

**MINUTES OF REGULAR MEETING**  
**April 6, 2023**  
**RUBIDOUX COMMUNITY SERVICES DISTRICT**

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

**DIRECTORS ABSENT:**

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

Call to order: the meeting of the Board of Directors of the Rubidoux Community Services District by President Murphy, at 4:00 P.M., Thursday, April 6, 2023, by teleconferencing at District Office, 3590 Rubidoux Boulevard, Jurupa Valley, California.

**ITEM 4. APPROVAL OF MINUTES**

Approval of Minutes for March 16, 2023, Board Meeting.

**Director Trueba moved, and Director Trowbridge seconded to approve the March 16, 2023, Regular Board Minutes as presented.**

**Roll call:**

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

**Noes – 0**

**Abstain – 0**

**Absent – 0**

**The motion was carried unanimously.**

**ITEM 5. Consideration to Approve the April 7, 2023, Salaries, Expenses and Transfers.**

Consideration to Approve the April 7, 2023, Salaries, Expenses and Transfers.

**Director Trueba moved, and Director Skerbelis seconded to Approve the April 7, 2023, Salaries, Expenses and Transfers.**

**Roll call:**

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

**Noes – 0**

**Abstain – 0**

**Absent – 0**

**The motion was carried unanimously.**

## **ITEM 6. PUBLIC ACKNOWLEDGE OF NON-AGENDA MATTERS**

There was no one in attendance during Item 6. Item 6 was tabled until later.

## **ITEM 7. CORRESPONDENCE AND RELATED INFORMATION**

There was an article from accuweather.com regarding “Dramatic satellite photos reveal sharp turnaround in water levels in California reservoirs.” The article gave snapshots of current reservoir levels in six major reservoirs throughout the state of California due to the recent California storms. It also gave a snapshot of the Sierra snowpack from the California Department of Water Resources, showing that it far exceeds the average annual snowfall & typical end-of-season snowpack. Further, it gave an update on the California drought improvements across California. The article stated that as the snow gradually melts, the water flowing from the mountains will continue to chip away at the drought, leading to further improvements in the water table across the state.

## **ITEM 8. MANAGER’S REPORT**

General Manager Brian Laddusaw introduced Kirk Hamblin to the Board as the new Director of Finance and Administration. The District is now 100% fully staffed after a six to eight month or so process with the exit of retiring staff and the hiring of new staff members.

Mr. Laddusaw briefly spoke about the 11<sup>th</sup> annual Mayor’s Prayer Breakfast. Since the district is now a platinum member of the Jurupa Valley Chamber of Commerce, 4 complimentary tickets were received to attend the breakfast on May 4, 2023, from 7:30 – 9:30. Any Board members interested in attending, please contact the office.

Meet the Machines event will be held next week, April 15<sup>th</sup>, from 9:00 am – 1:00 pm.

### Accounts Receivable Quarterly Update

The most recent AR delinquencies is down to just under \$18,000, through March 31, 2023.

As of last month, there are 9 customers totaling approximately \$14,600 still on payment plans. We started May 2022 with 187 customers with \$184,000. Customer service staff in the last 10 months has done a great job decreasing that number. We started selling water to JCSD in April 2022. We stopped selling water to JCSD in November 2022 due to low demand. Additional

customer assistance due to the pandemic are United Lift and LIHWAP. Our customers have received just over \$168,000 in assistance over the past two (2) years.

Miguel informed the Board the District's systems operators received training the previous week from Trussell Technologies. This week the State Resources Control Board representative came out to do a sanitary survey of the District. Staff took him around the District to the Wells and the Reservoirs and he will have recommendations that will come out in a report.

### **Operations Report:**

Presented at the second meeting of the month.

### **Emergency and Fire Report:**

Presented at the second meeting of the month.

### **ITEM 9. Consider Approval of the Notice of Exemption and Authorization for Staff to File It – Market Street Pipeline Relocation Project and Authorization for Staff to File it with the Appropriate Agencies. DM 2023-33.**

### **BACKGROUND**

The Rubidoux Community Services District (“District”) currently has out to bid a project to relocate a Water Pipeline which crosses Market Street (“Project”) to a lower depth to avoid damage to the pipeline during the upcoming Market Street Bridge Replacement Project being done by the County of Riverside in conjunction with the City of Jurupa Valley. The District has a bid opening scheduled for April 19, 2023. Also, at the March 16, 2023 Board Meeting, the Board of Directors approved a contract with Krieger and Stewart to perform Construction Inspection and Oversight Duties.

Categorical exemptions are identified in Section 15300 of the State of California Environmental Quality Act (“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.

This project is specifically exempt from CEQA requirements of CEQA in Section in 15302(c) which states, *“15302. REPLACEMENT OR RECONSTRUCTION Class 2 consists of replacement or reconstruction of existing structures and facilities where the new structure will be located on the same site as the structure replaced and will have substantially the same purpose and capacity as the structure replaced, including but not limited to: ... (c) Replacement or reconstruction of existing utility systems and/or facilities involving negligible or no expansion of capacity.*

When a project is determined to be exempt from CEQA a Notice of Exemption (“NoE”) needs to be filed with the County Recorder’s office and the State Clearinghouse. As noted on the State Clearinghouse website, the State Clearinghouse is at the center of State agency involvement in

the California Environmental Quality Act (CEQA) environmental review process and serves as the State “Single Point of Contact.” Staff has filled out the NoE but Board action is required in order to file it. A copy of the NoE is attached to this Board Memorandum.

**Director Skerbelis moved, and Director Trowbridge seconded the Board of Directors to:**

- 1. Find in its sole discretion the Project meets the requirements for a Categorical Exemption for Class 2 Exemption under CEQA Section 15302(c) as appropriate for the project.**
- 2. Authorize the General Manager or designee to sign the NoE.**
- 3. Direct staff to file the NoE with appropriate agencies.**

**Roll call:**

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

**Noes – 0**

**Abstain – 0**

**Absent – 0**

**The motion was carried unanimously.**

**ITEM 10. Consideration to Adopt Resolution No. 2023-903, a Resolution Designating and Authorizing Certain Staff Members for Local Agency Investment Fund (LAIF) Banking Purposes. DM 2023-34.**

### **BACKGROUND**

As the Board is aware, the previous General Manager (“GM”) Jeff Sims retired from the District in December 2022 and the previous Director of Finance and Administration (“DFA”) Brian Laddusaw was promoted to the position of GM. Since Jeff’s retirement, I have operated in the capacity of GM and DFA as the District has worked on replacing the DFA. On April 3, 2023, the District’s new DFA began. With the addition of a new DFA, the District must remove Jeff and add the new DFA as authorized representatives for purposes of making electronic transfers between the Local Agency Investment Fund (“LAIF”) and District accounts. Keeping with District practice, only the GM and DFA have authorization to transfer monies between the two financial institutions. For LAIF to accept this change, the Board must formally adopt a Resolution. Staff recommends the Board consider and adopt Resolution No. 2023-907, a Resolution Designating and Authorizing Certain Staff Members for Local Agency Investment Fund Banking Purposes.

**Director Trueba moved, and Director Murphy seconded Adoption of Resolution No. 2023-903, which supersedes and replaces Resolution No. 2020-864.**

**Roll call:**

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

**Noes – 0**

**Abstain – 0**

**Absent – 0**

**The motion was carried unanimously.**

**ITEM 11. Consideration to Adopt Resolution No. 2023-904, a Resolution Designating and Authorizing Certain Staff Members the Ability to Conduct Electronic Transactions between Banking Institutions. DM 2023-35.**

**BACKGROUND**

Similar to the previous DM the Rubidoux Community Services District (“District”) Board of Directors must update its authorization to allow the new Director of Finance and Administration the ability to conduct electronic transactions between banking institutions that aren’t Local Agency Investment Fund (“LAIF”) related. Notably, this includes transactions with Pacific Premier Bank and Citizens Business Bank, among others. Keeping with District practice, only the General Manager and Director of Finance and Administration have authorization to transfer monies between banking institutions. Similar to LAIF, these banks require the formal adoption of a Resolution by the Board. Staff recommends the Board consider and adopt Resolution No. 2023-904, a Resolution Designating and Authorizing Certain Staff Members the Ability to Conduct Electronic Transactions Between Banking Institutions.

**Director Skerbelis moved and Director Muniz seconded the Board of Directors Adopt Resolution No. 2023-904, which supersedes and replaces Resolution No. 2020-865.**

**Roll call:**

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

**Noes – 0**

**Abstain – 0**

**Absent – 0**

**The motion was carried unanimously.**

**ITEM 12. Consideration to Purchase Gym Equipment for Fire Station 38. DM 2023-36.**

**BACKGROUND**

The Rubidoux Community Services District (“District”) is responsible for providing Fire Protection Services within the District’s boundary and provides this service through a contract with Riverside County Fire/CalFire (“Count Fire”) for staffing and equipment. Since 2006, the District is responsible for its ongoing upkeep and replacement of long-lived assets. Funding to pay County Fire for contract services and routine recurring expenses related to upkeep of Fire Station 38 comes from the District’s share of property taxes paid by property owners within the District service boundary. The District retains an operating reserve from this funding source for upkeep and routine recurring expenses.

In May 1988, the Board adopted Ordinance No. 85 establishing certain Fire protection mitigation fees to be used by the District to “*construct and/or equip new fire station facilities, or for equipment at existing facilities...*” with the intended purpose of restricting these monies for non-recurring expenditures, or in other words, long-lived assets. Fire mitigation fees are collected by District personnel at the same time other water and sewer capacity fees are collected. Currently, the District collects \$815 per single family residence and \$.41 per square foot for each commercial building.

#### Fire Station 38 Gym Equipment

The gym equipment at Fire Station 38 is mostly the original equipment from 2006. Additionally, some of the equipment currently occupying Fire Station 38 is surplus equipment from other fire stations in the area which is beginning to show its age and wear and tear. Attached to tonight’s Director’s Memorandum are a few pictures showing the condition of Fire Station 38’s current equipment. Fire Station 38 currently has 8.27 assigned staff which includes a captain, engineer, engineer medic, three (3) firefighter II, and two (2) firefighter paramedics.

Also, the District has an assigned battalion chief who splits their time with other fire stations in the area. At any one time, Fire Station 38 is staffed by a minimum of 3 fire personnel who work 3 straight days, or 72 hours, living at the Station before they rotate off. Gym equipment helps improve health and wellness. It is a vital part of keeping firefighters healthy and safe. It also improves morale in the station. A well-equipped fire station gym can help firefighters stay in shape and improve their ability to respond to emergencies. Over the last couple of years, Fire Station 38 personnel has expressed a desire to replace some of the worn-down gym equipment. Knowing this, but understanding there were more pressing maintenance items at the Station, District personnel prioritized the following asset expenditures at the Station:

1. New commercial grade water heater
2. New Fire Station 38 / Rubidoux Community Services District sign
3. Perimeter fence enhancements

The commercial grade water heater was installed in Fall 2022 and the sign was completed in January 2023. Currently, the District is working with its contractor to complete the perimeter fence enhancements, which are approximately 90% complete. Due to the successive completion and near completion of the above projects, District staff reviewed the Fire / Weed Abatement Fund Budget to determine appropriate budget capacity for procuring new gym equipment, which is described in greater detail under ‘Budget Considerations’.

The District received three different quotes from vendors who supply gym equipment, they are as follows:

1. American Floor Mats – They would supply rubber flooring which is laid on the floor of the gym to protect the floor from weights bouncing. The quote also includes a discount of 10% given these would be used by fire personnel.
2. Tuff Stuff – They would supply a full set of dumbbells and rack and multi-functional cross-trainer.
3. ETE Fitness Equipment – They would supply a new adjustable bench.

District staff believes the gym equipment as quoted above would be modest additions to Fire Station 38 and provide physical and mental health benefits to its personnel.

**BUDGET CONSIDERATIONS:**

The combined cost of adding gym equipment at Fire Station 38 is estimated at \$7,900.23. Included in the District’s Fire/Weed Abatement Fund Budget for FY 22/23 is line 18 ‘Misc. Asset Acq./Replacements’ for \$250,000, the District has spent or appropriated the following funds for this fiscal year:

Project	Amount	Available Budget
		\$ 250,000.00
Water Heater	\$ 16,975.00	\$ 233,025.00
Sign	\$ 10,108.22	\$ 222,916.78
Perimeter Fence Enhancements	\$ 135,800.00	\$ 87,116.78
	\$ 162,883.22	

The District has approximately \$87,000 in available budgeted monies for the remaining fiscal year. Additionally, as of the writing of this Memorandum, the District has approximately \$3.227 million in its Fire Mitigation cash account, which serves as the funding sources for Fire Station 38 asset replacements. District staff determined the FY 22/23 Fire/Weed Abatement Fund Budget and Fire Mitigation cash account to have sufficient capacity for these expenditures.

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

- 1. Accept the proposal from American Floor Mats, ETE Fitness Equipment, and Tuff Stuff Fitness International.**
- 2. Authorize the General Manager to issue Purchase Orders to American Floor Mats, ETE Fitness Equipment, and Tuff Stuff Fitness International in the amount of \$7,900.23.**
- 3. Look into grant money moving forward for additional equipment.**

**Roll call:**

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

**Noes – 0**

**Abstain – 0**

**Absent – 0**

**The motion was carried unanimously.**

**ITEM 13. Consider Professional Services Contract for Hydraulics and Preliminary Design of Improvements in the 1238 (Hunter) Pressure Zone. DM 2023-37.**

**BACKGROUND**

The District has two main pressure zones serving its customers. The largest pressure zone is the Atkinson Pressure Zone with two storage tanks at 1066’ high water level (“HWL”) elevation. Two pump stations move water out of the Atkinson Pressure Zone (“PZ”) to the Hunter PZ with

two storage tanks at 1238' HWL elevation. The Ridgeline PZ is a small hydro pneumatic pressure zone ("HPZ") off the Hunter Pressure Zone.

In December 2019 the Board of Directors approved hiring Harper and Associates to proceed with inspections of the District's four storage tanks via DM 2019-72. This effort provided the District with a condition assessment for each tank identifying specific recommendations regarding coatings, structural integrity based on corrosion observations, and conformance with current seismic and safety regulations. The recommendations identified actions and costs for future tank rehabilitation/refurbishment projects.

It is known some amount of work will be necessary for each tank. Of specific concern is the Hunter One Tank. Due to its age and known corrosion issues, a significant amount of work will be necessary to either replace or refurbish this tank. In addition, the District's 2022 Water Master Plan calls for additional storage in the Hunter Pressure Zone to meet ultimate storage needs. Based on Harper and Associates recommendations for the Hunter One Tank, a decision will need to be made to either refurbish the tank or tear it down and build a new larger replacement tank to accommodate ultimate storage requirements. In either case, refurbishment or replacement of the existing Hunter One Tank, the Hunter Pressure Zone will be reliant on one storage for several months.

As noted above, the Hunter Pressure Zone has two storage tanks – 1) 0.4 MG Hunter One Tank, and 2) 1.0 MG Perrone Tank. These two tanks are hydraulically connected by a distribution system. While the Hunter One Tank is out of service, the entire Hunter Pressure Zone will rely on the Perrone Tank. Due to relatively small diameters of the existing distribution piping connecting the two tanks, staff was concerned inadequate pressures and flows will be experienced while supply is one directional from the Perrone Tank. To verify the existing hydraulic capability of the existing Hunter Pressure Zone and potential improvements that may be needed for adequate pressures and flows, the Board of Directors approved via DM 2020-10 hiring Webb and Associates ("Webb") to do preliminary Hydraulics analysis to assist the District to make decisions on what, if any, pipelines are needed prior to the Hunter One Tank being taken out of service for refurbishment or replacement. The results of this report identified several deficiencies in the 1238 (Hunter) PZ which need to be addressed as well as some deficiencies requiring attention in the southwest portion of the 1066 (Atkinson) PZ.

In the interim, the State Division of Drinking Water ("DDW") issued an order for the District to reduce PFAS concentrations in its Drinking Water Supply from ground water sources by the end of 2021. The District then redirected its efforts to installing the required water treatment systems to remove PFAS. In 2022, after commissioning the Ion Exchange Treatment at the Thompson Plant it was discovered that the installation of the new Ion Exchange Vessels was potentially affecting the pressures in the Atkinson PZ in the vicinity of Thompson Plant and possibly causing pipe failures in the area of Loring Ranch. Staff re-directed its efforts to solving this issue.

To begin to address the deficiencies identified in the 2020 Webb Report, recently Staff requested Webb provide a proposal to investigate and provide preliminary design along with cost estimates for the following:

- Upsize the 6" pipe from the Goldenwest Booster to Montero in order to take advantage of the full capacity of both booster pumps



- Decommission and remove the Hunter 2 Tank and put a new pipe in its place so the area can be looped and not have the dead ends it has now with the tank “valved off”
- Investigate the abandoned pipe along Valdez and Thunder Ridge and possibility installing a new pipe for system redundancy
- Upsize with new or add new and refurbish existing Hunter 1 Tank to increase storage capacity
- Analyze if there are adequate pipe diameters between Hunter 1 and Perrone Tanks
- Consider relocating Ridgeline HPZ Vessels to be on the same site as the Hunter 1 Tank
- Survey work to establish location of Hunter 1 Tank Property Lines and the Easements and Property Lines for the Ridgeline HPZ Vessels
- Low pressure concerns in southwest area of the 1066 Atkinson PZ should be investigated further as indicated in the September 2020 Webb Hunter Hydraulic Analysis

In response to this request for proposal, Webb proposes to do the following:

- Review Water Master Plan within the 1238 PZ and the southwestern portion of the 1066 PZ for proposed pipelines and other projects within the 1238 PZ which would ensure adequate service if the Hunter Tank 1 was taken out of service for refurbishment or replacement.
- Review as-built plans and atlas maps to confirm existing condition and potential bottlenecks in the system.
- Coordinate with RCSD Engineering and Operations team via meetings and field visit to determine the extent of the bottlenecks due to closed or out of service/abandoned pipelines and confirm existing pipeline locations and features, existing pump capabilities and limitations.
- Perform utility research in the area around the Goldenwest Pump Station and along two potential pipeline alignments (Avenue Don Benito and Valdez Ave) to confirm location of any other utilities in the area.
- Preparing mapping, survey and field topography for 400 lf of Ave Don Benito and 500 lf of Valdez Ave for preliminary design purposes.
- Preparing mapping, survey and field topography for Hunter 1 Tank site for preliminary design purposes.
- Survey Ridgeline Booster Station site and existing facilities, and map any easements associated with the site. Included in this task is research to find any existing easements for access to the site.
- Develop proposed pipeline configurations and alignments for four locations; Goldenwest Booster, pipeline through the Hunter 2 site, Avenue Don Benito and Valdez Ave. The base mapping to be used for those alignments will be from surveys previously prepared by WEBB, GIS mapping or the surveys noted above. No survey will be performed at the Goldenwest pump station site or the Hunter 2 site.
- Prepare a preliminary site plan for the Hunter 1 site that considers possible relocation of the Ridgeline Booster Station and construction of the required 0.9 MG of storage at this site, either two smaller tanks or one larger tank.
- Modify the water hydraulic model with the proposed improvements and confirm if the system will provide adequate service when the Hunter 1 Tank is out of service. Develop an operational plan for this situation, ie, pump lead/lag and set points assuming the Tony Perrone Tank is the only tank in service.
- Prepare cost estimates for the proposed improvements.
- Summarize findings in a letter report.

The District's 2022 Water Master Plan proposes these improvements to improve system reliability and redundancy in the 1238 (Hunter) PZ and portions of the 1066 (Atkinson) PZ but in order to do these improvements the District needs preliminary design work and additional study done to determine the best path forward and the specifics of the system improvements.

Webb's proposal to perform these tasks is \$84,508. The Fiscal Year ("FY") 2022-23 Budget includes \$200,000 for Design work in the 1238 (Hunter) PZ in the Water Fund Capital Improvement Budget, Line Item 8. Since this effort will result in storage tank replacements and may result in pipeline replacements, it is suggested funding be tracked under the District's Water Replacement Fund Budget. The Approved District Budget for FY 2022-23 does not include this project in the Water Fund Replacement Budget. Staff recommends amending both the Water Fund Capital Improvement Budget and the Water Fund Replacement Budget to move the \$200,000 from Line 8 of the former to Line 5 of the latter to properly track this as a replacement project and not a capital improvement project.

**Director Trowbridge moved and Director Trueba seconded the Board of Directors approve the General Manager to:**

- 1. Amend the approved District Budget for FY 2022-23 by reallocating \$200,000 from Water Fund Capital Improvement Budget Line 8 to the Water Replacement Fund Budget Line 5.**
- 2. Authorize the expenditure of up to \$100,000 of Line 5 of the Water Fund Budget to pay for the preliminary design effort for the 1238 (Hunter) PZ improvements and a portion of the 1066 (Atkinson) PZ improvements.**
- 3. Issue a Task Order to Webb Associates in the amount of \$84,508 to perform hydraulic analyses for the Hunter Pressure Zone pursuant to the attached Webb Proposal dated March 20, 2023.**

**Roll call:**

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

**Noes – 0**

**Abstain – 0**

**Absent – 0**

**The motion was carried unanimously.**

**ITEM 14. Consider Purchase of Continuous Mn Analyzer. DM 2023-38.**

### **BACKGROUND**

Rubidoux Community Services District ("District") has two wells which treat for manganese removal, Well 1A and 18. Three filter vessels at the Leland Thompson Water Treatment Plant ("Thompson Plant") remove manganese from Wells 1A and 18. Manganese is a mineral found in groundwater. It has a secondary maximum contaminant level ("MCL") of 50 parts per billion

("ppb"). Manganese can cause a blackish or purple hue in water and can stain sinks, tubs, toilets, and laundry.

In April 2022, the District and Jurupa Community Services District ("JCSD") entered into Amendment No. 1 to an operating agreement previously established by the two agencies in 2014 to "provide for the flow of potable water from either party's retail water system". The purpose of Amendment No. 1 was mostly to set a wholesale water rate the two agencies would charge each other during times of water purchases. Since the effective date of Amendment No. 1, RCSD has only sold water to JCSD. In 2022, water sales to JCSD were halted due to manganese in the filter at Jewel St. Booster. This, coupled with lower water demand in the winter months, the Jewel St. Booster has been off since late 2022. JCSD is getting ready to begin buying water from the District again and they have requested the District address the manganese issue prevalent at the Jewel St. Booster. To help mitigate this issue, the District can install a continuous manganese monitor for the Thompson Plant. This will ensure water flowing through the distribution system originating from the Thompson Plant and eventually making its way to the Jewel St. Booster remains under the manganese notification limit. The District's Spring 2023 Annual Consumer Confidence Report shows in 2022, out of fourteen samples taken for manganese, two samples exceeded the secondary MCL of 50 ppb.

The State Water Board's Division of Drinking Water is proposing a revision of the notification level of 20 ppb and a response level of 200 ppb for manganese (attached). The current notification level is 500 ppb and 5,000 ppb for the response level.

Sampling at the District for manganese occurs monthly and results are received within a few weeks. Backwashing of the manganese filter vessels occur once every 24 hours. A continuous manganese monitoring analyzer will ensure the District stays in compliance with the levels set by the DDW. It will provide staff with accurate, real-time information, which will determine when to backwash the filter vessels. Even absent water sales to JCSD, a continuous manganese analyzer at the Thompson Plant is a prudent and beneficial asset purchase.

The District sells water to JCSD at \$600/acre foot. Prior to JCSD halting water purchases, from April 2022 to December 2022, the District sold 1,481.781 acre feet of water, which equates to \$889,068.60. Maintaining these sales to JCSD is financially beneficial to the District.

The purchase of a continuous manganese analyzer was not considered during the FY 22-23 budgeting process and thus is not included in the current fiscal year budget. The District received a quote from Hach, a recurring vendor for the District, for a continuous manganese analyzer (attached). Including tax and freight, the total cost of the analyzer is approximately \$42,500. Additionally, once received, the analyzer would need to be wired and connected to the District's SCADA system by the District's electrical vendor, Center Electric. The quote to perform this work is approximately \$5,000 (attached). In total, the cost of procuring, shipping, installing, and connecting the analyzer is approximately \$47,500. Staff recommends the Board of Directors consider amending the FY 22-23 Water Fund Budget Asset Acquisitions to include the total cost of the continuous manganese analyzer for an amount equal to \$50,000 which includes a \$2,500 contingency for any unforeseen costs associated with the purchase. As of the writing of this Director's Memorandum, the District has approximately \$3.184 million in its Water Fund Operating Reserve cash account, which is more than sufficient to cover the cost of this asset.

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

- 1. Accept the quotes from Hach and Center Electric for the purchase for the purchase and installation of the continuous manganese analyzer.**
- 2. Issue a Purchase Order to Hach and Center Electric in the amount equal to their proposals.**
- 3. Amend the FY 22-23 Water Fund Budget Asset Acquisitions section to include \$50,000 for the purchase and installation of the continuous manganese analyzer.**

**Roll call:**

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

**Noes – 0**

**Abstain – 0**

**Absent – 0**

**The motion was carried unanimously.**

**\*ITEM 6. PUBLIC ACKNOWLEDGE OF NON-AGENDA MATTERS**

A member of the public arrived to the meeting around 4:50 PM. After Item 14 was completed. President Murphy allowed the member of the public to address the Board pursuant to the originally tabled Item 6. The member of the public provided comments about the Santa Ana river and constructing a dam to hold back the water flowing down the river.

**ITEM 15. Directors Comments**

Director Murphy stated that sewer treatment is going to go up more than had been expected. There will need to be a Closed Session meeting regarding this item. He would like to schedule a Closed Session agenda item at 3:30 prior to the first or second Board Meeting in May.

Director Murphy adjourned the meeting at 4:59 PM.