

Rubidoux Community Services District

Board of Directors

Hank Trueba Jr., President
Diana Leja, Vice-President
Bernard Murphy
John Skerbelis
Leslie Altamirano

General Manager

Brian R. Laddusaw



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

NOTICE AND AGENDA FOR THE RUBIDOUX COMMUNITY SERVICES DISTRICT FINANCE AND BUDGET COMMITTEE MEETING

Thursday, May 15, 2025, at 3:00 PM

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

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

- Using the Zoom App or website for free at: <https://zoom.us/>
 - o Once installed ahead of the meeting, you may choose your audio source as either computer speakers/microphone or telephone.
 - o If you wish to make public comments via the Zoom platform, the Board Secretary will identify you at your time to speak.
 - o Meeting ID is **994 957 9980**
 - o Passcode is: rcsd
 - o Call into the meeting number 1-669-444-9171

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

1. Call to Order – Hank Trueba Jr., President
2. Pledge of Allegiance
3. Roll Call
4. Public Comment

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

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

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

5. Presentation: FY 2025|2026 Draft Budgets:
 - Sewer Fund Operating and Capital Budget
 - Field/Admin Building Fund

6. Directors Comments – Non-action

7. Adjournment

Rubidoux Community Services District Sewer Fund Budget

	Actual YTD March 2025	Annual Budget 2024/2025	Projected Year End 2024/2025	Favorable (Unfavorable) Variance	Audited 2023/2024	Adopted Budget 2025/2026
Operating Income						
1 Sales - Sewer	\$ 2,678,477	\$ 3,671,000	\$ 3,818,922	\$ 147,922	\$ 3,322,727	\$ 4,086,247
2 Sales - RST	-	-	-	-	138,699	-
Total Operating Income	2,678,477	3,671,000	3,818,922	147,922	3,461,425	4,086,247
Other Income						
3 Interest Income	97,925	101,000	130,566	29,566	102,579	104,000
4 Miscellaneous Income	-	2,000	-	(2,000)	70,063	2,000
5 Permits & Licenses	-	2,000	-	(2,000)	-	2,000
6 Interest Income: Non-Operational	72,785	103,000	97,047	(5,953)	105,781	78,000
7 Pretreatment Revenue	4,200	4,000	5,600	1,600	3,000	4,000
8 Grant Revenue	-	14,625	-	(14,625)	-	14,625
Total Other Income	174,910	226,625	233,213	6,588	281,422	204,625
TOTAL SEWER REVENUE	\$2,853,386	\$3,897,625	\$4,052,135	\$154,510	\$3,742,848	\$4,290,872
Operating Expense						
9 Energy Costs	12,780	58,000	17,041	40,959	47,912	25,000
10 Riverside City Treatment Costs	899,156	1,821,000	1,798,312	22,688	1,738,475	1,876,000
11 Industrial Pretreatment Costs	46,160	84,000	61,547	22,453	62,285	87,000
12 Lab Fees	5,578	16,000	7,438	8,562	17,329	16,000
13 Bad Debt Expense	5,582	7,000	7,442	(442)	5,699	8,000
14 R & M Equipment	16,167	25,000	21,556	3,444	2,896	45,000
15 R & M Sewer System	38,781	186,000	51,708	134,292	56,778	53,000
16 Hydrowash	286,034	350,000	300,000	50,000	74,301	10,000
17 Operating Expense	9,807	24,000	13,076	10,924	23,056	49,000
18 Operating Expense: Video Line Inspection	-	100,000	-	100,000	-	100,000
19 Telephone	739	1,000	986	14	683	1,000
20 Licenses & Permits	12,549	10,000	16,732	(6,732)	9,401	17,000
21 Gasoline Expense	15,050	10,000	20,067	(10,067)	10,273	30,000
22 Liability Insurance	17,316	40,000	23,088	16,912	37,454	40,000
23 City Riverside Litigation	-	-	-	-	100	-
22 City Riverside Litigation: Appeal	-	-	-	-	135,690	-
23 City Riverside Litigation: Retrial	38,785	150,000	51,713	98,287	-	150,000
25 Consulting Fees:LHMP (75%WF/25%SF)	-	16,250	-	16,250	-	16,250
26 Consulting Fees: Permit Fee Design	-	-	-	-	-	-
28 Consulting Fees: SSMP	-	10,000	-	10,000	-	10,000
29 Engineering Fees	7,237	9,000	9,650	(650)	11,019	10,000
30 Loss Claims	-	10,000	-	10,000	-	10,000
32 Engineering Fees:Design Manual(50%WF/50%SF)	-	81,000	-	81,000	-	81,000
33 Consulting Fees:Cost of Svc Stdy(60%WF/40%SF)	-	-	-	-	6,290	-
34 Consulting Fees: Utility/Rate	-	15,000	-	15,000	-	-
35 Jurupa Hills Force Main (Feasibility)	27,885	20,000	37,179	(17,179)	-	20,000
36 Fleet Tracking(67%WF/33%SF)	1,291	2,000	1,722	278	1,661	2,000
37 Publication of Public Notices	-	1,000	-	1,000	-	1,000
38 Miscellaneous Expense	-	-	-	-	20	-
39 Condition Assessment (75% WF/25% SF)	4,428	47,500	5,904	41,596	18,515	42,000
40 Employee Education and Training	5,127	2,000	6,836	(4,836)	-	6,000
41 Annexation	6,120	-	8,160	(8,160)	-	-
Total Operating Expense	1,456,572	3,095,750	2,460,157	635,593	2,259,835	2,705,250
Administrative Expense						
42 Salaries Expense	72,667	73,000	96,889	(23,889)	79,410	100,000
43 Payroll Tax Expense	5,630	7,000	7,506	(506)	6,361	8,000
44 Health & Retirement Expense	10,328	39,000	13,771	25,229	43,948	14,000
45 Retirement Expense - Excess UAL	-	3,000	-	3,000	-	3,000
46 Workman's Compensation Ins.	1,530	2,000	2,041	(41)	2,775	2,800
47 General Admin Expense	360,500	721,000	721,000	-	576,000	757,000
Total Administrative Expense	450,655	845,000	841,207	3,793	708,494	884,800
Total Expense	\$1,907,227	\$3,940,750	\$3,301,364	\$639,386	\$2,968,329	\$3,590,050

Rubidoux Community Services District Sewer Fund Budget

	Actual YTD March 2025	Annual Budget 2024/2025 ^{†1}	Projected Year End 2024/2025	Favorable (Unfavorable) Variance	Audited 2023/2024	Adopted Budget 2025/2026
Asset Acquisitions						
48 Pumps: Various	-	50,000	-	50,000	-	50,000
49 Regional Muffin Monster	-	77,000.00	-	77,000	-	77,000
50 SCADA Replacement	-	100,000.00	-	100,000	-	200,000
51 Wet Well Wizard	-	-	-	-	-	150,000
52 Video Van	-	-	-	-	-	-
Air Scrubber	-	-	-	-	-	50,000
53 Electrical Universal Connections	-	-	-	-	-	25,000
54 Other Equipment	-	10,000	-	10,000	-	10,000
Total Asset Acquisitions	-	237,000	-	237,000	-	562,000
Transfers						
55 Allocation - Net Property Tax Revenues - Sewer	(212,500)	(425,000)	(425,000)	-	(50,000)	(500,000)
56 Transfer In General Fund	-	-	-	-	-	-
57 Transfer to Sewer CIP	-	1,199,063	-	1,199,063	-	1,641,250
Total Transfers	(212,500)	774,063	(425,000)	1,199,063	(50,000)	1,141,250
TOTAL SEWER EXPENSES AND TRANSFERS	\$1,694,727	\$4,951,813	\$2,876,364	\$2,075,449	\$2,918,329	\$5,293,300

ESTIMATED JULY 1, 2024 RESERVE \$ 2,746,011

ESTIMATED FISCAL YEAR 24/25 EXCESS (DEFICIT) \$ (1,002,429)

ESTIMATED JUNE 30, 2025 RESERVE \$ 1,743,582

^{†1} Includes budget amendments adopted by Board of Directors up through June 6, 2024.

**Rubidoux Community Services District
Sewer Capital Improvement Project (CIP) Budget
Capital Projects**

	Actual YTD March 2025	Annual Budget 2024/2025 ^[1]	Projected Year End 2024/2025	Favorable (Unfavorable) Variance	Audited 2023/2024	Adopted Budget 2025/2026
Income						
1 Sales Sewer Replacement	\$ -	\$ -	\$ -	\$ -	\$ 47,578	\$ -
TOTAL SEWER CAPITAL PROJECT REVENUE	\$ -	\$ -	\$ -	\$ -	\$ 47,578	\$ -
Expense						
2 Jurupa Hills Force Main (Design)	\$ -	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ 50,000
3 Belltown Lift Station Rehab (Design)	24,179	50,000	50,000	-	-	-
4 Belltown Lift Station Rehab (Construction)	-	1,170,000	-	1,170,000	-	2,200,000
5 Pipeline Replacement	-	100,000	-	100,000	-	-
Total Expense	24,179	1,820,000	50,000	1,770,000	-	2,250,000
Transfers						
6 Transfer to/(from) Replacement Reserves	-	-	-	-	-	-
7 Transfer to/(from) Sewer Fund Unrestricted	-	(1,199,063)	-	(1,199,063)	-	(1,641,250)
Total Transfers	-	(1,199,063)	-	(1,199,063)	-	(1,641,250)
TOTAL SEWER CAPITAL PROJECT EXPENSES AND TRANSFERS	\$ 24,179	\$ 620,937	\$ 50,000	\$ 570,937	\$ -	\$ 608,750
Fund Excess (Deficit)						\$ (608,750)

[1] Includes budget amendments adopted by Board of Directors up through May 15, 2025.

ESTIMATED JULY 1, 2025 Capital Reserve	\$ 608,750
ESTIMATED FISCAL YEAR 25/26 EXCESS (DEFICIT)	\$ (608,750)
ESTIMATED JUNE 30, 2026 RESERVE	<u>\$ -</u>

**Rubidoux Community Services District
Sewer Capital Improvement Project (CIP) Budget
Master Plan Projects**

	Actual YTD March 2025	Annual Budget 2024/2025	Projected Year End 2024/2025	Favorable (Unfavorable) Variance	Audited 2023/2024	Adopted Budget 2025/2026
Income						
1 Developers EDU Fees: Income	\$ 207,740	\$ 520,000	\$ 207,740	\$ (312,260)	\$ 175,049	\$ 650,000
2 Contributions in Aid of Construction	-	-	-	-	-	-
TOTAL SEWER MASTER PLAN REVENUE	\$ 207,740	\$ 520,000	\$ 207,740	\$ (312,260)	\$ 175,049	\$ 650,000
Expense						
3 Avalon Street and Alta Street (Seg 1)	-	\$ 230,000	-	\$ 230,000	-	\$ 230,000
4 Avalon Street and 60 Freeway (Seg 2)	-	-	-	-	-	420,000
Total Expense	-	230,000	-	230,000	-	650,000
Transfers						
4 Transfer to/(from) CIP Reserves	-	-	-	-	-	-
Total Transfers	-	-	-	-	-	-
TOTAL SEWER CIP EXPENSES AND TRANSFERS	\$ -	\$ 230,000	\$ -	\$ 230,000	\$ -	\$ 650,000
Fund Excess (Deficit)						\$ -

[1] Includes budget amendments adopted by Board of Directors up through May 15, 2025.

Estimated July 1, 2025 MAINLINE (CAPACITY / MP) RESERVE	\$ 2,947,882
ESTIMATED FISCAL YEAR 25/26 EXCESS (DEFICIT)	\$ -
Estimated June 30, 2026 MAINLINE (CAPACITY / MP) RESERVE	<u>\$ 2,947,882</u>

**Rubidoux Community Services District
Field/Admin Building Fund Budget**

	Actual YTD March 2025	Annual Budget 2024/2025	Projected Year End 2024/2025	Favorable (Unfavorable) Variance	Audited 2023/2024	Adopted Budget 2025/2026
Operating Income						
1 Sales - Field/Admin Bldg.	\$ -	\$ -	\$ -	\$ -	\$ 45,977	\$ -
Total Operating Income	-	-	-	-	45,977	-
TOTAL FIELD/ADMIN BLDG REVENUE	\$ -	\$ -	\$ -	\$ -	\$ 45,977	\$ -
Operating Expense						
2 Admin/Field Bldg. Proj.	\$ -	\$ 785,312	\$ -	\$ 785,312	\$ -	\$ 814,583
Total Operating Expense	-	785,312	-	785,312	-	814,583
Transfers						
3 Transfer to/(from) Field/Admin Reserves	-	-	-	-	-	-
4 Reserve Transfer to General Fund	-	-	-	-	-	-
Total Transfers	-	-	-	-	-	-
TOTAL FIELD/ADMIN BLDG EXPENSES AND TRANSFERS	\$ -	\$ 785,312	\$ -	\$ 785,312	\$ -	\$ 814,583
Fund Excess (Deficit)						\$ (814,583)

[1]. Includes budget amendments adopted by Board of Directors up through May 15, 2025.

ESTIMATED JULY 1, 2025 FIELD/ADMIN RESERVE	\$ 814,583
ESTIMATED FISCAL YEAR 25/26 EXCESS (DEFICIT)	\$ (814,583)
ESTIMATED JUNE 30, 2026 FIELD/ADMIN RESERVE	<u>\$ -</u>