Bernardino County LAFCO Reorganizations		\$22,701	\$8,875	\$635	\$30,883

Based on the costs shown in Tables BV-1 and B-2, the proposed budget for reorganization of Areas 1 through 11 is \$97,164.

Any additional services requested outside this scope will be provided under separate contract addenda for additional fees. Invoices will be submitted monthly based on the percentage of work completed. WEBB shall notify the RCSD prior to initiating additional services to ensure that the work performed can be adequately funded.

Expenses

Charges for printing, copying, telephone tolls, postage, outside services, clerical services, electronic distance measuring equipment, and for coordination or other services not specifically listed in Exhibits "B" and "C" will be on a time and materials basis. Checking and/or filing fees are not included in this contract and shall be paid by RCSD directly to the appropriate government agency.

**RUBIDOUX COMMUNITY SERVICES DISTRICT
SUMMARY OF PLANNED ANNEXATIONS FOR 2020**

Area 1

1980 Brown Avenue. Atlas sheet D9.

Property is currently outside of RCSD boundary. **RCSD will check with West Valley Water District to see they are acceptable to have RCSD crew tap this service on to WVWD main in Brown Ave (then RCSD will abandon long service from Fleetwood Dr and Wilson St).**

If the above does not workout, RCSD will need to annex the property into RCSD and, if applicable, WVWD de-annexing property.

Area 2

All SFR properties along Sedona Drive except those within Hunter PZ and except the large corner property on Sedona Dr/Jewel St (subject is 9 total properties). Atlas sheets F3 and G3.

These 9 SFR properties are currently within RCSD's boundary, however RCSD does not yet have a water main in Sedona Dr fronting the properties to serve them. They are currently being served water by JCSD and trash service by RCSD. If JCSD also currently provides sewer service to the 9 properties, then the logical thing to do is ask JCSD to annex them (with RCSD de-annexing) and JCSD provides water service as well (and trash service accounts transferred to JCSD).

RCSD needs consultant to check with JCSD regarding sewer service status of these 9 properties. If JCSD does not currently provide sewer service (if they are on septic- which is unlikely due to lot sizes), then RCSD will leave them in RCSD boundary with JCSD serving water until RCSD builds 24" dia main in Sedona Dr along with the Golden West Tank (then disconnect JCSD water services and leave trash service with RCSD).

Area 3

Mission Blvd/Canal St. Atlas sheets F3 and F4.

The properties are outside of RCSD's boundary. The northeast corner lot (a concrete fountain business) at Mission Blvd/Canal St is currently being served water and trash only by RCSD (and involves the house north of it at 6476 Canal St – both were previously one property and the property was subdivided into 2 – without RCSD input as to services – but that makes sense since just outside of RCSD anyway-even though RCSD is/was actually the water service provider). 6471 Mission Blvd currently has water and trash service by RCSD. 6459 Mission Blvd currently has water service by RCSD. The remaining properties are not served by RCSD.

It is believed that JCSD may (possibly) have a water main connecting to the old JCSD side of the JCSD/RCSD Intertie in Mission Blvd (shown on F3) with the main going north.

RCSD needs consultant to check with JCSD regarding their ability and willingness to provide water service and sewer service to all the properties near this intersection that are not within RCSD's boundary. If JCSD is willing and able to serve, properties should be annexed into JCSD and water disconnected from RCSD (and existing RCSD trash service accounts transferred as well).

Area 4

Canal St/Opal St (triangle shape area just north of SR 60). Atlas sheet F4.

The properties are outside of RCSD's boundary. RCSD currently provides water service to these properties (but not sewer service). Proposed Tract 37211, within RCSD's boundary, adjoins Opal St to the east and is conditioned by the City of Jurupa Valley to install a sewer main in Opal St with a stubbed out lateral fronting each of the 5 SFR properties along Opal St. RCSD needs to annex the 5 SFR Opal St properties and the adjoining 4 properties along Canal St into RCSD's boundary.

Area 5

Goldenwest Tank Site. West of atlas sheet G3 and H3.

Consists of 2 properties, both owned by RCSD but are currently outside of RCSD's boundary. Both properties need to be annexed into RCSD (and de-annex from JCSD). Attached is an assessor map copy showing the tank site properties.

Area 6

14 SFR properties along Margie Way. Atlas sheet G3 and H3.

All 14 properties are outside of RCSD's boundary but are within RCSD's Hunter Water Pressure Zone and are currently within JCSD's boundary. All 14 properties need to be annexed into RCSD (and de-annexed from JCSD).

Area 7

Island/donut hole in the middle of RCSD's service area boundary. Atlas sheets H3, H4, I3, I4, J3, and J4.

All properties are outside of RCSD's boundary (because of island/donut hole) but are and have been receiving all of RCSD services since each property was developed/improved (some many decades ago). All properties need to be annexed into RCSD.

Area 8

Properties along and west of Riverview Dr. Atlas sheets J3, K3 and K4.

All properties are outside of RCSD's boundary but some are and have been receiving all of RCSD services since each property was developed/improved (some many decades ago). All properties need to be annexed into RCSD if 50% or more are currently receiving RCSD services. **RCSD will check the status of each property as to if served by RCSD.**

Area 9

Properties along Rio Rd (east of Riverview Dr) (5700, 5680, 5610 and 5580 Rio Rd). Atlas sheets K4, and L4.

All properties are outside of RCSD's boundary. 5610 Rio Road is receiving sewer service from RCSD. All 4 properties need to be annexed into RCSD.

Area 10

RCSD's Regional Lift Station (Sewer). Atlas sheet L4.

The property is currently outside of RCSD's boundary. The property needs to be annexed into RCSD. Will create an island/donut hole though.

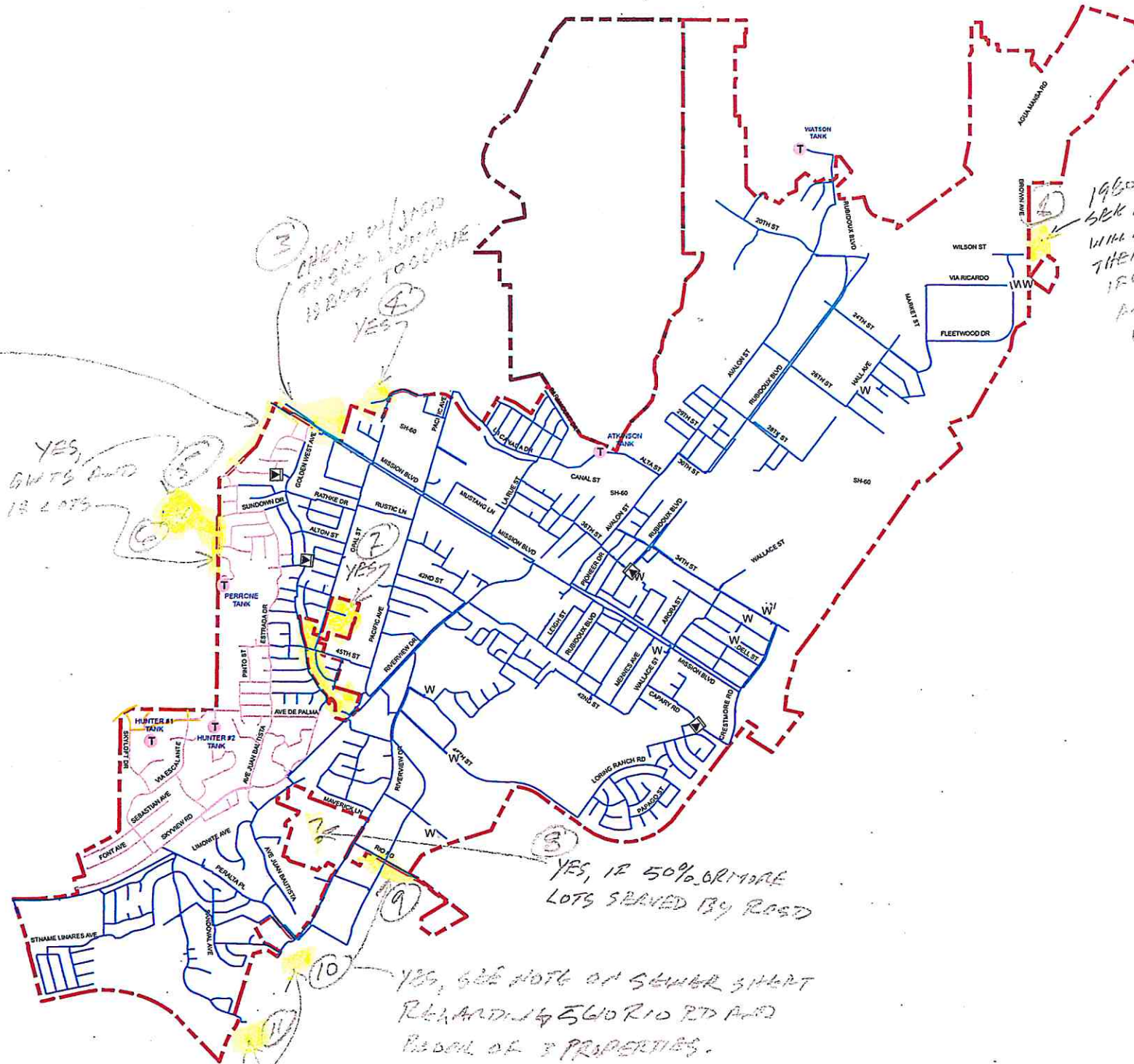
Area 11

RCSD's Juan Diaz Lift Station (Sewer). Atlas sheet M3.

The property is currently outside of RCSD's boundary. The property needs to be annexed into RCSD.

RUBIDOUX COMMUNITY SERVICES DISTRICT

Water Atlas Book



1960 Brown Mt. SEC 1E WNW/4 WILL BE MADE FROM THEIR MAJOR (WATER ONLY) IF YES, RESIDENTS CAN APPROVE AND APPROVED LOTS BEING IN WILSON PART FORESTWOOD.

2 SEE NOTE ON SEWER STREET REGARDING EAST SIDE LOTS ON SETBACK

3 CHECK W/ JUDY TO SEE WHAT WANTS TO COME YES?

YES, WANTS TO DO 13 LOTS

3 YES, 12 50% OR MORE LOTS SERVED BY ROAD

10 YES, SEE NOTE ON SEWER STREET REGARDING REGIONAL AND SANITARY LIFT STATIONS.

YES, SEE NOTE ON SEWER STREET REGARDING REGIONAL AND SANITARY LIFT STATIONS

Legend

- PR Station
- Well
- Tank
- Atkinson Zone
- Hunter zone
- Ridgeline Zone
- District Boundary (Current)
- District Boundary (Future)



September 2015

RUBIDOUX COMMUNITY SERVICES DISTRICT

Sewer Atlas Book



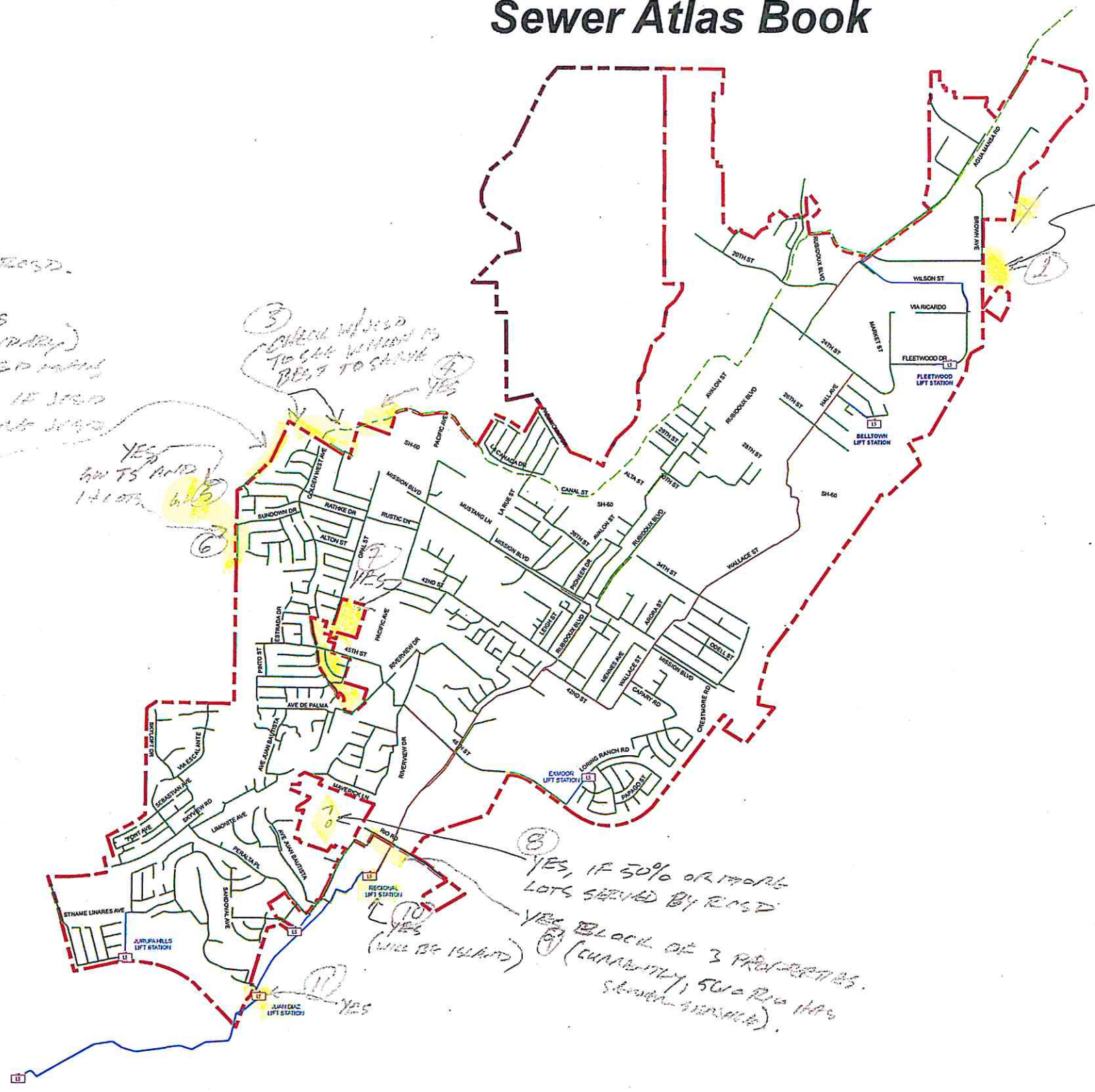
SEE A LOG ON WATER SUPPLY
EARTHQUAKE 1930 BROWN AVE.

2 CURRENTLY TRASH SERVICE ONLY BY ROAD.
WHEN 24" W/L UP TO GW TANK
IS BUILT IN SEDONA SWITCH SERVICES
ON EAST SIDE (THAT ARE IN ROAD BOUNDARY)
FROM GOOD MAIN TO NEW CH ROST MAINS
UNLESS VSP SERVES SEWER ALSO. IF VSP
SERVES SEWER, LEAVE AS IS (WHERE VSP
SERVES BOTH W/L),

3 CHECK WITH VSP
TO SEE WHETHER TO
BEST TO SHARE

YES
GW TS AND
14 LOTS

8 YES, IF 50% OR MORE
LOTS SERVED BY ROAD
YES BLOCK OF 3 PROPERTIES.
(CURRENTLY, SWA PIA HAS
SEWER SERVICE).



Legend

- Lift Station
- Collector
- Force Mains
- Inverted Siphon
- S.A.R.I. Pipeline
- Trunk
- District Boundary (Current)
- District Boundary (Future)



September 2015

11. **PUBLIC HEARING** – CONSIDERATION TO ADOPT
RESOLUTION **2020-861**, A RESOLUTION INCREASING BOARD OF
DIRECTORS MEETING STIPEND:
DM 2020-13

Rubidoux Community Services District

Board of Directors

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



General Manager

Steven W. Appel

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

DIRECTORS MEMORANDUM 2020-13

March 5, 2020

To: Rubidoux Community Services District
 Board of Directors

Subject: **PUBLIC HEARING** – Resolution No. 2020-861, A Resolution Increasing Board of Directors Meeting Stipend

BACKGROUND:

At the January 16, 2020 Board meeting, staff presented to the Board for their consideration an increase to the Rubidoux Community Services District's ("RCSD") Board of Director's meeting stipend. The RCSD meeting stipend has remained unchanged since July 2014. Under current State of California law, the Board is allowed to increase their stipend not to exceed 5% per annum. Given that the Board had not increased their stipend since 2014, the Board is allowed to increase their meeting stipend to \$155.13 per meeting, currently at \$121.55, and committee meetings to \$63.81, currently at \$50.00. Based upon Board action taken at the January 16, 2020 meeting, staff was directed to prepare a draft Resolution modifying the current rates.

At the February 6, 2020 Board meeting, staff presented to the Board draft Resolution No. 2020-861, *A Resolution Increasing Board of Directors Meeting Stipend*. During review of the draft Resolution, staff presented additional information in the form of a memo, which was not included in the original board packet, to the Board regarding maximum monthly compensation allowed under current State of California law. Previous to the inclusion of this information, the RCSD Board of Director's had maintained a \$600 per month maximum compensation amount, which was based upon State of California law limiting Board members to six (6) service days per month x \$100 per meeting. Over the years and up until 2014, when the Board considered raising the per meeting stipend, they never considered raising the maximum monthly compensation amount based upon the incremental increase in the per meeting amount and thus, the \$600 maximum remained. Considering this additional information, the Board directed staff to revise the draft Resolution to increase the maximum monthly service days from six (6) to ten (10).

This afternoon's Public Hearing for Resolution No. 2020-861 was posted at our office, on our website, and noticed in the Press-Enterprise Newspaper.

Finally, as of the writing of this DM, the District has not received any oral or written comments as it pertains to Resolution No. 2020-861.

RECOMMENDATION

At the conclusion of this afternoon's Public Hearing, and given that no objections to the increase have been received by staff at the time of this writing, staff recommends the Board of Directors:

1. Approve Resolution No. 2020-861, A Resolution Increasing Board of Directors Meeting Stipend; and
2. Authorize the Board of Directors President to sign Resolution No. 2020-861.

Respectfully,



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

Attachments:

1. Draft RCSD Resolution No. 2020-861 with Track Changes
2. DM 2020-05 and Accompanying Board Memo
3. Notice of Public Hearing
4. Press-Enterprise Publication Confirmation

RESOLUTION NO. ~~2014-813~~2020-861

RESOLUTION OF THE BOARD OF DIRECTORS OF THE RUBIDOUX COMMUNITY SERVICES DISTRICT ESTABLISHING BOARD MEMBER STIPENDS

WHEREAS, ~~m~~Members of the Board of Directors of the Rubidoux Community Services District (District), ~~w~~While serving in their capacity as Directors, schedule and allocate time associated with their duties; and,

WHEREAS, Resolution No. 2014-813 presently provides \$121.55 per meeting stipend in attendance for each regular, special, or emergency meeting. ~~in attendance.~~ Further, Resolution 2014-813 also stipulates ~~B~~board ~~members~~ Members shall receive a \$50.00 meeting stipend in attendance for each committee, ad hoc and Board workshops meetings provided that such compensation is limited to a maximum not to exceed \$600.00 (six service days) per calendar month; and,

WHEREAS, Resolution 2014-813 also includes a \$121.55 per meeting stipend requiring Board President or Board Designee representation to the following organizations; County of Riverside Special District Association, Regional Advisory Committee (RAC) or other associations, groups, organizations or JPA's deemed necessary; and,

WHEREAS, in accordance to Division 10 of the CA Water Code and pursuant to Government Code Section 61047, the Rubidoux Community Services District Board of Directors desire to increase the \$121.55 per meeting stipend 5% per annum from the effective date of Resolution 2014-813, July 17, 2014. Calculating the above, such amount equates to \$155.13 per meeting stipend. In addition, the Rubidoux Community Services District Board of Directors desire to increase the \$50.00 per committee meeting stipend 5% per annum from the effective date of Resolution 2014-813, July 17,

2014. Calculating the above, such amount equates to \$63.81 per Committee Meeting stipend.

WHEREAS, in accordance to Division 10 of the CA Water Code and pursuant to Government Code Section 61047, the Rubidoux Community Services District Board of Directors desire to increase the maximum service days from six (6) to ten (10) in any calendar month.

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

1. The forgoing Recitals are true and correct.
2. Each Board Member shall receive a stipend of \$155.13 for each regular, special, continued and emergency meetings at which the Board Member is in attendance.
3. Board President or designee shall be compensated \$155.13 for each RAC meeting, County of Riverside Special District Association annual meeting or other associations, groups, organizations and JPA's while serving in official capacity as President or Designee.
4. Each Board Member shall receive a stipend of \$63.81 for each Standing Committee, Ad Hoc Committee and Workshop meetings at which the Board Member is in attendance.

5. Each Board Member is limited to a maximum compensation of ~~\$600.00~~ten (10) service days during any calendar month for all aggregate meetings in attendance- at the stipend rates stated in Sections 2, 3, and 4 herein.
6. The adoption of Resolution No. 2020-861 will supersede and rescind Resolution No. 2014-813 in its entirety.
7. The effective date of this resolution shall be February~~May 214,~~ 2020.

BE IT FURTHER RESOLVED, this resolution was approved and adopted this 205th day of February~~March~~ 2020, at the regular meeting of the Board of Directors of the Rubidoux Community Services District by the following vote;

AYES:

NOES:

ABSENT:

ABSTENTIONS:

Armando Muniz, President

(SEAL)

ATTEST:

Steven W. Appel~~Jeffrey D. Sims~~, Secretary of the Board

APPROVED AS TO FORM AND CONTENT:

John R. Harper, District Counsel

Rubidoux Community Services District

Board of Directors

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

General Manager

Steven W. Appel



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

DIRECTORS MEMORANDUM 2020-05

February 6, 2020

To: Rubidoux Community Services District
 Board of Directors

Subject: Draft Resolution No. 2020-861, A Resolution Increasing the RCSD Board of Directors Meeting Stipend

BACKGROUND:

As authorized by the Board at its last meeting and as discussed in DM 2020-02, staff presents draft Resolution No. 2020-861, a Resolution increasing the regular, special, and emergency board meeting stipend from \$121.55 per meeting to \$155.13 per meeting. The draft Resolution also increases the committee, ad hoc, and workshop meeting stipend from \$50.00 per meeting to \$63.81 per meeting. The increases are consistent with government code regulations, which allow for meeting stipend increases of up to 5% per year.

The \$33.58 per board meeting stipend increase reflects an increase of 5% per year since the last increase approved in July 2014. Regardless of the per meeting stipend amounts, Board Members are still limited to a maximum of \$600.00 per month per Board Member. Draft Resolution 2020-861 is attached for Board review and comment.

Final approval of the increase is subject to a Public Notice and Hearing prior to adoption.

RECOMMENDATION

Following Board deliberation, a vote will be necessary to proceed with the increase. With majority approval of the proposed increase, staff will provide public notice and schedule a Public Hearing for the adoption of Resolution No. 2020-861 at the February 20, 2020 Board meeting.

Respectfully,



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

Attachments: Draft RCSD Resolution No. 2020-861

MEMORANDUM

TO: Board of Directors

FROM: Brian Laddusaw, Director of Finance and Administration

DATE: 2/6/20

SUBJECT: Board Stipend Review and Communication of New Information

In July of 2010, the RCSD Board of Directors passed Resolution No. 793 establishing per meeting stipend amounts for the various meetings attended by the Board on behalf of the District. The initial amount noted in Resolution No. 793 of \$100 was consistent at the time with CA Government Code 61047(a) which states "the board of directors may provide, by ordinance or resolution, that each of its members may receive compensation in an amount not to exceed one hundred dollars (\$100) for each day of service. A member of the board of directors shall not receive compensation for more than six days of service in a month." Based upon this code, Resolution No. 793 capped the monthly compensation amount to \$600 (\$100/meeting x 6 days of service), key information being "days of service".

Section (b) of CA Government Code 61047 also highlights the Board's ability to increase the amount of compensation that may be received by members of the Board as long as the increase is compliant with Chapter 2 of Division 10 of the Water Code (Section 20202). Section 20202 of the water code notes that any increase may only be done annually for a maximum of 5% per year. Thus, in July of 2014, the RCSD Board of Directors passed Resolution No. 2014-813, increasing the per meeting stipend from \$100 to \$121.55 which equates to a compounding 5% increase from 2010 to 2014. With the passage of Resolution No. 2014-813, the Board chose not to increase the monthly compensation amount allowable under Section 20202 to \$729.30 (\$121.55/meeting x 6 days of service) and thus the monthly cap remained at \$600. The Board's compensation has remained unchanged since 2014.

For the Board's consideration at the regularly scheduled meeting on February 6, 2020, is DRAFT Resolution 2020-861, proposing to effectively increase the per meeting stipend from \$121.55 to \$155.13 which equates to a compounding 5% increase from 2014-2019 (calendar years).

A point of discussion to consider by the Board is whether to increase the maximum monthly compensation limit to be consistent with the proposed new per meeting amount. Consistent with Section 20202, with the increase to \$155.13, the maximum monthly compensation allowed would be \$930.78 (\$155.13/meeting x 6 days of service). In addition, the Board has the ability to increase the monthly days of service allowed from 6 to 10 which effectively could increase the Board's maximum monthly compensation amount to \$1,551.30.

During staff's research of the various codes governing CA Special District's Board compensation, once an increase is adopted by the Board, the effective date of the increase can be no less than 60 days. Due to public hearing notification law, the earliest Resolution No. 2020-

861 could be adopted by the Board is March 5, 2020, the increase would be effective May 4, 2020.

Highlighted below is a tabular representation of the changes proposed or possible under Resolution No 2020-861. Also, RCSD staff has provided CA Government Code 61047 and CA Water Code 20202 which governs compensation, for your review.

	Current (Resolution No. 2014-813)	Proposed (Resolution No. 2020-861) (Effective 5/4/20)	Allowable (Resolution No. 2020-861) (Effective 5/4/20)
Board Meetings	\$ 121.55	\$ 155.13	\$ 155.13
Committee Meeting	\$ 50.00	\$ 63.81	\$ 63.81
Annual Stipend Increase	5%	5%	5%
Service Days	6	6	10
Max. Monthly Comp.	\$ 600.00	\$ 930.78	\$ 1,551.30

In summary, besides the per meeting stipend increase the Board can consider:

1. Increasing the number of compensable meetings from 6 to 10 per month.
2. Increasing the monthly compensation above \$600 to be consistent with the newly adjusted stipend amount times the number of compensable meetings, being either 6 or 10 per month.

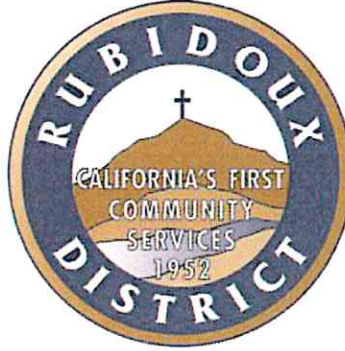
Rubidoux Community Services District

Board of Directors

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

General Manager

Steven W. Appel



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

NOTICE OF PUBLIC HEARING OF THE

RUBIDOUX COMMUNITY SERVICES DISTRICT FOR THE ADOPTION OF RESOLUTION NO. 2020-861, A RESOLUTION INCREASING THE BOARD MEMBER STIPENDS

Notice is hereby given that the Board of Directors of the Rubidoux Community Services District (District) will conduct a Public Hearing on Thursday March 5th, 2020, at 4:00 PM, during the regular meeting of the Board of Directors. Subject Public Hearing shall be conducted at 3590 Rubidoux Blvd., Jurupa Valley, CA 92509.

The purpose of the Public Hearing is to receive comments (oral and/or written) as they pertain to Draft Resolution No. 2020-861 which adjusts the RCSD Board of Directors meeting stipend. Subject stipend adjustment shall have an effective date of May 4, 2020.

A draft copy of Resolution No. 2020-861 is available free to any interested party at the District office or by accessing the draft resolution at the District web site at www.rcsd.org. Any party interested in submitting comments may do so by 4:00, March 5, 2020, at the District Board Meeting at the above address.

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

Date: February 11, 2020

Advertising Order Confirmation

The Press Enterprise

02/11/20 1:53:07PM

Page 1

<u>Ad Order Number</u> 0011363272	<u>Customer</u> RUBIDOUX COMM SERV DIST	<u>Payer Customer</u> RUBIDOUX COMM SERV DIST	<u>PO Number</u>
<u>Sales Representative</u> Nick Eller	<u>Customer Account</u> 5209178	<u>Payer Account</u> 5209178	<u>Ordered By</u> Brian Jennings
<u>Order Taker</u> Nick Eller	<u>Customer Address</u> 3590 RUBIDOUX BLVD RIVERSIDE, CA 92509	<u>Payer Address</u> 3590 RUBIDOUX BLVD RIVERSIDE, CA 92509	<u>Customer Fax</u> 9513694061
<u>Order Source</u> Select Source	<u>Customer Phone</u> 951-684-7580	<u>Payer Phone</u> 951-684-7580	<u>Customer EMail</u> bjennings@rcsd.org
<u>Current Queue</u> Ready	<u>Invoice Text</u> Public Hearing Stipend		
<u>Tear Sheets</u> 0	<u>Affidavits</u> 0	<u>Blind Box</u>	<u>Materials</u>
		<u>Promo Type</u>	<u>Special Pricing</u>

<u>Ad Number</u> 0011363272-01	<u>Ad Size</u> 3 X 45 LI	<u>Color</u>	<u>Production Color</u>	<u>Ad Attributes</u>	<u>Production Method</u> AdBooker	<u>Production Notes</u>
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<u>External Ad Number</u>	<u>Pick Up</u>	<u>Ad Type</u> Legal Liner	<u>Released for Publication</u>
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**NOTICE OF PUBLIC HEARING OF THE
RUBIDOUX COMMUNITY SERVICES
DISTRICT FOR THE ADOPTION OF
RESOLUTION NO. 2020-861, A
RESOLUTION INCREASING THE
BOARD MEMBER STIPENDS**

Notice is hereby given that the Board of Directors of the Rubidoux Community Services District (District) will conduct a Public Hearing on Thursday March 5th, 2020, at 4:00 PM, during the regular meeting of the Board of Directors. Subject Public Hearing shall be conducted at 3590 Rubidoux Blvd., Jurupa Valley, CA 92509.

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

Date: February 11, 2020

2/14

<u>Product</u> PE Riverside:Full Run	<u>Requested Placement</u> Legals CLS	<u>Requested Position</u> General - 1076~	<u>Run Dates</u> 02/14/20	<u># Inserts</u> 1
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THE PRESS-ENTERPRISE

1825 Chicago Ave, Suite 100
Riverside, CA 92507
951-684-1200
951-368-9018 FAX

**PROOF OF PUBLICATION
(2010, 2015.5 C.C.P)**

Publication(s): The Press-Enterprise

PROOF OF PUBLICATION OF

Ad Desc.: Public Hearing Stipend /

I am a citizen of the United States. I am over the age of eighteen years and not a party to or interested in the above entitled matter. I am an authorized representative of THE PRESS-ENTERPRISE, a newspaper in general circulation, printed and published daily in the County of Riverside, and which newspaper has been adjudicated a newspaper of general circulation by the Superior Court of the County of Riverside, State of California, under date of April 25, 1952, Case Number 54446, under date of March 29, 1957, Case Number 65673, under date of August 25, 1995, Case Number 267864, and under date of September 16, 2013, Case Number RIC 1309013; that the notice, of which the annexed is a printed copy, has been published in said newspaper in accordance with the instructions of the person(s) requesting publication, and not in any supplement thereof on the following dates, to wit:

02/14/2020

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Date: February 14, 2020
At: Riverside, California



Legal Advertising Representative, The Press-Enterprise

RUBIDOUX COMM SERV DIST
3590 RUBIDOUX BLVD
RIVERSIDE, CA 92509

Ad Number: 0011363272-01

P.O. Number:

Ad Copy:

NOTICE OF PUBLIC HEARING OF THE RUBIDOUX COMMUNITY SERVICES DISTRICT FOR THE ADOPTION OF RESOLUTION NO. 2020-861, A RESOLUTION INCREASING THE BOARD MEMBER STIPENDS

Notice is hereby given that the Board of Directors of the Rubidoux Community Services District (District) will conduct a Public Hearing on Thursday March 5th, 2020, at 4:00 PM, during the regular meeting of the Board of Directors. Subject Public Hearing shall be conducted at 3590 Rubidoux Blvd., Jurupa Valley, CA 92509.

The purpose of the Public Hearing is to receive comments (oral and/or written) as they pertain to Draft Resolution No. 2020-861 which adjusts the RCSD Board of Directors meeting stipend. Subject stipend adjustment shall have an effective date of May 4, 2020. A draft copy of Resolution No. 2020-861 is available free to any interested party at the District office or by accessing the draft resolution at the District web site at www.rcsd.org. Any party interested in submitting comments may do so by 4:00, March 5, 2020, at the District Board Meeting at the above address.

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

Date: February 11, 2020

2/14

12. **CLOSED EXECUTIVE SESSION** – PURSUANT TO
GOVERNMENT CODE SECTION 54956.9: LEGAL COUNSEL
STATUS ON LITIGATION CASE NO. CIVDS 1310520, CITY OF
RIVERSIDE VS. RUBIDOUX COMMUNITY SERVICES DISTRICT

13. DIRECTORS COMMENTS – NON-ACTION

14. ADJOURNMENT