

**RUBIDOUX COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS**

**MINUTES OF REGULAR MEETING
Thursday, June 18, 2026**

DIRECTORS PRESENT: Diana Leja
Hank Trueba Jr.,
John Skerbelis
Bernard Murphy
Leslie Altamirano

STAFF PRESENT: Brian Laddusaw, General Manager
Brandon Thomas, Assistant General Manager
Jaclyn Makarzec, Director of Engineering
Miguel Valdez, Director of Operations
Kirk Hamblin, Director of Operations
Martha Perez, Customer Services / Accounts Payable
Manager
Melissa Trujillo, Human Resources Generalist / Safety and
Facilities Coordinator

VISITORS (SIGNED IN): John Harper, RCSD Legal Counsel, Via Zoom
John Shulda, Lieutenant, Riverside County Sheriff
Ross Leja, RCSD Customer
Michael Miller., Via Zoom
Tim Voigt, Cal Fire Station 38
Michael Heftman, Vice President of Burrtec
Patrick “Kit” Bobko, RCSD Legal Counsel, Via Zoom
John Robinson, John Robinson Consulting
Shahnwaz Ahmad, SA Associates

ITEM 1. CALL TO ORDER

The regular meeting of the Board of Directors of the Rubidoux Community Services District was called to order by President Leja at 4:00 p.m. on Thursday, June 18, 2026, held in person and via teleconference at the District’s Administrative Office, 3590 Rubidoux Boulevard, Jurupa Valley, California.

ITEM 2. PLEDGE OF ALLEGIANCE – General Manager

ITEM 3. ROLL CALL – General Manager

ITEM 4. PUBLIC COMMENTS – None

ITEM 5. (4:10 PM) DM 2026-48: CLOSED 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

BOARD DELIBERATION / ACTION

The Board recessed into Closed Session at 4:02 p.m. and reconvened in Open Session at 4:36 p.m. No reportable action was taken.

ITEM 6. CONSENT CALENDAR

- A. Approval of Minutes for June 4, 2026, Regular Meeting
- B. Consideration to Approve June 19, 2026, Salaries, Expenses and Transfers
- C. Waive the Reading of the Title and Text of All Ordinances and Resolutions Included in the Agenda
- D. **DM 2026-49:** Consider Additional Funding Authorization for Activities Commemorating the 250th Anniversary of the United States of America
- E. **DM 2026-50:** Receive and File Rubidoux Community Services District’s 2026 Annual Water Supply and Demand Assessment

BOARD DELIBERATION / ACTION

Director Murphy made a motion to approve the Consent Calendar, Director Trueba seconded the motion.

Roll Call Vote:

Ayes – 5 (Trueba, Altamirano, Murphy, Skerbelis, Leja)

Noes – 0

Abstain – 0

Absent – 0

Result: Motion carried 5-0-0-0.

ITEM 7. CORRESPONDENCE AND RELATED INFORMATION

General Manager Brian Laddusaw shared an article from the Press Enterprise, “Composing colossus rising in Mojave Desert.” The article was about Waste hauler Republic Services opening a \$90 million, 140-acre composting and mulch processing facility in El Mirage, in the

Mojave Desert. Opening in fall, the colossus will process organic materials from the Inland Empire and High Desert to help Southern California communities meet state green waste reduction requirements.

ITEM 8. REPORTS

A. Operations Report

Director of Operations Miguel Valdez presented the Operations Report. The report included potable water production for the month of May, as well as potable water and wastewater comparison data. It also included the reservoir capacity report and chemical deliveries. Chemical deliveries consisted of 3,034 gallons of 25% sodium bisulfite delivered to the Thompson Plant, 25 tons of Morton NSF-certified white crystal salt, and 3,823 gallons of 12.5% sodium hypochlorite delivered to the Thompson Plant, Smith Plant, and Well 8.

B. Emergency and Incident Report

Chief Tim Voigt shared with the Board that there were 313 incidents in May. He also reported that the Office of the Fire Marshal issued 63 weed abatement notices on May 21, 2026, and 47 notices on May 28, 2026.

C. General Manager and Staff Reports / Updates

Director of Engineering Jaclyn Makarzec shared with the Board that the Anita B. Smith Plant is anticipated to generate annual savings of approximately \$71,000. She also informed the Board that the bid results for the AMI Project had been received and provided the Board with a copy. Director Murphy requested the Excel spreadsheet submitted by one of the bidders. Lastly, she shared information about the District's Toilet and Showerhead Giveaway events, which are scheduled for July 18 and August 18.

D. Committee Reports – None

E. Jurupa Unified School District – Student Liaison Report – None

ITEM 9. ACTION / DISCUSSION ITEMS

- A. DM 2026-51: PUBLIC PROTEST HEARING** – Consideration to Adopt Resolution No. 2026-932, A Resolution of the Board of Directors of Rubidoux Community Services District Establishing Residential and Commercial Trash Collection Fees within the District's Service Area

BACKGROUND:

On April 16, 2026, pursuant to Director’s Memorandum (“DM”) 2026-29 (Attachment 1), the Board of Directors (“Board”) considered proposed Fiscal Year (“FY”) 2026|2027 solid waste rates and authorized staff to initiate the Proposition 218 process for the purpose of establishing updated solid waste collection and disposal costs effective July 1, 2026.

As part of that action, the Board:

1. Reviewed the proposed FY 2026|2027 solid waste rate adjustments;
2. Authorized staff to initiate the Proposition 218 process, including preparation and distribution of required notices;
3. Established June 18, 2026, as the date for the Public Protest Hearing; and
4. Directed staff to return with a Resolution for consideration following completion of the Public Protest Hearing.

The proposed rates reflect contractual service cost adjustments payable to Burrtec Waste Industries, Inc. (“Burrtec”), pass-through disposal and processing costs established by the County of Riverside, ongoing State-mandated SB 1383 compliance costs, and District administrative costs associated with management of the solid waste enterprise.

The proposed FY 2026|2027 rate schedule is attached to Resolution No. 2026-932 as Exhibit “A” (Attachment 2).

Budget Considerations

The Solid Waste Enterprise Fund is intended to operate on a cost-recovery basis, with revenues generated from customer rates sufficient to cover the cost of contracted collection services, pass-through disposal and processing fees, State-mandated program requirements, and District administrative oversight.

The proposed FY 2026|2027 solid waste rates reflect:

- Contractual service cost adjustments payable to Burrtec pursuant to the District’s agreement;
- Pass-through landfill, recycling, and mixed organics processing costs established by the County of Riverside;
- Ongoing compliance costs associated with Senate Bill 1383 (SB 1383); and
- District administrative costs necessary to manage and oversee the solid waste enterprise.

More than 90 percent of the District’s solid waste customers are residential customers. Historically, the 90-gallon residential barrel has served as the primary benchmark when evaluating overall rate adjustments. For FY 2026|2027, the monthly rate for a residential customer with a 90-gallon barrel is proposed to increase from \$38.92 to \$40.65, an increase of \$1.73 per month, or 4.45 percent.

The detailed cost breakdown is provided in Table 1 below.

TABLE 1				
Cost Component	Current	Proposed		
	FY 25 26	FY 26 27		
	(\$)	(\$)	(\$)	(%)
CPI (3.28%)	\$ 18.21	\$ 18.81	\$ 0.60	3.29%
Landfill tipping fee	\$ 9.54	\$ 9.81	\$ 0.27	2.83%
Recycling	\$ 2.37	\$ 2.44	\$ 0.07	2.95%
Mixed Organics	\$ 5.90	\$ 6.66	\$ 0.76	12.88%
SB 1383 Admin Fee	\$ 0.90	\$ 0.93	\$ 0.03	0.00%
RCSD Admin Fee	\$ 2.00	\$ 2.00	\$ -	0.00%
Total	\$ 38.92	\$ 40.65	\$ 1.73	4.45%

As shown in Table 1, the proposed increase is primarily attributable to contractual service cost adjustments, pass-through disposal and processing fees, and ongoing State-mandated program requirements. The District’s administrative fee remains unchanged at \$2.00 per month.

The proposed residential rates have been developed in accordance with Amendment No. 3 to the District’s refuse collection agreement with Burrtec, which requires that the District’s comparable residential rate not exceed the City of Jurupa Valley’s rate by more than two percent. Additional discussion regarding the City of Jurupa Valley’s pending rate consideration is provided later in this memorandum.

Based upon current projections, the proposed rates are anticipated to generate sufficient revenue to support FY 2026|2027 operating expenditures of the Solid Waste Enterprise Fund while maintaining the fund in a near break-even position. Adoption of Resolution No. 2026-932 will establish the rates necessary to recover anticipated costs associated with providing solid waste services throughout the District.

Proposition 218 Compliance

Proposition 218 establishes procedural requirements for the adoption of property-related service charges, including solid waste collection fees. These requirements include:

- Mailing written notice to affected property owners and tenants at least 45 days prior to the Public Protest Hearing;
- Providing the basis upon which the proposed fees are calculated;
- Providing the reason for the proposed fees;
- Providing the date, time, and location of the Public Protest Hearing; and
- Conducting a Public Protest Hearing prior to adoption of the proposed rates.

Pursuant to Board direction, Proposition 218 notices were mailed on April 29, 2026. The notices were mailed more than 45 days prior to tonight’s Public Protest Hearing and included all information required under Proposition 218. Copies of the mailed notice and affidavit of mailing are included as attachments to this memorandum (Attachment 3).

The Proposition 218 notice specified that protests must be submitted in writing in order to be counted toward the majority protest determination. Although Proposition 218 does not expressly address electronic submissions, the District will accept emailed written protests provided they (1) clearly identify the property owner or customer, (2) identify the service address or parcel/account, (3) clearly state opposition to the proposed rates, and (4) are received prior to the close of the hearing.

While interested persons may provide verbal comments during the Public Protest Hearing, verbal comments do not constitute valid protests for purposes of Proposition 218 and will not be included in the protest tally. This clarification was included in the District's 2026 Proposition 218 notice to ensure consistency with written protest requirements and to provide a clear and administratively verifiable process for tabulating protests. This process has been reviewed and confirmed by District General Counsel.

A total of 8,789 notices were mailed to affected property owners and tenants. Proposition 218 requires a majority protest, defined as 50 percent plus one of the affected property owners subject to the proposed fee. Accordingly, 4,396 valid protests would be required to defeat the proposed rate adjustment.

As of the preparation of this memorandum, the District has received 2 written protests (Attachment 5). At the conclusion of tonight's Public Protest Hearing, all valid written protests received prior to the close of the hearing will be tabulated (Attachment 6). If the number of valid written protests does not constitute a majority protest, the Board may proceed with adoption of Resolution No. 2026-932.

Although not required by Proposition 218, notice of tonight's potential adoption of Resolution No. 2026-932 was published in the *Press-Enterprise*, posted on the District's website, and made available for public inspection at the District's front counter.

City of Jurupa Valley Rate Consideration

Pursuant to Amendment No. 3 of the District's agreement with Burrtec, the District's comparable residential rate for the 90-gallon barrel may not exceed the City of Jurupa Valley's corresponding rate by more than two percent.

The City of Jurupa Valley is scheduled to consider its FY 2026|2027 solid waste rates at a Special City Council meeting on June 25, 2026, following the District's Public Protest Hearing.

Based on preliminary information provided by Burrtec, the proposed District residential rates have been developed in anticipation of compliance with the contractual rate comparison requirement. However, because Jurupa Valley's rates will not be finalized until June 25, 2026, staff may make minor administrative adjustments to the residential rate schedule prior to implementation on July 1, 2026, if necessary to ensure continued compliance with Amendment No. 3.

Commercial and industrial rates are not subject to the City of Jurupa Valley rate comparison provision and would not be affected by any action taken by the City Council.

Should any adjustment be required, staff will coordinate with Burrtec and return to the Board as appropriate.

BOARD DELIBERATION / ACTION

The Public Protest Hearing was held, and the Board of Directors tabulated all valid protests received. The Public Protest failed as the three received written protests failed to achieve the 50% + 1 threshold. The Board proceeded to deliberation.

Director Altamirano made a motion to approve the Rubidoux Community Services District residential and commercial trash collection fees within the District’s service area. Director Trueba seconded the motion.

Roll Call Vote:

Ayes – 4 (Trueba, Altamirano, Skerbelis, Leja)

Noes – 1 (Murphy)

Abstain – 0

Absent – 0

Result: Motion carried 4-1-0-0.

President Leja called for a recess at 5:10 p.m. The meeting resumed at 5:19 p.m.

- B. **DM 2026-52:** Consideration to Approve a Five (5) Year Cooperative Agreement for Fire Protection and Emergency Services with the County of Riverside

BACKGROUND:

Rubidoux Community Services District (“District”) contracts for fire protection, fire prevention, rescue, fire marshal, and emergency medical services through the County of Riverside (“County”) via a Cooperative Agreement with the California Department of Forestry and Fire Protection (“Cal Fire”).

The District’s current five (5) year Cooperative Agreement is set to expire on June 30, 2026. The District previously transitioned from a three (3) year agreement to a five (5) year agreement beginning with the 2021 contract, providing greater long-term stability for service delivery and financial planning.

Pursuant to Directors Memorandum (“DM”) 2026-24, the Board of Directors (“Board”) directed staff to conduct the agreement review and negotiation process without the formation of an ad hoc committee or other formal Board involvement. This approach is consistent with the process utilized during negotiation of the District’s 2021 Cooperative Agreement.

Discussion

Nature of the Agreement

The Cooperative Agreement is a standardized contract administered by the County and Cal Fire. As in prior renewal cycles, the structure and core provisions of the agreement are largely consistent across participating agencies, with limited opportunity for substantive modification. Historically, changes have generally been limited to cost updates, administrative clarifications, and County- or State-initiated operational adjustments.

Accordingly, staff's review focused primarily on:

- Verification of service levels and operational assumptions;
- Evaluation of cost projections and year-over-year escalation factors; and
- Confirmation that administrative and reporting provisions remain consistent with District expectations and operational needs.

Summary of Key Changes

The overall structure, scope, and intent of the proposed agreement and related exhibits remain substantially unchanged from the 2021 Cooperative Agreement.

Key changes include:

- Updates service cost structures for fire apparatus and Fire Marshal services to reflect current Riverside County Board of Supervisors-approved cost recovery methodologies and replacement values.
- Clarifies and expands reimbursable cost categories, including personnel, equipment, supplies, and support services.
- Modernizes Fire Marshal program provisions, including updated staffing structure, roles, and cost allocation methodologies for optional service levels and equipment and technology support.
- Updates fire apparatus provisions to reflect current fleet replacement costs and cost recovery methodologies.
- Incorporates updated administrative roles and delegation authorities to streamline contract administration and implementation.
- Aligns mutual aid, cost recovery, and claims provisions with current statutory requirements and State-level risk management processes.
- Adds standard provisions addressing Public Records Act compliance and electronic signature authorization.
- Retains the existing service delivery model, with no change to the fundamental scope of fire protection and emergency response services.

Summary of Agreement and Exhibits

1. Cooperative Agreement – Rubidoux Community Services District and County of Riverside

Although the draft agreement contains several substantive revisions, the overall scope and intent remain consistent with the 2021 agreement. Many of the changes are administrative in nature and serve to clarify existing provisions, modernize contract language, and reflect current operational practices.

Similar to the current agreement, the proposed contract includes a five-year term. Staff believes the five-year structure has proven beneficial by providing stability in service delivery, improving long-term financial planning, and reducing the administrative burden associated with more frequent contract renewals.

2. Exhibit A – Itemized Detail of Level of Service and Associated Costs for Each Fiscal Year Covered

With the proposed five-year Cooperative Agreement, the County has provided Exhibit A, which identifies the level of service and associated costs for each fiscal year covered by the agreement. Exhibit A includes estimated salary costs based upon full-time equivalent (“FTE”) staffing, support services, direct charges, and fire engine use costs.

Tables 1 through 4 below provide an analysis of prior agreements from a budget-to-actual perspective, present the projected costs associated with the proposed five-year agreement, and compare those costs against historical and projected property tax revenues. Collectively, the analysis demonstrates the District’s ability to fund fire services throughout the term of the proposed agreement while maintaining discretionary property tax revenues for other District operations and priorities.

3. Exhibit C – Fire Engine Use Agreement

Overall, the draft language in the exhibit remains relatively unchanged from prior versions and the methodology remains consistent. The primary substantive change is the updated apparatus replacement value used to calculate the annual fire engine use charge.

The annual cost for use of the fire engine assigned to Station 38 is \$55,000, based upon a factor of 1/20 of the replacement cost of an engine with a replacement value of \$1,100,000.

4. Exhibit D – Office of the Fire Marshal Agreement

Overall, the draft language in the exhibit remains relatively unchanged from prior versions. Fire Marshal duties include:

- State-mandated fire and life safety inspections;
- Investigation of fire safety complaints;
- Annual business fire and life safety inspections; and
- Weed abatement inspections.

The proposed agreement and related exhibits were reviewed by District General Counsel, who did not identify any material legal concerns or provisions warranting further negotiation.

Budget Considerations

With the proposed five-year Cooperative Agreement, the County has provided Exhibit A, which contains an itemized summary of service levels and associated costs for each fiscal year covered by the agreement. The estimates included in Exhibit A represent fully burdened costs based on anticipated staffing, support services, direct charges, and fire engine use.

Historically, actual annual costs incurred by the District have been lower than the estimated costs reflected in Exhibit A. As a conservative budgeting practice, the District utilizes the Exhibit A estimates when preparing annual budgets. Any difference between budgeted and actual expenditures remains available to the District and is retained within the Unrestricted Property Tax Reserve. Funding for the Cooperative Agreement is derived from the District's property tax allocation received from the County.

Table 1 below compares budgeted versus actual fire service costs under the District's previous agreements. When reviewing the proposed Exhibit A estimates, it is important to recognize that these figures represent fully burdened estimated costs and have historically proven conservative when compared to actual expenditures.

TABLE 1				
Fiscal Year	Budget	Actual	<i>Difference</i>	
<u>Contract: 2018-2021</u>				
FY18 19	\$ 2,431,401	\$ 1,901,578	\$ 529,823	
FY19 20	\$ 2,474,359	\$ 2,072,248	\$ 402,111	
FY20 21	\$ 2,525,000	\$ 2,090,252	\$ 434,748	
<u>Contract: 2021-2026</u>				
FY21 22	\$ 2,338,100	\$ 2,272,315	\$ 65,785	
FY22 23	\$ 2,724,100	\$ 2,520,193	\$ 203,907	
FY23 24	\$ 2,955,000	\$ 2,895,065	\$ 59,935	
FY24 25	\$ 3,247,000	\$ 2,571,931	\$ 675,069	
FY25 26	\$ 3,512,000	\$ 2,326,695 [a]	\$ 1,185,305	

[a] - Through 3 quarters

It should also be noted that Exhibit A estimates are subject to change during the term of the agreement based upon operational, regulatory, and statewide cost factors. During the current agreement term, several factors affected annual fire service costs, including but not limited to adjustments to the State of California's employee benefit rate, which is established annually and applied statewide to Cal Fire personnel costs, the District's transition from a Traditional Staffing

Model to a Municipal Staffing Model pursuant to DM 2025-102, and implementation of the 66-hour workweek structure.

Table 2 below presents the estimated costs for each year of the proposed five-year agreement.

TABLE 2				
Fiscal Year	Exhibit A Estimate	\$ Change	% Change	
<u>Contract: 2026-2031</u>				
FY26 27	\$ 3,750,006			
FY27 28	\$ 3,931,101	\$ 181,095		4.83%
FY28 29	\$ 4,121,231	\$ 190,130		4.84%
FY29 30	\$ 4,121,231	\$ -		0.00%
FY30 31	\$ 4,121,231	\$ -		0.00%

You will note that the estimated costs for FY 2029|30 and FY 2030|31 remain unchanged. According to Cal Fire, cost projections for these years are not further escalated due to the limited reliability of long-range forecasting assumptions. Updated Exhibit A estimates will be provided as additional information becomes available closer to those fiscal years.

Contracted fire services are funded through the District’s property tax revenues, which have historically increased at a rate exceeding growth in fire service costs.

Table 3 compares actual fire service costs against actual property tax revenues during the 2018-2021 and 2021-2026 contract periods. Historically, excess property tax revenues have been utilized to support other District operations and services, including water, wastewater, and solid waste operations when needed.

TABLE 3				
Fiscal Year	Property Tax Receipts	Cal Fire Costs	<i>Difference</i>	
<u>Contract: 2018-2021</u>				
FY18 19	\$ 3,107,505	\$ 1,901,578		\$ 1,205,928
FY19 20	\$ 3,138,305	\$ 2,072,248		\$ 1,066,057
FY20 21	\$ 3,936,137	\$ 2,090,252		\$ 1,845,884
 <u>Contract: 2021-2026</u>				
FY21 22	\$ 4,014,400	\$ 2,272,315		\$ 1,742,085
FY22 23	\$ 4,506,224	\$ 2,520,193		\$ 1,986,031
FY23 24	\$ 5,661,791	\$ 2,895,065		\$ 2,766,727
FY24 25	\$ 6,130,486	\$ 2,571,931		\$ 3,558,556
FY25 26	\$ 7,417,752 [a]	\$ 2,326,695 [b]		\$ 5,091,057

[a] - Through 6/10/2026.

[b] - Through 3 quarters.

Table 4 compares projected fire service costs against projected property tax revenues throughout the proposed five-year agreement term. Property tax revenues were conservatively escalated at two percent (2%) annually.

Based upon these assumptions, staff believes the District will be able to fully fund fire protection services throughout the term of the agreement while continuing to maintain discretionary property tax revenues available for other District operations, capital improvements, and strategic initiatives.

TABLE 4				
Fiscal Year	Estimated Property Tax Receipts	Estimated Cal Fire Costs (Exhibit A)	<i>Difference</i>	
<u>Contract: 2026-2031</u>				
FY26 27	\$ 7,566,107	\$ 3,750,006	\$ 3,816,101	
FY27 28	\$ 7,717,429	\$ 3,931,101	\$ 3,786,328	
FY28 29	\$ 7,871,778	\$ 4,121,231	\$ 3,750,547	
FY29 30	\$ 8,029,213	\$ 4,121,231	\$ 3,907,982	
FY30 31	\$ 8,189,798	\$ 4,121,231	\$ 4,068,567	

Staff Assessment

Based upon its review, staff believes the proposed agreement provides a cost-effective and operationally sound framework for continuing fire protection and emergency services within the District. The agreement maintains existing service levels, supports long-term financial planning, and continues a service delivery model that has served the District and community well.

Other Considerations

While the financial and contractual components of the agreement are important, staff also recognizes the value of maintaining a longstanding partnership with Cal Fire and the County of Riverside. Over the years, the District has consistently received a high level of service from Station 38 personnel, including emergency response, fire prevention, community outreach, and support during District events and activities.

In addition to meeting operational service expectations, Cal Fire personnel have demonstrated a strong commitment to the Rubidoux community and have developed a thorough understanding of the District’s unique service area, facilities, and operational needs. The continuity provided through this established relationship contributes to effective coordination and service delivery.

Staff recognizes that the quality of service provided to the community has been an important consideration expressed by Board members throughout prior discussions regarding fire protection services and believes the proposed agreement continues to support those expectations.

As noted previously, District General Counsel has reviewed the proposed agreement and related exhibits and did not identify any material legal concerns. Staff believes the agreement is consistent with prior cooperative agreements and adequately protects the interests of the District.

BOARD DELIBERATION / ACTION

Director Murphy requested a survey or cost study regarding the construction of a fire station. Director Altamirano noted that the City had previously conducted a survey and suggested reviewing existing available information. The Chief confirmed that while the staffing model has changed, the equipment has remained the same. He further noted that, in the future, the department is considering adding a paramedic squad. Director Murphy inquired about the duties of fire prevention and weed abatement staff. He also asked whether large building projects go through the Fire Marshal’s Office. Chief Voigt confirmed that such projects are reviewed by both the City and County Fire Marshal offices.

Director Altamirano made a motion to approve the five-year Cooperative Agreement for Fire Protection and Emergency Services with the County of Riverside for the period of July 1, 2026, through June 30, 2031, and to authorize the Board President and General Manager to execute the Agreement and any associated non-substantive documents necessary to implement it. Director Trueba seconded the motion.

Roll Call Vote:

Ayes – 5 (Trueba, Murphy, Altamirano, Skerbelis, Leja)

Noes – 0

Abstain – 0

Absent – 0

Result: Motion carried 5-0-0-0.

C. DM 2026-53: PUBLIC HEARING – Consideration to Adopt:

- a. Resolution No. 2026-934, A Resolution of the Board of Directors of the Rubidoux Community Services District, Adopting the 2025 Urban Water Management Plan**
- b. Resolution No. 2026-935, A Resolution of the Board of Directors of the Rubidoux Community Services District, Adopting the 2025 Water Shortage Contingency Plan**

BACKGROUND:

The Urban Water Management Planning Act requires every urban water supplier to update and adopt its Urban Water Management Plan (“UWMP”) at least once every five (5) years on or before July 1 in years ending in six and one. California Water Code Section 10642 requires agencies to make their plans available for public inspection prior to adoption and conduct a public hearing at which the public may submit or verbalize comments on the draft 2025 UWMP.

For purposes of the Urban Water Management Planning Act an “urban water supplier” is a supplier providing water for municipal purposes either directly or indirectly to more than 3,000 customers or supplying more than 3,000 acre-feet of water annually. Rubidoux Community Services District (“District”) exceeds both criteria and is required to update its UWMP.

On November 20, 2025, the District's Board of Directors authorized the Master Consulting Agreement with SA Associates (“SA”) and issued a Task Order for preparation of the District’s 2025 UWMP and the District’s 2025 Water Shortage Contingency Plan (“WSCP”) (DM 2025-103). The District 2025 WSCP is included as Section 5 within the 2025 UWMP. The 2025 UWMP is an update of the District’s 2020 UWMP and reflects current demand projections and water supplies.

The UWMP is the periodic document urban water suppliers use to describe and evaluate sources of water, efficient uses of water, demand management measures, implementation strategy and schedule, and other relevant information and programs. An UWMP is required for a water supplier to be eligible for Department of Water Resources administered state grants and loans and drought assistance. Information within the document is used by the state to aggregate statewide water conditions, issues, and propagate public policy with the goal of ensuring the state has adequate safe and reliable water supply.

In compliance with California Water Code appropriate notifications were made to allow interested parties to review and provide input regarding the District’s draft 2025 UWMP and 2025 WSCP. Below are the various notifications provided:

Date	Notice	Code Section
April 9, 2026	Notice 1: 60-day notice	WC 10621(b)
June 4 & June 11, 2026	Public Notice in newspaper	WC 10642 and GC 6066
June 4, 2026	Public Posting on District website and hardcopy of UWMP made available at District customer counter	WC 10642
June 10, 2026	Notice 2: one-week notice to Cities and Public Agencies	N/A

As of the preparation of this Director’s Memorandum, no written or oral comments have been received regarding the District’s intent to adopt the 2025 UWMP. A hardcopy of the 2025 UWMP is available for review at the District office located at 3590 Rubidoux Blvd., Jurupa Valley, CA and on the District’s website – www.rcsd.org.

After the presentation and input by the public, the Board can consider approving the District's 2025 UWMP and WSCP by adoption of Resolution No. 2026-934 and Resolution No. 2026-935.

BOARD DELIBERATION / ACTION

Director Altamirano made a motion to adopt Resolution No. 2026-934, a Resolution of the Board of Directors of the Rubidoux Community Services District adopting the 2025 Urban Water Management Plan, following the Public Hearing. Director Trueba seconded the motion.

Roll Call Vote:

**Ayes – 5 (Trueba, Murphy, Altamirano, Skerbelis, Leja)
Noes – 0
Abstain – 0
Absent – 0**

Result: Motion carried 5-0-0-0.

Director Altamirano made a motion to adopt Resolution No. 2026-935, a Resolution of the Board of Directors of the Rubidoux Community Services District adopting the 2025 Water Shortage Contingency Plan, following the Public Hearing. Director Trueba seconded the motion.

Roll Call Vote:

**Ayes – 4 (Trueba, Altamirano, Skerbelis, Leja)
Noes – 1 (Murphy)
Abstain – 0
Absent – 0**

Result: Motion carried 4-1-0-0.

D. **DM 2026-54:** Consider Approval of “Water for Tomorrow” School Art Contest Program

BACKGROUND:

At the direction of the Board of Directors (“Board”) and in response to prior Board comments emphasizing expanded community engagement and youth outreach, staff has developed the “Water for Tomorrow” Art Contest as a structured educational and outreach program for students within the Rubidoux Community Services District (“District”) service area.

The intent of this program is to strengthen the District’s visibility within local schools while advancing core public education objectives related to water conservation, environmental stewardship, and sustainable water use. The program aligns with similar initiatives implemented by agencies such as the Metropolitan Water District of Southern California and other regional water agencies that utilize student-focused creative engagement as an effective outreach tool.

Water is a critical resource, and fostering early awareness among students is an important component of long-term conservation efforts. This program provides a structured platform for students to express their understanding of water-related issues through visual art while supporting educators with ready-to-use thematic content.

Program Overview

The “Water for Tomorrow” Art Contest is an annual, theme-based student art competition open to schools within the District’s service area, including but not limited to:

- Ina Arbuckle Elementary School
- Peralta Elementary School
- West Riverside Elementary School
- Pacific Avenue Academy of Music
- Rustic Lane Elementary School
- Mission Middle School
- Rubidoux High School

The contest theme will change annually and be announced at the beginning of the submission period.

Program Timeline

- **January – April:** Student submission period (during school year)
- **May:** Review and voting/judging period
- **June:** Announcement of winners and recognition

All submissions must be original student work and become the property of the District. Artwork will not be returned.

Guidelines Summary

The contest guidelines establish clear parameters to ensure fairness, consistency, and educational alignment:

1. Eligibility and Participation
 - Open only to students within designated District-area schools
 - Entries must be original work created solely by the student
 - Submissions must be appropriate to the student’s age, grade, and skill level
2. Artwork Requirements
 - Size: 12” x 18” standard format
 - Orientation: Landscape (horizontal only)

- Medium: White poster board or plain white drawing paper only
- Border: 1-inch clean white border required on all sides

3. Content Focus

Artwork must reflect water-related themes such as:

- Water conservation and efficiency
- Environmental stewardship and sustainability
- Water use in homes, schools, agriculture, industry, and recreation
- Public health, safety, and environmental protection
- Climate-related water challenges and solutions

A short slogan or message may be included but must be minimal and correctly spelled.

4. Approved and Prohibited Media

Approved media include crayons, markers, colored pencils, paints, watercolors, chalk, and cut paper/fabric.

Digital artwork and photography are not permitted.

5. Originality Standards

Submissions must be fully original. Traced work, copied designs, copyrighted characters, logos, or commercial imagery are strictly prohibited.

6. District Authority

The District reserves the right to review, question, or disqualify submissions where originality or compliance is in question.

Judging and Scoring Methodology

Entries will be evaluated by a panel consisting of water industry professionals, educators, and community members to ensure balanced perspective and relevance to educational goals.

Judging is based on a 100-point rubric allocated as follows:

- Theme Clarity – 20 points
- Creativity and Originality – 20 points
- Neatness and Overall Quality – 20 points
- Visual Impact – 20 points
- Water Conservation Message – 20 points

Each entry will undergo an eligibility screening prior to scoring to confirm compliance with submission requirements, including format, originality, and allowed media.

A structured disqualification checklist is used to ensure consistent enforcement of rules (e.g., incorrect size, prohibited media, non-original content, missing border, or copyrighted material).

Awards

Winners will be selected in each of the following grade categories:

- K–5
- 6–8
- 9–12

Each category will include:

- First Place: \$100
- Second Place: \$75
- Third Place: \$50

Budget Considerations

The “Water for Tomorrow” Art Contest is anticipated to have minimal fiscal impact to the District, with costs limited to outreach materials such as printed flyers, educational handouts, and paper supplies provided to participating schools upon request.

In addition, the program includes student recognition awards with a total annual prize allocation of \$675, distributed across three grade categories (K–5, 6–8, and 9–12), with first, second, and third place awards provided in each category.

Funding for this program will be supported through the District’s General Fund and will be drawn from either discretionary property tax revenues or interest income earned on those funds. The program is not funded by ratepayer revenues.

Staff time required for program coordination, outreach, and administration is anticipated to be absorbed within existing operational workloads and does not require additional staffing.

BOARD DELIBERATION / ACTION

Director Altamirano made a motion to approve the establishment and implementation of the “Water for Tomorrow” School Art Contest as presented. Director Trueba seconded the motion.

Roll Call Vote:

Ayes – 4 (Trueba, Altamirano, Skerbelis, Leja)

Noes – 0

Abstain – 1 (Murphy)

Absent – 0

Result: Motion carried 4-0-1-0.

E. **DM 2026-55:** Authorization to Purchase Granular Activated Carbon Media for Well No. 2 Treatment Facility

BACKGROUND:

Well No. 2 is located at the Rubidoux Community Services District's ("District") Operations and Administration Yard (3590 Rubidoux Blvd.) and is equipped with a Granular Activated Carbon (GAC) treatment system utilized for the removal of 1,2,3-Trichloropropane (1,2,3-TCP) and Per- and Polyfluoroalkyl Substances (PFAS) from groundwater produced by the well.

The treatment system consists of two GAC vessels designed to treat approximately 800 gallons per minute or approximately 1.152 million gallons a day. The vessels are owned by the District and are currently empty. In order to return the facility to service, new granular activated carbon media must be supplied, delivered, and loaded into both vessels.

The Well No. 2 treatment facility provides the District with an additional treated groundwater source and increases operational flexibility, particularly during periods of high demand, maintenance activities, or reduced production from other facilities.

District staff is currently soliciting proposals from multiple qualified activated carbon suppliers, including leading manufacturers and distributors serving the municipal drinking water industry. Staff anticipates receiving pricing and availability information prior to the Board meeting and expects the final cost of the project to be below the requested authorization amount.

Discussion

The District is seeking to procure approximately 1,334 cubic feet of NSF/ANSI 61 certified virgin bituminous coal-based activated carbon suitable for the removal of PFAS and 1,2,3-TCP.

The proposed work includes:

- Supply of new activated carbon media
- Delivery to the District
- Loading of media into both GAC vessels
- Startup support, if required
- Associated freight and installation costs

Based on recent market conditions and historical carbon replacement costs, staff estimates the total project cost to be less than \$140,000. However, given current supply chain conditions and the District's desire to return the facility to service as soon as practical, staff recommends obtaining Board authorization up to this amount to allow timely award and procurement.

As part of the solicitation, vendors have been asked to provide pricing for future carbon replacement services. Staff recommends securing these unit prices for a 24-month period to

provide pricing certainty, streamline future procurement efforts, and reduce administrative costs associated with repeatedly soliciting proposals for routine media replacement. Future carbon replacement work would remain subject to available budget appropriations and annual Board-approved budgets.

Should the final proposal exceed the authorized amount, staff will return to the Board for additional direction.

Budget Considerations

The estimated cost of the project is anticipated to be less than \$140,000.

Funding for this project is available within the Fiscal Year 2025|26 Water Fund Budget under Operating Expenses – Treatment Media, Line No. 21 (Attachment 1). The current authorized budget amount is \$1,000,000, of which approximately \$200,000 has been appropriated year-to-date for Wells No. 4 and No. 6. This leaves approximately \$800,000 available within the current fiscal year budget, which is sufficient to support this funding request.

Staff is currently soliciting proposals from multiple qualified activated carbon suppliers and anticipates receiving competitive pricing prior to the Board meeting. The requested authorization amount is intended to provide sufficient flexibility to proceed with procurement and installation in a timely manner once proposals have been evaluated. Staff expects the final project cost to be below the requested authorization amount.

Completion of this project will allow the District to place the Well No. 2 treatment facility back into service, increasing available groundwater production capacity, improving operational flexibility, and enhancing overall system reliability.

BOARD DELIBERATION / ACTION

Director Altamirano made a motion to authorize the General Manager to procure and install granular activated carbon media for the Well No. 2 treatment facility in an amount not to exceed \$140,000; execute all necessary purchase orders, agreements, and related documents required to complete the work; and utilize the selected vendor for future Well No. 2 carbon removal, disposal, replacement, and loading services for a period of 24 months from the date of award, utilizing the pricing structure submitted by the selected vendor, subject to available budget appropriations and annual budget approval by the Board of Directors. Director Trueba seconded the motion.

Roll Call Vote:

Ayes – 4 (Trueba, Murphy, Altamirano, Leja)

Noes – 1 (Skerbelis)

Abstain – 0

Absent – 0

Result: Motion carried 4-1-0-0.

ITEM 10. DIRECTORS COMMENTS AND REQUESTS – None

ITEM 11. NEXT MEETING

Thursday, July 2, 2026, at 4:00 p.m.

ITEM 12. ADJOURNMENT

President Leja adjourned the meeting at 6:24 p.m.