

**RUBIDOUX COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS**

**MINUTES OF REGULAR MEETING
Thursday, March 19, 2026**

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

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

VISITORS (SIGNED IN): John Harper Ruiz, RCSD Legal Counsel, Via Zoom
John Shulda, Lieutenant, Riverside County Sheriff
Ross Leja, RCSD Customer
George Ruiz, RCSD Customer
Tim Voigt, Fire Chief, Riverside County/CAL Fire
Jennifer Rubenstein, Rubidoux Mortuary
Taunya Kimberly, Rubidoux Mortuary
Michael, Via Zoom
Harman Breet Kaur, JUSD Student

ITEM 1. CALL TO ORDER

The regular meeting of the Board of Directors of the Rubidoux Community Services District was called to order by President Leja at 4:00 p.m. on Thursday, March 19, 2026, held in person and via teleconference at the District's Administrative Office, 3590 Rubidoux Boulevard, Jurupa Valley, California.

ITEM 2. PLEDGE OF ALLEGIANCE – General Manager

ITEM 3. ROLL CALL – General Manager

ITEM 4. PUBLIC COMMENTS –

Taunya Kimberly of Rubidoux Mortuary, located at 6091 Mission Blvd., Riverside, commented on the ongoing construction at the funeral home. She stated that she is experiencing issues with the insurance company covering the cost of the repairs.

Management will be providing her with an update next week.

ITEM 5. CONSENT CALENDAR

- A. Approval of Minutes for March 5, 2026, Regular Meeting**
- B. Consideration to Approve March 20, 2026, Salaries, Expenses and Transfers**
- C. DM 2026-20: Consider Approval of Budget Amendment Associated with Additional Scope for Preparation of the District Local Hazard Mitigation Plan (“LHMP”)**

BOARD DELIBERATION / ACTION

Director Murphy requested to pull ITEM 5B and 5C from the CONSENT CALENDAR and add ITEM 5B AND 5C to ITEM 8. ACTION / DISCUSSION ITEMS.

Director Murphy made a motion to approve ITEM 5A ‘Approval of Minutes for March 5, 2026, Regular Meeting,’ Director Trueba seconded the motion.

Roll Call Vote:

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

Noes – 0

Abstain – 0

Absent – 0

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

ITEM 6. CORRESPONDENCE AND RELATED INFORMATION – None

ITEM 7. REPORTS

A. Operations Report

Director of Operations Miguel Valdez shared the Potable Water Production Report for the month of February 2026, reporting a total production of 297 acre-feet. He also presented the potable water and wastewater comparison report for February, along with the reservoir capacity report.

Chemical deliveries for the month included 2,004 gallons of 25% sodium bisulfite delivered to the Thompson Plant, no Morton NSF-certified white crystal salt was delivered to the Smith Plant, and approximately 2,700 gallons of 12.5% sodium hypochlorite (liquid chlorine) delivered to the Thompson Plant, Smith Plant, and Well 8.

B. Emergency and Incident Report

Tim Voigt, Fire Chief, Riverside County/CAL Fire reported the Fire and Medical Incident Statistics for February 1, 2026 – February 28, 2026. The total number of incidents were 257 with a 4.5-minute average response time. The Office of the Fire Marshal had zero plans review and seven annual inspections (includes reinspection's) 1-850 inspections for the Department of Social Services Fire clearance for new care facility.

C. General Manager and Staff Reports / Updates

General Manager Laddusaw informed the Board of Directors that the next IAC meeting is scheduled for March 27. He also followed up with the Board regarding the Burrtec tour. Director Leja and Director Altamirano are interested in attending. He also shared information about the Robert A. Skinner Water Treatment Plant tour for those interested in attending. RSVPs are due by March 25, and the tour will take place on April 30. Director Leja and Director Skerbelis confirmed that they will be attending, while Director Murphy stated that he could not attend. Director Trueba and Director Altamirano will notify GM Laddusaw via email. JUSD liaison Israel was not in attendance at the meeting due to a scheduling conflict with the Teacher of the Year event occurring at the same time. Staff attended the Meet the Machines event that took place on March 14.

Martha Perez, Customer Service / Accounts Payable Manager, reported on the Give to Gain Women's Forum attended by staff.

D. Committee Reports

a. Solid Waste Committee Meeting (March 16, 2026)

General Manager Laddusaw provided the Board of Directors with an update on the scheduled Solid Waste Committee meeting, which included Proposition 218 updates and Fiscal Year 2026|27 rates.

ITEM 8. ACTION / DISCUSSION ITEMS

ITEM 5B. Consideration to Approve March 20, 2026, Salaries, Expenses and Transfers

The Salaries, Expenses and Transfers for March 20, 2026 can be viewed on the website:
<https://www.rcsd.org/2026-03-19-board-of-directors-board-meeting>

BOARD DELIBERATION / ACTION

Director Murphy had a few questions on a couple of the invoices including Elrod fencing and Minutemen Press.

Director Murphy made a motion to approve March 20, 2026, Salaries, Expenses and Transfer, Director Trueba seconded the motion.

Roll Call Vote:

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

Noes – 0

Abstain – 0

Absent – 0

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

ITEM 5C. DM 2026-20: Consider Approval of Budget Amendment Associated with Additional Scope for Preparation of the District Local Hazard Mitigation Plan (“LHMP”)

BACKGROUND:

On October 19, 2023, the Board of Directors (“Board”) considered Director’s Memorandum No. 2023-96 and authorized the General Manager to execute a Professional Services Contract with Emergency Planning Consultants (“EPC”) in the amount of \$52,500 for preparation of the District’s Local Hazard Mitigation Plan (“LHMP”). The project is funded through a Federal Emergency Management Agency (“FEMA”) grant administered by the California Governor’s Office of Emergency Services (“CalOES”), with the grant covering 90% of eligible costs and the District responsible for the remaining 10% local match.

The development of a stand-alone LHMP is a significant step for the District. In the past, the District relied on the Riverside County LHMP; however, FEMA has determined that reliance on the County plan alone does not sufficiently address the District’s specific infrastructure risks and operational hazards. As a result, the District has previously been precluded from competing for certain FEMA Hazard Mitigation grant programs, including funding opportunities related to reservoir rehabilitation and other critical infrastructure improvements. Adoption of the District’s own LHMP will position Rubidoux Community Services District to pursue future FEMA hazard mitigation funding and strengthen the District’s long-term emergency preparedness and resiliency planning.

Since initiation of the project, EPC has worked closely with District staff to identify hazards, evaluate vulnerabilities to District infrastructure, develop mitigation strategies, and conduct the required stakeholder coordination and public outreach components. During the course of the project, additional scope items were identified to ensure the LHMP fully addresses FEMA requirements and incorporates a more comprehensive evaluation of District facilities and mitigation strategies.

These additional services totaled \$30,000 in eligible project costs. Because the project remains subject to the same 90/10 FEMA grant cost share, approximately \$27,000 will be reimbursed through the FEMA/CalOES grant, with the District responsible for approximately \$3,000 as the required local match.

The LHMP document is now nearing completion and is in the process of being finalized for submittal to FEMA through CalOES for formal review and approval. Once FEMA approval is received, the LHMP will return to the Board of Directors for formal adoption by resolution, which is a required step to maintain eligibility for FEMA Hazard Mitigation Assistance programs.

Budget Considerations

In order to properly account for the additional eligible grant expenditures and corresponding reimbursements, staff recommends the Board approve the following budget amendment adjustments:

Water Fund Budget

- Line 11 “Grant Income: Cal OES (LHMP)” – Increase \$20,250
- Line 39 “Consulting Fees: LHMP” – Increase \$22,500

Sewer Fund Budget

- Line 8 “Grant Revenue” – Increase \$6,750
- Line 26 “Consulting Fees: LHMP” – Increase \$7,500

These adjustments maintain the 90% FEMA/Cal OES grant reimbursement and 10% District cost share for the additional project scope. Consistent with the original project budget, costs and grant revenues are allocated 75% to the Water Fund and 25% to the Sewer Fund to reflect the proportional benefit of the LHMP to each enterprise.

BOARD DELIBERATION / ACTION

Director Murphy made a motion to approve the proposed budget amendment to account for additional grant revenue and project expenditures associated with the preparation of the District’s Local Hazard Mitigation Plan, Director Trueba seconded the motion.

Roll Call Vote:

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

Noes – 0

Abstain – 0

Absent – 0

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

ITEM 9. DIRECTORS COMMENTS AND REQUESTS

Director Murphy commented that they received a handout on the Brown Act allows Directors to interact with speakers during the Public Comments, brief comments are allowed; however, RCSD Board policies do not permit Directors to engage with the public. Also, last week they met for the scheduled Special Meeting. Director Murphy read from his handout he received the status and clear measures for success. The acronym they use is SMART (Specific, Measurable, Achievable, Realistic and Timely). He shared if you are going to set goals you should set goals you can measure. He thinks the acronym is appropriate and that's the smart thing to do.

Director Trueba had no comments

Director Altamirano thanked staff for sharing the photos of the events staff attended. She also commented that she was unable to attend the Meet the Machines event but was glad staff were able to attend and bring the sewer truck.

Director Skerbelis commented that the Directors who attend the Burrtec tour will enjoy it.

Director Leja attended the Meet the Machines and asked whether the sewer truck was open for families to view the inside during the Meet the Machines event; it was not. She also commented on the Give to Gain Women's Forum event and thanked Martha for her presentation.

ITEM 10. DM 2026-21: CLOSED SESSION – Pursuant to California Government Code Section 54957(b)(1): Evaluation of District General Manager

BOARD DELIBERATION / ACTION

Start Close Session at 4:27 p.m. Resume at 4:58 p.m.

Director Leja reported the Board provided the General Manager with his annual performance evaluation.

Director Murphy dissented with the process for providing the General Manager with his performance evaluation and provided Attachment 1 to be included with the minutes.

ITEM 11. NEXT MEETING

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

ITEM 12. ADJOURNMENT

President Leja adjourned the meeting at 4:59 p.m.

ATTACHMENT 1

Pursuant to Board Policy Section 12 Members of the Board of Directors paragraph 5

Directors may request for inclusion into minutes brief comments pertinent to an agenda item only at the meeting that item is discussed (including, if desired, a position on abstention or dissenting vote).

Dissenting Vote Statement for inclusion in the minutes

I, RCSD Director Bernard Murphy am opposed to the process used in preparing the evaluation of the General Manager. The Board President has prepared the goals without discussion of the written recommended goal prepared by multiple board members.

Section 7. Code of Ethics bullet point 6

Directors should commit themselves to focusing on issues and not personalities. The presentation of the opinions of others should be encouraged. Cliques and voting blocks based on personalities rather than issues should be avoided.