

Rubidoux Community Services District

Board of Directors

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

General Manager

Jeffrey D. Sims



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

NOTICE AND AGENDA FOR THE RUBIDOUX COMMUNITY SERVICES DISTRICT BOARD MEETING

Thursday, November 19, 2020 at 4:00 PM

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

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

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

- Using the Zoom App or website for free at: <https://zoom.us/>
 - o Once installed ahead of the meeting, you may choose your audio source as either computer speakers/microphone or telephone.
 - o If you wish to make public comments via the Zoom platform, the Board Secretary will identify you at your time to speak.
 - o Meeting ID is **433-532-2766**.

- Calling into the meeting at any one of the following numbers:

+1 669 900 9128
+1 346 248 7799
+1 301 715 8592
+1 312 626 6799
+1 646 558 8656
+1 253 215 8782

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

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

ACTION ITEMS:

9. Receive and File Statement of Cash Asset Schedule Report Ending October 2020: **DM 2020-80**
10. Consider Budget Amendments to Correct Funding Utilization Between District Accounts: **DM 2020-81**
11. Consider Employee Training Expense: **DM 2020-82**
12. Authorize the Purchase of One Replacement Water Department Utility Vehicle: **DM 2020-83**
13. Consider Resolution No. 2020-872 – A Resolution Of The Board Of Directors Of The Rubidoux Community Services District That All Persons Physically Attending Meetings Of The Board Of Directors Wear A Face Covering: **DM 2020-84**
14. Closed Session –
CONFERENCE WITH REAL PROPERTY NEGOTIATORS: DM 2020-85
Property: 3715 Avalon Street, Jurupa Valley, CA (APN 179-111-004)
Agency negotiator: Jeff Sims
Negotiating parties: County of Riverside
Under negotiation: Price

15. Directors Comments - Non-action

16. Adjournment

Closed Session: At any time during the regular session, the Board may adjourn to a closed executive session to consider matter of litigation, personnel, negotiations, or to deliberate on decisions as allowed and pursuant with the open meetings laws. Discussion of litigation is within the Attorney/Client privilege and may be held in closed session.

Authority: Government code 11126-(a) (d) (q).

4. APPROVAL OF MINUTES FOR NOVEMBER 5, 2020, REGULAR
MEETING

MINUTES OF REGULAR MEETING
November 5, 2020
RUBIDOUX COMMUNITY SERVICES DISTRICT

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

DIRECTORS ABSENT:

STAFF PRESENT: Jeffrey Sims, General Manager
Ted Beckwith, Director of Engineering
Brian Laddusaw, Director of Finance
Brian Jennings, Manager Budgeting & Accounting
Miguel Valdez, Manager M & O

Call to order: the meeting of the Board of Directors of the Rubidoux Community Services District by Director Murphy, at 4:00 P.M., Thursday, November 5, 2020, at District Office, 3590 Rubidoux Boulevard, Jurupa Valley, California. Directors Muniz, Skerbelis, Trowbridge and Trueba attended via Zoom.

ITEM 4. APPROVAL OF MINUTES

Approval of Minutes for October 15, 2020, Board Meeting.

Director Muniz moved and Director Skerbelis seconded to approve the October 15, 2020 Regular Meeting Minutes.

Roll call:

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

Noes – 0

Abstain – 0

Away – 0

The motion was carried unanimously.

ITEM 5. Consideration to Approve the November 6, 2020 Salaries, Expenses and Transfers.

Consideration to Approve the November 6, 2020 Salaries, Expenses and Transfers.

Director Skerbelis moved and Director Muniz seconded to Approve the November 6, 2020 Salaries, Expenses and Transfers.

Roll call:

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

Noes – 0

Abstain – 0

Away – 0

The motion was carried unanimously.

ITEM 6. PUBLIC ACKNOWLEDGE OF NON-AGENDA MATTERS

There were no members of the public at this time.

ITEM 7. CORRESPONDENCE AND RELATED INFORMATION

There was nothing to offer at this time.

ITEM 8. MANAGER'S REPORT

Operations Report:

The General Manager reported the front office customer service counter was re-opened on November 2, 2020. A supply of masks and hand sanitizer was placed in the lobby along with signs indicating masks must be worn to enter the building.

A new phone system was installed and now being used. With the new phone system, calls can be routed to staff's mobile phones. This enables customer calls to be routed to the Customer Service Representatives working remotely (at home). Also, the new system allowed for discontinuance of the answering service, saving the District \$500 a month. Now when customers call after hours, a phone tree routes the call to the On-Call staff person for response.

Director Skerbelis requested a policy be brought to the Board to consider requiring all persons attending Board Meetings in person to wear a face covering consistent with current state of California guidelines.

Emergency and Fire Report:

Presented at the second board meeting of the month.

**ITEM 9. Consider Proposals and Options for Termite Eradication of Fire Station.
DM 2020-76.**

BACKGROUND

At the regularly scheduled August 20, 2020 meeting of the Rubidoux Community Services District (“District”) Board of Directors, during the manager’s report agenda item, staff notified the Board and conducted a brief presentation of a termite infestation currently affecting Fire Station 38. As you know, Fire Station 38 is owned by the District and the overall operating and maintenance costs of the structure is the responsibility of the District. At the time staff was notified of the termite issue in August, it was believed termite damage might be covered under the District’s property coverage insurance policy. After a discussion with our carrier, it was determined this kind of damage was not covered. Due to the impact prolonged termite damage can have on the structural integrity of Fire Station 38, absent coverage, the District had no choice but to proceed with eradication efforts. Chief Tovar, who at the time was the Battalion Chief assigned to Station 38, began the process of coordinating with pest control vendors to inspect the station for termite damage and to provide the Chief with a conclusion of their findings and recommendations for eradication. A total of three pest control vendors inspected the fire station. During this time, Chief Tovar was reassigned, and Battalion Chief Andrew Kibby was assigned to Fire Station 38 as his successor. The consensus among the three vendors, prior to the discussion of pricing, was the eradication process would take approximately 72 hours. Thus, to maintain a continuity of Fire Station 38’s operations, Chief Kibby mentioned the need to set up a remote workstation for the firemen/firewomen during this time. At his recommendation, he noted these remote workstations/sleeping arrangements could be accomplished with the renting of RV’s and placing them behind the station to keep the engine company in the primary roll area of Fire Station 38.

Below is a summary of the various options presented to staff for eradicating the termite infestation at Fire Station 38 followed by staff and Chief Kibby’s joint recommendation on how to proceed.

Pest Control Vendor Options:

1. Orkin (Attach 1) –

	<u>1-Year Warranty</u>	<u>**5 Year Warranty</u>
Fumigation	\$ 10,547.00	\$ 14,345.00
*Tile Roof Replacement	\$ 3,255.00	\$ 3,255.00
	<u>\$ 13,802.00</u>	<u>\$ 17,600.00</u>

*Optional but recommended due to potential for cracked roof tiles during tenting process
 **When paid upfront at time of fumigation, equates to 5th year free (yearly value of warranty is \$1,266)

2. Terminix (Attach 2) –

	<u>1-Year Warranty</u>	<u>*5 Year Warranty</u>
Fumigation	<u>\$ 13,000.00</u>	<u>\$ 20,099.20</u>

Note: Tile replacement service not offered.
 Note: Warranty purchased on year by year basis
 *Provided for comparison purposes with Orkin

3. Vacate (Provided Verbid Only) –

Fumigation \$ 12,000.00

Note: Tile replacement service not offered.
Note: Warranty not offered.

Chief Kibby Comments –

- All vendors more or less provide same fumigation service to eradicate the termites.
- Discarded Vacate vendor as warranty was not offered.
- Preferred Orkin due to pricing and tile replacement option.

Remote Workstations/Sleeping Arrangement Options:

El Monte RV:

1. Family sleeper 30', Class A, Sleeps 6:
\$289 per day, 36 cents a mile
2. Family sleeper 35', Class A, Sleeps 6-8:
\$350 per day, 39 cents a mile

Notes:

- A \$1,000 security deposit is required per vehicle and refundable upon return of sleeper in satisfactory condition.
- Optional \$80 per night per sleeper insurance policy.
- Round trip El Monte RV to Fire Station 38 is approx. 23 miles
- A \$250 reservation fee required at time of booking which will be applied to overall balance
- Pricing of sleepers is fluid with demand and time of year. Sales representative noted rental dates closer to holidays would have an overall higher per night rental price than non-holidays.

Chief Kibby Comments:

- Due to the ongoing pandemic and remaining conscious of social distancing recommendations, Chief prefers renting two 30'. This will allow Fire Station 38 staff to spread out accordingly and designate one unit as the sleeping quarters and the other unit as operation quarters.

District Staff and Chief Kibby Joint Recommendation:

Based upon the options available to staff, taking into account pricing, warranty availability, budget considerations and the overall need to maintain a continuity of operations for Fire Station 38, staff, in conjunction with Chief Kibby, recommend the following package:

<u>Orkin</u>	<u>5 Year Warranty</u>
Fumigation	\$ 14,345.00
Tile Replacement	\$ 3,255.00
	\$ 17,600.00
<u>El Monte RV</u>	<u>30' Sleepers</u>
(2) 30' Sleepers – 3 Days	\$ 1,734.00
(2) Mileage – 23 Miles	\$ 16.56
(2) Rental Insurance	\$ 480.00
	\$ 2,230.56

Total Estimated Cost

\$ 19,830.00

Note: This amount does not include the \$1,000 per sleeper refundable security deposit. Also, sleeper pricing is subject to seasonal fluctuations.

The total estimated amount of \$19,830.56 is considered a repair and maintenance cost and is not a betterment or improvement to the overall structure of Fire Station 38 and will be paid out of the Fire/Weed Abatement Fund Budget as a normal operating expense. Included in the board adopted fiscal year 2020-2021 budget is a line item for 'Fire Station – Repairs and Maintenance' totaling \$43,300, none of which have been expended by the Districts as of the writing of this Director's Memorandum, thus the aforementioned budgeted amount is sufficient to cover this estimated expense.

Director Skerbelis made the motion and Director Trueba seconded the Board of Directors authorize the General Manager to expend up to \$15,000 for the following:

1. **Execute a contract with Orkin to fumigate Fire Station 38 (including a one-year warranty on the work performed) with no tile replacements allowance.**
2. **Execute a contract with El Monte RV to rent two 30' sleepers.**

Roll call:

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

Noes – 0

Abstain – 0

Absent – 0

The motion was carried unanimously.

ITEM 10. Receive and File the Budget to Actual Report for the Three Months Ended September 30, 2020. DM 2020-77.

At the June 20, 2019 Board Meeting, the Board of Directors adopted a (2) year budget for FY 2019-2020 and FY 2020-2021. Prior to this, it had been District practice to adopt single year budgets. A two (2) year budget was adopted for FY 2019-2020 and FY 2020-2021 to minimize the amount of staff time used year-after-year on the budget setting process. This decision is to improve efficiency of the overall budgeting process, as many times repetitive decisions are made during an annual budgeting process, thus freeing up staff for other activities. Although staff does its best during the budgeting process, to ensure the budget is as accurate as possible, certain unforeseen items, regulations, etc. affect the District during the course of a fiscal year. For example, DDW's lowering of PFAS contaminant levels created the need for significant unanticipated expenses. As the Directors are aware, when District funds need to be encumbered and spent outside of our approved budgeted amounts, staff seeks Board approval of budget amendments through Board letters.

Year one (1) of the biennial budget ended June 30, 2020. At the September 3, 2020 Board Meeting, staff presented the unaudited actual revenue and expense information compared to budgeted amounts for the year ended This information, as presented to the Board, did not include the usual

adjustments made by the District’s auditors, RAMS, for items like CalPERS pension liability and other post-employment benefit liability adjustments. A month later, at the October 15, 2020 Board Meeting, staff presented the final draft version of the District’s Financial Statements. The Financial Statements were approved by the Board unanimously and later issued October 16, 2020. Subsequent to the Board’s approval, District staff recorded all proposed adjustments into our accounting software and closed the year accordingly.

Currently, the District is in the second year of the biennial budget. Attached for the Board of Directors’ consideration is the Budget vs. Actual Report for the Three Months Ended September 30, 2020. Over the next few months, District staff will begin the budgeting process for fiscal year 2021-2022 and on, thus, providing quarterly updates of the District’s finances will be important information to have when the process commences in early 2021. Consistent with previous budgeting cycles, District staff will be holding Budget Workshops to incorporate Board participation. You will be notified separately when those are scheduled.

Director Skerbelis moved and Director Trowbridge seconded to “Receive and File” the Budget vs. Actual Report for the Three Months Ended September 30, 2020 to the Rubidoux Community Services District Board of Directors.

Roll call:

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

Noes – 0

Abstain – 0

Absent – 0

The motion was carried unanimously.

ITEM 11. Consider Ratification of Contract for Architectural Services for New Office Space. DM 2020-78.

BACKGROUND

The City of Jurupa Valley (“City”) is interested in purchasing the County Fleet Services Building and surrounding Property (“Building”) on the corner of Crestmore and Mission Blvd. The City has discussed partnering with Rubidoux Community Services District (“District”) with purchase and co-use of the Building, including a possible sheriff substation. This is a long-term decision involving a potential partnership where the District would be the minority owner and committing to significant expense – both in debt service and initial tenant improvements. Given these factors it is prudent for the District, on behalf of its rate payers and customers, to determine if the building is right for its use and occupancy. This also includes looking at costs associated with this purchase beyond the initial purchase price. These costs include costs to modify the building to make it useable for co-use (“Tenant Improvements”) and ongoing operational/maintenance costs.

District staff has discussed this internally and has come up with some options for the Board to consider which are as follows:

1. Purchase the Fleet Services Building in partnership with the City and do necessary Tenant Improvements to modify to meet co-use needs.

2. "Modernize" the existing District office building to bring it to current standards for access compliance, energy efficiency, seismic resistance, and better space utilization. This option would include building a new Operation Building to replace the aged and undersized facility on Pacific.*
3. Remove existing District building and build a new Operation Building to replace the aged and undersized facility on Pacific.*
4. Do nothing and continue to occupy our current facilities on Rubidoux Blvd. and Pacific in their current condition.

*It should be understood Items 2 and 3 refer to the property on Rubidoux Blvd. where the existing office is located and the 2.3 acres between RCSD and Stater Brothers is also available for development as a warehouse for field operations, eliminating the need for the District Field Office at Limonite and Pyrite.

On October 8, 2020 District staff was advised the City desires to make an offer for the County Fleet Building sometime in December. On October 14, 2020, a meeting was held at the City of Jurupa Valley attended by George Wentz, Rod Butler, and Councilman Chris Barajas of the City, and Board Directors John Skerbelis and Hank Trueba Jr. and District staff. At this meeting joint use of the building was discussed, including the possibility of forming a Joint Powers Authority (JPA) to own the building. The City proposed a 60% - 40% ownership split with the City owning 60%. The proposed JPA would own the building with the Board of the JPA comprised of 3 board members from the City and 2 from the District.

The City has not provided specifics on their utilization of the building. In prior meetings with the City, District staff has recommended co-funding the hiring of a consultant to assist with a building usage program. A building usage program would assist in answering questions regarding use of the building such as: 1) use of shared areas of the building, 2) how the space is split between the City and District, 3) tenant improvements initially needed, 4) technological separation requirements, 5) operational costs, and 6) details to be included in purchase and JPA formation agreements.

Developing a building usage program is an expertise staff recommends seeking assistance. Due to the accelerated timing the City is now working towards, District staff obtained a Professional Services Cost Proposal ("Proposal") from the local Riverside architectural firm of Ruhnau Clarke for a Feasibility Study. This Proposal includes:

1. Phase One: is in the amount of \$1,800 and is for an "Approach and Concerns Outline" which consists of a series of scoping and cost questions to consider with the City if the District were to purchase the building in partnership with the City and a brief study of existing space and preliminary suggestions on how to divide the County Fleet Building.
2. Phase Two: is in the amount of \$24,300 and is for an "Option Analysis" to investigate the District's needs and program requirements for the first three options listed above including scope and preliminary costs of each option for budgeting purpose. The cost analysis would be magnitude of order level to give staff and the Board a general idea of relative costing between the options.
3. The reimbursable is in the amount of \$500 and is for the cost of printing, courier services and other minor incidentals.

Due to the City's fast schedule and the fact there are 3 weeks between District Board Meetings from the middle of October until the first week in November the General Manager engaged Rhunau

Clarke with the intent of seeking ratification by the Board at the November 5, 2020 Board Meeting. As explained at the October 15, 2020 Board Meeting during General Manager comments, participation with the City in purchase of the Fleet Building is a decision with long-term ramifications to the District. This includes suitability of use, co-ownership details, and costs.

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

- 1. Amend the FY 2020-2021 Budget by moving the Feasibility Analysis funding of \$26,600 from Water Fund Reserves to the Field/Admin Building Fund.**
- 2. Ratify a contract with Ruhnu Clark Architects in the amount of \$26,600 to perform Architectural Services.**

Roll call:

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

Noes – 0

Abstain – 0

Away – 0

The motion carried unanimously.

ITEM 12. Consider Approval of the Notice of CEQA Categorical Exemption for Anita B. Smith Well 6 GAC Project and Authorization for Staff to File it with the Appropriate Agencies. DM 2020-79.

BACKGROUND

As the Board may recall, the Rubidoux Community Services District (“District”) needs to add treatment to meet lower Notification Limit (“NL”) and Response Limit (“RL”) for PFAS contaminants established by the State of California State Water Resources Control Board Department of Drinking Water (“DDW”). Two components of PFAS contaminants are PFOA and PFOS. The new NL and RL are 5.1 ppt and 10 ppt for PFOA, and are 6.5 ppt and 40 ppt for PFOS, respectively. Conducted testing and laboratory results indicate all potable water supply wells in the District are at or above these limits. Absent treatment to lower the PFAS contaminants to below the DDW limits, the District will need to notify its customers they are being served water with PFAS contaminants above the limits set by DDW.

The District is in process of developing a Granular Activated Carbon Filtration System (“Project”) to treat water for Well 6 (Q = 2,200 gpm). The purpose of the Project is to remove PFAS contaminants to below the new NL. A part of the approval and permitting process for the Project is for the District to file a Notice of Exemption (“NOE”) with the County and Office of Planning and Research State Clearing House indicating the Project is categorically exempt from the California Environmental Quality Act (CEQA).

Categorical exemptions are identified in Section 15300 of the State CEQA Guidelines as *“a list of classes of projects which have been determined not to have a significant effect on the environment and which shall, therefore, be exempt from the provision of CEQA.”* To determine whether a

project is categorically 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. An analysis of these requirements has been done for the District by TKE Engineering finding the District meets the requirements for Categorical Exemption for this Project.

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

- 1. Find in its sole discretion the Project meets the requirements for a Categorical Exemption for both Class 1 and Class 3 Exemptions (CEQA Section 15301(b) and Section 15303(e)) 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 – 5 (Muniz, Murphy, Skerbelis, Trowbridge, Trueba)

Noes – 0

Abstain – 0

Absent – 0

The motion was carried unanimously.

ITEM 13. Closed Session - None

ITEM 14. Directors Comments

Director Murphy stated that upon his arrival to the District for the Board Meeting that afternoon a sign was on the door stating, "Masks Required". There is a difference between "Masks Required" and "Masks Provided". This agency is a monopoly. People who get their water from here do not have a choice to go somewhere else. Requiring them to have a mask is a burden. If we're a monopoly, that's why we have a governing board, we ought to recognize that. Director Skerbelis stated "if you are required to wear a mask in the grocery store and the auto parts store then certainly a mask should be worn in our District Office."

Director Murphy adjourned the meeting at 4:57 PM.

5. CONSIDERATION TO APPROVE NOVEMBER 20, 2020 SALARIES, EXPENSES
AND TRANSFERS

RUBIDOUX COMMUNITY SERVICES DISTRICT
NOVEMBER 19, 2020 (BOARD MEETING)
FUND TRANSFER AUTHORIZATION

NET PAYROLL 11/27/20	60,524.00
WIRE TRANSFER: FEDERAL PAYROLL TAXES 11/30/20	23,200.00
WIRE TRANSFER: STATE PAYROLL TAXES 11/30/20	4,800.00
WIRE TRANSFER: TO CREDIT UNION	2,576.00
WIRE TRANSFER: PERS RETIREMENT	15,150.00
WIRE TRANSFER: PERS REPLACEMENT BENEFIT	-
WIRE TRANSFER: PERS HEALTH PREMIUMS	-
WIRE TRANSFER: PERS RETIRED HEALTH PREMIUMS AND FEES	-
WIRE TRANSFER: SECTION 125	50.00
WIRE TRANSFER: SECTION 457	2,305.00

CHECKING ACCOUNT TRANSFERS FOR ACCOUNTS PAYABLE:

11/20/2020 WATER FUND TO GENERAL FUND-Payables	844,486.02
WATER FUND TO GENERAL FUND-Trash	185,246.60
WATER FUND TO SEWER FUND	129,784.08
 SEWER FUND TO GENERAL FUND-Payables	 155,245.18

INTERFUND TRANSFERS:

11/20/2020 SEWER FUND CHECKING TO LAIF SEWER OP	-
SEWER FUND CHECKING TO LAIF SEWER ML	-
SEWER FUND CHECKING TO WATER FUND CHECKING	-
LAIF SEWER OP TO SEWER FUND CHECKING	25,000.00
GENERAL FUND CHECKING TO LAIF FIRE MITIGATION	-
GENERAL FUND PROP TAX TO GENERAL FUND CHECKING	88,000.00
GENERAL FUND CHECKING TO SEWER FUND CHECKING	500.00
GENERAL FUND CHECKING TO WATER FUND CHECKING	23,064.00
LAIF GENERAL TO GENERAL FUND CHECKING	-
LAIF PROPERTY TAX TO GENERAL FUND CHECKING	50,000.00
WATER FUND CHECKING TO LAIF-COP PAYBACK	63,300.00
WATER FUND CHECKING TO LAIF-W.R.	9,700.00
WATER FUND CHECKING TO GENERAL FUND CHECKING	687.50
LAIF WATER ML TO LAIF WATER REPLACEMENT	-
LAIF WATER ML TO LAIF WATER OPS	-
LAIF WATER OP TO WATER FUND CHECKING	380,000.00
WATER FUND CHECKING TO LAIF WATER RESERVE	-
WATER FUND CHECKING TO LAIF WATER OP	356.00
WATER FUND CHECKING TO LAIF WATER ML	22,644.00
WATER FUND CHECKING TO WATER FUND BOFA PAYMODE	-
LAIF WATER OP TO LAIF FIELD/ADMIN BLDG	-
LAIF COP TO LAIF PROPERTY TAX	-
LAIF COP TO GENERAL FUND CHECKING	644,000.00
LAIF PROPERTY TAX TO LAIF SEWER OP	-
CDARS WATER ML TO WATER FUND CHECKING	-

NOTES PAYABLE

<u>DESCRIPTION</u>	<u>BALANCE</u>		<u>PAYMENT</u>	<u>DUE DATE</u>
U.S. Bank Trust (1998 COP's Refunding)	3,125,000	Prin.	565,000	Dec-20
U.S. Bank Trust (1998 COP's Refunding)	414,502	Intr.	79,688	Dec-20
MN Plant-State Revolving Loan	4,132,022	Prin.	128,987	Jan-21
MN Plant-State Revolving Loan	784,623	Intr.	53,111	Jan-21

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

11/17/2020 7:19:30 AM

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Tr. #	Vendor	Inv Date	Paid Out	Immediate	Credit Card Vendor	Due Date	Discount Date	Invoice #
PO Number		Immediate GL Account	GL Account	Check #	CC Reference #	Payment Date	Discount	Total Invoice
GL Date								
1	ACORN / ACORN TECHNOLOGY SERVICE ✓							94067.A ✓
NOV '20 IT SUPT		11/1/2020 ✓	N	N		11/20/2020 ✓	11/1/2020	\$0.00
11/19/2020 ✓					N			\$3,710.00 ✓
2	ACORN / ACORN TECHNOLOGY SERVICE ✓							94067.B ✓
VOIP PHN SYS		11/1/2020 ✓	N	N		11/20/2020 ✓	11/1/2020	\$0.00
11/19/2020 ✓					N			\$5,721.44 ✓
3	AQUA METRIC SALES / AQUA METRIC SALES CO ✓							INV0079609. ✓
3/4" MTRS/PARTS		10/28/2020 ✓	N	N		11/27/2020 ✓	10/28/2020	\$0.00
11/19/2020 ✓					N			\$14,353.38 ✓
4	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CJ01348-0267 ✓
WTR ANALYSES		10/16/2020 ✓	N	N		11/15/2020 ✓	10/16/2020	\$0.00
11/19/2020 ✓					N			\$168.00 ✓
5	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CJ01349-0267 ✓
WTR ANALYSES		10/16/2020 ✓	N	N		11/15/2020 ✓	10/16/2020	\$0.00
11/19/2020 ✓					N			\$168.00 ✓
6	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CJ01350-0267 ✓
WTR ANALYSES		10/16/2020 ✓	N	N		11/15/2020 ✓	10/16/2020	\$0.00
11/19/2020 ✓					N			\$420.00 ✓
7	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CJ01438-0267 ✓
WTR ANALYSES		10/19/2020 ✓	N	N		11/18/2020 ✓	10/19/2020	\$0.00
11/19/2020 ✓					N			\$84.00 ✓
8	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CJ02267-0267 ✓
WTR ANALYSES		10/27/2020 ✓	N	N		11/26/2020 ✓	10/27/2020	\$0.00
11/19/2020 ✓					N			\$116.00 ✓
9	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CJ02672-0267 ✓
WTR ANALYSES		10/30/2020 ✓	N	N		11/29/2020 ✓	10/30/2020	\$0.00
11/19/2020 ✓					N			\$96.00 ✓
10	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CK00040-0267 ✓
WTR ANALYSES		11/2/2020 ✓	N	N		12/2/2020 ✓	11/2/2020	\$0.00
11/19/2020 ✓					N			\$48.00 ✓
11	BPS B'S POOL SUPPLIES / B.P.S. B's POOL SUPPLIES ✓							105797 ✓
SODIUM HYPO		10/28/2020 ✓	N	N		11/27/2020 ✓	10/28/2020	\$0.00
11/19/2020 ✓					N			\$1,594.71 ✓
12	CROWN ACE HARDWARE / CROWN ACE HARDWARE ✓							081589 ✓
BATTERIES		10/28/2020 ✓	N	N		11/27/2020 ✓	10/28/2020	\$0.00
11/19/2020 ✓					N			\$19.38 ✓
13	CROWN ACE HARDWARE / CROWN ACE HARDWARE ✓							081605 ✓
TOOL		10/29/2020 ✓	N	N		11/28/2020 ✓	10/29/2020	\$0.00
11/19/2020 ✓					N			\$7.53 ✓
14	ENVIRONMENTAL / ENVIRONMENTAL MANAGEMENT ✓							T017077 ✓
SWR DISPOSAL		10/13/2020 ✓	N	N		11/12/2020 ✓	10/13/2020	\$0.00
11/19/2020 ✓					N			\$8,899.00 ✓
15	HOUSTON HARRIS / HOUSTON & HARRIS PCS, INC. ✓							20-23123 ✓
HYDRO-WSH		10/27/2020 ✓	N	N		11/26/2020 ✓	10/27/2020	\$0.00
11/19/2020 ✓					N			\$1,332.50 ✓
16	J THAYER / J THAYER COMPANY, INC. ✓							1487256-0 ✓
SUPPLIES		11/3/2020 ✓	N	N		12/3/2020 ✓	11/3/2020	\$0.00
11/19/2020 ✓					N			\$454.05 ✓
17	KUMA TIRE / KUMA TIRE & WHEEL ✓							125543 ✓
R&M TRK		10/27/2020 ✓	N	N		11/26/2020 ✓	10/27/2020	\$0.00
11/19/2020 ✓					N			\$125.55 ✓

\$9,431.44

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PO Number		Inv Date	GL Account		Check #			Discount
GL Date		Immediate	GL Account		Credit Card	CC Reference #	Payment Date	Total Invoice
18	KUMA TIRE / KUMA TIRE & WHEEL ✓							125546 ✓
R&M TRK		10/28/2020 ✓	N	N			11/27/2020 ✓ 10/28/2020	\$0.00
11/19/2020 ✓					N			\$417.15 ✓
19	LAWNMOWER CENTER / LAWMOWER CENTER ✓							13503 ✓
R&M EQUIP		10/30/2020 ✓	N	N			11/29/2020 ✓ 10/30/2020	\$0.00
11/19/2020 ✓					N			\$126.70 ✓
20	MERIT OIL / MERIT OIL COMPANY ✓							610612 ✓
DIESEL FUEL		10/27/2020 ✓	N	N			11/11/2020 ✓ 10/27/2020	\$0.00
11/19/2020 ✓					N			\$230.07 ✓
21	MERIT OIL / MERIT OIL COMPANY ✓							610663 ✓
DIESEL FUEL		10/27/2020 ✓	N	N			11/11/2020 ✓ 10/27/2020	\$0.00
11/19/2020 ✓					N			\$177.22 ✓
22	MERIT OIL / MERIT OIL COMPANY ✓							610529 ✓
GASOLINE		10/28/2020 ✓	N	N			11/12/2020 ✓ 10/28/2020	\$0.00
11/19/2020 ✓					N			\$1,133.40 ✓
23	QUINN CAT / QUINN CAT / MACHINERY ✓							WOG00009048 ✓
AIR FILTERS		10/26/2020 ✓	N	N			11/25/2020 ✓ 10/26/2020	\$0.00
11/19/2020 ✓					N			\$52.53 ✓
24	QUINN CAT / QUINN CAT / MACHINERY ✓							WOG00009097 ✓
R&M EQUIP		10/29/2020	N	N			11/28/2020 ✓ 10/29/2020	\$0.00
11/19/2020 ✓					N			\$651.57 ✓
25	R&D MECHANICAL / R&D MECHANICAL SUPPLY, INC ✓							11004131 ✓
PAINT		10/23/2020 ✓	N	N			11/22/2020 ✓ 10/23/2020	\$0.00
11/19/2020 ✓					N			\$61.99 ✓
26	R&D MECHANICAL / R&D MECHANICAL SUPPLY, INC ✓							11004132 ✓
PARTS		10/13/2020 ✓	N	N			11/12/2020 ✓ 10/13/2020	\$0.00
11/19/2020 ✓					N			\$649.24 ✓
27	RIVERSIDE CNTY FIRE / RIVERSIDE CNTY OFC FIRE ✓							FPHAZ-001785-2020 ✓
2540 HALL WEED ABATE		10/19/2020 ✓	N	N			11/18/2020 ✓ 10/19/2020	\$0.00
11/19/2020 ✓					N			\$130.00 ✓
28	RIVERSIDE CNTY FIRE / RIVERSIDE CNTY OFC FIRE ✓							FPHAZ-001724-2020 ✓
5292 MSSN WEED ABATE		10/27/2020 ✓	N	N			11/26/2020 ✓ 10/27/2020	\$0.00
11/19/2020 ✓					N			\$130.00 ✓
29	RIVERSIDE CNTY FIRE / RIVERSIDE CNTY OFC FIRE ✓							FPHAZ-001725-2020 ✓
5256 MSSN WEED ABATE		10/27/2020 ✓	N	N			11/26/2020 ✓ 10/27/2020	\$0.00
11/19/2020 ✓					N			\$130.00 ✓
30	SECURITY / SECURITY GUARD PORS ✓							20181950 ✓
GUARD SVC		10/30/2020 ✓	N	N			11/14/2020 ✓ 10/30/2020	\$0.00
11/19/2020 ✓					N			\$296.95 ✓
31	SITEONE / SITEONE LANDSCAPE SUPPLY, LLC ✓							104316856-001 ✓
COVER		10/21/2020 ✓	N	N			11/20/2020 ✓ 10/21/2020	\$0.00
11/19/2020 ✓					N			\$4.57 ✓
32	SOCAL TRUCK / SOCAL TRUCKWORKS ✓							9976 ✓
R&M TRK		11/2/2020 ✓	N	N			12/2/2020 ✓ 11/2/2020	\$0.00
11/19/2020 ✓					N			\$69.13 ✓
33	ULINE / ULINE ✓							125751359 ✓
SUPPLIES		10/21/2020 ✓	N	N			11/20/2020 ✓ 10/21/2020	\$0.00
11/19/2020 ✓					N			\$389.12 ✓
34	ULINE / ULINE ✓							126221937 ✓
SUPPLIES		11/3/2020 ✓	N	N			12/3/2020 ✓ 11/3/2020	\$0.00
11/19/2020 ✓					N			\$211.37 ✓

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PO Number		Inv Date	Immediate GL Account		Check #					Discount
GL Date		Immediate GL Account			Credit Card	CC Reference #		Payment Date		Total Invoice
35	WESTERN MUNICIPAL WATER / WESTERN MUNICIPA				✓					IN12477
SEPT 20	BRINE	10/28/2020 ✓	N	N			11/27/2020 ✓	10/28/2020		\$0.00
11/19/2020 ✓					N					\$1,048.75 ✓
36	AIRGAS / AIRGAS USA, LLC ✓									9975176348 ✓
TNK RNTL		10/31/2020 ✓	N	N			11/30/2020 ✓	10/31/2020		\$0.00
11/19/2020 ✓					N					\$158.54 ✓
37	AMERICAN SAFETY PRODUCTS / AMERICAN SAFETY				✓					3016 ✓
UNIFORMS		9/23/2020 ✓	N	N			10/23/2020 ✓	9/23/2020		\$0.00
11/19/2020 ✓					N					\$1,268.66 ✓
38	AT&T / AT&T ✓									000015595909 ✓
PHN CHGS		11/7/2020 ✓	N	N			12/14/2020 ✓	11/7/2020		\$0.00
11/19/2020 ✓					N					\$376.84 ✓
39	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN				✓					CK00222-0267 ✓
WTR ANALYSES		11/3/2020 ✓	N	N			12/3/2020 ✓	11/3/2020		\$0.00
11/19/2020 ✓					N					\$148.00 ✓
40	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN				✓					CK00228-0267 ✓
WTR ANALYSES		11/3/2020 ✓	N	N			12/3/2020 ✓	11/3/2020		\$0.00
11/19/2020 ✓					N					\$1,788.00 ✓
41	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN				✓					CK00234-0267 ✓
WTR ANALYSES		11/3/2020 ✓	N	N			12/3/2020 ✓	11/3/2020		\$0.00
11/19/2020 ✓					N					\$315.00 ✓
42	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN				✓					CK00496-0267 ✓
WTR ANALYSES		11/5/2020 ✓	N	N			12/5/2020 ✓	11/5/2020		\$0.00
11/19/2020 ✓					N					\$105.00 ✓
43	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN				✓					CK00507-0267 ✓
WTR ANALYSES		11/5/2020 ✓	N	N			12/5/2020 ✓	11/5/2020		\$0.00
11/19/2020 ✓					N					\$96.00 ✓
44	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN				✓					CK00660-0267 ✓
WTR ANALYSES		11/9/2020 ✓	N	N			12/9/2020 ✓	11/9/2020		\$0.00
11/19/2020 ✓					N					\$148.00 ✓
45	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN				✓					CK00712-0267 ✓
LAB FEES		11/9/2020 ✓	N	N			12/9/2020 ✓	11/9/2020		\$0.00
11/19/2020 ✓					N					\$170.00 ✓
46	BERNELL / BERNELL HYDRAULICS, INC. ✓									0392301-IN ✓
PARTS		11/5/2020 ✓	N	N			12/5/2020 ✓	11/5/2020		\$0.00
11/19/2020 ✓					N					\$21.55 ✓
47	BOOT BARN / BOOT BARN ✓									INV00070783 ✓
BOOTS		10/14/2020 ✓	N	N			11/13/2020 ✓	10/14/2020		\$0.00
11/19/2020 ✓					N					\$338.13 ✓
48	BRINKS / BRINKS INC ✓									11349918 ✓
NOV '20 ARMR SVC		11/1/2020 ✓	N	N			12/1/2020 ✓	11/1/2020		\$0.00
11/19/2020 ✓					N					\$886.53 ✓
49	CARQUEST AUTO PARTS / CARQUEST AUTO PARTS ✓									7456-452068 ✓
PAINT		11/10/2020 ✓	N	N			12/10/2020 ✓	11/10/2020		\$0.00
11/19/2020 ✓					N					\$17.22 ✓
50	COMMERCIAL DOOR / COMMERCIAL DOOR COMPAN ✓									P10-20-61 ✓
R&M OFC		10/22/2020 ✓	N	N			11/21/2020 ✓	10/22/2020		\$0.00
11/19/2020 ✓					N					\$465.03 ✓
51	CORELOGIC / CORELOGIC, INC. ✓									82050354 ✓
ON-LINE SVC		10/31/2020 ✓	N	N			11/30/2020 ✓	10/31/2020		\$0.00
11/19/2020 ✓					N					\$178.75 ✓

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GL Date		Immediate	GL Account		Credit Card	CC Reference #	Payment Date	Total Invoice
52	CROWN ACE HARDWARE / CROWN ACE HARDWARE ✓	11/3/2020 ✓	N	N			12/3/2020 ✓	081635 ✓
CONCRETE							11/3/2020	\$0.00
11/19/2020 ✓								\$40.04 ✓
53	CROWN ACE HARDWARE / CROWN ACE HARDWARE ✓	11/5/2020 ✓	N	N			12/5/2020 ✓	081648 ✓
CONCRETE							11/5/2020	\$0.00
11/19/2020 ✓								\$37.60 ✓
54	CROWN ACE HARDWARE / CROWN ACE HARDWARE ✓	11/5/2020 ✓	N	N			12/5/2020 ✓	081651 ✓
BATTERIES							11/5/2020	\$0.00
11/19/2020 ✓								\$21.54 ✓
55	DELL MARKETING LP / DELL MARKETING L.P. C/O DE ✓	10/23/2020 ✓	N	N			11/22/2020 ✓	10432712934.A ✓
SERVER WRNTY EXT.							10/23/2020	\$0.00
11/19/2020 ✓								\$1,344.50 ✓
56	DELL MARKETING LP / DELL MARKETING L.P. C/O DE ✓	10/23/2020 ✓	N	N			11/22/2020 ✓	10432712934.B ✓
SONIC WALL 1YR							10/23/2020	\$0.00
11/19/2020 ✓								\$448.36 ✓
57	ELECTRONICS WAREHOUSE / ELECTRONICS WARE ✓	11/2/2020 ✓	N	N			12/2/2020 ✓	T-235407 ✓
CONNECTORS							11/2/2020	\$0.00
11/19/2020 ✓								\$39.15 ✓
58	EVOQUA / EVOQUA WATER TECH LLC ✓	9/30/2020 ✓	N	N			10/30/2020 ✓	904629262 ✓
PFAS RESIN N03							9/30/2020	\$0.00
11/19/2020 ✓								\$776,648.18 ✓
59	GRAINGER / GRAINGER ✓	10/28/2020 ✓	N	N			11/27/2020 ✓	9699417128 ✓
JACKETS							10/28/2020	\$0.00
11/19/2020 ✓								\$114.96 ✓
60	HARPER BURNS LLP / HARPER & BURNS LLP ✓	11/1/2020 ✓	N	N			12/1/2020 ✓	20201101.A ✓
NOV LGL SVC							11/1/2020	\$0.00
11/19/2020 ✓								\$853.75 ✓
61	HARPER BURNS LLP / HARPER & BURNS LLP ✓	11/1/2020 ✓	N	N			12/1/2020 ✓	20201101.B ✓
CITY RVSD LITGN							11/1/2020	\$0.00
11/19/2020 ✓								\$362.50 ✓
62	J THAYER / J THAYER COMPANY, INC ✓	11/4/2020 ✓	N	N			12/4/2020 ✓	1487635-0 ✓
CALENDARS							11/4/2020	\$0.00
11/19/2020 ✓								\$238.00 ✓
63	KH METALS / KH METALS & SUPPLY ✓	11/4/2020 ✓	N	N			12/4/2020 ✓	0539274-IN ✓
BOLLARD							11/4/2020	\$0.00
11/19/2020 ✓								\$193.36 ✓
64	KH METALS / KH METALS & SUPPLY ✓	11/5/2020 ✓	N	N			12/5/2020 ✓	0539555-IN ✓
TOOLS							11/5/2020	\$0.00
11/19/2020 ✓								\$27.34 ✓
65	KH METALS / KH METALS & SUPPLY ✓	11/9/2020 ✓	N	N			12/9/2020 ✓	0539890-IN ✓
TOOL/SUPPLIES							11/9/2020	\$0.00
11/19/2020 ✓								\$147.14 ✓
66	O'BRIEN / O'BRIEN, JAMES ✓	11/11/2020 ✓	N	N			12/11/2020 ✓	936704804 ✓
KAISER REIMBURSE							11/11/2020	\$0.00
11/19/2020 ✓								\$1,328.70 ✓
67	KUMA TIRE / KUMA TIRE & WHEEL ✓	11/9/2020 ✓	N	N			12/9/2020 ✓	125637 ✓
R&M EQUIP							11/9/2020	\$0.00
11/19/2020 ✓								\$25.00 ✓
68	MERIT OIL / MERIT OIL COMPANY ✓	11/4/2020 ✓	N	N			11/19/2020 ✓	611859 ✓
GASOLINE							11/4/2020	\$0.00
11/19/2020 ✓								\$992.12 ✓

\$1,792.86

\$1,216.25

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GL Date					Credit Card	CC Reference #		Total Invoice
69	QUINN CAT / QUINN CAT / MACHINERY ✓							WOG00009137 ✓
AIR FILTERS		11/2/2020 ✓	N	N		12/2/2020 ✓	11/2/2020	\$0.00
11/19/2020 ✓								\$124.13 ✓
70	R&D MECHANICAL / R&D MECHANICAL SUPPLY, INC ✓							C1004176 ✓
CREDIT		10/29/2020 ✓	N	N		11/28/2020 ✓	10/29/2020	\$0.00
11/19/2020 ✓								(\$61.99) ✓
71	R&D MECHANICAL / R&D MECHANICAL SUPPLY, INC ✓							I1004201 ✓
CURB STPS		11/9/2020 ✓	N	N		12/9/2020 ✓	11/9/2020	\$0.00
11/19/2020 ✓								\$1,359.38 ✓
72	READY REFRESH / READY REFRESH by NESTLE ✓							10J7701128196 ✓
RENTAL		10/24/2020 ✓	N	N		11/23/2020 ✓	10/24/2020	\$0.00
11/19/2020 ✓								\$21.54 ✓
73	RIVERSIDE CITY / RIVERSIDE CITY ✓							00257283.A ✓
AUG '20 TRTMT		10/29/2020 ✓	N	N		11/28/2020 ✓	10/29/2020	\$0.00
11/19/2020 ✓								\$128,803.40 ✓
74	RIVERSIDE CITY / RIVERSIDE CITY ✓							00257283.B ✓
AUG '20 SURCHG		10/29/2020 ✓	N	N		11/28/2020 ✓	10/29/2020	\$0.00
11/19/2020 ✓								\$14,944.44 ✓
75	RIVERSIDE CLEANING SYSTEMS / RIVERSIDE CLEAN ✓							432 ✓
CLEANING SVC		11/4/2020 ✓	N	N		12/4/2020 ✓	11/4/2020	\$0.00
11/19/2020 ✓								\$798.00 ✓
76	RUHNAU / RUHNAU CLARKE ARCHITECTS ✓							13588 ✓
FLEET BLDG CNLST		10/30/2020 ✓	N	N		11/29/2020 ✓	10/30/2020	\$0.00
11/19/2020 ✓								\$4,098.75 ✓
77	SCE / SCE ✓							20N2011970662 ✓
STREETLIGHTS		11/6/2020 ✓	N	N		11/25/2020 ✓	11/6/2020	\$0.00
11/19/2020 ✓								\$11,480.34 ✓
78	SCE / SCE ✓							20N2036525640.A ✓
MAIN OFC UTLTY		11/12/2020 ✓	N	N		12/1/2020 ✓	11/12/2020	\$0.00
11/19/2020 ✓								\$1,111.76 ✓
79	SCE / SCE ✓							20N2283710317.A ✓
FIRE STN UTLTY		11/12/2020 ✓	N	N		12/1/2020 ✓	11/12/2020	\$0.00
11/19/2020 ✓								\$1,353.41 ✓
80	SCG / SCG ✓							20N05925730565 ✓
FIRE STN UTLTY		10/30/2020 ✓	N	N		11/24/2020 ✓	10/30/2020	\$0.00
11/19/2020 ✓								\$75.31 ✓
81	SCG / SCG ✓							20N17882256005 ✓
MAIN OFC UTLTY		10/30/2020 ✓	N	N		11/24/2020 ✓	10/30/2020	\$0.00
11/19/2020 ✓								\$39.45 ✓
82	SCG / SCG ✓							20N01302181001 ✓
FLD OFC UTLTY		10/30/2020 ✓	N	N		11/24/2020 ✓	10/30/2020	\$0.00
11/19/2020 ✓								\$14.79 ✓
83	SHRED-IT / SHRED-IT USA ✓							8180747364 ✓
SHREDDING		10/31/2020 ✓	N	N		11/30/2020 ✓	10/31/2020	\$0.00
11/19/2020 ✓								\$92.26 ✓
84	SIMS / SIMS, JEFFREY ✓							20201110 ✓
LICENSE RNWL		11/10/2020 ✓	N	N		12/10/2020 ✓	11/10/2020	\$0.00
11/19/2020 ✓								\$115.00 ✓
85	SOCAL TRUCK / SOCAL TRUCKWORKS ✓							9992 ✓
R&M TRK		11/4/2020 ✓	N	N		12/4/2020 ✓	11/4/2020	\$0.00
11/19/2020 ✓								\$69.13 ✓

\$143,747.84

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GL Date		Immediate GL Account			Credit Card	CC Reference #		Total Invoice
86	SPECTRUM / SPECTRUM BUSINESS ✓							0914404110620 ✓
INTRNT 11/6-12/5		11/6/2020 ✓	N	N		11/23/2020 ✓	11/6/2020	\$0.00
11/19/2020 ✓								\$443.94 ✓
87	TRAFFIC MANAGEMENT / TRAFFIC MANAGEMENT, IN ✓							675571 ✓
SINAGE		10/31/2020 ✓	N	N		11/30/2020 ✓	10/31/2020	\$0.00
11/19/2020 ✓								\$164.78 ✓
88	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓							1027_111120.A ✓
COM TRSH 10/27-11/11		11/12/2020 ✓	N	N		12/12/2020 ✓	11/12/2020	\$0.00
11/19/2020 ✓								\$45,895.01 ✓
89	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓							1027_111120.B ✓
RES TRSH 10/27-11/11		11/12/2020 ✓	N	N		12/12/2020 ✓	11/12/2020	\$0.00
11/19/2020 ✓								\$139,351.59 ✓
90	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓							1027_111120.C ✓
RCSD SHR COMM		11/12/2020 ✓	N	N		12/12/2020 ✓	11/12/2020	\$0.00
11/19/2020 ✓								(\$4,589.50) ✓
91	TRI-CO DISPOSAL INC / TRI-CO DISPOSAL, INC ✓							1027_111120.D ✓
RCSD SHR RES		11/12/2020 ✓	N	N		12/12/2020 ✓	11/12/2020	\$0.00
11/19/2020 ✓								(\$1,055.81) ✓
92	UPS / UNITED PARCEL SERVICE ✓							0000F908W2450 ✓
POSTAGE		11/7/2020 ✓	N	N		12/7/2020 ✓	11/7/2020	\$0.00
11/19/2020 ✓								\$6.16 ✓
93	VARNER / VARNER & BRANDT LLP ✓							20N18872-0000M ✓
LGL SVCS		10/31/2020 ✓	N	N		11/30/2020 ✓	10/31/2020	\$0.00
11/19/2020 ✓								\$10,422.50 ✓
94	VERIZON WIRELESS / VERIZON WIRELESS ✓							9866034574 ✓
CELL PHN CHGS		11/1/2020 ✓	N	N		11/23/2020 ✓	11/1/2020	\$0.00
11/19/2020 ✓								\$468.62 ✓
95	WESTERN MUNICIPAL WATER / WESTERN MUNICIPAL ✓							R13709 ✓
NOV BRINE FXD		11/1/2020 ✓	N	N		12/1/2020 ✓	11/1/2020	\$0.00
11/19/2020 ✓								\$749.94 ✓
96	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CJ02025-0267 ✓
WTR ANALYSES		10/23/2020 ✓	N	N		11/22/2020 ✓	10/23/2020	\$0.00
11/19/2020 ✓								\$420.00 ✓
97	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CK00062-0267 ✓
WTR ANALYSES		11/2/2020 ✓	N	N		12/2/2020 ✓	11/2/2020	\$0.00
11/19/2020 ✓								\$420.00 ✓
98	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CK00969-0267 ✓
WTR ANALYSES		11/12/2020 ✓	N	N		12/12/2020 ✓	11/12/2020	\$0.00
11/19/2020 ✓								\$96.00 ✓
99	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CK00998-0267 ✓
WTR ANALYSES		11/12/2020 ✓	N	N		12/12/2020 ✓	11/12/2020	\$0.00
11/19/2020 ✓								\$64.00 ✓
100	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CK01004-0267 ✓
WTR ANALYSES		11/12/2020 ✓	N	N		12/12/2020 ✓	11/12/2020	\$0.00
11/19/2020 ✓								\$148.00 ✓
101	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CK01020-0267 ✓
WTR ANALYSES		11/12/2020 ✓	N	N		12/12/2020 ✓	11/12/2020	\$0.00
11/19/2020 ✓								\$232.00 ✓
102	BABCOCK E S SONS INC / BABCOCK, E S & SONS, IN ✓							CK01024-0267 ✓
WTR ANALYSES		11/12/2020 ✓	N	N		12/12/2020 ✓	11/12/2020	\$0.00
11/19/2020 ✓								\$420.00 ✓

\$179,601.29

Handwritten bracket grouping rows 88-91 and 92-93, pointing to the Total Invoice column.

AP Enter Bills Edit Report

Rubidoux Community Services District (RCSACT)

11/13/2020 1:23:07 PM

Batch: AAAALC

Page 7

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
103	BOOT BARN / BOOT BARN ✓	11/5/2020 ✓	N	N		12/5/2020 ✓	11/5/2020	INV000751527 ✓
	BOOTS - MARTINEZ							\$0.00
11/19/2020 ✓					N			\$149.03 ✓
104	BOOT BARN / BOOT BARN ✓	11/12/2020 ✓	N	N		12/12/2020 ✓	11/12/2020	CRE00002969 ✓
	CREDIT - O'BRIEN							\$0.00
11/19/2020 ✓					N			(\$175.00) ✓
105	CITY OF JURUPA VALLEY / CITY OF JURUPA VALLEY ✓	11/12/2020 ✓	N	N		12/12/2020 ✓	11/12/2020	6373 ✓
	PERMIT							\$0.00
11/19/2020 ✓					N			\$421.88 ✓
106	CITY OF JURUPA VALLEY / CITY OF JURUPA VALLEY ✓	11/12/2020 ✓	N	N		12/12/2020 ✓	11/12/2020	6374 ✓
	PERMIT							\$0.00
11/19/2020 ✓					N			\$424.40 ✓
107	CITY OF JURUPA VALLEY / CITY OF JURUPA VALLEY ✓	11/12/2020 ✓	N	N		12/12/2020 ✓	11/12/2020	6375 ✓
	PERMIT							\$0.00
11/19/2020 ✓					N			\$421.40 ✓
108	CITY OF JURUPA VALLEY / CITY OF JURUPA VALLEY ✓	11/12/2020 ✓	N	N		12/12/2020 ✓	11/12/2020	6377 ✓
	PERMIT							\$0.00
11/19/2020 ✓					N			\$422.20 ✓
109	CITY OF JURUPA VALLEY / CITY OF JURUPA VALLEY ✓	11/12/2020 ✓	N	N		12/12/2020 ✓	11/12/2020	6386 ✓
	PERMIT							\$0.00
11/19/2020 ✓					N			\$422.82 ✓
110	CROWN ACE HARDWARE / CROWN ACE HARDWARE ✓	11/10/2020 ✓	N	N		12/10/2020 ✓	11/10/2020	081681 ✓
	CEMENT							\$0.00
11/19/2020 ✓					N			\$37.60 ✓
111	CROWN ACE HARDWARE / CROWN ACE HARDWARE ✓	11/10/2020 ✓	N	N		12/10/2020 ✓	11/10/2020	081682 ✓
	CEMENT/TOOLS							\$0.00
11/19/2020 ✓					N			\$45.20 ✓
112	DURNEY DON / DURNEY, DON ✓	11/11/2020 ✓	N	N		12/11/2020 ✓	11/11/2020	20201111 ✓
	WEED/GRDNG SVC							\$0.00
11/19/2020 ✓					N			\$790.00 ✓
113	DH WATER / D&H WATER SYSTEMS ✓	11/13/2020 ✓	N	N		12/13/2020 ✓	11/13/2020	I 2020-1269 ✓
	PARTS							\$0.00
11/19/2020 ✓					N			\$432.51 ✓
114	HACH CO. / HACH COMPANY ✓	11/9/2020 ✓	N	N		12/9/2020 ✓	11/9/2020	12195028 ✓
	CHLORINE							\$0.00
11/19/2020 ✓					N			\$578.57 ✓
115	TLG / TLG PAVING COMPANY, INC ✓	11/12/2020 ✓	N	N		12/12/2020 ✓	11/12/2020	80518 ✓
	ASPHALT RPRS							\$0.00
11/19/2020 ✓					N			\$11,124.00 ✓

Grand Totals

Total Direct Expense: \$1,211,644.03
Total Direct Expense Adj: (\$5,882.30) ①
Total Non-Electronic Transactions: \$1,205,761.73 ②

Report Summary

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

① 5,882.30

② 1,205,761.73

61.94 R&D mech.
 5,645.31 Tri-Co
 175.00 Boot Barn
5,882.30
0.00

1,214,317.75
3,556.02

PR 11/13/20
 {

- 2,392.61 SDRMA-Rental
- 2,237.23 Corral-Supp'l
- 2,585.41 Standard-Life
- 1,035.72 V&P-Vision
- 255.00 Liano-Union

3,556.02

MR
 11/12/20

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

7. CORRESPONDENCE AND RELATED INFORMATION

8. MANAGER'S REPORT

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

Water and Wastewater Production Comparison

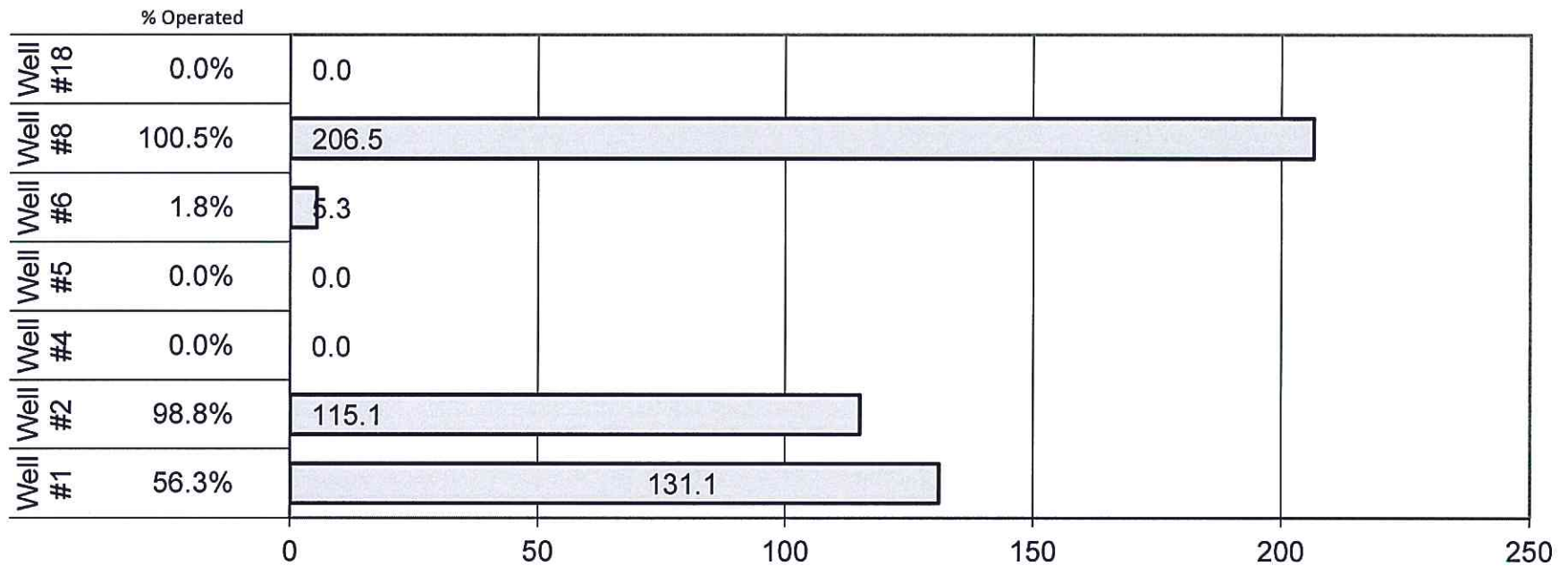
Date	TOTAL WELL PRODUCTION in Million Gallons					Consumption to JURUPA C.S.D.	WASTEWATER FLOW TO RIVERSIDE
	Purchased	Potable Wells	Potable Total	Non-Potable Wells	Non-Potable Total	(Million Gallons)	(Million Gallons)
10/1/2020	0.00	5.45	5.45	0.69	6.14	0.00	1.72
10/2/2020	0.00	5.14	5.14	0.51	5.65	0.00	1.74
10/3/2020	0.00	5.20	5.20	0.57	5.77	0.00	1.74
10/4/2020	0.00	4.80	4.80	0.50	5.30	0.00	1.73
10/5/2020	0.00	6.00	6.00	0.52	6.51	0.00	1.77
10/6/2020	0.00	4.50	4.50	0.56	5.06	0.00	1.78
10/7/2020	0.00	5.14	5.14	0.51	5.66	0.00	1.73
10/8/2020	0.00	5.10	5.10	0.02	5.13	0.00	1.74
10/9/2020	0.00	4.51	4.51	0.60	5.11	0.00	1.68
10/10/2020	0.00	4.73	4.73	0.49	5.22	0.00	1.71
10/11/2020	0.00	4.35	4.35	0.43	4.77	0.00	1.72
10/12/2020	0.00	5.44	5.44	0.44	5.87	0.00	1.76
10/13/2020	0.00	5.42	5.42	0.49	5.90	0.00	1.75
10/14/2020	0.00	3.94	3.94	0.50	4.44	0.00	1.71
10/15/2020	0.00	5.91	5.91	0.48	6.39	0.00	1.71
10/16/2020	0.00	5.32	5.32	0.51	5.83	0.00	1.68
10/17/2020	0.00	5.10	5.10	0.43	5.53	0.00	1.76
10/18/2020	0.00	4.25	4.25	0.43	4.68	0.00	1.78
10/19/2020	0.00	5.61	5.61	0.44	6.05	0.00	1.76
10/20/2020	0.00	4.37	4.37	0.02	4.39	0.00	1.77
10/21/2020	0.00	4.77	4.77	0.50	5.27	0.00	1.71
10/22/2020	0.00	4.59	4.59	0.02	4.61	0.00	1.75
10/23/2020	0.00	4.48	4.48	0.52	5.00	0.00	1.70
10/24/2020	0.00	3.75	3.75	0.04	3.79	0.00	1.70
10/25/2020	0.00	4.29	4.29	0.47	4.75	0.00	1.72
10/26/2020	0.00	3.56	3.56	0.56	4.12	0.00	1.52
10/27/2020	0.00	4.75	4.75	0.00	4.75	0.00	1.76
10/28/2020	0.00	5.21	5.21	0.29	5.50	0.00	1.74
10/29/2020	0.00	4.54	4.54	0.42	4.95	0.00	1.77
10/30/2020	0.00	4.45	4.45	0.37	4.82	0.00	1.71
10/31/2020	0.00	4.56	4.56	0.43	4.99	0.00	1.71
MINIMUM	0.00	3.56	3.56	0.00	3.79	0.00	1.52
AVERAGE	0.00	4.81	4.81	0.41	5.22	0.00	1.73
MAXIMUM	0.00	6.00	6.00	0.69	6.51	0.00	1.78
TOTAL	0.00	149.23	149.23	12.72	161.95	0.00	53.52

RUBIDOUX COMMUNITY SERVICES DISTRICT
MONTHLY WELL PRODUCTION
(Million Gallons)

DATE	POTABLE WATER								NONPOTABLE WATER					TOTALS		TOTAL PROD. (MG)
	JURUPA	MN Rmvl	GAC Plt	Nitrate Removal Plt		DALY	GOULD	MN Rmvl	28th ST.	DALY	CLEMENT	46th ST.	Mission	POTABLE (MG)	NON POTABLE (MG)	
	TIE-IN (MG)	Plt #1 Well #1A (MG)	TROYER Well #2 (MG)	FLT Well #4 (MG)	SKOTTY Well #6 (MG)	Well #5 (MG)	Well #8A (MG)	Plt #2 Well #18 (MG)	Well #3 (MG)	Well #7 (MG)	Well #11 (MG)	Well #14 (MG)	Wells #19 & #20 (MG)			
10/1/2020	0.00	2.07	1.13	0.00	0.14	0.00	2.12	0.00	0.17	0.00	0.50	0.00	0.02	5.45	0.69	6.14
10/2/2020	0.00	1.78	1.24	0.00	0.00	0.00	2.13	0.00	0.00	0.00	0.49	0.00	0.01	5.14	0.51	5.65
10/3/2020	0.00	1.74	1.23	0.00	0.00	0.00	2.22	0.00	0.00	0.00	0.55	0.00	0.02	5.20	0.57	5.77
10/4/2020	0.00	1.35	1.26	0.00	0.00	0.00	2.20	0.00	0.00	0.00	0.50	0.00	0.00	4.80	0.50	5.30
10/5/2020	0.00	2.20	1.36	0.00	0.00	0.00	2.45	0.00	0.00	0.00	0.49	0.00	0.03	6.00	0.52	6.51
10/6/2020	0.00	1.59	1.02	0.00	0.00	0.00	1.90	0.00	0.00	0.00	0.54	0.00	0.02	4.50	0.56	5.06
10/7/2020	0.00	1.59	1.22	0.00	0.17	0.00	2.17	0.00	0.00	0.00	0.49	0.00	0.02	5.14	0.51	5.66
Subtotal	0.00	12.31	8.45	0.00	0.30	0.00	15.17	0.00	0.17	0.00	3.56	0.00	0.12	36.24	3.85	40.09
10/8/2020	0.00	1.59	1.22	0.00	0.12	0.00	2.17	0.00	0.00	0.00	0.00	0.00	0.02	5.10	0.02	5.13
10/9/2020	0.00	1.03	1.28	0.00	0.00	0.00	2.21	0.00	0.00	0.00	0.59	0.00	0.02	4.51	0.60	5.11
10/10/2020	0.00	1.51	1.13	0.00	0.00	0.00	2.09	0.00	0.00	0.00	0.48	0.00	0.02	4.73	0.49	5.22
10/11/2020	0.00	0.93	1.24	0.00	0.00	0.00	2.18	0.00	0.00	0.00	0.41	0.00	0.01	4.35	0.43	4.77
10/12/2020	0.00	1.87	1.33	0.00	0.00	0.00	2.24	0.00	0.00	0.00	0.42	0.00	0.02	5.44	0.44	5.87
10/13/2020	0.00	1.84	1.21	0.00	0.20	0.00	2.17	0.00	0.00	0.00	0.47	0.00	0.02	5.42	0.49	5.90
10/14/2020	0.00	0.06	1.26	0.00	0.44	0.00	2.18	0.00	0.00	0.00	0.48	0.00	0.02	3.94	0.50	4.44
Subtotal	0.00	8.82	8.67	0.00	0.76	0.00	15.23	0.00	0.00	0.00	2.85	0.00	0.12	33.49	2.97	36.45
10/15/2020	0.00	1.89	1.20	0.00	0.67	0.00	2.15	0.00	0.00	0.00	0.47	0.00	0.02	5.91	0.48	6.39
10/16/2020	0.00	1.82	1.23	0.00	0.00	0.00	2.27	0.00	0.00	0.00	0.50	0.00	0.02	5.32	0.51	5.83
10/17/2020	0.00	1.53	1.31	0.00	0.00	0.00	2.26	0.00	0.00	0.00	0.41	0.00	0.02	5.10	0.43	5.53
10/18/2020	0.00	1.33	1.08	0.00	0.00	0.00	1.85	0.00	0.00	0.00	0.41	0.00	0.01	4.25	0.43	4.68
10/19/2020	0.00	1.81	1.44	0.00	0.00	0.00	2.37	0.00	0.00	0.00	0.41	0.00	0.02	5.61	0.44	6.05
10/20/2020	0.00	1.34	0.99	0.00	0.00	0.00	2.04	0.00	0.00	0.00	0.00	0.00	0.02	4.37	0.02	4.39
10/21/2020	0.00	1.28	1.25	0.00	0.00	0.00	2.24	0.00	0.00	0.00	0.48	0.00	0.02	4.77	0.50	5.27
Subtotal	0.00	10.99	8.50	0.00	0.67	0.00	15.17	0.00	0.00	0.00	2.68	0.00	0.13	35.33	2.80	38.13
10/22/2020	0.00	1.27	1.23	0.00	0.00	0.00	2.10	0.00	0.00	0.00	0.00	0.00	0.02	4.59	0.02	4.61
10/23/2020	0.00	1.13	1.13	0.00	0.00	0.00	2.23	0.00	0.00	0.00	0.51	0.00	0.00	4.48	0.52	5.00
10/24/2020	0.00	0.29	1.26	0.00	0.00	0.00	2.20	0.00	0.00	0.00	0.04	0.00	0.00	3.75	0.04	3.79
10/25/2020	0.00	1.19	1.11	0.00	0.00	0.00	1.99	0.00	0.00	0.00	0.47	0.00	0.00	4.29	0.47	4.75
10/26/2020	0.00	0.00	1.24	0.00	0.00	0.00	2.31	0.00	0.00	0.00	0.56	0.00	0.00	3.56	0.56	4.12
10/27/2020	0.00	1.49	1.06	0.00	0.00	0.00	2.19	0.00	0.00	0.00	0.00	0.00	0.00	4.75	0.00	4.75
10/28/2020	0.00	1.51	1.31	0.00	0.00	0.00	2.40	0.00	0.00	0.00	0.28	0.00	0.02	5.21	0.29	5.50
10/29/2020	0.00	1.50	1.10	0.00	0.00	0.00	1.94	0.00	0.00	0.00	0.40	0.00	0.02	4.54	0.42	4.95
10/30/2020	0.00	1.08	1.21	0.00	0.00	0.00	2.16	0.00	0.00	0.00	0.36	0.00	0.01	4.45	0.37	4.82
10/31/2020	0.00	1.14	1.22	0.00	0.00	0.00	2.20	0.00	0.00	0.00	0.41	0.00	0.02	4.56	0.43	4.99
Subtotal	0.00	10.59	11.87	0.00	0.00	0.00	21.71	0.00	0.00	0.00	3.02	0.00	0.09	44.17	3.10	47.28
TOTAL	0.000	42.713	37.496	0.000	1.739	0.000	67.283	0.000	0.167	0.000	12.102	0.000	0.452	149.231	12.721	161.951

TOTAL WATER PRODUCED w/ % Operated

October 2020

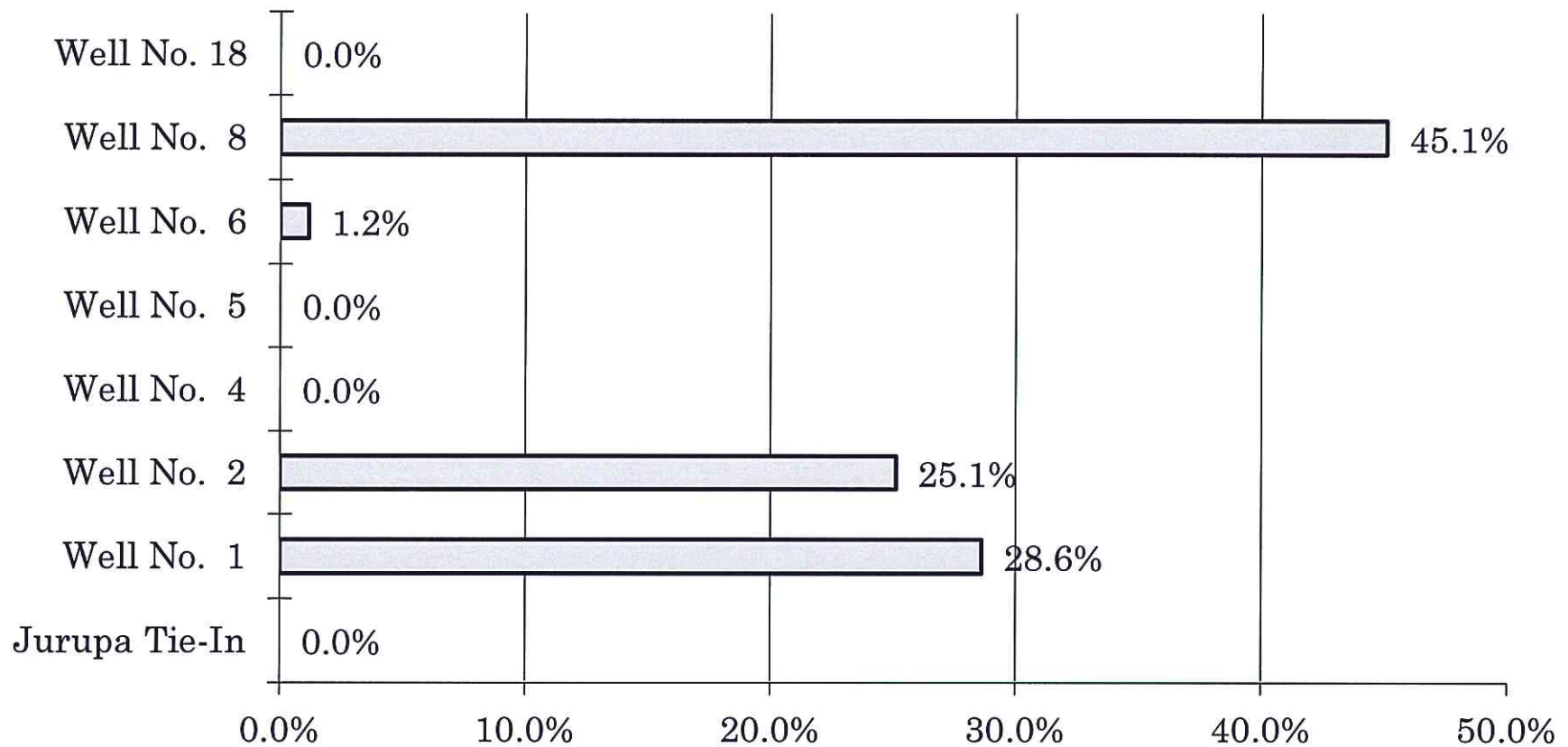


Max Production **1000.1 AF**
 Monthly Production **458.0 AF**
 Reserve Production **542.1 AF**

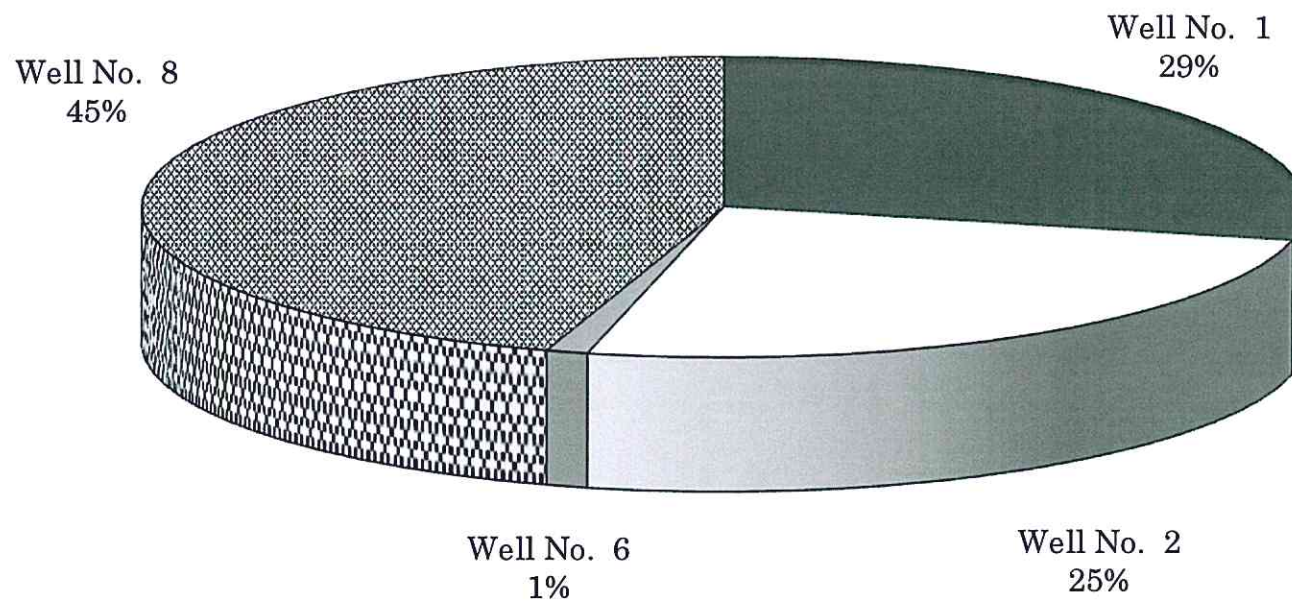
ACRE FEET

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

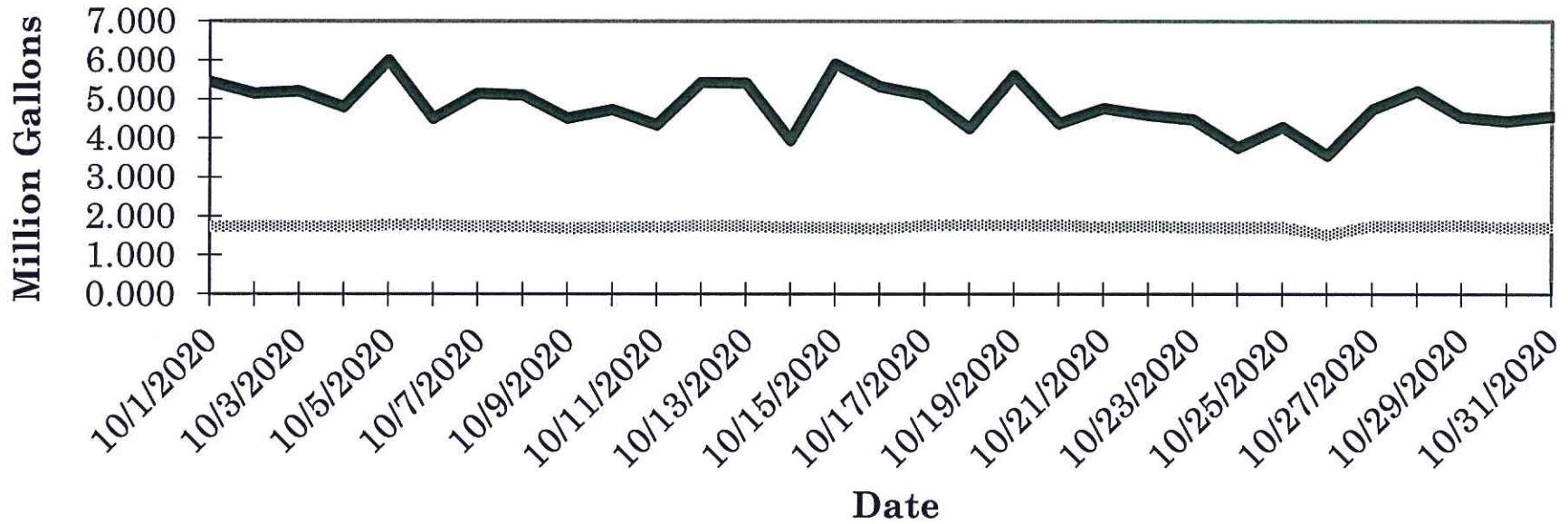
Source Potable Production Comparison October 2020



Source Potable Production Comparison October 2020



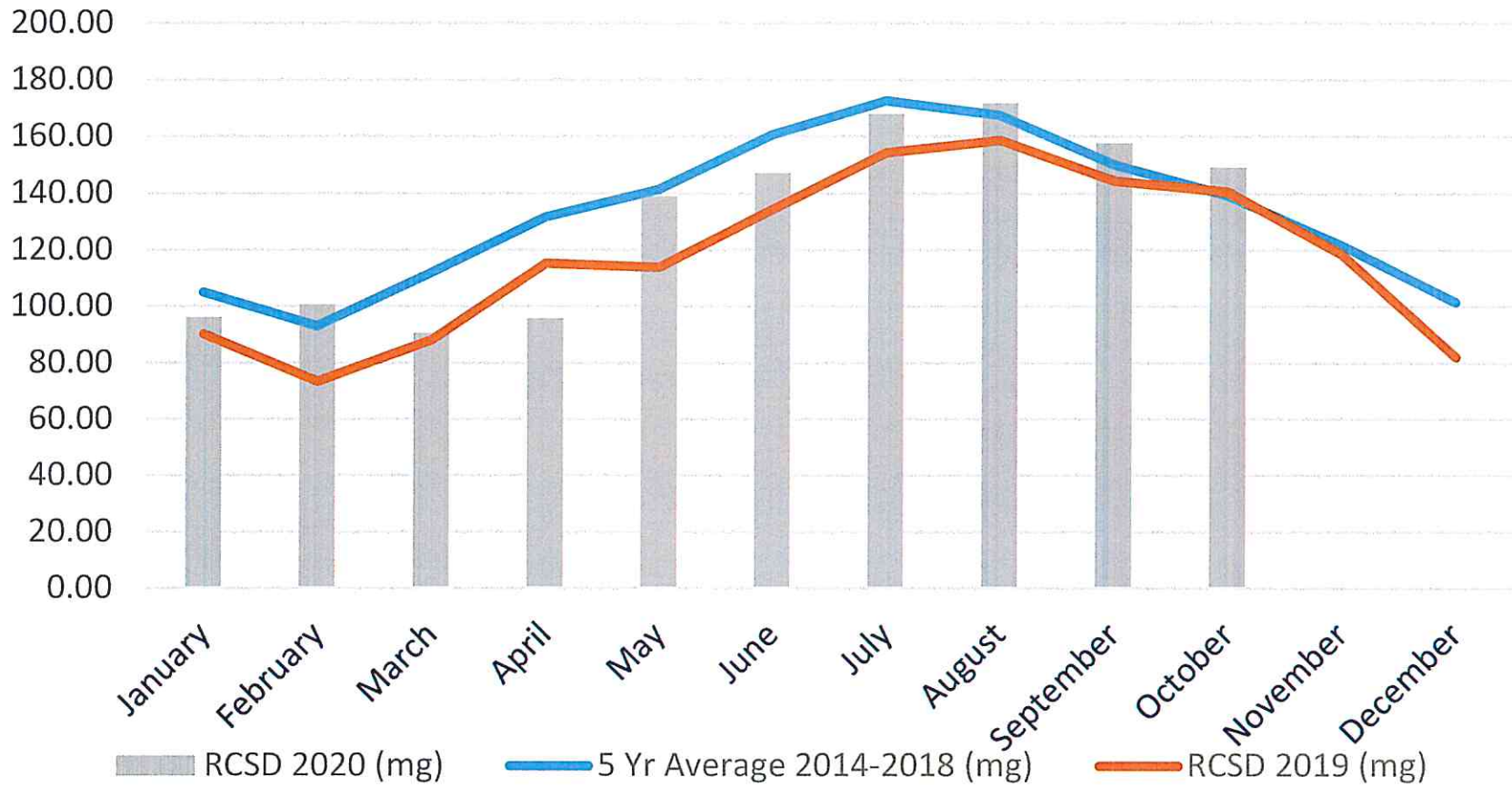
Potable Water & Wastewater Comparison October 2020



— Potable Water Prod.

..... Wastewater Prod.

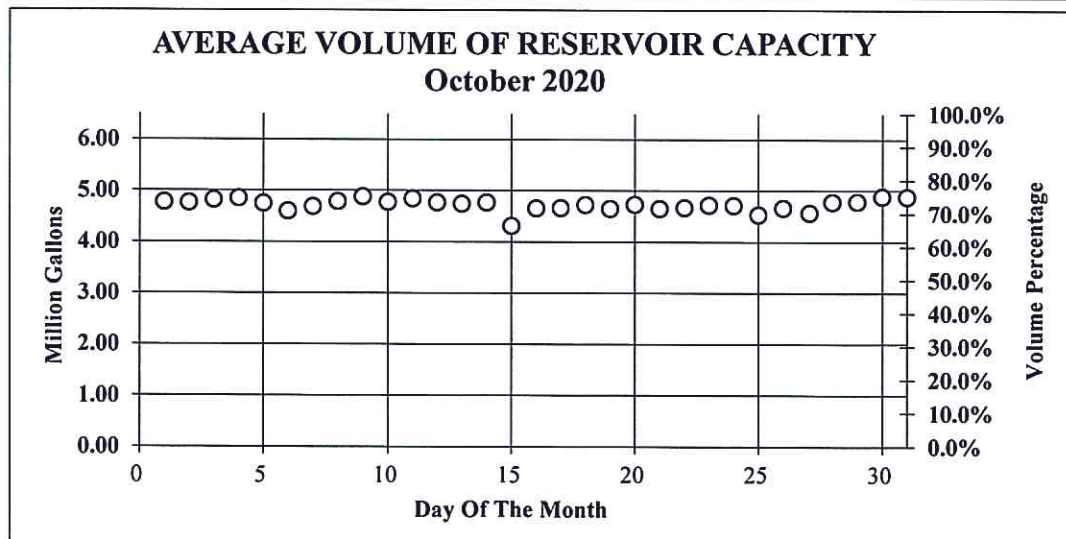
Potable Water Production Year 2020



RUBIDOUX COMMUNITY SERVICES DISTRICT

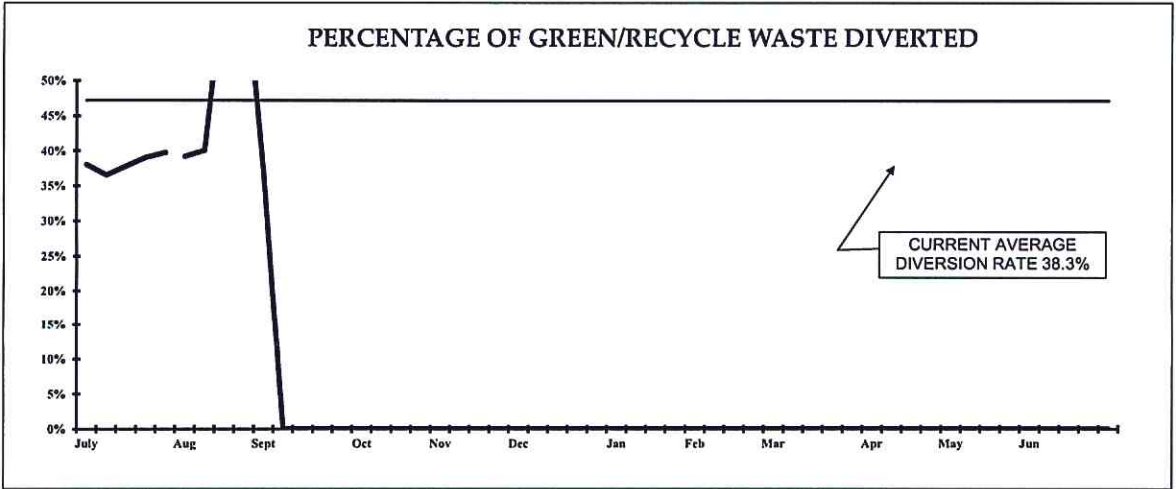
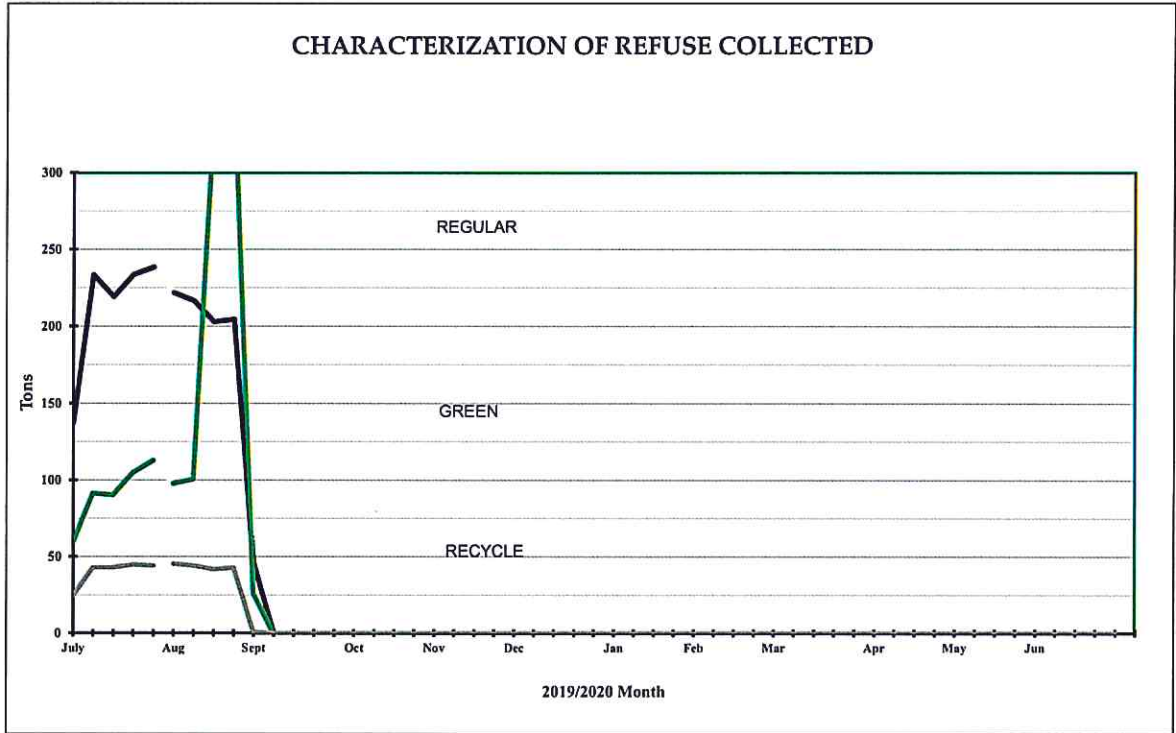
Reservoir Capacity Report

CAPACITY	ATKINSON SYSTEM		HUNTER SYSTEM		WATER AVAILABLE (Gallons)*	PERCENTAGE OF TOTAL CAPACITY
	2,000,000	3,000,000	425,000	1,000,000		
DATE	ATKINSON	WATSON	HUNTER I	PERRONE		
10/1/2020	75.3	71.5	76.2	79.7	4,772,432	74.3%
10/2/2020	75.4	71.4	76.2	78.4	4,756,215	74.0%
10/3/2020	76.3	72.4	78.5	78.7	4,818,023	75.0%
10/4/2020	76.4	72.6	78.6	81.0	4,848,997	75.5%
10/5/2020	74.5	70.8	77.9	80.1	4,744,528	73.8%
10/6/2020	73.1	69.8	70.1	74.5	4,598,080	71.6%
10/7/2020	74.8	71.1	72.6	74.4	4,682,233	72.9%
10/8/2020	76.6	72.6	73.7	76.0	4,782,613	74.4%
10/9/2020	79.9	75.1	70.6	72.3	4,875,968	75.9%
10/10/2020	76.8	72.8	73.7	73.9	4,770,779	74.3%
10/11/2020	78.1	73.9	72.5	75.2	4,837,326	75.3%
10/12/2020	76.1	72.1	75.3	76.5	4,768,483	74.2%
10/13/2020	76.5	72.3	70.7	74.1	4,739,009	73.8%
10/14/2020	76.4	72.8	72.4	74.5	4,764,635	74.2%
10/15/2020	65.8	64.9	71.6	74.5	4,312,508	67.1%
10/16/2020	76.1	71.8	67.4	68.9	4,651,064	72.4%
10/17/2020	76.5	72.3	66.5	67.5	4,657,062	72.5%
10/18/2020	78.4	74.0	64.3	66.0	4,723,202	73.5%
10/19/2020	75.8	71.8	61.4	72.0	4,649,938	72.4%
10/20/2020	77.0	72.7	60.5	75.1	4,729,417	73.6%
10/21/2020	76.5	72.2	60.5	69.7	4,648,958	72.4%
10/22/2020	76.6	72.4	60.5	70.4	4,664,833	72.6%
10/23/2020	77.3	72.9	60.5	72.9	4,718,625	73.4%
10/24/2020	75.2	71.4	60.5	80.3	4,707,667	73.3%
10/25/2020	72.2	69.5	60.5	74.3	4,528,208	70.5%
10/26/2020	77.2	71.4	60.4	71.8	4,661,707	72.6%
10/27/2020	72.8	69.5	60.5	76.7	4,563,817	71.0%
10/28/2020	77.7	73.2	60.5	77.3	4,779,425	74.4%
10/29/2020	76.6	72.2	71.4	78.2	4,782,675	74.4%
10/30/2020	77.8	73.2	81.3	78.9	4,886,484	76.1%
10/31/2020	76.5	72.4	81.7	82.9	4,876,809	75.9%



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

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



CAL FIRE/Riverside County Fire Department

Emergency Incident Statistics



Bill Weiser

Fire Chief

11/5/2020

Report Provided By: Riverside County Fire Department

Communications and Technology Division

GIS Section

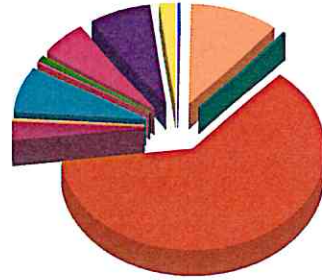
Please refer to Map and Incident by Battalion, Station, Jurisdiction

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

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

Response Activity

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



Com Fire	1	0.4%
False Alarm	29	10.7%
Haz Mat	1	0.4%
Medical	168	61.8%
Other Fire	7	2.6%
Other Misc	1	0.4%
Public Service Assist	21	7.7%
Res Fire	1	0.4%
Ringing Alarm	2	0.7%
Standby	15	5.5%
Traffic Collision	21	7.7%
Wildland Fire	5	1.8%
Total:	272	100.0%

Com Fire	1
False Alarm	29
Haz Mat	1
Medical	168
Other Fire	7
Other Misc	1
Public Service Assist	21
Res Fire	1
Ringing Alarm	2
Standby	15
Traffic Collision	21
Wildland Fire	5
Incident Total:	272

Average Enroute to Onscene Time*

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

<5 Minutes	+5 Minutes	+10 Minutes	+20 Minutes	Average	% 0 to 5 min
161	110	14	1	5.1	59.2%

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

Incidents by Battalion, Station and Jurisdiction

			Com Fire	False Alarm	Haz Mat	Medical	Other Fire	Other Misc	Public Service	Res Fire	Ringin Alarm	Standby	Traffic Collisio	Wildlan d Fire	Total
Battalion 14	Station 16 Pedley	City of Jurupa Valley	0	1	1	1	0	0	0	0	0	0	0	0	3
		Station Total	0	1	1	1	0	0	0	0	0	0	0	0	3
	Station 18 West Riverside	City of Jurupa Valley	0	1	0	8	0	0	2	0	0	0	2	0	13
		Station Total	0	1	0	8	0	0	2	0	0	0	2	0	13
	Station 38 Rubidoux	City of Jurupa Valley	1	27	0	159	7	1	19	1	2	15	19	5	256
		Station Total	1	27	0	159	7	1	19	1	2	15	19	5	256
		Battalion Total	1	29	1	168	7	1	21	1	2	15	21	5	272
Grand Total			1	29	1	168	7	1	21	1	2	15	21	5	272

Incidents by Jurisdiction

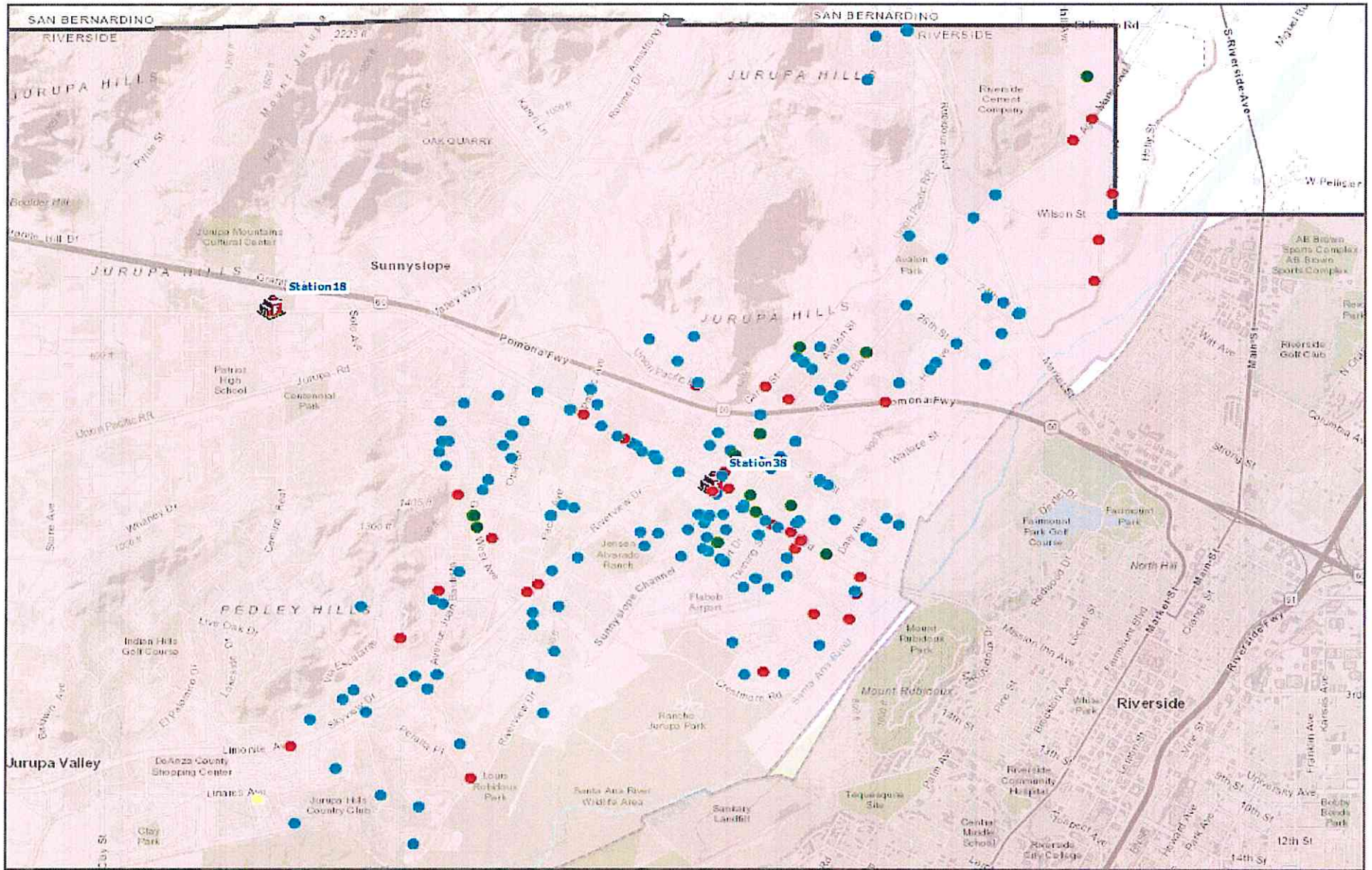
	Com Fire	False Alarm	Haz Mat	Medical	Other Fire	Other Misc	Public Service	Res Fire	Ringin Alarm	Standby	Traffic Collisio	Wildlan d Fire	Total
City of Jurupa Valley	1	29	1	168	7	1	21	1	2	15	21	5	272
Grand Total	1	29	1	168	7	1	21	1	2	15	21	5	272

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

Incidents by Supervisorial District - Summary

	DISTRICT 2 KAREN SPIEGEL	Grand Total
Com Fire	1	1
False Alarm	29	29
Haz Mat	1	1
Medical	168	168
Other Fire	7	7
Other Misc	1	1
Public Service Assist	21	21
Res Fire	1	1
Ringin Alarm	2	2
Standby	15	15
Traffic Collision	21	21
Wildland Fire	5	5
Total	272	272

MONTH = 10 and YEAR = 2020 and SPECIAL= 'Rubidoux CSD'



Legend

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



Riverside County Fire GIS

CAL FIRE/Riverside County Fire Department

Emergency Incident Statistics

October 2010 - October 2020



Rubidoux Community Service District



Total Calls for Rubidoux CSD October 2010-2020



<u>Month/Year</u>	<u>Total Calls for Station 38</u>	<u>Total Calls for District</u>
October 2010	164	177
October 2011	214	227
October 2012	194	207
October 2013	198	207
October 2014	218	228
October 2015	206	212
October 2016	223	239
October 2017	256	266
October 2018	289	304
October 2019	231	250
October 2020	256	272

CAL FIRE/Riverside County Fire Department

Emergency Incident Statistics



Bill Weiser

Fire Chief

11/5/2020

Report Provided By: Riverside County Fire Department

Communications and Technology Division

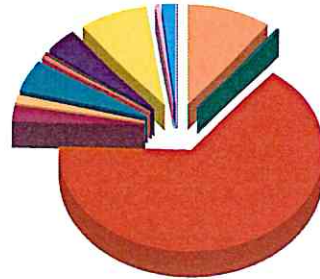
GIS Section

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

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

Response Activity

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



Com Fire	1	0.1%
False Alarm	98	10.1%
Haz Mat	4	0.4%
Medical	628	64.9%
Other Fire	24	2.5%
Other Misc	13	1.3%
Public Service Assist	52	5.4%
Res Fire	5	0.5%
Rescue	1	0.1%
Ringing Alarm	3	0.3%
Standby	36	3.7%
Traffic Collision	82	8.5%
Vehicle Fire	6	0.6%
Wildland Fire	15	1.5%
Total:	968	100.0%

Com Fire	1
False Alarm	98
Haz Mat	4
Medical	628
Other Fire	24
Other Misc	13
Public Service Assist	52
Res Fire	5
Rescue	1
Ringing Alarm	3
Standby	36
Traffic Collision	82
Vehicle Fire	6
Wildland Fire	15
Incident Total:	968

Average Enroute to Onscene Time*

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

<5 Minutes	+5 Minutes	+10 Minutes	+20 Minutes	Average	% 0 to 5 min
573	384	50	4	5.0	59.2%

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

Incidents by Battalion, Station and Jurisdiction

			Com Fire	False Alarm	Haz Mat	Medical	Other Fire	Other Misc	Public Service	Res Fire	Rescue	Ringing Alarm	Standby	Traffic Collisio	Vehicle Fire	Wildlan d Fire	Total
Battalion 4	Station 47 Norco	City of Jurupa Valley	0	0	0	0	0	0	0	0	1	0	0	1	0	0	2
	Station Total		0	0	0	0	0	0	0	0	1	0	0	0	1	0	0
Battalion Total			0	0	0	0	0	0	0	0	1	0	0	1	0	0	2
Battalion 14	Station 16 Pedley	City of Jurupa Valley	0	14	2	168	5	5	10	0	0	0	3	16	3	7	233
	Station Total		0	14	2	168	5	5	10	0	0	0	3	16	3	7	233
	Station 17 Glen Avon	City of Jurupa Valley	0	38	1	130	7	3	9	2	0	1	9	27	0	3	230
	Station Total		0	38	1	130	7	3	9	2	0	1	9	27	0	3	230
	Station 18 West Riverside	City of Jurupa Valley	0	14	1	145	4	4	13	1	0	0	6	13	2	0	203
	Station Total		0	14	1	145	4	4	13	1	0	0	6	13	2	0	203
	Station 27 Eastvale	City of Jurupa Valley	0	1	0	21	1	0	1	1	0	0	3	5	0	0	33
	Station Total		0	1	0	21	1	0	1	1	0	0	3	5	0	0	33
	Station 38 Rubidoux	City of Jurupa Valley	1	31	0	164	7	1	19	1	0	2	15	20	1	5	267
	Station Total		1	31	0	164	7	1	19	1	0	2	15	20	1	5	267
Battalion Total			1	98	4	628	24	13	52	5	0	3	36	81	6	15	966
Grand Total			1	98	4	628	24	13	52	5	1	3	36	82	6	15	968

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

Incidents by Jurisdiction

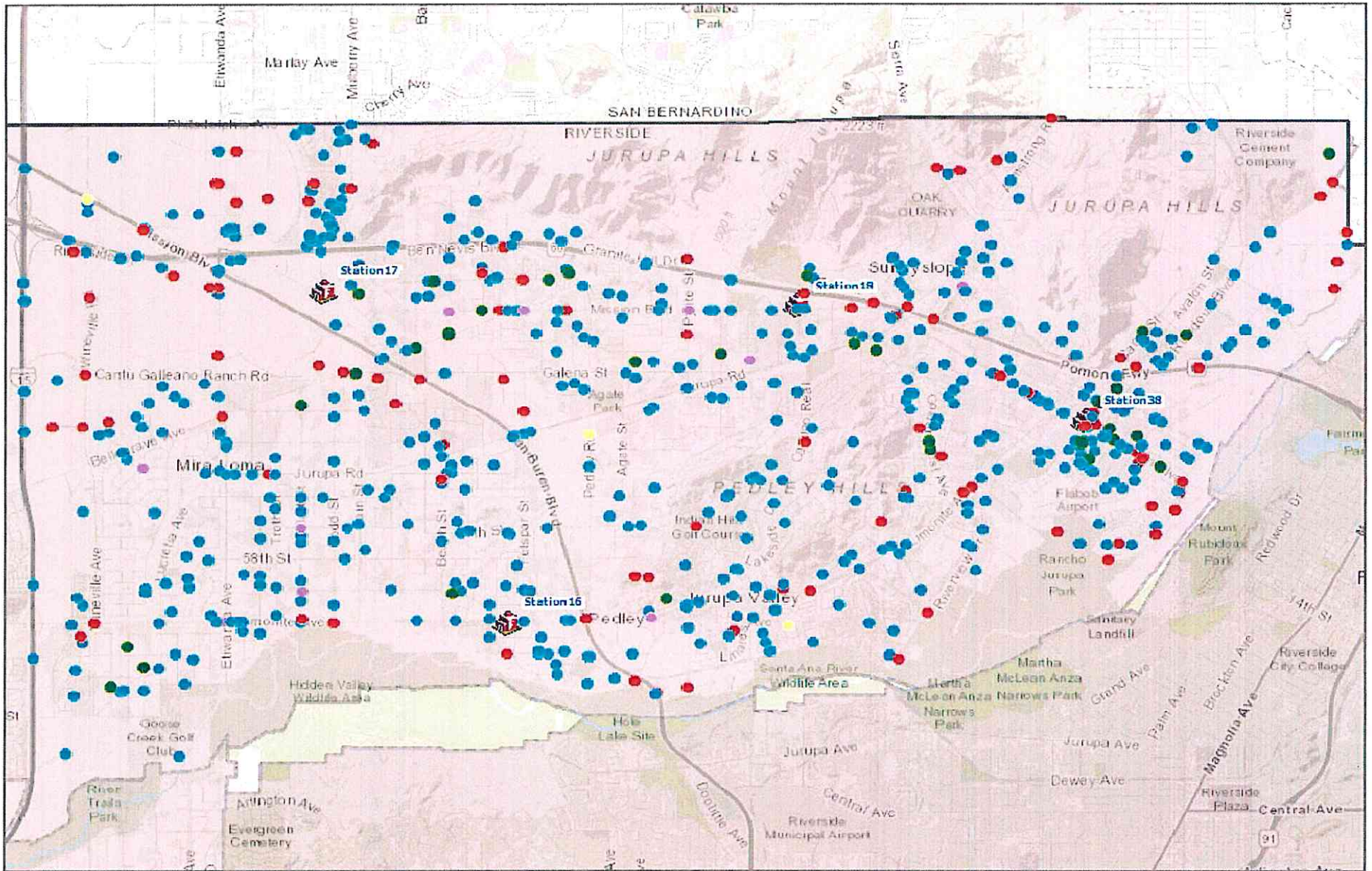
	Com Fire	False Alarm	Haz Mat	Medical	Other Fire	Other Misc	Public Service	Res Fire	Rescue	Ringin Alarm	Standby	Traffic Collisio	Vehicle Fire	Wildlan d Fire	Total
City of Jurupa Valley	1	98	4	628	24	13	52	5	1	3	36	82	6	15	968
Grand Total	1	98	4	628	24	13	52	5	1	3	36	82	6	15	968

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

Incidents by Supervisorial District - Summary

	DISTRICT 2 KAREN SPIEGEL	Grand Total
Com Fire	1	1
False Alarm	98	98
Haz Mat	4	4
Medical	628	628
Other Fire	24	24
Other Misc	13	13
Public Service Assist	52	52
Res Fire	5	5
Rescue	1	1
Ringin Alarm	3	3
Standby	36	36
Traffic Collision	82	82
Vehicle Fire	6	6
Wildland Fire	15	15
Total	968	968

MONTH = 10 and YEAR = 2020 and CITYNAME = 'Jurupa Valley'



Legend

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



Riverside County Fire GIS

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

9. RECEIVE AND FILE STATEMENT OF CASH ASSET SCHEDULE
REPORT ENDING OCTOBER 2020:
DM 2020-80

Rubidoux Community Services District

Board of Directors

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



General Manager

Jeffrey D. Sims

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

DIRECTORS MEMORANDUM 2020-80

November 19, 2020

To: Rubidoux Community Services District
Board of Directors

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

BACKGROUND:

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

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

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

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

RECOMMENDATION:

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

Respectfully,

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

JEFFREY D. SIMS, P. E.
General Manager

Attachment: October 2020, Cash Assets Schedule Report

RUBIDOUX COMMUNITY SERVICES DISTRICT

INVESTMENT SUMMARY - OCTOBER 31, 2020
CASH BASIS

	Beg. Balance 7/1/2020	YTD Int.	Other Activity YTD	Balance 10/31/2020	YTD Avg. Int. Rate
Operating Accounts	\$ 6,871,163.62	\$ 32,267.90	\$ 161,487.16	\$ 7,064,918.68	0.46%
Water Operating Reserve	4,235,759.71	23,751.05	-	4,259,510.76	0.56%
Wastewater Operating Reserve	578,513.98	3,243.89	-	581,757.87	0.56%
Water Replacement Reserve	702,006.32	3,974.89	30,570.29	736,551.50	0.54%
Fire Mitigation Reserve	1,447,835.41	7,986.33	55,151.48	1,510,973.22	0.53%
Wastewater Reserve	316,194.52	1,558.11	83,789.95	401,542.58	0.39%
Wastewater Replacement Res.	212,781.39	1,249.02	36,265.00	250,295.41	0.50%
Water Reserve	2,228,218.83	5,195.91	(843,669.14)	1,389,745.60	0.37%
COP Restricted	3,022,895.29	17,420.66	328,437.46	3,368,753.41	0.52%
Field/Admin Reserve	586,427.14	3,338.71	32,788.00	622,553.85	0.54%
Funds in Trust	780,516.23	4,215.73	-	784,731.96	0.54%
Total Investments	\$ 20,982,312.44	\$ 104,202.20	\$ (115,179.80)	\$ 20,971,334.84	0.50%

\$0.00

RUBIDOUX COMMUNITY SERVICES DISTRICT
CASH ASSET SCHEDULE
INVESTMENT ACTIVITY
FOR PERIOD JULY 1, 2020 THRU OCTOBER 31, 2020
CASH BASIS
FIRE MITIGATION

<u>DATE</u>	<u>INSTITUTION</u>	<u>INSTRUMENT</u>	<u>MATURITY</u>	<u>STATUS</u>	<u>PURCHASE / REDEEM</u>	<u>INT. RATE</u>	<u>INTEREST</u>	<u>PAR/ BALANCE</u>	<u>TOTAL</u>
10/1/2020	Premier Bank	CD		Beg. Bal.				170,424.60	
	Premier Bank			Interest	-	1.00	-	170,424.60	
	Premier Bank			Redeem	(170,424.60)			-	
10/31/2020	Premier Bank	CD	4/3/2021	Purchase	170,424.60			170,424.60	
10/1/2020	Premier Bank	Checking		Beg. Bal.				8,835.50	
	Premier Bank	Fire Mitigation		Activity	-	0.00	-	8,835.50	
10/31/2020	Premier Bank			End Bal.	-			8,835.50	
10/1/2020	LAIF	Fire Mitigation		Beg. Bal.				1,308,033.91	
	LAIF			Interest		0.69	2,688.00	1,310,721.91	
10/31/2020	LAIF			Activity	-			1,310,721.91	
10/1/2020	Premier Bank	Safekeeping		Beg. Bal				20,851.08	
	Premier Bank			Activity	-	-	140.13	20,991.21	
10/31/2020	Premier Bank			End Bal.				20,991.21	\$ 1,510,973.22

RUBIDOUX COMMUNITY SERVICES DISTRICT
CASH ASSET SCHEDULE
INVESTMENT ACTIVITY
 FOR PERIOD JULY 1, 2020 THRU OCTOBER 31, 2020
 CASH BASIS
WASTEWATER CIP FUNDS

<u>DATE</u>	<u>INSTITUTION</u>	<u>INSTRUMENT</u>	<u>MATURITY</u>	<u>STATUS</u>	<u>PURCHASE / REDEEM</u>	<u>INT. RATE</u>	<u>INTEREST</u>	<u>PAR/ BALANCE</u>	<u>TOTAL</u>
10/1/2020	LAIF	Sewer Mainline		Beg. Bal.				328,569.23	
	LAIF			Interest		0.69	675.21	329,244.44	
10/31/2020	LAIF			Activity	-			329,244.44	
10/1/2020	CBB	Safekeeping		Beg. Bal.				72,298.14	
				Activity	-	0.10	-	72,298.14	
10/31/2020	CBB			End Bal.				72,298.14	\$ 401,542.58

RUBIDOUX COMMUNITY SERVICES DISTRICT
CASH ASSET SCHEDULE
INVESTMENT ACTIVITY
 FOR PERIOD JULY 1, 2020 THRU OCTOBER 31, 2020
 CASH BASIS
WATER CIP FUNDS

<u>DATE</u>	<u>INSTITUTION</u>	<u>INSTRUMENT</u>	<u>MATURITY</u>	<u>STATUS</u>	<u>PURCHASE / REDEEM</u>	<u>INTEREST RATE</u>	<u>INTEREST</u>	<u>PAR/ BALANCE</u>	<u>TOTAL</u>	
10/1/2020	LAIF	Water Mainline		Beg. Bal.				492,220.48		
	LAIF			Interest		0.69	1,011.51	493,231.99		
10/31/2020	LAIF			Activity	-			493,231.99		
10/1/2020	Premier Bank	CD		Beg. Bal.				576,435.48		
	Premier Bank			Activity	-	1.00	-	576,435.48		
	Premier Bank			Redeem		(576,435.48)		-		
10/31/2020	Premier Bank	CD	4/3/2021	Purchase	576,435.48			576,435.48		
10/1/2020	Citizens Bus	CD		Beg. Bal.				225,000.00		
	Citizens Bus			Activity		450.45	0.15	-	225,000.00	
	Citizens Bus			Redeem		(225,000.00)	n/a		-	
10/31/2020	Citizens Bus	CD	4/18/2021	Purchase	225,000.00			225,000.00		

RUBIDOUX COMMUNITY SERVICES DISTRICT
CASH ASSET SCHEDULE
INVESTMENT ACTIVITY
 FOR PERIOD JULY 1, 2020 THRU OCTOBER 31, 2020
 CASH BASIS

10/1/2020	Premier Bank	Safekeeping	Beg. Bal.				70,622.10	
	Premier Bank		Activity	-	-	473.97	71,096.07	
10/31/2020	Premier Bank		End Bal.				71,096.07	
10/1/2020	CBB	Safekeeping	Beg. Bal.				23,531.61	
	CBB		Activity	-	0.10	450.45	23,982.06	
10/31/2020	CBB		End Bal.				23,982.06	\$ 1,389,745.60

RUBIDOUX COMMUNITY SERVICES DISTRICT
CASH ASSET SCHEDULE
INVESTMENT ACTIVITY
FOR PERIOD JULY 1, 2020 THRU OCTOBER 31, 2020
CASH BASIS
OPERATING FUNDS

<u>DATE</u>	<u>INSTITUTION</u>	<u>INSTRUMENT</u>	<u>MATURITY</u>	<u>STATUS</u>	<u>DEPOSIT/ WITHDRAW</u>	<u>INTEREST RATE</u>	<u>INTEREST</u>	<u>PAR/ BALANCE</u>	<u>TOTAL</u>
10/1/2020	Premier Bank	Checking-Gen.		Beg. Bal.				110,829.31	
	Premier Bank			Deposits	1,673,374.22	0.00	-	1,784,203.53	
10/31/2020	Premier Bank			Disbursements	(1,626,465.34)			157,738.19	
10/1/2020	Premier Bank	Checking Property Tax		Beg. Bal.				4,719.47	
	Premier Bank			Deposits	87,566.90	0.00	-	92,286.37	
10/31/2020	Premier Bank			Disbursements	-			92,286.37	
10/1/2020	Premier Bank	Checking-Sewer		Beg. Bal.				4,374.79	
	Premier Bank			Deposits	224,960.31	0.00	-	229,335.10	
10/31/2020	Premier Bank			Disbursements	(224,962.11)			4,372.99	
10/1/2020	Premier Bank	Checking-Water		Beg. Bal.				769,504.88	
	Premier Bank			Deposits	1,247,113.38	0.00	-	2,016,618.26	
10/31/2020	Premier Bank			Disbursements	(1,213,682.50)			802,935.76	

RUBIDOUX COMMUNITY SERVICES DISTRICT
CASH ASSET SCHEDULE
INVESTMENT ACTIVITY
FOR PERIOD JULY 1, 2020 THRU OCTOBER 31, 2020
CASH BASIS
OPERATING FUNDS

<u>DATE</u>	<u>INSTITUTION</u>	<u>INSTRUMENT</u>	<u>MATURITY</u>	<u>STATUS</u>	<u>DEPOSIT/ WITHDRAW</u>	<u>INTEREST RATE</u>	<u>INTEREST</u>	<u>PAR/ BALANCE</u>	<u>TOTAL</u>
10/1/2020	Premier Bank	Operations		Beg. Bal				276,342.99	
	Premier Bank	Safekeeping		Deposits	-	0.00	-	276,342.99	
10/31/2020	Premier Bank			Disbursements				276,342.99	
10/1/2020	LAIF	Gen. Fund-Prop Tax		Beg. Bal				2,916,117.66	
	LAIF	Qtrly. Interest		Deposits	500,000.00	0.69	5,992.61	3,422,110.27	
10/31/2020	LAIF			Disbursements	(188,000.00)			3,234,110.27	
10/1/2020	LAIF	Water Op.		Beg. Bal				2,320,805.78	
	LAIF	Qtrly. Interest		Deposits	113,688.25	0.69	4,769.24	2,439,263.27	
10/31/2020	LAIF			Disbursements	(456,235.00)			1,983,028.27	
10/1/2020	LAIF	Sewer Op.		Beg. Bal				586,963.63	
	LAIF	Qtrly. Interest		Deposits	-	0.69	1,206.21	588,169.84	
10/31/2020	LAIF			Disbursements	(74,066.00)			514,103.84	\$ 7,064,918.68

RUBIDOUX COMMUNITY SERVICES DISTRICT
CASH ASSET SCHEDULE
INVESTMENT ACTIVITY
 FOR PERIOD JULY 1, 2020 THRU OCTOBER 31, 2020
 CASH BASIS
RESERVED FUNDS

<u>DATE</u>	<u>INSTITUTION</u>	<u>INSTRUMENT</u>	<u>MATURITY</u>	<u>STATUS</u>	<u>DEPOSIT/ WITHDRAW</u>	<u>INTEREST RATE</u>	<u>INTEREST</u>	<u>PAR/ BALANCE</u>	<u>TOTAL</u>
10/1/2020	LAIF	Water Op. Reserve		Beg. Bal				4,250,775.44	
	LAIF	Qtrly. Interest		Deposits	-	0.69	8,735.32	4,259,510.76	
10/31/2020	LAIF			Disbursements	-			4,259,510.76	
10/1/2020	LAIF	Water Replacement		Beg. Bal				723,253.47	
	LAIF	Qtrly. Interest		Deposits	16,500.00	0.69	1,486.28	741,239.75	
10/31/2020	LAIF			Disbursements	(4,688.25)			736,551.50	
10/1/2020	LAIF	Wastewater Replacement		Beg. Bal.				240,734.70	
	LAIF			Interest		0.69	494.71	241,229.41	
10/31/2020	LAIF			Activity	9,066.00			250,295.41	
10/1/2020	LAIF	COP-Payback		Beg. Bal				3,262,548.89	
	LAIF	Qtrly. Interest		Deposits	99,500.00	0.69	6,704.52	3,368,753.41	
10/31/2020	LAIF			Disbursements	-			3,368,753.41	
10/1/2020	LAIF	Field/Admin Bldg.		Beg. Bal				613,059.02	
	LAIF	Qtrly Interest		Deposits	8,235.00	0.69	1,259.83	622,553.85	
10/31/2020	LAIF			Disbursements	-			622,553.85	
10/1/2020	LAIF	Wastewater Op. Reserve		Beg. Bal				580,564.82	
	LAIF	Qtrly. Interest		Deposits	-	0.69	1,193.05	581,757.87	
10/31/2020	LAIF			Disbursements	-			581,757.87	\$ 9,819,422.80

RUBIDOUX COMMUNITY SERVICES DISTRICT
CASH ASSET SCHEDULE
INVESTMENT ACTIVITY
 FOR PERIOD JULY 1, 2020 THRU OCTOBER 31, 2020
 CASH BASIS
FUNDS IN TRUST

<u>DATE</u>	<u>INSTITUTION</u>	<u>INSTRUMENT</u>	<u>MATURITY</u>	<u>STATUS</u>	<u>PURCHASE / REDEEM</u>	<u>INTEREST RATE</u>	<u>INTEREST</u>	<u>PAR/ BALANCE</u>	<u>TOTAL</u>
10/1/2020	U.S. Bank	COP's Refunding-Series 1998						780,653.04	
		Install Sale		52,327.77	-	0.17	0.26	780,653.30	
		Reserve-LAIF		729,872.11			0.65	1,546.58	782,199.88
10/31/2020								782,199.88	
10/1/2020	Premier Bank	Fiscal Agent-SRL MN Plant		Beg. Bal				2,531.97	
		Deposits			-	0.20	0.11	2,532.08	
10/31/2020		Disbursements			-			2,532.08	\$ 784,731.96
TOTAL CASH FUNDS									\$ 20,971,334.84

RCSD PORTFOLIO HOLDINGS REPORT
OCTOBER 31, 2020

<u>Par \$</u>	<u>Issuer</u>	<u>Maturity</u>	<u>Acquisition Cost</u>	<u>Current Market</u>	<u>Gain/Loss</u>	<u>Yld Mat</u>
AGENCY						
Subtotals			-	-	-	
U.S. TREASURIES						
COMMERCIAL PAPER						
Subtotals			-	-	-	
COLLATERALIZED TIME DEPOSITS						
170,424.60	Premier	4/3/2021	\$ 170,424.60	\$ 170,424.60		1.00
576,435.48	Premier	4/3/2021	576,435.48	576,435.48		1.00
225,000.00	Citizens Business Bank	4/18/2021	225,000.00	225,000.00		0.15
Subtotals			\$ 971,860.08	\$ 971,860.08	-	
CASH EQUIVALENT & MONEY MARKET						
17,683,863.83	LAIF	-	\$ 17,683,863.83	\$ 17,683,863.83	-	0.69
101,121.87	CHECK-PPBI-Fire- Prop tax		101,121.87	101,121.87	-	-
464,710.47	SAFEKEEPING		464,710.47	464,710.47	-	-
Subtotals			18,249,696.17	18,249,696.17	-	
GRAND TOTALS			\$ 19,221,556.25	\$ 19,221,556.25	-	

RCSD Investment Portfolio
October 31, 2020

Maturity

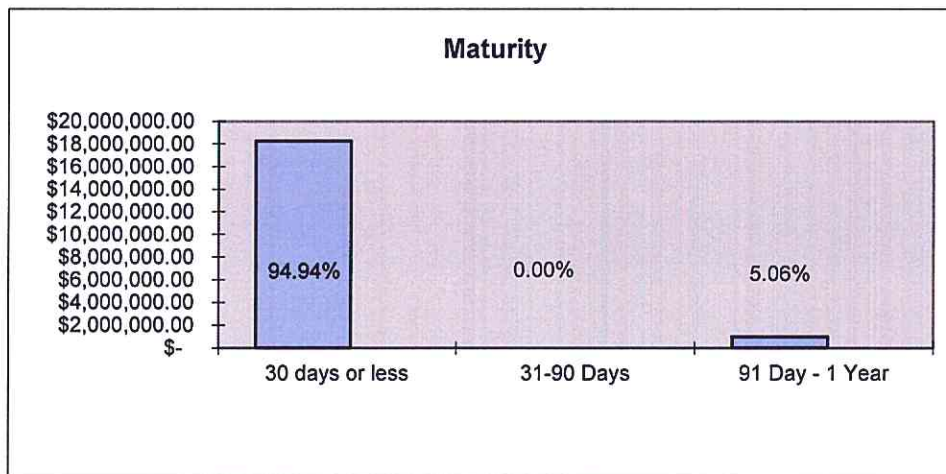
30 days or less
31-90 Days
91 Day - 1 Year

Total

Assets

\$ 18,249,696.17
-
971,860.08

\$ 19,221,556.25



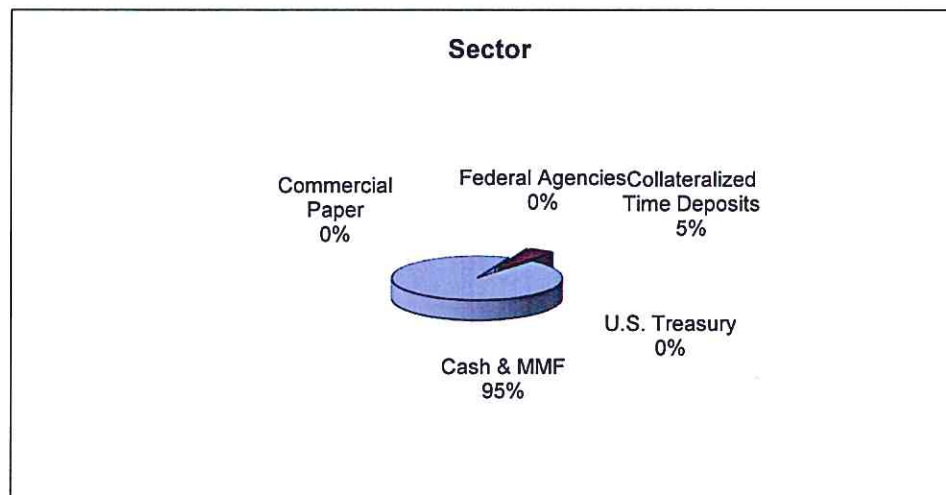
Sector

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

Total

\$ 18,249,696.17
-
-
-
971,860.08

\$ 19,221,556.25



10. CONSIDER BUDGET AMENDMENTS TO CORRECT FUNDING UTILIZATION
BETWEEN DISTRICT ACCOUNTS:
DM 2020-81

Rubidoux Community Services District

Board of Directors

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



General Manager

Jeffrey D. Sims

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

DIRECTORS MEMORANDUM 2020-81

November 19, 2020

To: Rubidoux Community Services District
Board of Directors

Subject: Consider Budget Amendments to Correct Funding Utilization Between District Accounts

BACKGROUND:

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

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

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

RECOMMENDATION:

Staff recommends the Board of Directors authorize the General Manager to:

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

Respectfully,



JEFFREY D. SIMS, P. E.
General Manager

11. CONSIDER EMPLOYEE TRAINING EXPENSE:
DM 2020-82

Rubidoux Community Services District

Board of Directors

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

General Manager
Jeffrey D. Sims



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

DIRECTORS MEMORANDUM 2020-82

November 19, 2020

To: Rubidoux Community Services District
 Board of Directors

Subject: Consider Employee Training Expense

BACKGROUND:

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

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

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

The District’s current leadership team although new to the District, is doing well and working to implement new management techniques and processes gained through experience and training from other organizations. Now with the new leadership team fully in place, the next step is to develop a District Strategic Plan covering the

next 3 to 5 years. This plan should include successful transition of the General Manager position in approximately 2 years.

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

- a. Each of the three staff members complete a standardized assessment inventory of 22 distinct practices related to six key leadership areas including 1) creating a vision, 2) developing followership, 3) implementing the vision, 4) follow-through, 5) achieving results, and 6) team play.
- b. An initial one on one introductory meeting between Lillestrand and each team member.
- c. A one on one meeting to review the assessment inventory.
- d. Finalizing and reviewing a development plan for each team member.
- e. Ongoing one on one follow up meetings once a month for approximately 10 months.

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

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

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

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

RECOMMENDATION

The General Manager and Personnel Committee recommend to the Board of Directors authorizing the General Manager to:

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

Respectfully,



JEFFREY D. SIMS, P. E.
General Manager

Attch:

- a. Lillestrand Leadership Consulting Scope of Work
- b. Spreadsheet: Reallocation of Budget for EE Training



**LEADERSHIP DEVELOPMENT INITIATIVE
RUBIDOUX COMMUNITY SERVICES DISTRICT
SCOPE OF WORK**

Introduction

Every organization, or organizational unit, is a direct reflection of the leadership it has been given, for benefit or for harm. The effective practices of leaders move the organization and its team members towards realizing the vision, and in a manner that honors the organization's values while simultaneously building up those they lead. The ineffectual and/or harmful practices of the leader yield the opposite.

Typically, organizations dedicate their most significant per person compensation and benefits packages for their leaders. It follows that making a further investment in their development is wise—especially when that development investment is focused upon identifying and developing the practices each leader needs for making their optimum contribution to the achieving the organization's vision.

Lillestrand Leadership Consulting has a long history of developing an organization's leadership for increased effectiveness. In the quest to continue to expand their leadership development capabilities, Lillestrand Leadership Consulting is now partnered with Management Research Group. MRG is one of the premier leadership development research and assessment organizations in the world—arguably best in class. Based on over 30 years of research using a uniquely accurate and highly validated assessment methodology, they have accumulated more than a million assessment-based profiles of real leaders in ten different language groups throughout the globe from numerous organizations (e.g., Motorola Semiconductor, Intel, The Walt Disney Company, Microsoft, Unum Insurance, Coca Cola, ADP and LL Bean).

Process Overview

The process involves the individual and a few observers (e.g., their boss, their direct reports and a few peers) completing a standardized assessment inventory (i.e., test). The inventory assesses 22 distinct practices related to the six key leadership areas of (1) creating a vision; (2) developing followership, (3) implementing the vision, (4) follow-through, (5) achieving results and (6) team play. A report is generated from this input.

The report provides the individual leader with objective, persuasive insights into their current leadership practices. It helps leaders understand how their behavior helps or hinders their effectiveness in their leadership role. The report, combined with the guidance of the leadership coach, creates a clear, non-threatening process for forming a customized development direction with specific developmental activities for each individual leader. These activities are tracked and facilitated by periodic one-on-one sessions with the leadership coach.

This initiative will be focused on three Rubidoux Community Services District Leaders as directed by General Manager, Jeff Sims.

Budget

Pre-planning and administrative set-up work for 3 hours of consulting at \$3600 per 8-hour day is \$1350. The cost for the standardized leadership assessment inventory is \$500 for each participant (no matter how many "observers" provide feedback) or \$1500.

The initial "1-on1" introductory with each Leader requires 2 hours; review of the "LEA 360 Report" results and the identification of developmental opportunities requires another 2 hours; finalizing the participants developmental plan runs an additional 2 hours for a total of 1.5 days of consulting (i.e., 18 hours) or \$8,100. The cost of ongoing one-on-one follow up leadership coaching sessions (at a duration of one to two hours each and at a frequency of about once every four weeks) for the duration of the initiative along with providing adequate follow through, periodic GM debriefings and incidentals (e.g., mileage at the current IRS rate) requires \$14,550. The total budget for this leadership development initiative is \$25,500.

As always, it is a distinct privilege to serve you,

Loren Lillestrand

Rubidoux Community Services District

Workpaper Name: Reallocation of Budget for EE Training

Employee:	Estimated Cost of Training	FY 20 21 Est. Cost	FY 21 22 Est. Cost		
Brian L. (Admin-General Fund)	\$ 8,300.00	\$ 4,150.00	\$ 4,150.00		
Ted B. (Operations-Water Fund)	\$ 8,300.00	\$ 4,150.00	\$ 4,150.00		
Miguel V. (Operations-Water Fund)	\$ 8,300.00	\$ 4,150.00	\$ 4,150.00		
	<u>\$ 24,900.00</u>	<u>\$ 12,450.00</u>	<u>\$ 12,450.00</u>	\$ -	<i>check</i>

General Fund Budget:	Budget 20 21 [a]	Actual (3 mo.) 20 21 [b]	Difference [a] - [b] = [c]	Contingency for Remaining 20 21 (40%) [c] * .4 = [d]	Available for Reallocation [c] - [d]
Human Resources Development	\$ 1,500.00	\$ -	\$ 1,500.00	\$ 600.00	\$ 900.00
Mileage and Conference Expense	\$ 3,500.00	\$ -	\$ 3,500.00	\$ 1,400.00	\$ 2,100.00
Misc. Expense	\$ 5,000.00	\$ 321.00	\$ 4,679.00	\$ 1,871.60	\$ 2,807.40
					<u>\$ 5,807.40</u>

Water Fund Budget:	Budget 20 21	Actual (3 mo.) 20 21	Difference	Contingency for Remaining 20 21 (40%)	Available for Reallocation
Mileage and Conference Expense	\$ 3,000.00	\$ -	\$ 3,000.00	\$ 1,200.00	\$ 1,800.00
Misc. Expense	\$ 5,500.00	\$ -	\$ 5,500.00	\$ 2,200.00	\$ 3,300.00
					\$ 5,100.00

Sewer Fund Budget:	Budget 20 21	Actual (3 mo.) 20 21	Difference	Contingency for Remaining 20 21 (40%)	Available for Reallocation
Misc. Expense	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 2,000.00	\$ 3,000.00
					<u>\$ 8,100.00</u>

	<u>\$ 23,179.00</u>				<u>\$ 13,907.40</u>
				Rounded	\$ 14,000.00
Unallocated General Fund Reserves					\$ 11,500.00
Total					\$ 25,500.00

12. AUTHORIZE THE PURCHASE OF ONE REPLACEMENT WATER DEPARTMENT
UTILITY VEHICLE:
DM 2020-83

Rubidoux Community Services District

Board of Directors

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

Secretary-Manager

Jeffrey D. Sims



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

DIRECTORS MEMORANDUM 2020-83

November 19, 2020

To: Rubidoux Community Services District
Board of Directors

Subject: Authorize the Purchase of One Replacement Water Department Utility Vehicle

BACKGROUND:

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

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

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

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

RECOMMENDATION:

Staff has reviewed the received bids and recommends the following to the Rubidoux Community Services Board of Directors:

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

Respectfully,



JEFFREY D. SIMS, P. E.
General Manager

Attachments: Memo from Brian Jennings – November 13, 2020
Tom Bell's Redlands Bid Document
Moss Bros Riverside Bid Document
2020/2021 Water Operating Fund Budget

BIDS D/O

10/29/20

MV/RM

BJ



Jeep



Steve Photopulos
Sales Manager

1983 Hamner Ave.
Norco, CA 92860
www.browningdodge.com
sphotopulos@browningautogroup.com

(951) 272-3110
Toll Free 1-888-50-DODGE
Fax (951) 734-7632

Jeep



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Serving the Inland Empire For Over 30 Years

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Commercial Fleet Director

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(909) 390-9898 • Cell (541) 226-1065 • Fax (909) 390-0298
Direct (909) 212-7326 • joecuberos@hotmail.com

Moss Bros.



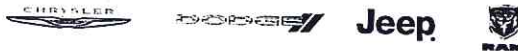
Tyler Bloomingdale
Internet Manager

8151 Auto Dr.
Riverside, CA 92504
MossSavings.com

Phone (951) 688-6200
Fax (951) 687-0584
tbloomingdale@MossSavings.com

"At Moss...You're the Boss!"™

Tom Bell's
Redlands



BENJAMIN AYALA
Sales Specialist

500 W. Redlands Blvd. Redlands, CA 92373
(909) 793-2141 • (323) 631-2872 • Fax (909) 793-3766
benjamin@RedlandsCJDR.com
www.RedlandsCJDR.com

MEMORANDUM

DATE: November 13, 2020

TO: Jeffrey D. Sims, General Manager

FROM: Brian Jennings, Manager Budgeting and Accounting

SUBJECT: Utility Department Vehicle Replacement Bid Results and Recommendation

Utility Vehicle purchase request is for One (1) new model year 2021 Jeep Wrangler Sport Four-Wheel Drive with Automatic Transmission. This was approved in the 2020/2021 Annual Water Fund Budget - Fleet Replacement; line item #45.

The new vehicle will be replacing the following:

- 2013 Jeep Wrangler with approx. 44K miles
VIN# 1C4AJWAG4DL687441

We requested bids from 4 different dealers and we received 2 bids. Additionally, we requested an additive bid to include a 7-year/100,000 mile extended warranty on the Jeep Wrangler which has been itemized in the summary below.

On Tuesday, November 10, 2020, staff opened sealed bids for One (1) New Jeep Wrangler Sport and the bids are summarized below.

Jeep Wrangler Sport Four Wheel Drive

Award – Jeep Wrangler		New Jeep Wrangler		Trade-In	
Rank	Dealer		Warranty	2013 Jeep	Total Bid
1	Tom Bell Redlands	\$ 39,613.00	\$1,995	\$(22,200)	\$19,608.00
2	Moss Bros Riverside	\$ 39,394.43	\$1,900	\$(17,000)	\$24,294.43
3	Browning Dodge/Chrysler Riverside	No Bid	No Bid	No Bid	No Bid
4	Jeep/Dodge/Chrysler Ontario	No Bid	No Bid	No Bid	No Bid

Continued on next page

*The low bidder for the Jeep Wrangler is Tom Bell's Chrysler/Dodge/Jeep in Redlands and meets specifications.

It is my recommendation that we issue a Purchase Order to Tom Bell's Chrysler/Dodge/Jeep in the amount of \$19,608.00 for One (1) Four-Wheel Drive, Jeep Wrangler Sport, 3.6 Liter Engine with Automatic Transmission.

Recommend also that Tom Bell's Chrysler/Dodge/Jeep take the following vehicle in trade for

- 2013 Jeep Wrangler with 2pprox.. 44K miles
VIN# 1C4AJWAG4DL687441
for the amount of \$22,000.00.

Attachment: Dealership Bid Request Business Cards

***Delivery date of 12/30/20 not guaranteed. See attached email.**

As the low bid is \$4,686.00 less than next comparable, I still recommend winning bid go to Tom Bell's Chrysler/Dodge/Jeep in Redlands.

Brian Jennings

From: Charlie Uruchurtu <charlie@redlandscjdr.com>
Sent: Monday, November 16, 2020 12:46 PM
To: Brian Jennings
Subject: RE: Rubidoux Community Services District - Bid for Jeep Wrangler Sport

This is a direct order from factory. I would love to say 12/30 could be est. date but that being said due to covid we have noticed way slower delivery times. I can NOT Guarantee a delivery by end of the year. This would be a 2021 Jeep wrangler.

Thanks,

Charlie Uruchurtu
Redlands CJDR
Sales Manager
(909)793-2141

From: Brian Jennings <bjennings@rcsd.org>
Sent: Friday, November 13, 2020 4:06 PM
To: Charlie Uruchurtu <charlie@redlandscjdr.com>
Subject: Rubidoux Community Services District - Bid for Jeep Wrangler Sport

Hi Charlie,
I wanted to let you know that your bid is the apparent low bidder.
Prior to formal award, I need to have the bid approved by our Board of Directors.
As noted in the bid documents, our Board meeting is next Thursday, November 19.

Questions:

Is your bid for model year 2020 or 2021?
Will the subject vehicle be "off the lot" or need to be ordered from factory?
How confident are you that you can meet the delivery date on or before 12/30/20?

If you could please let me know at your earliest convenience, it would be greatly appreciated.

Thank you,
Brian Jennings



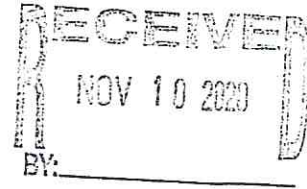
Brian Jennings, MBA
Manager Budgeting & Accounting

Rubidoux Community Services District
3590 Rubidoux Blvd.
Jurupa Valley, CA 92509
(951) 684-7580 Ext. 1257

Rubidoux Community Services District

Board of Directors
Armando Muniz
Bernard Murphy
J. Skerbelis
F. Forest Trowbridge
Hank Trueba, Jr.

Secretary-Manager
Jeffrey D. Sims



COPY

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

October 29, 2020

SUBJECT: Request For Quotation - One (1) New Model Year 2020 or 2021, Four-Wheel Drive, Gasoline Engine, Two Door, Jeep Wrangler Sport.

Dear Sir or Madame:

The Rubidoux Community Services District (District) is requesting a proposal for the purchase of one (1) new Four-Wheel Drive, Gasoline Engine, Two Door, Jeep Wrangler Sport 4X4. The District, a public agency located in the County of Riverside, California, is eligible for all Standard Governmental Service Fleet Pricing and Warranties.


NOTE: IT IS THE INTENT OF THE DISTRICT TO TAKE DELIVERY "OFF THE LOT" RATHER THAN ORDER THE VEHICLE.

Otherwise bidder needs to provide their best estimate of delivery date for their respective bid submittal.

Dealers should submit Bids to Rubidoux Community Services District, based on the attached specifications, no later than 4:00 PM on Tuesday, November 10, 2020

Should you have any questions, please do not hesitate to contact me directly at the District office.

Sincerely,


Brian Jennings
Manager Budgeting and Accounting

Attachments:
Minimum Specification Sheet
Quote Sheet

RUBIDOUX COMMUNITY SERVICES DISTRICT

New 2020 or 2021 Wrangler Sport 4X4 Sport, Gasoline Engine, Four-Wheel Drive, Two Door Utility Vehicle

NOTICE TO AUTO MANUFACTURERS:

Bids will be received at Rubidoux Community Services District for one (1) New 2020/2021 Wrangler Sport 4X4, Four-Wheel Drive, Two Door Utility Vehicle meeting all State and Federal highway regulations in addition to the following:

IT IS THE INTENT OF THE DISTRICT TO TAKE A VEHICLE "OFF THE LOT", THEREFORE CONFIGURATIONS OTHER THAN SPECIFIED BELOW WILL BE CONSIDERED. THE FOLLOWING IS CONSIDERED MINIMUM REQUIREMENTS.

	Meets Specs.	Comments/Exceptions
2020 or 2021 Model Year	YES	
Two Door	YES	
Four Wheel Drive	YES	
3.6 L Gasoline Engine	YES	
Automatic Transmission	YES	
Air Conditioning	YES	
Power Steering/Power Brakes (ABS)	YES	
Rear Axle Ratio - Base Factory	YES	
Dual Outside Mirrors	YES	
Cloth Seats	YES	
Wheels/Tires: P225/75 R17 (or Better)	YES	
Matching Full Size Spare Tire	YES	
Tinted Windows	YES	
Exterior Color: 1) White, 2) Silver (others will be considered)	YES	
Interior Color: Black or Tan	YES	
Black Hard Top	YES	
AM/FM Radio	YES	
Estimated Delivery Date (Enter in Comments)	-->	12/30

NOTE: Vendor must indicate either "Yes" or "No" in the column labeled "Meets Specs".

The intended target vehicle is the 2020 or 2021 Jeep Wrangler Sport 4X4. The winning bidder should be able to deliver the vehicle within 4-6 weeks of the award date November 10, 2020.

Rubidoux Community Services District is a public agency located in the County of Riverside, California, and is eligible for all Standard Governmental Service Fleet Pricing and warranties.

Additional equipment and/or upgraded modification should be listed as a separate item to allow an accurate and effective evaluation of submitted bids. All modifications to the minimum specifications, as stated above, shall be clearly identified. All warranties and guarantees shall also be included in the submitted proposal.

The vehicle quoted price shall include all applicable state and local taxes, licenses, dealer transportation and preparation fees. Vehicles shall be "Highway Ready" with registration plates being filed "CA Exempt" by the dealer with the Department of Motor Vehicles.

Written proposals should be submitted to: Rubidoux Community Services District, 3590 Rubidoux Boulevard, Rubidoux, California 92509, Emailed to bjennings@rcsd.org. Faxed to RCSD ATTN: Brian Jennings at (951) 369-4061.

Proposals should arrive at the District office no later than 4:00 pm. Tuesday, November 10, 2020. It is anticipated that the District shall award the contract at the regularly scheduled meeting of the Board of Directors, November 19, 2020. The District will issue to the awarded dealer a Purchase Order for the vehicle the day following Board approval. Upon vehicle delivery and acceptance by the District, payment shall be made in full to the selected dealer within thirty (30) calendar days.

The District reserves the right to reject any and all bids received.

RUBIDOUX COMMUNITY SERVICES DISTRICT

QUOTATION REQUEST

The Rubidoux Community Services District is requesting quotations to furnish and deliver equipment as described per attached District standard vehicle specification. NOTE: The total price quoted shall include all applicable taxes and delivery cost. "CA EXEMPT" License is required.

Items	Individual Unit Price	Tax & Delivery	Total Unit Price
BID ITEM 1: 2020 or 2021 Jeep Wrangler Sport 4X4 Two Door Utility Vehicle	36155	3458	\$ 39613
BID ITEM 2: Extended Warranty, Max Care - 100,000 Miles/7 Year (Beyond Factory Warranty)	\$ 1995	N/A	\$ 1995
BID ITEM 3: Trade-In 2013 Jeep Wrangler: Approx. 44K mi Vin # 1C4AJWAG4DL687441	22000	N/A	(\$ 22000)
Total Tax and Delivery			\$ 19608

The equipment quoted shall be furnished in compliance with the State of California Air Resource Board standards for emissions and as comparable to the attached specification sheets for delivery on or before December 30, 2020. The District reserves the right to reject any and all proposals, to waive any irregularity and to award the contract based on the best bid to the District.

Proposals for the vehicle herein indicated will be received by the District at its headquarters **no later than 4:00 PM, Tuesday November 10, 2020.**

Proposals shall be made on District form and shall include a copy of the District Standard Vehicle Specification.

Delivery of the equipment will be at the following location:

Location: Rubidoux Community Services District
Address: 3590 Rubidoux Blvd, Rubidoux, CA 92509

Bids may be delivered, mailed or Faxed to the following address:

Rubidoux Community Services District
Attn: Brian Jennings
Email: bjennings@rcsd.org

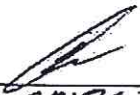
Delivered to: 3590 Rubidoux Blvd.
Rubidoux, CA 92509

Faxed to: RCSD Attn: Brian Jennings
(951) 369-4061

Mailed to: P.O. Box 3098
Rubidoux, CA 92519

REDLANDS CJDR

Signed
Title
Date

 Charlie U.
SALES MANAGER
11/10/20

Company
Address
City

500 W REDLANDS BLVD
REDLANDS CA

RUBIDOUX COMMUNITY SERVICES DISTRICT

New 2020 or 2021 Wrangler Sport 4X4 Sport, Gasoline Engine, Four-Wheel Drive

Two Door Utility Vehicle

NOV 10 2020

NOTICE TO AUTO MANUFACTURERS:

Bids will be received at Rubidoux Community Services District for one (1) New 2020/2021 Wrangler Sport 4X4, Four-Wheel Drive, Two Door Utility Vehicle meeting all State and Federal highway regulations in addition to the following:

IT IS THE INTENT OF THE DISTRICT TO TAKE A VEHICLE "OFF THE LOT", THEREFORE CONFIGURATIONS OTHER THAN SPECIFIED BELOW WILL BE CONSIDERED. THE FOLLOWING IS CONSIDERED MINIMUM REQUIREMENTS.

	Meets Specs.	Comments/Exceptions
2020 or 2021 Model Year	Yes	
Two Door	Yes	
Four Wheel Drive	Yes	
3.6 L Gasoline Engine	Yes	
Automatic Transmission	Yes	
Air Conditioning	Yes	
Power Steering/Power Brakes (ABS)	Yes	
Rear Axle Ratio - Base Factory	Yes	
Dual Outside Mirrors	Yes	
Cloth Seats	Yes	
Wheels/Tires: P225/75 R17 (or Better)	Yes	
Matching Full Size Spare Tire	Yes	
Tinted Windows	Yes	
Exterior Color: 1) White, 2) Silver (others will be considered)	Yes	
Interior Color: Black or Tan	Yes	
Black Hard Top	Yes	
AM/FM Radio	Yes	
Estimated Delivery Date (Enter in Comments)	---->	10 Business Days from receiving award letter

NOTE: Vendor must indicate either "Yes" or "No" in the column labeled "Meets Specs".

The intended target vehicle is the 2020 or 2021 Jeep Wrangler Sport 4X4. The winning bidder should be able to deliver the vehicle within 4-6 weeks of the award date November 10, 2020.

Rubidoux Community Services District is a public agency located in the County of Riverside, California, and is eligible for all Standard Governmental Service Fleet Pricing and warranties.

Additional equipment and/or upgraded modification should be listed as a separate item to allow an accurate and effective evaluation of submitted bids. All modifications to the minimum specifications, as stated above, shall be clearly identified. All warranties and guarantees shall also be included in the submitted proposal.

The vehicle quoted price shall include all applicable state and local taxes, licenses, dealer transportation and preparation fees. Vehicles shall be "Highway Ready" with registration plates being filed "CA Exempt" by the dealer with the Department of Motor Vehicles.

Written proposals should be submitted to: Rubidoux Community Services District, 3590 Rubidoux Boulevard, Rubidoux, California 92509. Emailed to bjennings@rcsd.org. Faxed to RCSD ATTN: Brian Jennings at (951) 369-4061.

Proposals should arrive at the District office no later than 4:00 pm, Tuesday, November 10, 2020. It is anticipated that the District shall award the contract at the regularly scheduled meeting of the Board of Directors, November 19, 2020. The District will issue to the awarded dealer a Purchase Order for the vehicle the day following Board approval. Upon vehicle delivery and acceptance by the District, payment shall be made in full to the selected dealer within thirty (30) calendar days.

The District reserves the right to reject any and all bids received.

RUBIDOUX COMMUNITY SERVICES DISTRICT

QUOTATION REQUEST

The Rubidoux Community Services District is requesting quotations to furnish and deliver equipment as described per attached District standard vehicle specification. NOTE: The total price quoted shall include all applicable taxes and delivery cost. "CA EXEMPT" License is required.

Items	Individual Unit Price	Tax & Delivery	Total Unit Price
BID ITEM 1: 2020 or 2021 Jeep Wrangler Sport 4X4 Two Door Utility Vehicle	<u>\$35,657</u>	<u>\$3,652.43</u>	<u>\$39,394.43</u>
BID ITEM 2: Extended Warranty, Max Care - 100,000 Miles/7 Year (Beyond Factory Warranty)	<u>\$1,900</u>	<u> </u>	<u>\$1,900</u>
BID ITEM 3: Trade-In 2013 Jeep Wrangler: Approx. 44K mi Vin # 1C4AJWAG4DL687441	<u>\$17,000.00</u>	<u> </u>	<u>(\$17,000.00)</u>
Total Tax and Delivery			<u>\$24,294.43</u>

The equipment quoted shall be furnished in compliance with the State of California Air Resource Board standards for emissions and as comparable to the attached specification sheets for delivery on or before December 30, 2020. The District reserves the right to reject any and all proposals, to waive any irregularity and to award the contract based on the best bid to the District.

Proposals for the vehicle herein indicated will be received by the District at its headquarters **no later than 4:00 PM, Tuesday November 10, 2020.**

Proposals shall be made on District form and shall include a copy of the District Standard Vehicle Specification.

Delivery of the equipment will be at the following location:

Location: Rubidoux Community Services District
Address: 3590 Rubidoux Blvd, Rubidoux, CA 92509


Bids may be delivered, mailed or Faxed to the following address:

Rubidoux Community Services District
Attn: Brian Jennings
Email: bjennings@rcsd.org

Delivered to: 3590 Rubidoux Blvd.
Rubidoux, CA 92509

Faxed to: RCSD Attn: Brian Jennings
(951) 369-4061

Mailed to: P.O. Box 3098
Rubidoux, CA 92519



Signed Tyler Bluminger
Title Fleet Manager
Date 11/6/2020

Company Moss Bus Riverside
Address 8151 Auto Dr
City Riverside

2021 MODEL YEAR

Jeep WRANGLER WILLYS SPORT 4X4

For more information visit: www.jeep.com
or call 1-877-IAM-JEEP

FCA US LLC

THIS VEHICLE IS MANUFACTURED TO MEET SPECIFIC UNITED STATES REQUIREMENTS. THIS VEHICLE IS NOT MANUFACTURED FOR SALE OR REGISTRATION OUTSIDE OF THE UNITED STATES.

MANUFACTURER'S SUGGESTED RETAIL PRICE OF THIS MODEL INCLUDING DEALER PREPARATION

Base Price: **\$28,315**

JEOP WRANGLER SPORT
Exterior Color: Bright White Clear-Coat Exterior Paint
Interior Color: Black Interior Color
Interior: Cloth Low-Back Bucket Seats
Engine: 3.6L V6 24V VVT eTorque Engine
Transmission: 8-Speed Automatic 650RE Transmission
STANDARD EQUIPMENT (UNLESS REPLACED BY OPTIONAL EQUIPMENT)

FUNCTIONAL/SAFETY FEATURES

ParkView® Rear Back-Up Camera
Command-Trac® Part-Time 4WD System
3.45 Overall Top Gear Ratio
Fuel Tank Skid-Plate Shield
Transfer Case Skid-Plate Shield
Transmission Skid-Plate
6-Way Manual Driver Seat
4-Way Manual Adjustable Front Passenger Seat
Electronic Roll Mitigation
Trailer Sway Damping
Hill-Start Assist
Push-Button Start
Sentry Key® Theft Deterrent System
Tire-Pressure Monitoring Display
Advanced Multistage Front Air Bags
Supplemental Front Seat-Mounted Side Air Bags

INTERIOR FEATURES

Uconnect® 3 with 5-Inch Display
Cluster 3.5-Inch TFT Black & White Display
8 Speakers
Integrated Voice Command with Bluetooth®
12-Volt Auxiliary Power Outlet
Tilt / Telescope Steering-Column
Steering-Wheel-Mounted Audio Controls
2-Way Manual Lumbar Adjustable Driver Seat
Driver and Passenger Assist Handles
Manual Door Locks

EXTERIOR FEATURES

Black Sunrider® Soft-Top (NA w/Sky 1-Touch Pwr Top)
17-Inch x 7.5-Inch Black Steel Styrod Wheels
245/75R17 All-Season Tires
Full-Size Spare Tire
Matching Spare Wheel
2-Front and 1-Rear Tow Hooks
Halogen Headlamps
Headlamps with Turn-Off Time Delay
Front Fog Lamps
Incandescent Tail Lamps
Front Dome Lamp with On/Off Switch
Full Doors with Roll-up Windows
"Trail-Rated" Badge

Rear Folding Seat
Front Floor Mats
Molded-In-Color Fender Flares
Tinted Windshield Glass
Blow Molded Black Rear Bumper
Center High-Mounted Stop Lamp
Fixed Long-Mast Antenna
OPTIONAL EQUIPMENT (May Replace Standard Equipment)
Customer Preferred Package 24K **\$1,700**
17-Inch x 7.5-Inch Mosab Black Aluminum Wheels
Rock-Protection Sill Rails
Deep-Tint Sunscreen Windows
Anti-Spin Differential Rear Axle
Heavy-Duty 4-Wheel Disc Anti-Lock Brakes
All-Weather Floor Mats by Mopar®
Mold-In-Color Bumper with Gloss Black
\$1,600
6-Speed Automatic 650RE Transmission
Hill Descent Control **\$1,500**
3.6L V6 24V VVT eTorque Engine
600-Amp Maintenance Free Battery **\$1,295**
Air Conditioning **\$1,395**
Black 3-Piece Hard Top
Freedom Panel Storage Bag
Rear Window Defroster
Rear Window Wiper / Washer
No Soft Top
SiriusXM® with 6-Month Radio Sub Call 800-843-2112 **\$295**
Destination Charge **\$1,495**

Destination Charge **\$1,495**

Package Value Savings of \$1,745

TOTAL PRICE: * \$37,495

WARRANTY COVERAGE
5-year or 60,000-mile Powertrain Limited Warranty.
3-year or 36,000-mile Basic Limited Warranty.
Ask Dealer for a copy of the limited warranties or see your owner's manual for details.
**5 YEAR / 60,000 MILE
POWERTRAIN WARRANTY**

Assembly Plant/Port of Entry: TOLEDO, OHIO, U.S.A. S.L. SHIP TO: SOLD TO:
VIN: 1C4HJXAG9MW-508877 LA-IND: 7527 1005



THIS LABEL IS ADDED TO THIS VEHICLE TO COMPLY WITH FEDERAL LAW. THE LABEL CANNOT BE REMOVED OR ALTERED PRIOR TO DELIVERY TO THE ULTIMATE PURCHASER.

*STATE AND/OR LOCAL TAXES IF ANY, LICENSE AND TITLE FEES AND DEALER SUPPLIED AND INSTALLED OPTIONS AND ACCESSORIES ARE NOT INCLUDED IN THIS PRICE. DISCOUNT, IF ANY, IS BASED ON PRICE OF OPTIONS IF PURCHASED SEPARATELY.

EPA DOT Fuel Economy and Environment Gasoline Vehicle

Fuel Economy These estimates reflect new EPA methods beginning with 2017 models. **You spend \$2,250 in fuel costs over 5 years compared to the average new vehicle.**

21 MPG combined city/hwy
20 city 24 highway
4.8 gallons per 100 miles

Small SUV 4WD range from 16 to 120 MPG. The best vehicle rates 141 MPG.

Annual fuel cost \$1,950

Fuel Economy & Greenhouse Gas Rating (tailpipe only) **Smog Rating** (tailpipe only)

1 4 10 Best
1 5 10 Best

This vehicle emits 416 grams CO2 per mile. The best emits 0 grams per mile (tailpipe only). Producing and distributing fuel also creates emissions; learn more at fuelconomy.gov.

Actual results will vary for many reasons, including driving conditions and how you drive and maintain your vehicle. The average new vehicle gets 27 MPG and cost \$7,500 to fuel over 5 years. Cost estimates are based on 15,000 miles per year at \$2.70 per gallon. MPG is miles per gasoline gallon equivalent. Vehicle emissions are a significant cause of climate change and smog.

fuelconomy.gov
Calculate personalized estimates and compare vehicles

GOVERNMENT 5-STAR SAFETY RATINGS

Overall Vehicle Score Not Rated
Based on the combined ratings of front, side and rollover. Should ONLY be compared to other vehicles of similar size and weight.

Frontal Crash	Driver Passenger	★★★★
Based on the risk of injury in a frontal impact. Should ONLY be compared to other vehicles of similar size and weight.		
Side Crash	Front seat Rear seat	Not Rated Not Rated
Based on the risk of injury in a side impact.		
Rollover		★★★
Based on the risk of rollover in a single-vehicle crash.		

Star ratings range from 1 to 5 stars (★★★★★) with 5 being the highest. Source: National Highway Traffic Safety Administration (NHTSA) www.safercar.gov or 1-888-327-4236

PARTS CONTENT INFORMATION

FOR VEHICLES IN THIS CARLINE:
U.S./CANADIAN PARTS CONTENT: 60%
MAJOR SOURCES OF FOREIGN PARTS CONTENT:
MEXICO : 20%
NOTE: PARTS CONTENT DOES NOT INCLUDE FINAL ASSEMBLY, DISTRIBUTION, OR OTHER NON-PARTS COSTS.
FOR THIS VEHICLE:
FINAL ASSEMBLY POINT:
TOLEDO, OHIO, U.S.A.
COUNTRY OF ORIGIN:
ENGINE: MEXICO
TRANSMISSION: UNITED STATES

VEHICLE PROTECTION
A PRODUCT OF FCA US LLC
Ask for Mopar Vehicle Protection for your vehicle. We Bolt It. We Back It.

The safety ratings above are based on Federal Government tests of particular vehicles equipped with certain features and options. The performance of this vehicle may differ.

Rubidoux Community Services District Water Fund Budget

June 20, 2019

	Projected Year End 2018/2019	Budget 2018/2019	Proposed Budget 2019/2020	Proposed Budget 2020/2021
Administrative Expense				
37 Salaries Expense	1,270,500	1,300,000	1,317,100	1,369,100
38 Payroll Tax Expense	102,100	96,500	93,100	97,600
39 Health & Retirement Expense	564,100	650,000	548,300	574,600
40 Workers Comp Insurance	52,400	43,500	49,500	51,000
41 General Admin Expense	600,000	600,000	600,000	600,000
Total Administrative Expense	\$2,589,100	\$2,690,000	\$2,608,000	\$2,692,300
Other Expense				
42 SERIES 1998-Misc. Expense	1,500	-	1,500	1,500
43 MN Plnt 17-18 Interest Exp	120,600	117,500	114,300	107,900
44 Transfer to Unrestricted Reserves	297,248	388,565	159,800	460,700
Total Other Expense	\$419,348	\$506,065	\$275,600	\$ 570,100
Total Expense	\$4,626,345	\$4,815,965	\$4,547,200	\$5,065,300
Asset Acquisitions				
45 Fleet Replacement	86,000	128,000	65,000	65,000
46 Pickup Truck	-	-	30,000	-
47 Field Ofc Imprvmt	-	-	50,000	-
48 AMR Equipment (Radio Read)	-	50,000	-	-
49 Crane Truck (35% Swr / 65% Wtr)	55,575	58,500	-	-
50 Vactor Replacement (35% Swr / 65% Wtr)	48,219	48,100	-	-
51 Well 2 GAC Vessels	-	-	155,000	-
Total Asset Acquisitions	\$189,794	\$284,600	\$300,000	\$65,000
Long-Term Debt				
52 Debt Service - MN Plant 17-18 Principal	243,600	246,700	249,900	256,300
Total Long-Term Debt	\$243,600	\$246,700	\$249,900	\$256,300
TOTAL WATER EXPENSES	\$5,059,739	\$5,347,265	\$5,097,100	\$5,386,600

13. CONSIDER RESOLUTION NO. 2020-872 – A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RUBIDOUX COMMUNITY SERVICES DISTRICT THAT ALL PERSONS PHYSICALLY ATTENDING MEETINGS OF THE BOARD OF DIRECTORS WEAR A FACE COVERING:

DM 2020-84

Rubidoux Community Services District

Board of Directors

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

General Manager
Jeffrey D. Sims



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

DIRECTORS MEMORANDUM 2020-84

November 19, 2020

To: Rubidoux Community Services District
 Board of Directors

Subject: Consider Resolution No. 2020-872 – A Resolution Of The Board Of Directors Of The Rubidoux Community Services District That All Persons Physically Attending Meetings Of The Board Of Directors Wear A Face Covering.

BACKGROUND:

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

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

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

RECOMMENDATION:

The Board of Directors consider Resolution No. 2020-872 – A Resolution Of The Board Of Directors Of The Rubidoux Community Services District That All Persons Physically Attending Meetings Of The Board Of Directors Wear A Face Covering.

Respectfully,



JEFFREY D. SIMS, P. E.
General Manager

Attach:

Resolution No. 2020-872

RESOLUTION NO. 2020-872

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RUBIDOUX COMMUNITY SERVICES DISTRICT THAT ALL PERSONS PHYSICALLY ATTENDING MEETINGS OF THE BOARD OF DIRECTORS WEAR A FACE COVERING

Whereas, the confirmed cases of Novel Coronavirus (COVID-19) internationally, including California and multiple areas of the United States, prompted the federal government to declare that a public health emergency exists nationwide; and

Whereas, the Centers for Disease Control and Prevention announced that community spread of COVID-19 will occur and has occurred in the United States; and

Whereas, the number of reported cases and deaths associated with COVID-19 has prompted the Governor of the State of California, and many others, to proclaim a local emergency; and

Whereas, COVID-19 is an infectious and communicable disease which can create a condition of extreme peril to the health and safety of persons; and

Whereas, in June of 2020 (updated July 2020) the District adopted a comprehensive COVID-19 prevention plan ("Prevention Plan") to limit the exposure of COVID-19. The Prevention Plan provides that all team members affiliated with RCSD have a responsibility to help control a possible spread amongst co-workers and members of the public; and

Whereas, the Prevention Plan provides that "[f]ace coverings must be worn by everyone in all common areas and hallways when outside of [their] personal workspace;" and

Whereas, to further protect the public, staff, and board members, the Board of Directors desires to order that all persons physically attending a meeting of the Board of Directors must wear a face covering during said meeting where required by the most recently adopted/revised California Department of Public Health's face covering guidelines.

NOW, THEREFORE, the Board of Directors of the Rubidoux Community Services District does hereby **RESOLVE** as follows:

Section 1. All persons physically attending a meeting of the Board of Directors must wear a face covering where required by the most recently adopted/revised California Department of Public Health's Face Covering Guidelines (most recent Guidelines, revised June 29, 2020, attached hereto for reference).

Passed, approved, resolved, and adopted at a regular Board Meeting meeting this 19th day of November 2020 by the following vote:

President Muniz:
Director Murphy:
Director Trowbridge:
Director Trueba:
Director Skerbelis:

ATTEST:

Clerk of the District

President
Armando Muniz

APPROVED AS TO FORM:

HARPER & BURNS LLP



District Counsel
By: Colin Burns



SONIA Y. ANGELL, MD, MPH
State Public Health Officer & Director

State of California—Health and Human Services Agency
California Department of Public Health



GAVIN NEWSOM
Governor

Released June 18, 2020

- Revised on June 29, 2020 to clarify that children under two years old are exempt from wearing face coverings due to risk of suffocation

GUIDANCE FOR THE USE OF FACE COVERINGS

Because of our collective actions, California has limited the spread of COVID-19 and associated hospitalizations and deaths in our state. Still, the risk for COVID-19 remains and the increasing number of Californians who are leaving their homes for work and other needs, increases the risk for COVID-19 exposure and infection.

Over the last four months, we have learned a lot about COVID-19 transmission, most notably that people who are infected but are asymptomatic or pre-symptomatic play an important part in community spread. The use of face coverings by everyone can limit the release of infected droplets when talking, coughing, and/or sneezing, as well as reinforce physical distancing.

This document updates existing [CDPH guidance](#) for the use of cloth face coverings by the general public when outside the home. It mandates that face coverings be worn state-wide in the circumstances and with the exceptions outlined below. It does not substitute for existing guidance about social distancing and handwashing.

Guidance

People in California must wear face coverings when they are in the high-risk situations listed below:

- Inside of, or in line to enter, any indoor public space;¹
- Obtaining services from the healthcare sector in settings including, but not limited to, a hospital, pharmacy, medical clinic, laboratory, physician or dental office, veterinary clinic, or blood bank;²
- Waiting for or riding on public transportation or paratransit or while in a taxi, private car service, or ride-sharing vehicle;
- Engaged in work, whether at the workplace or performing work off-site, when:
 - Interacting in-person with any member of the public;
 - Working in any space visited by members of the public, regardless of whether anyone from the public is present at the time;

¹ Unless exempted by state guidelines for specific public settings

² Unless directed otherwise by an employee or healthcare provider



- Working in any space where food is prepared or packaged for sale or distribution to others;
- Working in or walking through common areas, such as hallways, stairways, elevators, and parking facilities;
- In any room or enclosed area where other people (except for members of the person's own household or residence) are present when unable to physically distance.
- Driving or operating any public transportation or paratransit vehicle, taxi, or private car service or ride-sharing vehicle when passengers are present. When no passengers are present, face coverings are strongly recommended.
- While outdoors in public spaces when maintaining a physical distance of 6 feet from persons who are not members of the same household or residence is not feasible.

The following individuals are exempt from wearing a face covering:

- Persons younger than two years old. These very young children must not wear a face covering because of the risk of suffocation.
- Persons with a medical condition, mental health condition, or disability that prevents wearing a face covering. This includes persons with a medical condition for whom wearing a face covering could obstruct breathing or who are unconscious, incapacitated, or otherwise unable to remove a face covering without assistance.
- Persons who are hearing impaired, or communicating with a person who is hearing impaired, where the ability to see the mouth is essential for communication.
- Persons for whom wearing a face covering would create a risk to the person related to their work, as determined by local, state, or federal regulators or workplace safety guidelines.
- Persons who are obtaining a service involving the nose or face for which temporary removal of the face covering is necessary to perform the service.
- Persons who are seated at a restaurant or other establishment that offers food or beverage service, while they are eating or drinking, provided that they are able to maintain a distance of at least six feet away from persons who are not members of the same household or residence.
- Persons who are engaged in outdoor work or recreation such as swimming, walking, hiking, bicycling, or running, when alone or with household members, and when they are able to maintain a distance of at least six feet from others.

- Persons who are incarcerated. Prisons and jails, as part of their mitigation plans, will have specific guidance on the wearing of face coverings or masks for both inmates and staff.

Note: Persons exempted from wearing a face covering due to a medical condition who are employed in a job involving regular contact with others should wear a non-restrictive alternative, such as a face shield with a drape on the bottom edge, as long as their condition permits it.

Background

What is a cloth face covering?

A cloth face covering is a material that covers the nose and mouth. It can be secured to the head with ties or straps or simply wrapped around the lower face. It can be made of a variety of materials, such as cotton, silk, or linen. A cloth face covering may be factory-made or sewn by hand or can be improvised from household items such as scarfs, T-shirts, sweatshirts, or towels.

How well do cloth face coverings work to prevent spread of COVID-19?

There is scientific evidence to suggest that use of cloth face coverings by the public during a pandemic could help reduce disease transmission. Their primary role is to reduce the release of infectious particles into the air when someone speaks, coughs, or sneezes, including someone who has COVID-19 but feels well. Cloth face coverings are not a substitute for physical distancing, washing hands, and staying home when ill, but they may be helpful when combined with these primary interventions.

When should I wear a cloth face covering?

You should wear face coverings when in public places, particularly when those locations are indoors or in other areas where physical distancing is not possible

How should I care for a cloth face covering?

It's a good idea to wash your cloth face covering frequently, ideally after each use, or at least daily. Have a bag or bin to keep cloth face coverings in until they can be laundered with detergent and hot water and dried on a hot cycle. If you must re-wear your cloth face covering before washing, wash your hands immediately after putting it back on and avoid touching your face. Discard cloth face coverings that:

- No longer cover the nose and mouth
- Have stretched out or damaged ties or straps
- Cannot stay on the face
- Have holes or tears in the fabric

###

**14. CLOSED EXECUTIVE SESSION – CONFERENCE WITH REAL PROPERTY
NEGOTIATORS:
DM 2020-85**

PROPERTY: 3715 AVALON STREET, JURUPA VALLEY, CA (APN
179-111-004)

AGENCY NEGOTIATOR: JEFF SIMS

NEGOTIATING PARTIES: COUNTY OF RIVERSIDE

UNDER NEGOTIATION: PRICE .

15. DIRECTORS COMMENTS – NON-ACTION

16. ADJOURNMENT