

Rubidoux Community Services District

Board of Directors

Bernard Murphy, President
John Skerbelis, Vice-President
Armando Muniz
F. Forest Trowbridge
Hank Trueba Jr.

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 BOARD MEETING

Thursday, September 7, 2023, at 4:00 PM

During this regular 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.

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).

1. Call to Order – Bernard Murphy, President
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes for August 17, 2023, Regular Meeting
5. Consideration to Approve September 8, 2023, Salaries, Expenses and Transfers
6. 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.

7. Correspondence and Related Information:
8. Manager's Report (Second Meeting each Month):
 - a) Operations Report
 - b) Emergency and Incident Report
 - c) Follow up to questions at prior Board Meeting and other updates

ACTION ITEMS:

9. Consider Adjustments to Agenda Format: **DM 2023-79**
10. Consider Purchase of Tablets and Support Services for the Board of Directors: **DM 2023-82**

11. Consider award of Professional Services Contract for Condition Assessment of the Ridgeline Hydropneumatic Storage Tank: **DM 2023-87**
12. Directors Comments - Non-action
13. Adjournment

4. Approval of Minutes for August 17, 2023, Regular Meeting

MINUTES OF REGULAR MEETING
August 17, 2023
RUBIDOUX COMMUNITY SERVICES DISTRICT

DIRECTORS PRESENT: Bernard Murphy
John Skerbelis
F. Forest Trowbridge
Hank Trueba, Jr.
Armando Muniz (part of the meeting)

DIRECTORS ABSENT: Armando Muniz (part of the meeting)

STAFF PRESENT: Brian Laddusaw, General Manager
Kirk Hamblin, Director of Finance and Administration
Ted Beckwith, Director of Engineering
Martha Perez, Customer Service/Accounts Payable Manager
Miguel Valdez, Director of Operations
Melissa Trujillo, HR Generalist/Safety and Facilities Coordinator

Call to order: the meeting of the Board of Directors of the Rubidoux Community Services District by President Murphy, at 4:00 P.M., Thursday, August 17, 2023, by teleconferencing at District Office, 3590 Rubidoux Boulevard, Jurupa Valley, California.

Director Murphy made the motion to adjust the agenda and strike Items 9 and 12 from the agenda to be added to the September 7th meeting, and to add Item 16A, Committee Meeting Report.

Roll call:

Ayes – 5 (Muniz, Murphy, Skerbelis, Trowbridge, Trueba)
Noes – 0
Abstain – 0
Absent – 0

The motion was carried unanimously.

ITEM 4. APPROVAL OF MINUTES

Approval of Minutes for August 3, 2023, Board Meeting.

Director Skerbelis moved, and Director Muniz seconded to approve the August 3, 2023, Regular Board Minutes as presented.

Roll call:

Ayes – 5 (Muniz, Murphy, Skerbelis, Trowbridge, Trueba)
Noes – 0
Abstain – 0
Absent – 0

The motion was carried unanimously.

ITEM 5. Consideration to Approve the August 18, 2023, Salaries, Expenses and Transfers.

Consideration to Approve the August 18, 2023, Salaries, Expenses and Transfers.

Director Skerbelis moved, and Director Trowbridge seconded to Approve the August18, 2023, Salaries, Expenses and Transfers.

Roll call:

Ayes – 5 (Muniz, Murphy, Skerbelis, Trowbridge, Trueba)
Noes – 0
Abstain – 0
Absent – 0

The motion was carried unanimously.

ITEM 6. PUBLIC ACKNOWLEDGE OF NON-AGENDA MATTERS

There was no one in attendance.

ITEM 7. CORRESPONDENCE AND RELATED INFORMATION

There was nothing to offer at this time.

ITEM 8. MANAGER’S REPORT

Operations Report:

Miguel Valdez reported on the water/wastewater report for the month of July, production was an average of just under 5 mgd per day and an average of 1.71 mg/day was the wastewater flow to Riverside. On average 0 mg/day of water to JCSD. The projected sales to JCSD are at zero sales currently. Well No. 1 produced 9% of the water, Well No. 2 produced 0%, Well No. 4 produced 16% and Well No. 6 produced 17%, Well No. 8 produced 33% and Well No. 18 produced 25% of the water.

Miguel Valdez gave a Hard Water Presentation which had been requested by the board.

The definition of water hardness is the amount of dissolved calcium and magnesium in the water. Hard water is high in dissolved minerals, largely calcium and magnesium. Water hardness originates from geological formations and the dissolution of minerals in the earth's crust. Rubidoux Community Services District is 100% groundwater reliant.

The Effects of Water Hardness: Formation of scale, a mineral deposit that accumulates in pipes, appliances, and surfaces. Hardwater reduces the effectiveness of soaps and detergents, leading to more consumption of cleaning agents.

Water Softening Methods: Ion Exchange, Lime Softening, Reverse Osmosis

Ion Exchange:

- Exchanges calcium and magnesium ions in the water with sodium ions.
- Water passes through a resin bed containing tiny resin beads coated with sodium ions.
- As the hard water flows through, the calcium and magnesium ions are attracted to the resin beads and are replaced with sodium ions.

Challenges with Ion Exchange

- Regeneration Waste
 - The ion exchange process involves periodically regenerating the resin bed with saltwater (brine). The resulting waste brine contains concentrated hardness minerals and requires proper disposal, which can be environmentally challenging and costly.
- High Salt Usage
 - Regeneration requires the use of salt, contributing to elevated sodium levels in the treated water. This could be a concern for those on sodium-restricted diets and may impact the water's taste.
- Space Requirements
 - Ion exchange systems necessitate space for resin tanks, brine storage, and associated equipment. This can be a limitation in urban environments where space is limited.
- Operating Costs
 - Ongoing maintenance and resin replacement costs can add up over time. Skilled personnel are needed to monitor and manage the system, leading to increased labor expenses.

Lime Softening:

- Adds chemicals such as lime (calcium hydroxide) or soda ash (sodium carbonate) to the water.
- These chemicals react with the calcium and magnesium ions, causing them to precipitate out of the water as solid particles that can be removed through sedimentation or filtration.

Challenges with Lime Softening

- Residual Chemicals

- Lime softening involves adding lime (calcium hydroxide) or other chemicals to the water. If not properly managed, residual chemicals can remain in the treated water, affecting its taste and quality.
- pH Fluctuations
 - Lime addition significantly raises the pH of the water. This alteration can impact the stability of the distribution system and potentially cause corrosion of pipes and infrastructure.
- Sludge Disposal
 - The process generates sludge as a byproduct, containing the precipitated calcium and magnesium compounds. Disposing of this sludge requires proper handling and may involve additional costs.
- Space Requirements
 - Lime softening systems require space for chemical storage, mixing, and reaction tanks. Adequate space availability is essential, particularly in urban areas.
- Maintenance and Costs
 - Ongoing maintenance and monitoring are necessary to ensure optimal performance. This includes equipment upkeep and chemical resupply.

Reverse Osmosis (RO)

- RO is a more comprehensive water treatment method that removes a wide range of contaminants, including minerals that cause water hardness.
- An RO system uses a semipermeable membrane to filter out ions, minerals, and other impurities, producing softened water as a result.

Challenges with RO

- High energy consumption
 - RO systems require significant energy to push water through the semipermeable membranes against the osmotic pressure.
- Low recovery rate
 - A Significant amount of water is rejected as waste during the filtration process.
- Waste disposal issues
 - The concentrated brine generated as a byproduct of the RO process contains the removed minerals and contaminants that would need to be disposed of.
- Costs
 - Implementing and maintaining reverse osmosis systems can be expensive. The initial setup costs for large-scale systems, as well as ongoing maintenance, membrane replacement, and energy costs, can strain municipal budgets.

Factors Influencing Hard Water Treatment at RCSD

- Hard water is not a health risk
- Operating Costs
- Space required for treatment processes

There was some discussion after the presentation. Director Murphy would like to see if the other districts that we compare with include reverse osmosis in their price.

Emergency and Incident Report:

Chief Otterman reported the Incidents Reported for the month of July 2023 and Special District Rubidoux CSD. Station 38 had a total of 258 calls. 168 calls were medical aides. Additionally, there was a report for the City of Jurupa Valley. There were 30 False Alarms, 7 Other Fire, 8.1%, 4 Public Service Assist, 1 Standby, 11 Misc., 15 Traffic Collisions, 1 Vehicle Fire, 0.4% and 8 Wildland Fires, 3.1%. The average response time was 4.5 minutes.

Manager's Report:

Krysta Harper, from Harper and Associates Engineering gave a Detailed Presentation for a Corrective Action Plan: State Water Resources Control Board, Division of Drinking Water Report dated June 29, 2023

There was an HAE Evaluation of the Four Reservoirs in February 2020 for Corrosion, Structural, Safety, and Seismic. Discussion with District: Funding, Timeframe, Ability to take reservoirs out of service.

Based on Updated 2023 Costs, the total estimated budget for all four reservoirs is over \$5,000,000.

Based on the HAE reports and the District's constraints, the recommended work for each reservoir has been broken down into VII Phases.

- Phase I - Cal/OSHA Safety Upgrades Four Reservoirs
- Phase II - Atkinson Coating & Structural Repairs
- Phase III – Hunter I Rehabilitation
- Phase IV – Watson Coating & Structural Repairs
- Phase V – Perrone Coating & Painting
- Phase VI – Atkinson Seismic & Exterior Painting
- Phase VII – Perrone Seismic & Watson Exterior

Phase I: Cal/OSHA SAFETY UPGRADES (Fiscal Year 23-24)

- Self-Closing Gate: All 4 Reservoirs
- Roof Hatch with 30-inch head clearance: Atkinson and Hunter
- Secondary Hatch/Vent: Hunter
- Interior Fiberglass Ladder: Hunter
- Exterior Ladder/Modify Ladder: Hunter, Watson, Perrone
- Int/Ext. Ladder Safety Systems: All 4 Reservoirs
- Vent Screening: All 4 Reservoirs
- Roof Fall Restraint System: All 4 Reservoirs

Phase I Grant Funding: HAE recommends the District pursue grant funding for the seismic upgrades needed on the Atkinson and Perrone Reservoirs and upgrade or replace the Hunter Reservoir. The seismic upgrades for these three reservoirs are 40% to 48% of the rehabilitation cost for each reservoir.

Phase I CBC & AWWA D100 Updates:

- Standards have updated since 2020 evaluations
- Prior to seismic upgrades for each reservoir, the calculations should be updated to reflect current standards
- Freeboard
- Foundation and Anchorage

Phase I Freeboard:

The District can control the water level by SCADA, allowing an increase in freeboard which in turn will eliminate the need for near term structural modifications for increased seismic resiliency of the reservoirs.

The level of the water in each reservoir fluctuates throughout the day and furthermore throughout the year depending on the demand.

Changes in the water level will need further investigation into how this change affects the operation of the District's wells given the reduced storage capacity in the reservoirs.

Phase II Atkinson Coating/Structural Repairs (Fiscal Year 24-25)

HAE understands the primary criterion for long-term life of a reservoir is the condition of the coating on the interior roof and structural members.

Atkinson Reservoir is already experiencing severe corrosion and metal loss on the rafters and center support plate and there is random severe corrosion and metal loss on various structural connections.

- Coating System 24 Years Old
- Structural Modifications Required
- Interior Coating and Structural Repairs - \$624,600
- Exterior Can Wait

Phase III Hunter I Rehabilitation (Fiscal Year 25-26)

Pipeline replacement will need to be done so that there is adequate pipe capacity to allow Hunter reservoir to be out of service while the pressure zone is served from storage in the other reservoir.

Webb and Associates working on best option for the Hunter Reservoir

- Rehabilitation of the existing reservoir and add a sister 0.5 MG reservoir (\$950,000, excluding site/earthwork)
- Replace the existing reservoir with a larger 1.0 MG Reservoir (\$1.5 MG Reservoir (\$1,500,000, excluding site/earthwork)

Reservoir is already experiencing severe general corrosion.

- Coating System has far exceeded the life expectancy
- Structural Modifications Required
- Interior Coating and Structural Repairs - \$330,400
- Exterior Painting - \$130,000
- Seismic Upgrades - \$311,000

Phase IV Watson Coating (Fiscal Year 26-27)

Reservoir is already experiencing severe corrosion on the vents and moderate corrosion on the structural members.

- Coating System has exceeded the life expectancy
- Anticipate Some Structural Modifications Required
- Interior Coating and Structural Repairs - \$845,000
- Exterior Painting Could be Postponed - \$435,000
- No Foundation or Anchor Bolts Required
- Seismic Upgrades – Flexible Coupling on piping \$65,000

Phase V Perrone Reservoir (Fiscal Year 27-28)

Experiencing moderate corrosion on the center support plate and structural members and connections

- Coating System has exceeded the life expectancy
- Anticipate Minor Structural Modifications Required
- Interior Coating and Minor Structural Repairs - \$435,000
- Exterior Painting is in aesthetically fair to poor condition - \$220,000

Phase VI Atkinson Seismic & Exterior Painting (Fiscal Year 28-29)

Foundation & Anchor Bolts - \$390,000

Weld Straps to Shell - \$210,000

Flexible Coupling of Piping - \$65,000

Exterior Painting - \$305,000

Interior Coating Repair - \$130,000

Phase VII Perrone Seismic & Watson Exterior Painting (Fiscal Year 29-30)

Foundation & Anchor Bolts - \$310,000

Weld Straps to Shell - \$175,000

Flexible Coupling on Piping - \$36,000

Coating & Paint Repairs - \$170,000

Watson Exterior Painting - \$435,000

There was some discussion after the presentation.

ITEM 9. Consider Adjustments to Agenda Format. DM 2023-79.

Item 9 Struck from the agenda.

ITEM 10. Consider Proposed Revisions to Pretreatment Fees and Charges. DM 2023-80.

BACKGROUND

Pretreatment wastewater discharge fees are instrumental in ensuring industries operating within the Rubidoux Community Services District (“District”) adhere to established environmental regulations and guidelines. These fees are intended to cover the costs associated with monitoring, inspecting, and managing the proper treatment of industrial wastewater before it enters the District’s wastewater collection system. While the importance of these fees remains undoubted, their value has eroded over time due to inflation and increasing operational expenses.

The District operates its pretreatment wastewater discharge program, in its current fashion, under the authority of Ordinance No. 105 adopted by the Board of Directors (“Board”) in June 2003. Ordinance No. 105 is the backbone of the program and sets the rules and regulations governing the program for which all industrial users must follow. Fees for permits, inspections, sampling, etc. as it relates to the program are set by Resolution. Adjustments to the fee schedule were last made in 2003, with the adoption of Resolution No. 728. Resolution No. 728 provided grammatical adjustments to the schedule as it relates to proper referencing, revised permit classes, and revised descriptions and did not adjust the fees themselves. The fees associated with the District’s pretreatment program were last adjusted in 1991, with the adoption of Resolution No. 612.

The District has not adjusted its fees for over 30 years. With the increase in operational costs during this time, the pretreatment program is almost completely subsidized by the District’s residential and commercial sewer users. In a desire to shift some of the burden of funding the pretreatment program away from residential and commercial users to the regulated industrial users, the Board in 2022 authorized work on a proposal received from Krieger and Stewart (“Krieger”) to perform a comprehensive review to address the following concerns:

1. **Inflation Impact:** Since the fees were last adjusted in 1991, the cumulative effects of inflation have significantly diminished the purchasing power of these fees. The resulting gap between revenue and operational costs needs to be addressed to maintain the sustainability of the District’s operations.
2. **Operational Expenses:** The costs associated with pretreatment program administration, monitoring equipment, laboratory testing, and compliance enforcement have escalated over the years. Failing to reflect these increased costs in the District’s fee structure jeopardizes the District’s ability to provide effective waste management services.
3. **Equity and Fairness:** An adjusted fee structure ensures that industries contributing to higher pollutant loads and necessitating more intensive monitoring contribute their fair share toward the proper treatment of their wastewater, promoting environmental equity.

Recently, Krieger completed their analysis and recommended the District consider the following:

1. Update the routine fees and charges of the District’s industrial users; and
2. Expand the fees and charges that can be applied to industrial users to allow the District to recover costs incurred through implementation of enforcement activities.

Table 1 below highlights some of the proposed fee adjustments for industrial users. It’s worth noting, the District does not have significant industrial users from year to year, currently about 20, and the proposed increase in fees will never truly cover the cost of the District’s pretreatment program, but in a lesser extent should help mitigate the impacts inflation has had on the District’s pretreatment program, but in a lesser extent should help mitigate the impacts inflation has had on the District’s operational costs over the last 30 years.

TABLE 1							
Permit Class	IU Description	Permit Duration	Resolution 612	Resolution 728	Resolution 2023-908		
			(1991)	(2003)	(Proposed)		
			Annual Permit Fee	Annual Permit Fee	Annual Permit Fee	Initial Permit Application Fee	
I	Significant Industrial User: Annual avg. 25,000 gals/day	2 yrs.	\$ 1,000	\$ 1,000	\$ 2,000	\$ 5,000	
II	Industrial User: Annual avg. 10,000 - 24,999 gals/day	2 yrs.	\$ 500	\$ 500	\$ 1,000	\$ 2,000	
III	Industrial User: Annual avg. 1 - 9,999 gals/day	2 yrs.	\$ -	\$ -	\$ 100	\$ 500	
IV	Storing hazardous substances on-site	Less than 2 yrs.	\$ 500	\$ 500	\$ 500	\$ 1,000	
V	Temporary user	Less than 180 days	N/A	\$ 500	\$ 1,000	\$ 1,000	

Additionally, Krieger is proposing adjustments to inspection, noncompliance, and pretreatment plan check fees. A full listing of the proposed fees is detailed in draft Resolution No. 2023-908 and included as Attachment 1 to this Memorandum.

Based on staff communications with Krieger and the Senior Water Resource Control Engineer with the Santa Ana Regional Water Quality Control Board (“Santa Ana Water Board”), increases to the District’s fee schedule via Resolution No. 2023-908 do not constitute a “Substantial Program Modification” but nonetheless the District must follow the proper adoption timeline compliant with the requirements of the Santa Ana Water Board. Understanding their requirements, staff is proposing the following timeline for Board consideration:

1. August 17, 2023 – Board authorization to submit letter to Santa Ana Regional Water Quality Control Board requesting review of program changes. Begins 45-day review period.
2. No later than September 5, 2023 – Notice of Public Hearing to all affected industrial users to receive comments and respond. Thirty (30) day notice period.
3. October 5, 2023 – Public Hearing to adopt Resolution No. 2023-908.

Staff acknowledges the potential impact of fee increases on the District’s industrial users. However, given the absence of fee adjustments for over three decades, the District must now take proactive measures to ensure fair and sustainable financial practices that support the evolving needs of the District.

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

1. **Authorize the General Manager to submit a letter to the Santa Ana Regional Water Quality Control Board requesting their review of changes made to the District’s pretreatment program.**
2. **Mail notice of Public Hearing to affected industrial users no later than September 5, 2023.**
3. **Schedule Public Hearing for October 5, 2023.**

Roll call:

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

Noes – 0

Abstain – 0

Absent – 1 (Muniz)

The motion was carried 4-0-0-1.

ITEM 11. Consider Course of Action for Customer with Excessive Water Use. DM 2023-81.

BACKGROUND

Water is undeniably one of the most precious and essential resources on the planet. Its value extends far beyond its availability in our daily lives, as it underpins the health of ecosystems, the well-being of communities, and the sustainability of industries. Recognizing water as a valuable resource necessitates proactive responsible management for its conservation and use by current and future generations.

In 1960, the Rubidoux Community Services District (“District”) Board of Directors (“Directors”) adopted Ordinance No. 38, an Ordinance establishing rates and rules and regulations governing water service in the District. Although aspects of Ordinance No. 38 have been amended over the years, Part 5 *Protection Measures* and Part 5 *Penalties* have remained relatively unchanged since the original Ordinance adoption. The applicable sections of these parts read as follows:

Part 4 Section 3 states *“No consumer shall permit leaks or waste of water.”* (Attachment 1 – Page 13)

Part 5 Section 1 states *“For the failure of any consumer to comply with all or any part hereof and any ordinance, resolution or order fixing rules and regulations...service shall be discontinued and the water shall not be supplied said consumer until he [they] have complied with the rule or regulation.”* (Attachment 1 – Page 15)

In the District’s ongoing efforts to promote water conservation, in alignment with the District’s commitment to sustainable water resource management, staff has identified a customer, whose water consumption patterns have raised concerns with District staff.

Since March 2021, this customer has exhibited consistently high-water usage which surpasses normal residential levels. The data indicates a potentially significant leak which gives rise to water waste and the need to ensure responsible water usage. In the twelve months immediately preceding March 2021, the customer never used more than 15 units of water. One unit of water

equates to 748 gallons. For comparisons, the average monthly water consumption for a residential customer in the District with a family of four is approximately 18 units. In the months since, the customer has averaged hundreds of units of monthly consumption. In June 2023, the customer was billed for 465 units of water. For perspective, 465 units of water is 347,820 gallons, or 8 gallons per minute of continuous usage. A common measurement of water is the unit acre-foot (“AF”). An AF of water is 325,828.8 gallons, or equal to a one-acre (43,560 SF) lot covered with one foot of water. The customer’s lot has a total lot area of 16,177 SF. Based on June 2023’s water bill, the volume of water going through the meter would cover the entire lot 2.7 feet deep.

District staff understands occasional spikes in water usage can occur due to various factors, such as minor leaks, irrigation practices, or maintenance needs. However, the sustained and excessive nature of this customer’s consumption prompted the District to take a closer look at the situation.

District staff first contacted the customer in April 2021, informing the customer of a potential leak. The customer was responsive at first and informed District staff they intended to fix the leak soon. Over the next couple of months, based on monthly meter reads, the customer’s leak appeared to worsen. Additional communication efforts were made by the customer service staff and field staff highlighting the severity of the leak, but the customer’s responsiveness declined. Eventually, the customer was unable to pay their monthly bill and soon carried a balance. The balance grew month-over-month as the customer’s monthly payment was not sufficient to cover any past-due amounts plus new charges. Ultimately, the customer agreed to a payment arrangement to educe their balance. Nonetheless, the customer’s leak is still persistent and recent efforts to communicate with the customer to fix the leak have been futile.

Over the last two years, District staff have made multiple attempts to engage with the customer and offer support to identify any potential issues which might be contributing to excessive water usage. The goal being to assist them in rectifying the situation, promote responsible water management, and foster a collaborative approach to water conservation. Unfortunately, the District has been unsuccessful in getting the customer to address this problem.

To ensure sustainable resource management, the District must act to reduce water waste, which unfortunately includes up to discontinuation of water service as described in Ordinance 38 and consistent with Resolution 2023-907 which revised the District’s Water Shutoff Policy to its most current version. Below is a timeline of step-by-step procedures to solicit compliance prior to discontinuation. Staff hopes the customer takes remedial steps prior to getting their water shutoff. Staff is seeking concurrence from the Board on this course of action, which is fair, transparent, and aligns with the District’s values.

1. Letter – First Attempt – No later than August 31, 2023 (Attachment 2):
Will inform customer of leak and responsibility to address the leak in a timely manner.
Will request a corrective action plan by September 15, 2023.
2. Letter – Final Attempt – No later than September 15, 2023:
If the issue is not remediated and no corrective action plan received, will inform customer shutoff procedures (SB 998) will commence on October 1, 2023.
3. Letter – No later than November 1, 2023:
Will inform customer they are subject to discontinuation in 30 days if leak persists and no efforts have been made to fix it.

4. Red Card – No earlier than November 20, 2023:
Will post red card on door notifying customer of impending the discontinuation on December 1, 2023.
5. Discontinue Service – December 1, 2023

Discontinuing water service for a customer is not the preferred outcome the District wants but being a community water system, with 6,500 connections, servicing 38,000 residents and counting, the District has an obligation to ensuring this valuable resource is protected from waste.

Director Skerbelis moved, and Director Trowbridge seconded the Board of Directors concur with the timeline above to address a customer’s water waste.

Roll call:

**Ayes – 3 (Skerbelis, Trowbridge, Trueba)
Noes – 1 (Murphy)
Abstain – 0
Absent – 1 (Muniz)**

The motion was carried with a vote of 3-1-0-1.

ITEM 12. Consider Purchase of Tablets and Support Services for the Board of Directors. DM 2023-82.

Item 12 Struck from the agenda.

ITEM 13. Consider Awarding a Professional Services Contract to Ruhnau Clarke Architects (“RCA”) for Preparation of Plans and Bid Documents for the Replacement of the Roof at Fire Station 38. DM 2023-83.

BACKGROUND

The Rubidoux Community Services District (“District”) is responsible for providing Fire Protection Services within the District’s boundary and provides this service through a contract with Riverside County Fire/CalFire (“County Fire”) for staffing and equipment. Fire Station 38 property and building are District owned and as the owner, the District is responsible for its ongoing upkeep. Funding to pay County Fire for contract services and ongoing expenses related to upkeep of Fire Station 38 comes from the District’s share of property taxes paid by property owners within the District service boundary. The District retains reserves from this funding source for upkeep and improvements to Fire Station 38.

In 2020 pursuant to DM 2020-76, the District executed a contract with Orkin to fumigate Fire Station 38 which was done in early 2021, choosing to not include the tile replacement option of their proposal. During the heavy rains in late 2022 and early 2023 it was discovered that the roof was leaking and that a large percentage of the roof tiles were either broken or dislodged or both.

Staff has determined that the best course of action is to replace the roof of the Fire Station in its entirety and included funding for this effort in the Fiscal Year 2023-24 fire and Weed Abatement Fund Budget, Line Item #18 in the amount of \$250,000. To award a contract for this scale of work the District needs plans and specifications such that roofing contractors will be bidding on the same scope and effort. The District has received a proposal of \$25,000 to prepare plans and specifications from RCA. RCA is a local architectural firm located in Riverside, has performed architectural services on behalf of the District recently and is well suited to prepare the necessary plans and bid documents. Staff desires to have this work completed before the on-set of the winter rains and needs to go to bid on the work in the next two months to meet this goal.

As funds were already included in the Fiscal Year 2023-24 Budget for this effort no budget amendment is necessary to pay for this work.

Director Murphy moved to:

- 1. Authorize Ruhnau Clarke’s proposal in the amount of \$25,000 for plans and bid documents related to the roof at Station 38.**
- 2. Authorize an additional \$5,000 to hire a Building Inspector to inspect the entirety of Station 38, focusing on the roof and crawl spaces to determine the extent of the roof damage as well as highlight other areas of the building that may need repair work.**

For lack of a Second, the motion Failed.

ITEM 14. Consider an Agreement between Rubidoux Community Services District (“District”) and Western Municipal Water District (“Western”) with the District as a Subrecipient of a Grant Awarded to Western in the United States Bureau of Reclamation (“USBR”) Drought Resiliency Grant Program. DM 2023-84.

BACKGROUND

In May 2022, the District Board of Directors (“Board”) adopted Resolution No. 2022-890, a resolution which applied for a joint grant with Western Water and Riverside Highlands Water Company (“Riverside Highlands”). The District was notified of receiving the award of this grant in March 2023 in the amount of \$1,457,500 from the United States Bureau of Reclamation (“USBR”) for the construction of Well 25 and related treatment facilities. Well 25 is a Master Planned Well Facility with an expected cost including associated treatment facilities of approximately \$2,915,000 and this matching grant will cover about half of the cost of developing this well and associated treatment.

On July 10, 2023, Western Water received the Notice of Award of the Grant for which the District was a subrecipient in the amount of \$1,457,500 for the project. This is a matching grant by which the District must expend at least the amount of the award (50%). The District has in its Fiscal Year 2023-24 budget \$1,700,000 in Water Capital Improvement Budget Line Item #12 in anticipation of receiving this grant.

As Western Water is the lead recipient of the grant and the District is a subrecipient, Western Water has prepared an agreement establishing the terms between the two parties which is attached. The terms of the agreement between Western Water and the District require the District

to meet the terms of the USBR Grant as if the grant was awarded directly to the District. The attached notice of award for the grant specifies the terms of the grant to which the District will be bound. In brief, the terms require the District to submit certain performance reports to USBR during construction of the well and related treatment and to award the contract for the construction by November 2024 with completion of the project by the end of September 2026. The District is currently working with its consultants to prepare the plans and bid documents for the construction of the well and related treatment. Staff expects to bring this action to the board in September 2023.

Western Water is bringing this agreement to Committee on September 5, 2023 and to its full board on September 20, 2023. Since the next meeting of the district's Board of Directors is not until September 7, 2023 this agreement should be signed now so the District signed version can be presented to Western Water's committee at the September 5, 2023 meeting.

Director Skerbelis moved and Director Trowbridge seconded approval to authorize the General Manager to enter into an agreement with Western Water as a subrecipient of a grant awarded to Western Water in the USBR Drought Resiliency Grant Program.

Roll call:

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

Noes – 0

Abstain – 0

Absent – 1 (Muniz)

The motion was carried 4-0-0-1.

ITEM 15. Consider Approval of a California Environmental Quality Act (“CEQA”) Notice of Exemption (“NoE”) for Construction of a Backwash Supply Pipeline at the Leland Thompson Water Treatment Facility (“Thompson Plant”) and Authorize Staff to File it with the Appropriate Agencies. DM 2023-82.

BACKGROUND

The Thompson Plant treats ground water from Wells 1A, and 18 for Manganese and PFAS and Well 8 for PFAS only. As part of the Manganese Filtration Process, the filters are cleaned of Manganese by a backwash process which reverses the flow in the system at regular intervals. There are current issues with pressure surges in the Water Distribution System when the back wash occurs attributed to the impact forces (water hammer) of the water flow reversing direction. Well 2, in the parking lot of the District Administration Building is treated on site for PFAS and TCP-1-2-3 and then blended with water from the Thompson plant before entering the system to bring Perchlorate and Nitrates below the Maximum Contamination Level (“MCL”) for the blended water. When Well 2 is running a valve in 34th Street must be closed and a backwash is done water is drawn from only one side of the system relative to the Thompson Plant, greatly increasing the water hammer in the system.

The Rubidoux Community Services District (“District”) has contracted with Krieger and Stewart Engineers (K&S”) to prepare plans and bid documents for the construction of a pipeline in 34th Street to bypass the valve and allow it to be open when Well 2 is running so water can be drawn

from both sides of the system relative to the Thompson Plant, reducing the water hammer without introducing raw water into the potable system.

Statutory exemptions are identified in Section 15282 of the State of California Environmental Quality Act (“CEQA”) Guidelines as *“The installation of new pipeline or maintenance, repair, restoration, removal, or demolition of an existing pipeline as set forth in Section 21080.21 of the Public Resources Code, as long as the project does not exceed one mile in length.”*

To determine whether a project is statutorily exempt from CEQA, certain findings must be made for a project to verify it qualifies for a specific exemption class and can appropriately be exempted from the requirement for the preparation of a higher-level environmental document.

As this pipeline is in a relatively less traveled existing public street which by its nature is already environmentally disturbed, the District finds that the installation of this pipeline will not have significant effect on traffic or on the environment and has determined that the project is therefore exempt from CEQA by statute, namely as indicated in the California Public Resources Code Section 21080.21.

When a project is determined to be exempt from CEQA a Notice of Exemption (“NoE”) needs to be filed with the County Recorder’s office and the State Clearinghouse. As noted on the State Clearinghouse website, the State Clearinghouse is at the center of State agency involvement in the California Environmental Quality Act (CEQA) environmental review process and serves as the State “Single Point of Contact.” Staff has filled out the NoE but Board action is required to file it. A copy of the NoE is attached to this Board Memorandum.

Director Murphy moved and Director Skerbelis seconded the Board of Directors:

- 1. Find in its sole discretion the Project meets the requirements for a Statutory Exemption under CEQA Section 15282(k) as appropriate for the project.**
- 2. Authorize the General Manager or designee to sign the NoE.**
- 3. Direct staff to file the NoE with appropriate agencies.**

Roll call:

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

Noes – 0

Abstain – 0

Absent – 1 (Muniz)

The motion was carried 4-0-0-1.

ITEM 16. Receive and File Statement of Cash Asset Schedule Report Ending July 2023. DM 2023-86.

BACKGROUND

Attached for the Board of Directors' consideration is the June 2023 Statement of Cash Asset Schedule Report for all District Fund Accounts. Our YTD interest is \$263,251.98 for District controlled accounts. With respect to District "Funds in Trust", we show \$5,842.94 which has been earned and posted. The district has a combined YTD interest earned total of \$269,094.92 as of July 31, 2023.

The District's Operating Funds (Excluding Restricted Funds and Operating Reserves), we show a balance of \$13,171,884.78 ending July 31, 2023. That's **\$987,847.97 LESS** than July 1, 2023, beginning balance of \$14,159,732.75.

Further, the District's Field/Admin Fund current fund balance is \$771,896.97.

Submitted for the Board of Directors consideration is the *July 2023, Statement of Cash Asset Schedule Report* for your review and acceptance this afternoon.

Director Trowbridge moved, and Director Murphy seconded to Receive and File the Statement of Cash for the Month of July 2023 for the Rubidoux Community Services District.

Roll call:

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

Noes – 0

Abstain – 0

Absent – 1 (Muniz)

The motion was carried 4-0-0-1.

ITEM 16A. Committee Meeting Reports.

Director Murphy reported about the RAC meeting. There are three cost inputs that are increasing significantly for sewage treatment. There is the cost to haul off the biosolids, and it will continue to increase. Next is the cost for chemicals. They have to use chemicals to treat the fluid. We use chlorine, as do they. The cost of chemicals has gone up significantly. They do not have a handle on how much the cost inputs are going to increase. They are going to re-evaluate it quarterly and let us know. If there's going to be a special RAC meeting to authorize a higher rate, they will have that. There's a third cost and that's natural gas. Recently the cost of natural gas has not been uniform. From November to December, there was a spike in the cost of natural gas. The Public Utilities Commission has not considered having steady utility rates to be a significant thing. It's very difficult for them to determine the cost of what natural gas is going to be because of the input of the commission. Our cost increase could go up 10-15% when we thought it might go up just 3-5%. The city has increased their sewer and treatment rates at a rate of 7% per year for the next five years. Of the three cost inputs they talked about, there's nothing they could have done about gas.

Director Skerbelis reported that at the Ad Hoc Building Meeting it was decided that the cost of renovating the building is ridiculously expensive and they are proposing that they table it right now and start over with a clean slate and look at it with a fresh set of eyes. \$3.6 million is more than double, almost triple, than what was originally thought. No decisions have been made, only

suggestions have been made. Staff's directions are that there are new players in the field. There are new staff members at the district and so new Ad Hoc committee members.

Director Murphy commented that putting a note on the door at 2:30 was a bad idea. There was a public Ad Hoc Committee Meeting with locked doors. He stated that he showed up before 2:30 and was escorted to another room.

ITEM 17. Directors Comments

Director Murphy adjourned the meeting at 6:40 PM.

5. Consideration to Approve September 8, 2023, Salaries, Expenses and Transfers

RUBIDOUX COMMUNITY SERVICES DISTRICT
 SEPTEMBER 7, 2023 (BOARD MEETING)
FUND TRANSFER AUTHORIZATION

NET PAYROLL 9/15/23	80,000.00
WIRE TRANSFER: FEDERAL PAYROLL TAXES 9/18/23	30,000.00
WIRE TRANSFER: STATE PAYROLL TAXES 9/18/23	6,200.00
WIRE TRANSFER: TO CREDIT UNION	3,000.00
WIRE TRANSFER: PERS RETIREMENT	22,000.00
WIRE TRANSFER: SECTION 125	244.00
WIRE TRANSFER: SECTION 457 AND 401(A)	3,096.00

CHECKING ACCOUNT TRANSFERS FOR ACCOUNTS PAYABLE:

9/8/2023 WATER FUND TO GENERAL FUND-Payables	342,102.55
WATER FUND TO GENERAL FUND-Trash	282,225.61
WATER FUND TO SEWER FUND	183,173.08
SEWER FUND TO GENERAL FUND-Payables	138,148.51

INTERFUND TRANSFERS:

9/8/2023 SEWER FUND CHECKING TO LAIF SEWER OP	45,516.00
SEWER FUND CHECKING TO LAIF SEWER ML	3,484.00
GENERAL FUND CHECKING TO LAIF PROP TAX	453.95
GENERAL FUND CHECKING TO LAIF FIRE MITIGATION	546.05
GENERAL FUND PROP TAX TO GENERAL FUND CHECKING	8,000.00
LAIF PROPERTY TAX TO GENERAL FUND CHECKING	114,000.00
WATER FUND CHECKING TO LAIF WATER OP	87,444.00
WATER FUND CHECKING TO LAIF WATER ML	4,556.00

NOTES PAYABLE

<u>DESCRIPTION</u>	<u>BALANCE</u>		<u>PAYMENT</u>	<u>DUE DATE</u>
U.S. Bank Trust (1998 COP's Refunding)	1,345,000	Prin.	655,000	Dec-23
U.S. Bank Trust (1998 COP's Refunding)	69,488	Intr.	34,297	Dec-23
MN Plant-State Revolving Loan	3,332,801	Prin.	137,493	Jul-24
MN Plant-State Revolving Loan	491,257	Intr.	42,838	Jan-24
2022 Obligations	3,261,158	Prin.	320,355	Jul-24
2022 Obligations	517,224	Intr.	49,733	Jan-24

AP Enter Bills Edit Report
Rubidoux Community Services District (RCSACT)

8/31/2023 3:35:53 PM

Batch: AAAAVE

Page 1

Tr. #	Vendor	Inv Date	Paid Out	Immediate	Credit Card Vendor	Due Date	Discount Date	Invoice #
PO Number		Immediate GL Account	GL Account		Check #		Payment Date	Discount
GL Date					Credit Card	CC Reference #		Total Invoice
1	AIRESPRING / AIRESRING							176005524
PHN CHRGS		08/16/2023	N	N			09/15/2023 08/16/2023	\$0.00
09/07/2023					N			\$483.87
2	AMERICAN RENTALS / AMERICAN RENTALS							169890
BOOM RNTL		08/10/2023	N	N			09/09/2023 08/10/2023	\$0.00
09/07/2023					N			\$1,069.38
3	AT&T / AT&T							000020344711
PHN CHGS		08/07/2023	N	N			09/06/2023 08/07/2023	\$0.00
09/07/2023					N			\$482.03
4	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CF30461-0267
WTR ANALYSES		07/01/2023	N	N			07/31/2023 07/01/2023	\$0.00
09/07/2023					N			\$59.00
5	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CF30651-0267
WTR ANALYSES		07/01/2023	N	N			07/31/2023 07/01/2023	\$0.00
09/07/2023					N			\$81.00
6	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CF31839-0267
COPPER/LEAD		07/01/2023	N	N			07/31/2023 07/01/2023	\$0.00
09/07/2023					N			\$792.75
7	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CF32052-0267
WTR ANALYSES		07/01/2023	N	N			07/31/2023 07/01/2023	\$0.00
09/07/2023					N			\$1,000.00
8	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CH30554-0267
WTR ANALYSES		08/09/2023	N	N			09/08/2023 08/09/2023	\$0.00
09/07/2023					N			\$80.00
9	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CH30647-0267
WTR ANALYSES		08/10/2023	N	N			09/09/2023 08/10/2023	\$0.00
09/07/2023					N			\$500.00
10	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CH30659-0267
LAB FEES		08/10/2023	N	N			09/09/2023 08/10/2023	\$0.00
09/07/2023					N			\$722.77
11	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CH30691-0267
WTR ANALYSES		08/11/2023	N	N			09/10/2023 08/11/2023	\$0.00
09/07/2023					N			\$180.00
12	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CH30732-0267
WTR ANALYSES		08/11/2023	N	N			09/10/2023 08/11/2023	\$0.00
09/07/2023					N			\$59.00
13	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CH30734-0267
WTR ANALYSES		08/11/2023	N	N			09/10/2023 08/11/2023	\$0.00
09/07/2023					N			\$200.00
14	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CH30767-0267
WTR ANALYSES		08/14/2023	N	N			09/13/2023 08/14/2023	\$0.00
09/07/2023					N			\$54.00
15	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CH30768-0267
WTR ANALYSES		08/14/2023	N	N			09/13/2023 08/14/2023	\$0.00
09/07/2023					N			\$72.00
16	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CH30769-0267
WTR ANALYSES		08/14/2023	N	N			09/13/2023 08/14/2023	\$0.00
09/07/2023					N			\$36.00

AP Enter Bills Edit Report
Rubidoux Community Services District (RCSACT)
Batch: AAAAVE

8/31/2023 3:35:53 PM

Page 2

Tr. #	Vendor	Inv Date	Paid Out	Immediate	Credit Card Vendor	Due Date	Discount Date	Invoice #
PO Number		Immediate GL Account	Immediate GL Account		Check #		Payment Date	Discount
GL Date					Credit Card	CC Reference #		Total Invoice
17	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CH30832-0267
WTR ANALYSES		08/14/2023	N	N		09/13/2023	08/14/2023	\$0.00
09/07/2023					N			\$71.00
18	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CH30837-0267
WTR ANALYSES		08/14/2023	N	N		09/13/2023	08/14/2023	\$0.00
09/07/2023					N			\$78.00
19	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CH30839-0267
WTR ANALYSES		08/14/2023	N	N		09/13/2023	08/14/2023	\$0.00
09/07/2023					N			\$45.00
20	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CH30840-0267
WTR ANALYSES		08/14/2023	N	N		09/13/2023	08/14/2023	\$0.00
09/07/2023					N			\$59.00
21	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CH31151-0267
WTR ANALYSES		08/17/2023	N	N		09/16/2023	08/17/2023	\$0.00
09/07/2023					N			\$36.00
22	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CH31190-0267
WTR ANALYSES		08/17/2023	N	N		09/16/2023	08/17/2023	\$0.00
09/07/2023					N			\$200.00
23	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CH31218-0267
WTR ANALYSES		08/17/2023	N	N		09/16/2023	08/17/2023	\$0.00
09/07/2023					N			\$81.00
24	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CH31219-0267
WTR ANALYSES		08/17/2023	N	N		09/16/2023	08/17/2023	\$0.00
09/07/2023					N			\$116.00
25	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CH31316-0267
WTR ANALYSES		08/21/2023	N	N		09/20/2023	08/21/2023	\$0.00
09/07/2023					N			\$240.00
26	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CH31317-0267
WTR ANALYSES		08/21/2023	N	N		09/20/2023	08/21/2023	\$0.00
09/07/2023					N			\$80.00
27	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CH31324-0267
WTR ANALYSES		08/21/2023	N	N		09/20/2023	08/21/2023	\$0.00
09/07/2023					N			\$180.00
28	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CH31325-0267
WTR ANALYSES		08/21/2023	N	N		09/20/2023	08/21/2023	\$0.00
09/07/2023					N			\$72.00
29	BPS B'S POOL SUPPLIES / B.P.S. B's POOL SUPPLIES							118625
SODIUM HYPO		11/09/2023	N	N		12/09/2023	11/09/2023	\$0.00
09/07/2023					N			\$2,549.13
30	BPS B'S POOL SUPPLIES / B.P.S. B's POOL SUPPLIES							120341
SODIUM HYPO		07/01/2023	N	N		07/31/2023	07/01/2023	\$0.00
09/07/2023					N			\$2,078.12
31	BPS B'S POOL SUPPLIES / B.P.S. B's POOL SUPPLIES							122550
SODIUM HYPO		08/15/2023	N	N		09/14/2023	08/15/2023	\$0.00
09/07/2023					N			\$1,739.93
32	BUSINESS / BUSINESS TELECOMMUNICATION SYSTI							20337
PHN SUPT 9/23-9/24		08/17/2023	N	N		09/16/2023	08/17/2023	\$0.00
09/07/2023					N			\$1,754.04

AP Enter Bills Edit Report
Rubidoux Community Services District (RCSACT)
 Batch: AAAAVE

8/31/2023 3:35:53 PM

Page 3

Tr. #	Vendor	Inv Date	Paid Out	Immediate	Credit Card Vendor	Due Date	Discount Date	Invoice #
PO Number		Inv Date	Immediate GL Account	Immediate	Check #	Due Date	Discount Date	Discount
GL Date		Inv Date	Immediate GL Account	Immediate	Credit Card	Due Date	Payment Date	Total Invoice
33	BURRTEC / BURRTEC WASTE INDUSTRIES, INC.							N0820386531
JULY 23"WST HAUL		07/31/2023	N	N		08/30/2023	07/31/2023	\$0.00
09/07/2023					N			\$1,471.23
34	CALGON CARBON / CALGON CARBON							90166460
CARBON EXCH.		07/28/2023	N	N		08/27/2023	07/28/2023	\$0.00
09/07/2023					N			\$90,717.00
35	CALGON CARBON / CALGON CARBON							90166461
CARBON EXCH.		07/28/2023	N	N		08/27/2023	07/28/2023	\$0.00
09/07/2023					N			\$45,358.50
36	SCAP / SCAP							23/24-75
DUES 7/23-6/24		07/01/2023	N	N		07/31/2023	07/01/2023	\$0.00
09/07/2023					N			\$538.00
37	OCCUPATIONAL HLTH CNTRS OF CA / OCCUPATIONA							80145656
FIKE/DOT TST		08/02/2023	N	N		09/01/2023	08/02/2023	\$0.00
09/07/2023					N			\$59.00
38	CORE & MAIN / CORE & MAIN							T302067
GSKTS		08/03/2023	N	N		09/02/2023	08/03/2023	\$0.00
09/07/2023					N			\$306.76
39	DURNEY DON / DURNEY, DON							20230808
GRDNG/WD ABATE		08/08/2023	N	N		09/07/2023	08/08/2023	\$0.00
09/07/2023					N			\$1,100.00
40	ELROD / ELROD FENCE CO. INC							19008
MAIN OFC.RPR		08/15/2023	N	N		09/14/2023	08/15/2023	\$0.00
09/07/2023					N			\$2,198.00
41	ELROD / ELROD FENCE CO. INC							19009
MAIN OFC.RPR		08/15/2023	N	N		09/14/2023	08/15/2023	\$0.00
09/07/2023					N			\$900.00
42	ELROD / ELROD FENCE CO. INC							19017
FENCE RPR MSSN BLVD		08/18/2023	N	N		09/16/2023	08/18/2023	\$0.00
09/07/2023					N			\$505.00
43	GRAINGER / GRAINGER							9797730273
SUPPLIES		08/08/2023	N	N		09/07/2023	08/08/2023	\$0.00
09/07/2023					N			\$360.50
44	HACH CO. / HACH COMPANY							13700292
REAGENT SET		08/16/2023	N	N		09/15/2023	08/16/2023	\$0.00
09/07/2023					N			\$696.75
45	HARRINGTON INDUSTRIAL / HARRINGTON INDUSTRI							012M6304
PARTS		08/18/2023	N	N		09/17/2023	08/18/2023	\$0.00
09/07/2023					N			\$954.90
46	IB CONSULT / IB CONSULTING, LLC							19493
C.O.S.S		08/11/2023	N	N		09/10/2023	08/11/2023	\$0.00
09/07/2023					N			\$4,700.00
47	INFOSEND / INFOSEND, INC							243357.A
JULY 23" POSTAGE		07/07/2023	N	N		08/06/2023	07/07/2023	\$0.00
09/07/2023					N			\$200.72
48	INFOSEND / INFOSEND, INC							243357.B
JULY 23" BILL PRINT		07/07/2023	N	N		08/06/2023	07/07/2023	\$0.00
09/07/2023					N			\$54.98

AP Enter Bills Edit Report

Rubidoux Community Services District (RCSACT)

8/31/2023 3:35:53 PM

Batch: AAAAVE

Page 4

Tr. #	Vendor	Inv Date	Paid Out	Immediate	Credit Card Vendor	Due Date	Discount Date	Invoice #
PO Number		Inv Date	Immediate GL Account		Check #			Discount
GL Date		Inv Date	Immediate GL Account		Credit Card	CC Reference #	Payment Date	Total Invoice
49	INFOSEND / INFOSEND, INC							244550.A
JULY 23 rd	POSTAGE	07/31/2023	N	N			08/30/2023 07/31/2023	\$0.00
09/07/2023					N			\$2,414.77
50	INFOSEND / INFOSEND, INC							244550.B
JULY 23 rd	BILL PRINT	07/31/2023	N	N			08/30/2023 07/31/2023	\$0.00
09/07/2023					N			\$717.39
51	KH METALS / KH METALS & SUPPLY							0645538-IN
PARTS		08/15/2023	N	N			09/14/2023 08/15/2023	\$0.00
09/07/2023					N			\$490.29
52	KH METALS / KH METALS & SUPPLY							0645616-IN
PARTS		08/16/2023	N	N			09/15/2023 08/16/2023	\$0.00
09/07/2023					N			\$14.63
53	KVL TIRES / KVL TIRES							23-0031515-124
R&M TRUCK		08/14/2023	N	N			09/13/2023 08/14/2023	\$0.00
09/07/2023					N			\$41.98
54	LILLESTRAND / LILLESTRAND LEADERSHIP CONSUL							7866
CNSLTNG BECKWITH		08/15/2023	N	N			09/14/2023 08/15/2023	\$0.00
09/07/2023					N			\$500.00
55	MASTER'S / MASTER'S SERVICES (GLACIER)							000000816532
BTL WTR		08/16/2023	N	N			09/15/2023 08/16/2023	\$0.00
09/07/2023					N			\$101.50
56	MERIT OIL / MERIT OIL COMPANY							792243
GASOLINE		08/02/2023	N	N			08/17/2023 08/02/2023	\$0.00
09/07/2023					N			\$1,226.72
57	MERIT OIL / MERIT OIL COMPANY							793469
GASOLINE		08/09/2023	N	N			08/24/2023 08/09/2023	\$0.00
09/07/2023					N			\$2,034.65
58	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD							10622
THMPSON CO2 PMP		07/29/2023	N	N			08/28/2023 07/29/2023	\$0.00
09/07/2023					N			\$295.72
59	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD							10623.A
R&M WATER		07/29/2023	N	N			08/28/2023 07/29/2023	\$0.00
09/07/2023					N			\$3,958.83
60	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD							10624
PUMP NO3		07/29/2023	N	N			08/28/2023 07/29/2023	\$0.00
09/07/2023					N			\$295.72
61	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD							10626
SCADA		07/29/2023	N	N			08/28/2023 07/29/2023	\$0.00
09/07/2023					N			\$16,988.99
62	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD							10627
SCADA		07/29/2023	N	N			08/28/2023 07/29/2023	\$0.00
09/07/2023					N			\$878.32
63	MUNKSGAARD DBA CENTER ELECT / MUNKSGAARD							10629
R&M THMPSON		07/29/2023	N	N			08/28/2023 07/29/2023	\$0.00
09/07/2023					N			\$591.44
64	NELCO / NELCO							80677
CHECK STOCK		08/21/2023	N	N			09/20/2023 08/21/2023	\$0.00
09/07/2023					N			\$202.90

AP Enter Bills Edit Report
Rubidoux Community Services District (RCSACT)

8/31/2023 3:35:53 PM

Batch: AAAAVE

Page 5

Tr. #	Vendor	Inv Date	Paid Out	Immediate	Credit Card Vendor	Due Date	Discount Date	Invoice #
PO Number		Immediate GL Account	Immediate GL Account		Check #		Payment Date	Discount
GL Date					Credit Card	CC Reference #		Total Invoice
65	REDWING / REDWING SHOES							314-1-31997
BOOTS/SALAS		08/04/2023	N	N			09/03/2023 08/04/2023	\$0.00
09/07/2023					N			\$175.00
66	RELIABLE / RELIABLE WORKPLACE SOLUTIONS							RWS23080005
COPIER USG		08/15/2023	N	N			09/14/2023 08/15/2023	\$0.00
09/07/2023					N			\$5.59
67	RELIABLE / RELIABLE WORKPLACE SOLUTIONS							RWS23080035
COPIER USG		08/15/2023	N	N			09/14/2023 08/15/2023	\$0.00
09/07/2023					N			\$482.73
68	RELIABLE / RELIABLE WORKPLACE SOLUTIONS							RWS23080036
COPIER USG		08/15/2023	N	N			09/14/2023 08/15/2023	\$0.00
09/07/2023					N			\$111.55
69	RELIABLE / RELIABLE WORKPLACE SOLUTIONS							RWS23080057
PRINTER USG		08/15/2023	N	N			09/14/2023 08/15/2023	\$0.00
09/07/2023					N			\$39.13
70	SECURITY PAVING / SECURITY PAVING CO INC							8167700000
BASE MTL		07/31/2023	N	N			08/30/2023 07/31/2023	\$0.00
09/07/2023					N			\$149.17
71	SOCAL TRUCK / SOCAL TRUCKWORKS							13169
R&M TRUCK		08/09/2023	N	N			09/08/2023 08/09/2023	\$0.00
09/07/2023					N			\$595.11
72	SCE / SCE							23G700767086653
5473 UTILITY		08/16/2023	N	N			09/05/2023 08/16/2023	\$0.00
09/07/2023					N			\$267.73
73	SCE / SCE							23G700609292713
WTR PMP ENRGY		08/16/2023	N	N			09/05/2023 08/16/2023	\$0.00
09/07/2023					N			\$509.85
74	SCE / SCE							23G700044576190
SWR PMP ENRGY		08/16/2023	N	N			09/05/2023 08/16/2023	\$0.00
09/07/2023					N			\$1,311.10
75	SCE / SCE							23G700158802582
WTR PMP ENRGY		08/16/2023	N	N			09/05/2023 08/16/2023	\$0.00
09/07/2023					N			\$21,213.30
76	SCE / SCE							23G700136714571
SWR PMP ENRGY		08/17/2023	N	N			09/06/2023 08/17/2023	\$0.00
09/07/2023					N			\$1,919.25
77	STEPSAVER / STEP-SAVER CA.LLC							CT455914
SALT		08/18/2023	N	N			09/17/2023 08/18/2023	\$0.00
09/07/2023					N			\$5,056.75
78	STREAMLINE_DIGITAL / STREAMLINE							B89E97D4-0032
JULY WEBSITE		07/01/2023	N	N			07/31/2023 07/01/2023	\$0.00
09/07/2023					N			\$497.00
79	TRAFFIC MANAGEMENT / TRAFFIC MANAGEMENT, IN							06-1913125
SUPPLIES		08/10/2023	N	N			09/09/2023 08/10/2023	\$0.00
09/07/2023					N			\$812.91
80	UNIVAR SOLUTIONS / UNIVAR SOLUTIONS							51400207
SODIUM HYPO		08/17/2023	N	N			09/16/2023 08/17/2023	\$0.00
09/07/2023					N			\$5,321.24

AP Enter Bills Edit Report
Rubidoux Community Services District (RCSACT)

8/31/2023 3:35:53 PM

Batch: AAAAVE

Page 6

Tr. #	Vendor	Inv Date	Paid Out	Immediate	Credit Card Vendor	Due Date	Discount Date	Invoice #
PO Number		Immediate GL Account	GL Account		Check #		Payment Date	Discount
GL Date					Credit Card	CC Reference #		Total Invoice
81	YO FIRE / YO FIRE							2024360
SUPPLIES		07/26/2023	N	N			08/25/2023 07/26/2023	\$0.00
09/07/2023					N			\$183.18
82	YO FIRE / YO FIRE							2024632
PARTS		08/10/2023	N	N			09/09/2023 08/10/2023	\$0.00
09/07/2023					N			\$645.42
83	AGUILERA / AGUILERA, SILVANO							20230816
DOT CERT		08/16/2023	N	N			09/15/2023 08/16/2023	\$0.00
09/07/2023					N			\$80.00
84	BLAIS / BLAIS & ASSOCIATES, LLC							BA_6109_2023
GRNT CONSULT		08/17/2023	N	N			09/16/2023 08/17/2023	\$0.00
09/07/2023					N			\$236.25
85	BTS / BUSINESS TELECOMMUNICATION SYSTEMS LI							20357
LICENSE		08/21/2023	N	N			09/20/2023 08/21/2023	\$0.00
09/07/2023					N			\$133.76
86	CHASE CARD SERVICES / CHASE CARD SERVICES							23G77049795.A
GEN.OFC.EXPEN		08/17/2023	N	N			09/11/2023 08/17/2023	\$0.00
09/07/2023					N			\$284.93
87	CHASE CARD SERVICES / CHASE CARD SERVICES							23G77049795.B
R&M OFF BUILDING		08/17/2023	N	N			09/11/2023 08/17/2023	\$0.00
09/07/2023					N			\$295.80
88	CHASE CARD SERVICES / CHASE CARD SERVICES							23G77049795.C
EMPL.EDU & TRAINING		08/17/2023	N	N			09/11/2023 08/17/2023	\$0.00
09/07/2023					N			\$86.27
89	CHASE CARD SERVICES / CHASE CARD SERVICES							23G77049795.D
OFFICE SUPPLIES		08/17/2023	N	N			09/11/2023 08/17/2023	\$0.00
09/07/2023					N			\$1,456.46
90	CHASE CARD SERVICES / CHASE CARD SERVICES							23G77049795.F
CLOTHING/SHOES EXPEN		08/17/2023	N	N			09/11/2023 08/17/2023	\$0.00
09/07/2023					N			\$3,068.15
91	CHASE CARD SERVICES / CHASE CARD SERVICES							23G77049795.G
GENERAL/SUPPLIES		08/17/2023	N	N			09/11/2023 08/17/2023	\$0.00
09/07/2023					N			\$7.25
92	CHASE CARD SERVICES / CHASE CARD SERVICES							23G77049795.H
OPERATING EXPENSES		08/17/2023	N	N			09/11/2023 08/17/2023	\$0.00
09/07/2023					N			\$59.09
93	CORE & MAIN / CORE & MAIN							T166490
3" HYD METER		08/16/2023	N	N			09/15/2023 08/16/2023	\$0.00
09/07/2023					N			\$3,583.98
94	DURNEY DON / DURNEY, DON							20230822
GRDNG/WD ABATE		08/22/2023	N	N			09/21/2023 08/22/2023	\$0.00
09/07/2023					N			\$3,062.50
95	FIRST CHOICE PLUMBING / FIRST CHOICE PLUMBING							I31734
R&M OFC		08/25/2023	N	N			09/24/2023 08/25/2023	\$0.00
09/07/2023					N			\$1,950.00
96	GONZALES / GONZALES, MICHAEL							20230803
D-4CERT/CONT EDU		08/03/2023	N	N			09/02/2023 08/03/2023	\$0.00
09/07/2023					N			\$380.00

AP Enter Bills Edit Report
Rubidoux Community Services District (RCSACT)
 Batch: AAAAVE

8/31/2023 3:35:53 PM

Page 7

Tr. #	Vendor	Inv Date	Paid Out	Immediate	Credit Card Vendor	Due Date	Discount Date	Invoice #
PO Number					Check #			Discount
GL Date	Immediate GL Account				Credit Card	CC Reference #	Payment Date	Total Invoice
97	JADTEC SECURITY / JADTEC SECURITY SVCS, INC.							2407523
MONTR.OCT-DEC 23"	09/01/2023	N	N			09/11/2023	09/01/2023	\$0.00
09/07/2023					N			\$53.85
98	MARTINEZ / MARTINEZ, EDUARDO							20230822
CONF.EXPENSES	08/22/2023	N	N			09/21/2023	08/22/2023	\$0.00
09/07/2023					N			\$192.32
99	MERIT OIL / MERIT OIL COMPANY							794791
GASOLINE	08/18/2023	N	N			09/02/2023	08/18/2023	\$0.00
09/07/2023					N			\$1,719.67
100	MORENO, PAUL / MORENO, PAUL							20230821
CONF.EXPENSES	08/21/2023	N	N			09/20/2023	08/21/2023	\$0.00
09/07/2023					N			\$279.48
101	NORTHSTAR CHEMICALS / NORTHSTAR CHEMICAL							261281
SODIUM SULFITE	08/22/2023	N	N			09/21/2023	08/22/2023	\$0.00
09/07/2023					N			\$5,303.89
102	SCE / SCE							23G700456862263.A
FIELD OFC UTLTY	08/24/2023	N	N			09/13/2023	08/24/2023	\$0.00
09/07/2023					N			\$485.64
103	SCE / SCE							23G700456862263.B
NO 03 PLT PMP ENRGY	08/24/2023	N	N			09/13/2023	08/24/2023	\$0.00
09/07/2023					N			\$25,409.14
104	SCE / SCE							23G700456862263.C
WTR PMP ENRGY	08/24/2023	N	N			09/13/2023	08/24/2023	\$0.00
09/07/2023					N			\$56,387.67
105	UPS / UNITED PARCEL SERVICE							000F908W2313
POSTAGE	08/05/2023	N	N			09/04/2023	08/05/2023	\$0.00
09/07/2023					N			\$1.96
106	UPS / UNITED PARCEL SERVICE							000F908W2323
POSTAGE	08/12/2023	N	N			09/11/2023	08/12/2023	\$0.00
09/07/2023					N			\$14.92
107	UPS / UNITED PARCEL SERVICE							000F908W2333
POSTAGE	08/19/2023	N	N			09/18/2023	08/19/2023	\$0.00
09/07/2023					N			\$1.31
108	UPS / UNITED PARCEL SERVICE							000F908W2343
POSTAGE	08/26/2023	N	N			09/25/2023	08/26/2023	\$0.00
09/07/2023					N			\$17.21
109	YO FIRE / YO FIRE							2024822
PARTS	08/23/2023	N	N			09/22/2023	08/23/2023	\$0.00
09/07/2023					N			\$4,194.84
110	YO FIRE / YO FIRE							2024959
PARTS	08/23/2023	N	N			09/22/2023	08/23/2023	\$0.00
09/07/2023					N			\$3,561.14
111	CHASE CARD SERVICES / CHASE CARD SERVICES							23G77049795.E
R&M WATER SYSTEM	08/19/2023	N	N			09/11/2023	08/19/2023	\$0.00
09/07/2023					N			\$2,098.94
112	AUTOMATED GATE SERVICES, INC. / AGS							0010321
MAIN OFC REPAIR	08/25/2023	N	N			09/24/2023	08/25/2023	\$0.00
09/07/2023					N			\$336.00

AP Enter Bills Edit Report
Rubidoux Community Services District (RCSACT)
Batch: AAAAVE

8/31/2023 3:35:53 PM

Page 8

Tr. #	Vendor	Inv Date	Paid Out	Immediate	Credit Card Vendor	Due Date	Discount Date	Invoice #
PO Number		Inv Date	Immediate GL Account	Check #		Due Date	Discount Date	Discount
GL Date		Immediate GL Account		Credit Card	CC Reference #		Payment Date	Total Invoice
113	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CH31537-0267
WTR ANALYSES		08/22/2023	N	N		09/21/2023	08/22/2023	\$0.00
09/07/2023					N			\$2,102.19
114	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CH31488-0267
WTR ANALYSES		08/22/2023	N	N		09/21/2023	08/22/2023	\$0.00
09/07/2023					N			\$81.00
115	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CH31557-0267
WTR ANALYSES		08/22/2023	N	N		09/21/2023	08/22/2023	\$0.00
09/07/2023					N			\$1,401.46
116	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CH31567-0267
WTR ANALYSES		08/22/2023	N	N		09/21/2023	08/22/2023	\$0.00
09/07/2023					N			\$59.00
117	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CH31675-0267
WTR ANALYSES		08/23/2023	N	N		09/22/2023	08/23/2023	\$0.00
09/07/2023					N			\$200.00
118	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CH31683-0267
WTR ANALYSES		08/23/2023	N	N		09/22/2023	08/23/2023	\$0.00
09/07/2023					N			\$36.00
119	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CH31793-0267
LAB FEES		08/24/2023	N	N		09/23/2023	08/24/2023	\$0.00
09/07/2023					N			\$125.02
120	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CH31835-0267
WTR ANALYSES		08/24/2023	N	N		09/23/2023	08/24/2023	\$0.00
09/07/2023					N			\$2,000.00
121	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CH31888-0267
WTR ANALYSES		08/28/2023	N	N		09/27/2023	08/28/2023	\$0.00
09/07/2023					N			\$760.00
122	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CH31845-0267
WTR ANALYSES		08/25/2023	N	N		09/24/2023	08/25/2023	\$0.00
09/07/2023					N			\$180.00
123	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CH31846-0267
WTR ANALYSES		08/25/2023	N	N		09/24/2023	08/25/2023	\$0.00
09/07/2023					N			\$144.00
124	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CH31889-0267
WTR ANALYSES		08/28/2023	N	N		09/27/2023	08/28/2023	\$0.00
09/07/2023					N			\$59.00
125	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN							CH31966-0267
WTR ANALYSES		08/28/2023	N	N		09/27/2023	08/28/2023	\$0.00
09/07/2023					N			\$27.00
126	CARQUEST AUTO PARTS / CARQUEST AUTO PARTS							7456-525343
SUPPLIES		08/22/2023	N	N		09/21/2023	08/22/2023	\$0.00
09/07/2023					N			\$28.72
127	CARQUEST AUTO PARTS / CARQUEST AUTO PARTS							7456-525427
SUPPLIES		08/23/2023	N	N		09/22/2023	08/23/2023	\$0.00
09/07/2023					N			\$7.86
128	CARQUEST AUTO PARTS / CARQUEST AUTO PARTS							7456-525423
BATTERY		08/23/2023	N	N		09/22/2023	08/23/2023	\$0.00
09/07/2023					N			\$128.49

AP Enter Bills Edit Report
Rubidoux Community Services District (RCSACT)
Batch: AAAAVE

8/31/2023 3:35:53 PM

Page 9

Tr. #	Vendor	Inv Date	Paid Out	Immediate	Credit Card Vendor	Due Date	Discount Date	Invoice #
PO Number		Inv Date	Immediate GL Account	Check #		Due Date	Discount Date	Discount
GL Date		Immediate GL Account		Credit Card	CC Reference #		Payment Date	Total Invoice
129	CARQUEST AUTO PARTS / CARQUEST AUTO PARTS							7456-525524
SUPPLIES		08/24/2023	N	N		09/23/2023	08/24/2023	\$0.00
09/07/2023					N			\$37.16
130	OCCUPATIONAL HLTH CNTRS OF CA / OCCUPATIONA							80218874
ROBLEDO/DOT		08/11/2023	N	N		09/10/2023	08/11/2023	\$0.00
09/07/2023					N			\$59.00
131	FERGUSON / FERGUSON ENTERPRISE INC #1350							2869962
PARTS		08/23/2023	N	N		09/22/2023	08/23/2023	\$0.00
09/07/2023					N			\$929.45
132	GRAINGER / GRAINGER							9817653935
SUPPLIES		08/25/2023	N	N		09/24/2023	08/25/2023	\$0.00
09/07/2023					N			\$161.29
133	JAMISON / JAMISON ENGINEERING CONT., INC.							23-08-4414
PUMP STATION REP.		08/29/2023	N	N		09/13/2023	08/29/2023	\$0.00
09/07/2023					N			\$12,950.00
134	KH METALS / KH METALS & SUPPLY							0646287-IN
PARTS		08/23/2023	N	N		09/22/2023	08/23/2023	\$0.00
09/07/2023					N			\$79.99
135	KH METALS / KH METALS & SUPPLY							0646291-IN
PARTS		08/23/2023	N	N		09/22/2023	08/23/2023	\$0.00
09/07/2023					N			\$21.03
136	REDWING / REDWING SHOES							314-1-32331
BOOTS/ROBLEDO		08/24/2023	N	N		09/23/2023	08/24/2023	\$0.00
09/07/2023					N			\$175.00
137	REDWING / REDWING SHOES							314-1-32842
BOOTS/MANRIQUE		08/24/2023	N	N		09/23/2023	08/24/2023	\$0.00
09/07/2023					N			\$149.76
138	RIVERSIDE CITY / RIVERSIDE CITY							00272643
22/23"ANNUAL TRTMNT		08/25/2023	N	N		09/25/2023	08/25/2023	\$0.00
09/07/2023					N			\$109,695.67
139	RIVCOMM / RIVCOMM, INC.							24807
R&M TRUCK		08/22/2023	N	N		09/21/2023	08/22/2023	\$0.00
09/07/2023					N			\$247.64
140	SOCAL JCB / SOCAL JCB							W06126
R&M TRUCK		08/24/2023	N	N		09/23/2023	08/24/2023	\$0.00
09/07/2023					N			\$5,294.13
141	SOCAL TRUCK / SOCAL TRUCKWORKS							13222
R&M TRUCK		08/25/2023	N	N		09/24/2023	08/25/2023	\$0.00
09/07/2023					N			\$96.34
142	YO FIRE / YO FIRE							2024969
PARTS		08/25/2023	N	N		09/24/2023	08/25/2023	\$0.00
09/07/2023					N			\$474.10
143	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC							081023/082923.A
COM TRSH		08/30/2023	N	N		09/29/2023	08/30/2023	\$0.00
09/07/2023					N			\$73,119.53
144	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC							081023/082923.B
RES TRSH		08/30/2023	N	N		09/29/2023	08/30/2023	\$0.00
09/07/2023					N			\$209,106.08

AP Enter Bills Edit Report

Rubidoux Community Services District (RCSACT)

8/31/2023 3:35:53 PM

Batch: AAAAVE

Page 10

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
145	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC							081023/082923.C
RCSD SHR COMM		08/30/2023	N	N			09/29/2023 08/30/2023	\$0.00
09/07/2023					N			(\$10,236.73)
146	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC							081023/082923.D
RCSD SHR RES		08/30/2023	N	N			09/29/2023 08/30/2023	\$0.00
09/07/2023					N			(\$6,998.15)
147	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC							081023/082923.E
BILLING FEE		08/30/2023	N	N			09/29/2023 08/30/2023	\$0.00
09/07/2023					N			(\$3,000.00)
148	WATER RESOURCES / WATER RESOURCES ECONOM							0000248
AUG. COSS		08/28/2023	N	N			11/26/2023 08/28/2023	\$0.00
09/07/2023					N			\$428.75

Grand Totals

Total Direct Expense:	\$770,529.30
Total Direct Expense Adj:	(\$20,234.88)
Total Non-Electronic Transactions:	\$750,294.42

Report Summary

Report Selection Criteria

Report Type:	Condensed
Transaction Number:	Start End

ERL
9/5/23

6. Public Comment – This is the time for Members of The Public to Address the Board on any Non-Agenda matter

7. Correspondence and Related Information:

- a) Article from: California Local –
“Community Services Districts, Explained:
When County Government Isn’t Enough”

Community Services Districts, Explained: When County Government Isn't Enough

Areas that the county overlooks can form their own local governments.

BY **JONATHAN VANKIN** PUBLISHED DEC 1, 2021 12:11 P.M.



There are more than 300 community service districts in California. FERNANDO41025 / WIKIMEDIA COMMONS [C.C. 4.0 SHARE-A-LIKE LICENSE](#)

On Dec. 2, 1952, three men met in a small store on Mission Boulevard in Riverside, California, where they convened the first board meeting of a body called the Rubidoux Community Services District. When George Skotty, the board chair and owner of that small store, banged his gavel, Rubidoux officially became the first community services district in the state, under a law passed by the legislature just a year earlier.

That law, though it has been amended and updated numerous times since, became enshrined in California law and section 61001 of the government code, the Community Services District Law. The legislature reenacted the law—a process required when lawmakers decide to amend a section of an existing statute—in 1955. Since the Rubidoux district convened its initial meeting, voters in 321 regions have elected to form community service districts (CSDs) to handle various forms of basic service generally provided by city or county governments in California.

Under the law, those voters must really want or need those services pretty badly, because it takes a two-thirds majority of residents inside a CSD's proposed boundaries to approve the formation of a CSD. The effort to create one can be started by a citizen's petition, or county resolution. Community services districts serve unincorporated areas where the county itself provides many of the services a city might provide. But county governments cannot always meet each community's specific local needs, leaving residents feeling overlooked or ignored.

The community services district law was designed to solve that problem, allowing residents of unincorporated areas local control of governmental functions and, perhaps most importantly, the ability to raise money for those functions by levying property taxes—tax money that is channelled directly back into the local community, rather than filtering through the state government.

CSDs: Standing In for Local Government

Community services districts make up about 10 percent of the approximately 3,300 special districts in California. But special districts are allowed to perform only one specific service: water, fire protection, cemeteries, parks, and so on. The difference is

Support California Local

Donate

VISA MASTERCARD AMERICAN EXPRESS DISCOVER PAYCOMMERCE
\$10 · \$25 · \$50 · [Our Impact](#)



EXPLAINER

Long form articles which explain how something works, or provide context or background information about a current issue or topic.

RELATED ARTICLES



EXPLAINER

LAFCOs Are No Joke: The Boards That Set Government Boundaries

What's a LAFCO? That's the odd-sounding acronym for the independent boards that get a grip on suburban sprawl and government inefficiency.



EXPLAINER

California's History of Civic Engagement, Explained

How Californians are getting directly involved in their own governance.

that CSDs may perform any combination of multiple services—up to 32 in all, ranging from water and fire, to street lighting, sanitation, airport management, libraries, animal control and more.

Most CSDs, however, limit themselves to just a couple of functions. The Point Dume CSD in Los Angeles County manages a public park and a community center, as well as sponsoring various neighborhood recreation events. Christian Valley Park CSD in Placer County is limited to water delivery and road maintenance. On the other hand, the Bear Valley CSD in Kern County takes responsibility for water delivery, wastewater treatment, road and other infrastructure maintenance—even a police department.

The original CSD, Rubidoux in Riverside County, started out by covering trash collection and disposal, street lighting, weed abatement, and fire prevention services for just 4,000 residents. Today, the district also provides water treatment and delivery, as well as wastewater collection and disposal for a population of more than 26,000.

How CSDs are Governed, and Where

Once formed, under current law, CSDs are governed by a five-member board of directors in most cases elected by voters within the district's boundaries. Often a CSD is carved into five "divisions" with one director elected from each division, but some CSDs still elect their governing boards on an at-large basis. Directors serve four year-terms, staggered so that the entire board never turns over in a single election.

Districts with elected directors are referred to as "independent." But a small number of CSDs remain "dependent," that is, governed by the local city councilmembers or county supervisors, who double as the CSD directors.

Perhaps not surprisingly, CSDs tend to appear most commonly in primarily rural counties, with plenty of unincorporated area and where services are often difficult for a centralized county government to provide. Tiny Del Norte County with a population under 28,000 and only one incorporated city (Crescent City, the county seat) is home to no fewer than eight community service districts. The state's most heavily populated county—Los Angeles County with more than 10 million residents—has only one (the above-mentioned Point Dume). But only about 1 percent of Los Angeles County residents live in areas classified as rural.

Santa Cruz County with about 270,000 people has none. San Diego County, the state's second-largest at 3.3 million people—more than one-third of them in the city of San Diego itself—has seven community service districts. The county is about 76 percent rural territory.

Sacramento County is home to two CSDs. Cosumnes CSD traces its history back to the Elk Grove Park District in 1923, which reorganized to become Elk Grove Community Services District in 1985. That district merged with Galt Fire Protection District in 2006 to become the Cosumnes CSD as it exists today, providing water service, solid waste disposal, police services, street lights, and several other functions.

The other CSD in Sacramento County, Rancho Murieta, was formed in 1982, and provides water, sewer, public security, recreation and garbage collection to its 6,300 residents.

So You Want To Start a Community Services District?

So you live in an unincorporated area of California and you want better public services, and you think that forming a CSD sounds like a good idea. Well, think long and hard because the process of creating a community services district is not easy or quick. First, citizens planning to create a CSD must first meet with their county's Local Agency Formation Commission, or LAFCO, the independent agency that under state law regulates and must approve the creation of any new district, of any type.

After the LAFCO meeting, during which staff will provide guidelines and advice on how to go about forming the new CSD, next up is the formation of a study committee made up of local citizens. Members of the committee draw up proposed boundaries

for the prospective CSD, decide which services the district will offer, perform a feasibility study to present to the LAFCO, create at least an estimated five-year budget, and ultimately go through all of the red tape involved in circulating a petition.

That petition must collect signatures from at least one of every four residents of the planned district, or the whole effort is dead. And not incidentally, this entire process costs money in filing fees and various other costs that the citizens committee must cover.

If the effort survives that cumbersome and expensive process, it then goes through an extensive review by the county LAFCO, in which the agency examines the proposed district's finances, environmental impact, and potential impact on other local governments and districts. LAFCO holds a string of public hearings and can add to, cut from, or otherwise alter the CSD proposal—or reject it entirely.

And then, assuming the CSD proposal is still kicking, comes the election with its two-thirds majority requirement.

Latest Revision Streamlined the CSD Law

The sort-of good news, however, is that the hefty and much-amended 1951 Community Services District Law has been stripped down considerably. The latest revision of the law, authored by San Diego Democratic State Senator Christine Kehoe, slimmed the law down from an unwieldy 300 separate sections to just 82. The revision, SB 135, most importantly brought the CSD statute up to date with changes to California Constitution—including 1978's tax-limiting Proposition 13, and the 1974 Political Reform Act that created stricter ethical standards for local agencies and officials.

Gov. Arnold Schwarznegger signed the new version of the Community Services District Act in 2005, and the new law took effect on Jan. 1, 2006.

Support Community Journalism.

[Join Us](#)

California Local brings you breaking news and the context behind what happens in your community. We connect you with individuals, groups and government officials working together to make the community better. Your support is greatly appreciated.



California Local is your virtual home for daily local news, community resources and connection to the people and groups making a positive impact in your community.

Communities

El Dorado County
Monterey County
Nevada County
Placer County
Sacramento County
San Benito County
Santa Clara County
Santa Cruz County
Yolo County

Regions

Statewide Region
Tahoe-Truckee Region

About

About Us
FAQs
Stats

Connect

Partners
Media Alliance
Community Alliance
Contact Us
Impact Marketing
Shop for Swag

8. Manager's Report (Second Meeting each Month):

- a) Operations Report
- b) Emergency and Incident Report
- c) Follow up to questions at prior Board Meeting and other updates

9. Consider Adjustments to Agenda Format: DM 2023-79

Rubidoux Community Services District

Board of Directors

Bernard Murphy, President
John Skerbelis, Vice-President
Armando Muniz
F. Forest Trowbridge
Hank Trueba Jr.



General Manager

Brian R. Laddusaw

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

DIRECTORS MEMORANDUM 2023-79

September 7, 2023

To: Rubidoux Community Services District
 Board of Directors

Subject: Consider Adjustments to Agenda Format

BACKGROUND:

Every meeting conducted by the Rubidoux Community Services District (“District”) Board of Directors (“Directors”) must have a written agenda. A public meeting agenda is a structured outline or list of items to be discussed and addressed during the meeting which is open to the public. It serves as a guide for participants, including Board Members, staff, and the public, outlining the topics that will be covered and the order in which they will be addressed. A well-constructed agenda helps ensure meetings are organized, focused, and productive, allowing for effective communication and decision-making.

The District has largely maintained a consistent agenda format from year to year, incorporating slight modifications over the past few years to accommodate:

- Remote/teleconferencing participation instructions.
- Disclosures related to Covid-19.
- Disclosures related to public comment.
- Staff/Managers update to Board questions from previous meetings.

District staff continuously strives to enhance the efficiency and effectiveness of the District’s board meetings, and additional, permanent modifications to the agenda structure can significantly contribute to achieving these goals. The District is dedicated to transparency, collaboration, and community-driven results. Keeping this in focus, staff reviewed the District’s current agenda format and highlighted areas where changes could enhance meeting dynamics, engagement, and decision-making efficiency.

The proposed, permanent adjustments are summarized as follows:

1. Condensed remote/teleconferencing instructions.
2. Additional disclosures
 - a. Additions to the Agenda – Details the Board action required for late additions to the agenda.
 - b. Disability accommodations – Provides information to members of the public with a disability or with limited English proficiency who wish to participate in the public meeting on how to request accommodation leading up to the meeting.
3. Consent calendar – Aggregates routine matters into a single agenda item and enables the Board to address non-controversial items efficiently which allows more time for in-depth discussions on action items.
4. Declaration of posting – Demonstrates the District’s commitment to transparency.
5. Reorder public comment item to be considered after roll call, consistent with other public agencies, and allows members of the public to be heard prior to the Board working through consent calendar and action items.
6. Next meeting – Informs the Board and participating members of the public when the next regular Board meeting will be held.

Staff believes these proposed adjustments will contribute positively to the District’s Board meetings, fostering a more engaged and collaborative environment while maintaining a focus on the District’s mission and community needs.

PRESENTATION BY STAFF

RECOMMENDATION:

Staff recommends the Board of Directors consider and approve the permanent adjustments to the agenda format beginning at the next regularly scheduled Board meeting on September 21, 2023.

Respectfully,



BRIAN R. LADDUSAW, CPA
General Manager

Attach:

1. Regular Board Meeting Agenda (7/20/23) – As posted
2. Regular Board Meeting Agenda (7/20/23) – Redlined
3. Regular Board Meeting Agenda (7/20/23) – As revised

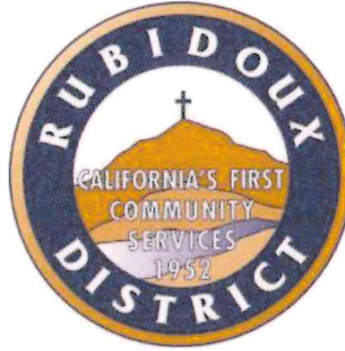
Rubidoux Community Services District

Board of Directors

Bernard Murphy, President
John Skerbelis, Vice-President
Armando Muniz
F. Forest Trowbridge
Hank Trueba Jr.

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 BOARD MEETING

Thursday, July 20, 2023, at 4:00 PM

During this regular 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.

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).

1. Call to Order – Bernard Murphy, President
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes for July 6, 2023, Regular Meeting
5. Consideration to Approve July 21, 2023, Salaries, Expenses and Transfers
6. 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.

7. Correspondence and Related Information:
8. Manager's Report (Second Meeting each Month):
 - a) Operations Report
 - b) Emergency and Incident Report
 - c) Follow up to questions at prior Board Meeting and other updates

ACTION ITEMS:

9. Consider Reimbursement Agreement Regarding Avalon Sewer Improvements (Century – Tract No. 37640): **DM 2023-64**
10. First Reading of Ordinance No. 2023-134, An Ordinance of the Rubidoux Community Services District Authorizing the Adjustment of Certain Monthly User Charges for the Collection, Treatment, and Disposal of Wastewater: **DM 2023-65**

11. First Reading of Ordinance No. 2023-135, An Ordinance of the Rubidoux Community Services District Authorizing the Adjustment of Certain Water Rates for the Delivery of Potable Water to Residential, Commercial, and Industrial Customers: **DM 2023-66**
12. Consider Resolution 2023-906, "A Resolution of Application by Rubidoux Community Services District ("RCSD") Requesting the Riverside Local Agency Formation Commission ("LAFCO") to Take Proceedings for the Review and Updating the Reorganization of Sphere of Influence and Annexation: Jurupa Community Services District ("JCSD") and West Valley Water District ("WVWD")": **DM 2023-67**
13. Consideration to Approve and Authorize Retirement Payment for CalPERS Annual Unfunded Liability: **DM 2023-68**
14. Receive and File Statement of Cash Asset Schedule Report Ending June 2023: **DM 2023-69**
15. Consider Proposal from Webb and Associates for Record of Survey and Related Work for the Procurement of the Future Goldenwest Booster Station Site: **DM 2023-70**
16. Directors Comments - Non-action
17. Adjournment

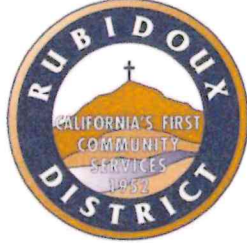
Rubidoux Community Services District

Board of Directors

Bernard Murphy, President
John Skerbelis, Vice-President
Armando Muniz
F. Forest Trowbridge
Hank Trueba Jr.

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 BOARD MEETING

Thursday, July 20, 2023, at 4:00 PM

During this regular 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 or Zoom and only after being recognized by the Secretary of the Board.

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).

ADDITIONS TO THE AGENDA

Formatted: Indent: Left: 0.25", Hanging: 0.38"

In accordance with Section 54954.2 of the Government Code (Brown Act), additions to the agenda require a two-thirds vote of the entire Board, or, if fewer than two-thirds of the members are present, a unanimous vote of those members present, making findings that there is a need to take immediate action and that the need for action came to the attention of the District subsequent to the posting of the agenda.

Formatted: Justified

Formatted: Font: (Default) Arial, Italic

1. **CALL TO ORDER**~~Call to Order~~ – Bernard Murphy, President

Formatted: Font: Bold, Underline

2. **PLEDGE OF ALLEGIANCE**~~ledge of Allegiance~~ – General Manager

Formatted: Font: Bold, Underline

3. **ROLL CALL**~~ell Call~~ – General Manager

Formatted: Font: Bold, Underline

4. PUBLIC COMMENTS

Formatted: Font: Bold

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.

Formatted: Underline

Formatted: Font: Bold

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. CONSENT CALENDAR

Formatted: Font: Bold

Formatted: Font: Bold, Underline

Consent Calendar items are expected to be routine and non-controversial and are to be acted upon by the Board by one motion, without discussion. If any Board member, staff member, or interested person requests that an item be removed from the Consent Calendar for further discussion, it will be moved to the first item on the Action Agenda.

4.—**A.** Approval of Minutes for July 6, 2023, Regular Meeting

Formatted: Normal, Justified

5.—**B.** Consideration to Approve July 21, 2023, Salaries, Expenses and Transfers

6.—**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.~~

67. CORRESPONDENCE AND RELATED INFORMATION~~Correspondence and Related Information:~~

Formatted: Font: Bold, Underline

88. MREPORTS~~Sanager's Report (Second Meeting each Month):~~

Formatted: Font: Bold, Underline

a) A. Operations Report (Second Meeting Each Month)

Formatted: Indent: Left: 1.25", No bullets or numbering

b) B. Emergency and Incident Report (Second Meeting Each Month)

Formatted: Indent: Left: 1.25", No bullets or numbering

e) C. General Manager and Staff Reports and Updates~~Follow up to questions at prior Board Meeting and other updates~~

9. ACTION ITEMS:

Formatted: Indent: Left: 0.25", Hanging: 0.38"

~~9. A. DM 2023-64: Consider Reimbursement Agreement Regarding Avalon Sewer Improvements ___(Century – Tract No. 37640): **DM 2023-64**~~

~~10. B. DM 2023-65: First Reading of Ordinance No. 2023-134, An Ordinance of the Rubidoux Community Services District Authorizing the Adjustment of Certain Monthly User ___ Charges for the Collection, Treatment, and Disposal of Wastewater: **DM 2023-65**~~

~~11. C. DM 2023-66: First Reading of Ordinance No. 2023-135, An Ordinance of the Rubidoux Community Services District Authorizing the Adjustment of Certain Water Rates for the Delivery of Potable Water to Residential, Commercial, and Industrial Customers: **DM 2023-66**~~

~~12. D. DM 2023-67: Consider Resolution 2023-906, "A Resolution of Application by Rubidoux Community Services District ("RCSD") Requesting the Riverside Local Agency Formation Commission ("LAFCO") to Take Proceedings for the Review and~~

Updating the Reorganization of Sphere of Influence and Annexation: Jurupa Community Services District ("JCSD") and West Valley Water District ("WVWD")-**DM-2023-67**

13. E. DM 2023-68: Consideration to Approve and Authorize Retirement Payment for CalPERS Annual Unfunded Liability-**DM-2023-68**

Formatted: Justified

14. F. DM 2023-69: Receive and File Statement of Cash Asset Schedule Report Ending June 2023-**DM-2023-69**

15. G. DM 2023-70: Consider Proposal from Webb and Associates for Record of Survey and Related Work for the Procurement of the Future Goldenwest Booster Station Site-**DM-2023-70**

Formatted: Justified

106. DIRECTORS COMMENTS AND REQUESTSirectors Comments-Non-action

Formatted: Font: Bold, Underline

11. NEXT MEETING

Formatted: Font: Bold, Underline

Thursday, August 3, 2023 at 4:00 p.m.

Formatted: Justified

Formatted: Font: Not Bold

127. ADJOURNMENTdjourment

Formatted: Font: Bold, Underline

Any person with a disability who requires a modification or accommodation in order to participate in this meeting, or any person with limited English proficiency (LEP) who requires language assistance to communicate with the Rubidoux Community Services District Board of Directors during the meeting, should contact the Rubidoux Community Services District Administrative Department, at (951) 684-7580 or admin@rcsd.org, no fewer than two (2) business days prior to this meeting to enable the Rubidoux Community Services District to make reasonable arrangements to assure accessibility or language assistance for this meeting.

Formatted: Font: (Default) Arial

Formatted: Justified

Formatted: Font: (Default) Arial

Formatted: Font: (Default) Arial

Formatted: Font: (Default) Arial, Italic

DECLARATION OF POSTING

Formatted: Font: Bold

J. Brian Laddusaw, General Manager and Board Secretary to the Rubidoux Community Services District, certify that a copy of this has been posted in the District's main office, 3590 Rubidoux Blvd., Jurupa Valley, and on its website no less than seventy-two (72) hours before the start of the meeting.

Formatted: Font: Not Bold

Brian Laddusaw
General Manager-Secretary

Formatted: Indent: Left: 0.25", First line: 0", Tab stops: 0.31", Left + Not at 0.63"

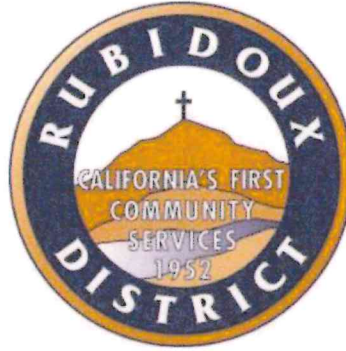
Rubidoux Community Services District

Board of Directors

Bernard Murphy, President
John Skerbelis, Vice-President
Armando Muniz
F. Forest Trowbridge
Hank Trueba Jr.

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 BOARD MEETING

Thursday, July 20, 2023, at 4:00 PM

During this regular 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/>

- Meeting ID is **994 957 9980**
- Passcode is: rcsd
- Call into the meeting number 1-669-444-9171

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

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).

ADDITIONS TO THE AGENDA

In accordance with Section 54954.2 of the Government Code (Brown Act), additions to the agenda require a two-thirds vote of the entire Board, or, if fewer than two-thirds of the members are present, a unanimous vote of those members present, making findings that there is a need to take immediate action and that the need for action came to the attention of the District subsequent to the posting of the agenda.

1. **CALL TO ORDER** – Bernard Murphy, President
2. **PLEDGE OF ALLEGIANCE** – General Manager
3. **ROLL CALL** – General Manager
4. **PUBLIC COMMENTS**

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. **CONSENT CALENDAR**

Consent Calendar items are expected to be routine and non-controversial and are to be acted upon by the Board by one motion, without discussion. If any Board member, staff member, or interested person requests that an item be removed from the Consent Calendar for further discussion, it will be moved to the first item on the Action Agenda.

- A. Approval of Minutes for July 6, 2023, Regular Meeting
- B. Consideration to Approve July 21, 2023, Salaries, Expenses and Transfers

6. **CORRESPONDENCE AND RELATED INFORMATION**

7. **REPORTS**

- A. Operations Report (Second Meeting Each Month)
- B. Emergency and Incident Report (Second Meeting Each Month)
- C. General Manager and Staff Reports and Updates

8. ACTION / DISCUSSION ITEMS

- A. DM 2023-64:** Consider Reimbursement Agreement Regarding Avalon Sewer Improvements (Century – Tract No. 37640)
- B. DM 2023-65:** First Reading of Ordinance No. 2023-134, An Ordinance of the Rubidoux Community Services District Authorizing the Adjustment of Certain Monthly User Charges for the Collection, Treatment, and Disposal of Wastewater
- C. DM 2023-66:** First Reading of Ordinance No. 2023-135, An Ordinance of the Rubidoux Community Services District Authorizing the Adjustment of Certain Water Rates for the Delivery of Potable Water to Residential, Commercial, and Industrial Customers
- D. DM 2023-67:** Consider Resolution 2023-906, “A Resolution of Application by Rubidoux Community Services District (“RCSD”) Requesting the Riverside Local Agency Formation Commission (“LAFCO”) to Take Proceedings for the Review and Updating the Reorganization of Sphere of Influence and Annexation: Jurupa Community Services District (“JCSD”) and West Valley Water District (“WVWD”)”
- E. DM 2023-68:** Consideration to Approve and Authorize Retirement Payment for CalPERS Annual Unfunded Liability
- F. DM 2023-69:** Receive and File Statement of Cash Asset Schedule Report Ending June 2023
- G. DM 2023-70:** Consider Proposal from Webb and Associates for Record of Survey and Related Work for the Procurement of the Future Goldenwest Booster Station Site

9. DIRECTORS COMMENTS AND REQUESTS

10. NEXT MEETING

Thursday, August 3, 2023, at 4:00 p.m.

11. ADJOURNMENT

Any person with a disability who requires a modification or accommodation in order to participate in this meeting, or any person with limited English proficiency (LEP) who requires language assistance to communicate with the Rubidoux Community Services District Board of Directors during the meeting, should contact the Rubidoux Community Services District Administrative Department, at (951) 684-7580 or admin@rcsd.org, no fewer than two (2) business days prior to this meeting to enable the Rubidoux Community Services District to make reasonable arrangements to assure accessibility or language assistance for this meeting.

DECLARATION OF POSTING

I, Brian Laddusaw, General Manager and Board Secretary to the Rubidoux Community Services District, certify that a copy of this has been posted in the District's main office, 3590 Rubidoux Blvd., Jurupa Valley, and on its website no less than seventy-two (72) hours before the start of the meeting.

Brian Laddusaw
General Manager-Secretary

10. Consider Purchase of Tablets and Support Services for the Board of Directors: **DM 2023-82**

Rubidoux Community Services District

Board of Directors

Bernard Murphy, President
John Skerbelis, Vice-President
Armando Muniz
F. Forest Trowbridge
Hank Trueba Jr.



General Manager

Brian R. Laddusaw

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

DIRECTORS MEMORANDUM 2023-82

September 7, 2023

To: Rubidoux Community Services District
 Board of Directors

Subject: Consider Purchase of Tablets and Support Services for the Board of Directors

BACKGROUND:

The Rubidoux Community Services District (“District”) conducts regular Board of Director (“Board”) meetings on the first and third Thursday of every month at 4:00 p.m. at the District’s office. Occasionally the Board will call a Committee meeting throughout the month. The Board each receives a printed Board packet prior to the scheduled Board/Committee meeting. It has been District practice to print and gather all the information for the Board in a Board packet. The Board packets include but are not limited to the meeting agenda, Director’s Memorandums, Resolutions, Ordinance, news articles, etc. The District’s last ten (10) Board meetings have averaged 144 pages per packet, or 720 pages for all five (5) Board members for one meeting. The Board reviews all printed material prior to the Board/Committee meetings.

During the July 6, 2023, scheduled Board meeting the Board requested for staff to seek pricings and request quotes for the purchase of 5 tablets for the Board to use replacing the printed Board packets. The tablets provided to the Board will be primarily for District business related purposes, such as reviewing District Board/Committee agenda materials, packets, reading and responding to District emails, and obtaining useful information for District-related business.

The District received several quotes from Acorn Technology Services (“Acorn”) to purchase tablets. Acorn is the District’s Information Technology solution contractor. The quotes vary from pricing and size. The detailed quotes are attached to the DM for the Boards review and are based on the cost of each device. They are also summarized in Table 1 below. If the Board directs staff to proceed with the purchase, Acorn will need to set up each device and install the necessary cyber security safeguards. Also, at the Board’s option, Acorn can provide monthly monitoring for any possible malware in the purchased devices, like what Acorn does for existing District computers. There will be a onetime set-up cost of \$200.00 per tablet purchased. The monthly monitoring

will cost \$75.00 per tablet. The annual cost to monitor the devices will be about \$4,500, this does not include the one-time set up cost. Table 1 highlights these costs below:

TABLE 1					
Option 1: Tablet Hardware					
Product Description	Screen Size	Price Per	Set-Up	Price Total (x 5)	
Microsoft Surface Pro 7+	12.3"	\$ 1,300	\$ 200	\$ 7,500	
Microsoft Surface Pro 8	12.3"	\$ 1,300	\$ 200	\$ 7,500	
Apple iPad 9th Gen.	10.9"	\$ 400	\$ 200	\$ 3,000	
Apple iPad 10th Gen.	10.9"	\$ 500	\$ 200	\$ 3,500	
Samsung Galaxy Active 3	8"	\$ 500	\$ 200	\$ 3,500	
Samsung Galaxy S6	10.4"	\$ 460	\$ 200	\$ 3,300	
Option 2: Monitoring					
Description	Price Per Month	Annual (x 5 x 12 mo.)			
Monthly Monitoring	\$ 75.00	\$ 4,500.00			

BUDGET CONSIDERATIONS:

This was not included in the District’s approved Fiscal Year 2023/2024 General Fund Budget and will require approval of a budget amendment from unrestricted reserves to proceed.

RECOMMENDATION:

This was a Board directive. No recommendation is made by staff.




Respectfully,



BRIAN R. LADDUSAW, CPA
General Manager

Attachment:
Acorn Tablet Quotes


iPad and Tablet Quotes

Product Description	Product Detail	Price	Image
Microsoft Surface Pro 7+	12.3" Screen, Core i5, HD: 256 GB, RAM: 8GB	\$1,300	
Microsoft Surface Pro 8	12.3" Screen, Core i5, HD: 256 GB, RAM: 8GB	\$1,300	
Apple iPad - 10th Generation	10.9" Screen, A14 Bionic, 64 GB Flash Memory	\$500	

iPad and Tablet Quotes

<u>Product Description</u>	<u>Product Detail</u>	<u>Price</u>	<u>Image</u>
Samsung Galaxy Tab Active 3	8", Exynos 9810, RAM: 4 GB, 128 GB Flash Memory	\$500	
Samsung Galaxy Tab S6 Lite	10.4", RAM: 4 GB, 128 GB Flash Memory	\$460	
Apple iPad - 9th Generation	10.9" Screen, A14 Bionic, 64 GB Flash Memory	\$400	

iPad and Tablet Quotes

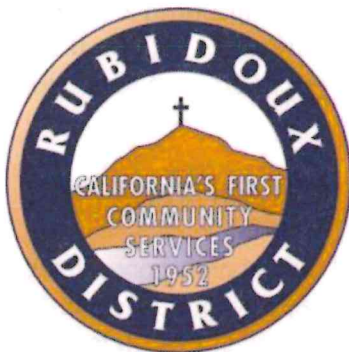
<u>Product Description</u>	<u>Product Detail</u>	<u>Price</u>	<u>Image</u>
Acer Enduro T1 Android	8", MT8385, RAM: 4 GB, 64 GB Flash Memory	\$400	 A photograph of the Acer Enduro T1 Android tablet. The device is black with a large screen displaying a colorful abstract pattern. The bottom of the screen shows the Android operating system's navigation bar with several icons.

11. Consider award of Professional Services Contract for Condition Assessment of the Ridgeline Hydropneumatic Storage Tank: DM 2023-87

Rubidoux Community Services District

Board of Directors

Bernard Murphy, President
John Skerbelis, Vice-President
Armando Muniz
F. Forest Trowbridge
Hank Trueba Jr.



General Manager

Brian R. Laddusaw

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

DIRECTORS MEMORANDUM 2023-87

September 7, 2023

To: Rubidoux Community Services District
Board of Directors

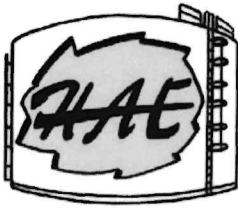
Subject: Consider award of Professional Services Contract for Condition Assessment of the Ridgeline Hydropneumatic Storage Tank

BACKGROUND:

In 2019 under DM 2019-72 the Board of Directors ("Board") of the Rubidoux Community Services District ("District") authorized a condition assessment of its four potable water tank reservoirs by Harper and Associates. The condition assessment was completed in early 2020. This assessment did not include an assessment of the hydropneumatic storage vessel serving the Ridgeline Pressure Zone ("PZ") which is fed by the 1238' Hunter PZ and is a part of the 1238' PZ.

This PZ serves 36 homes which are at an elevation too high to have adequate pressure from the Hunter PZ which operates off the weight of water in the Hunter and Perrone storage tanks. In June 2023, the Division of Drinking Water ("DDW") requested the District provide a Corrective Action Plan ("CAP") to respond to the 2020 condition assessment prepared by Harper and Associates. In conjunction with providing the CAP, staff deemed it prudent to have Harper and Associates present to the board the findings of the 2020 condition assessment and the CAP as the Board had previously requested additional information about the status of the District's storage reservoirs.

In this presentation, it was recognized that the hydropneumatic storage tank was not included in the original reservoir condition assessment. Staff received a proposal from Harper and Associates to perform this assessment which will necessitate draining the storage tank for a few hours during which 36 customers will be without water. The District will notify these customers of the outage in advance by mail and via door tags.



HARPER & ASSOCIATES ENGINEERING, INC.
CONSULTING ENGINEERS

1240 E. Ontario Ave., Ste. 102-312 Corona, CA 92881-8671
Phone (951) 372-9196 Fax (951) 372-9198
www.harpereng.com

PROPOSAL TO
RUBIDOUX COMMUNITY SERVICES DISTRICT
FOR
THE CONDITION ASSESSMENT OF A HYDROPNEUMATIC TANK

I. PROJECT DESCRIPTION

A. The hydropneumatic tank is located on a site on a District-owned site and is designated as the Skyline Zone Hydropneumatic Vessel.

B. SCOPE OF WORK – CONDITON ASSESSMENT

1. Telephone conference with District to verify approach to the project.
2. Accomplish field investigation of complete interior and exterior of the tank, to evaluate the present condition from the following standpoints:
 - a. The tank will be evaluated in accordance with the API 510 Standards.
 - b. Corrosion-related structural soundness of the tank.
 - c. Condition of protective coatings; how they are protecting the steel from corrosion, their aesthetic qualities, the percent failures, and their ability to be recoated.
 - d. Condition of appurtenances.
 - e. Environmental and operating conditions which affect the use of the tank, maintenance of the tank, the aggressiveness of the atmosphere and water, and extent of abrasion damage.
 - f. Ultra sonic thickness testing will be accomplished as needed.
3. Field evaluation of the tank to visually inspect and photograph visible deficiencies would entail one site visit with the tank drained.
 - a. The hatch must be a minimum of 15” by 11.25” to permit entrance into the tank.
4. Surfaces would be photographed and entered into a Photographic Survey which would be included in the report.

5. Conclusions, recommendations, and cost estimates would be prepared and included in the report.
6. Two hard copies and a pdf. file of the report will be submitted.
7. Telephone conference with District's Staff to discuss report.

II. SCHEDULE

- A. Investigation of the tank and filing of the report for work noted above would be accomplished at mutually agreed time, upon execution of an agreement and issuance of the Notice to Proceed.

III. DISTRICT RESPONSIBILITIES

- A. The District shall provide the following items, personnel and/or services to be utilized in connection with this work.
 1. The District shall make available to the Consultant reasonable and timely staff input for purposes of conference discussion, reviewing submissions from the Consultant, providing information and/or suggestions relating to the work in a manner such that the Consultant may meet the project completion schedule.
 2. The District shall provide designated water operations person for access to tank site and unobstructed access to tank interior upon request by the Consultant at time and in the manner mutually agreed upon as required to accommodate work of Consultant.
 3. Consultant will provide payment on monthly progress estimates to the Consultant based upon work accomplished during the previous month or portion thereof.

IV. WORK PRODUCT

- A. The District designee shall at all times have access to the work product of the Consultant while it is under preparation or in progress. Upon completion of the project, all drawings, documents, and notes shall become property of the District, including all renderings, slides, sketches, and correspondence.

V. DESIGNATED REPRESENTATIVES

- A. Project shall be under direct control of Ms. Krista Harper, P.E. to whom all questions may be directed. It is understood the District's representative will be Mr. Ted Beckwith, who will provide the interface between the District's Staff and Consultant.

VI. COST ESTIMATE

- A. Based on the previously noted Scope of Work – Condition Assessment, the cost would be \$3,200.
- B. Additional meetings and work as directed by District = Hourly basis

IX. ACCEPTANCE OF PROPOSAL

- A. The cost estimate, terms and conditions of this proposal are valid for sixty days from receipt of proposal. Acceptance shall be deemed valid upon receipt by Harper & Associates Engineering, Inc. of the original proposal executed by the District's authorized

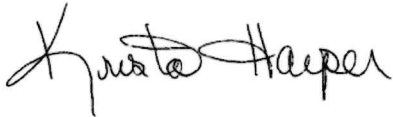
representative within noted time frame. Acceptance will be in whatever form is routinely used by District.

X. CONFIDENTIALITY OF PROPOSAL

- A. The content of this proposal and any conversations with Consultant regarding this proposal are considered to be confidential and is not for publication, discussion or knowledge of any person or persons who are not employees of District.

Respectfully submitted,

HARPER & ASSOCIATES ENGINEERING, INC.

A handwritten signature in black ink that reads "Krista Harper". The signature is written in a cursive style with a large initial "K".

Krista Harper, P.E.
Vice President

12. Directors Comments – Non-action

13. Adjournment